



Town of Ashland

MASSACHUSETTS

MEETING MINUTES
ASHLAND TOWN FOREST COMMITTEE
Meeting Room A
Ashland Town Hall, 101 Main Street, Ashland MA
January 29, 2020

1
2 Present: Brian Forestal (Chair)
3 Michael Jones (Vice Chair)
4 William Moulton (Secretary)
5 Robert St. Germain
6 Cathy Rooney
7

8
9 **Call to order: 7:00 P.M.**

10
11 Mr. Jones made a motion, seconded by Ms. Rooney, accept the January 8, 2020 minutes as
12 amended. Motion passed 5-0-0.
13

14 Updates:

15 Mr. St. Germain stated that the committee had received the CISMA grant for \$1300. The grant
16 is limited to labor only. Mr. St. Germain check with personnel office on procedure for hiring
17 students to do the work.
18

19 Ms. Rooney made a motion, seconded by Mr. Jones, that Mr. St. Germain sign the CISMA
20 grant award on behalf of the committee. Motion passed 5-0-0.
21

22 A report must be submitted by July 15th but can get an extension on spend the grant until
23 August 30th.
24

25 Mr. Forestal and Mr. St. Germain met with a team from the Appalachian Mountain Club - Bay
26 Circuit Trail people about construction of the 100-foot (107') boardwalk on the white trail.
27 They have agreed to build it.
28

29 Mr. Moulton provide an update on the schedule on the NOI hearing. Hearing should be on
30 February 24th Conservation Commission agenda. He plans on submitting a seconding NOI to
31 trail maintenance and invasive species control.
32

33 Mr. St. Germain provided an update on the water issue at Oak Street Apartments. DPW is
34 evaluating the raingarden design for revisions including a higher pathway and an emergency
35 overflow pipe to the street stormwater system. Updated plans will be needed for the NOI. It may
36 impact planting situation.
37

38 Mr. St. Germain and Mr. Forestal met with the DPW regarding gravel on the culvert on White
39 Trail; cutting branches by the shed (done); budget; trench for electric line to shed; bringing
40 rocks for ramp side walls and bridges.

41
42 They also met with Dan Stimpson of SVT about bicycling at Cowassock Woods and bridge
43 approaches on their land.

44
45 Discussed CPC grant request #4 that Mr. St. Germain is working for \$9500: rain garden \$4000,
46 boundary marking \$2500 and deer exclosures \$3000.

47
48 Expenses
49 Mr. St. Germain motioned, seconded by Mr. Jones, to approve his expense of \$98.77 for locks
50 and Bay Circuit Trail fee.

51
52 Reviewed spending plan:
53 • Grant #1 has a balance of \$1475.58. Discussed expected expenses leaving a potential
54 balance of \$390.58.
55 • Grant #2 has a balance of \$4681.63. Expected expenses were discussed
56 • Boy Scout fund has a balance of \$400.94. Expected expenses were discussed
57 • Discussed upcoming NOI hearing notice and OOC recording expenses coming out of
58 Grant 1 and Grant 2.

59
60 Reviewed tool list. Mr. St. Germain recommended getting a 1000W generator. Mr. St. Germain
61 made a motion, seconded by Mr. Jones, to approve the purchase of tools on the current quantity
62 list in the AFT Required tool list. Motion passed 4-0-1(Rooney)

63
64 Discussed the AFTC FY21 annual budget request that is to be submitted to the DPW.

65
66 Mr. St. Germain made a motion, seconded by Mr. Jones, to approve the FY21 Annual budget
67 request to the DPW. Motion passed 5-0-0.

68
69 Review the project tracker. Discussed building a loft in the shed. Mr. Moulton made a motion,
70 seconded by Mr. St. Germain, to build a loft, bench and install tool hangers in the shed. Motion
71 passed 5-0-0.

72
73 Mr. Forestal discussed an administrative tab for each person on the project tracker spreadsheet.

74
75 Discussed preparation for the May Town meeting Report. We can provide a presentation
76 limited to 3 minutes. We will use the presentation from the Select Board meeting. Mr. St.
77 Germain will revise narrative creating a draft.

78
79 **9.00 PM Adjournment**

80 Mr. Moulton made a motion, seconded by Mr. St. Germain, to adjourn the meeting. Motion
81 passed 5-0-0.

82
83 **Documents Reviewed by the Town Forest Committee on 01/29/2019**

- 84 • Town Forest Committee Agenda 01-29-2020
85 • Document entitled, *ATFC minutes 2019-01-8 draft*
86 • Document entitled, *CISMA Small Grant Award Notice - Ashland*
87 • Document entitled, *Amazon order-Elec Door knob*

- 88 • Document entitled, *200128 RstG Expense Reimb*
- 89 • Document entitled, *200129v2 ATFc Spending plan*
- 90 • Document entitled, *Tool procurement list v200129b w deferrals*
- 91 • Document entitled, *ATFC FY2021 budget submission v200129*
- 92 • Document entitled, *200128 ATF acct bal & spending plan*
- 93 • Document entitled, *AMC-BCT Boardwalk sections diagram*
- 94 • Document entitled, *ATFC budget draft v200123 (003)*
- 95