

**Andrews Community Forest Committee
Regular Meeting Agenda
Monday December 18th, 2023 - 6:00 to 8:00 PM**

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

Join Zoom Meeting

<https://us02web.zoom.us/j/87380103019?pwd=VWs3K29ldEhYZHZlS3lVeDFxOEpTZz09>

Meeting ID: 873 8010 3019

Passcode: 459424

Find your local number: <https://us02web.zoom.us/u/kc6gzGxF03>

Agenda

a. 6:00 pm Standing Items:

Start recording Zoom.

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

Appoint time-keeper and minutes taker

Minutes of November 27th, 2023 meeting

Additions/Changes to Agenda

Updates from RTC and RCC representatives (if any) and correspondence (if any).

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

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

b. 6:15 (30 minutes) Wright Preston Application to join the ACFC, including recommendations from RCC and RTC (Application in Packet).

c. 6:45 (40 minutes) Proposal for a writer to help revise our Management Plan incorporating ACFC recommendations for revisions. ACFC members to bring suggestions to the meeting:

- about the scope of project, the proposed contractor responsibilities, and desired skills, qualifications, experience required.

- Materials required for Management Plan revision (such as records of public input, ‘model’ management plans from other Towns, etc.), – to be made easily accessible at the ACFC page at the Town website.

- Intent to appoint a subcommittee to prepare content of an RFP for submission to the Select Board via the Town Manager after the January ACFC meeting.

d. 7:25 (10 minutes) ACFC Quorum and implications.

e. 7:35 (20 minutes) Town Committees Policy and procedures review (2 items in packet)

f. 7:55 Next meeting (January 22nd, 2023) and Entertain Motion to Adjourn

Packet:

a. “ACFC Meeting Minutes Nov 2023.pdf”

b. Wright Preston application to join ACFC: “scan_prestonw_2023-11-17-08-21-14.pdf”

e. “a-guide-to-open-meetings-january-2019.pdf” (Published by Vermont Secretary of State)

e. Email from Ian Stokes to Daniel Schmidt: “Advice on ACFC conduct.pdf”

e. “Re_ Advice on ACFC conduct.pdf”