

**Andrews Community Forest Committee
Regular Meeting Agenda
Monday November 27th, 2023 - 6:00 to 8:00 PM**

Location: Richmond Town Center Meeting Conf. Room A, 3rd Floor – 203 Bridge Street
Meeting will be held in person but may also be joined online or by phone

Zoom Meeting

<https://us02web.zoom.us/j/87009322152?pwd=QnJLe1lPK0xJN3RxWjlvMEZGMCM9uQT09>

Meeting ID: 870 0932 2152

Passcode: 399802

Join by phone: dial 1 929 205 6099 (NY)

Find your local number: <https://us02web.zoom.us/u/kbn1198GDj>

Agenda

6:00 pm Standing Items:

Start recording Zoom.

Roll call and Quorum; Welcome and identify public in attendance.

Appoint time-keeper and minutes taker

Minutes of October 23rd, 2023 meeting

Additions/Changes to Agenda

Note: Chairperson may recognize Public Comment period of each Agenda item.

(Public in person please move to the table with microphones and identify themselves).

6:10 (5 minutes) Information: Posted land between Valley View Extension and the ACF

6:15 (40 minutes) Application(s) to join the ACFC, including any recommendations from RCC and TC (Possible Executive Session) Application materials in Packet.

6:55 (20 minutes) Proposal for a writer to help revise our Management Plan, incorporating subcommittee recommendations and other revisions: Scope of project and skills/ qualifications/ experience required. (Draft RFP and Town's RFP template in packet).

7:15 (10 minutes) Appoint subcommittee to draft Site Plan for Trails (per Town regulations)

7:25 (15 minutes) Proposed signage for kiosk (see packet) (1) Informational Notice; (2) Map of existing trails (To be voted on)

7:40 Next meeting (Not December 25th 2023) and Entertain Motion to Adjourn

Packet:

Kiosk Map; Kiosk Information

Application(s) to join ACFC (Elliott application)

Draft RFP for writer; Town Template