

## Town Commons Meeting Minutes for November 22, 2022:

- In attendance: Jeremy Litchfield (chair), Amy Brewer, Blaine Moore, Jym St. Pierre, Dennis Wilson, Fred Koerber
- Called to order at 5:06pm
- Current Projects:
  - Charge Updates
    - Any money accepted by the town on behalf of the committee must go through the finance department, and potentially may have to go to the Town Council for approval, especially for anything over \$100-\$500.
    - Finance department will note any restrictions on the funds and that it can legally be accepted and used for the intended purpose.
    - Preliminary solicitations can be made by the committee, but we can not sign anything official without going through the finance department.
    - The committee should get approval before applying for a grant, and would need approval from the Town Council to accept the grant.
    - Future committee meetings will need to be recorded, but will default to remaining on Zoom unless meeting on site at the Town Commons until the composition of the committee has changed or the town requires in person meetings as the current members travel and can not always meet in person. We will continue to meet in person at the Town Commons a few times per year.
  - Trail Usage Proposal
    - Submitted to the Town Council previously.
    - No update for when the Town Council will add it to their agenda.
  - Town Council Introductory Sessions
    - Town Commons is slated for their "introductory" presentation to the Council in June of 2023.
    - We should be able to address the trail usage and new charge before that session.
  - Bog Bridging Supplies
    - The budget had been cut and there were fewer funds available this year.
    - Budget season begins in January, and we can request our original budget back or even a slightly larger budget.
    - Budget can be carried over between budget cycles by encumbering that money to a specific purchase order with a vendor before July 1st.
    - Budget request should be completed by mid-January and should include a line item for how much we want to request specifically for the bog bridging.
    - We could potentially approach Bowdoin for help in financing the bog bridging.
    - The current bog bridge design is already approved as trail maintenance and can be installed in the short term and can help protect the trail from further impact from users.
    - More accessible bog bridging for a wider design would require wetland impact permitting, would cost \$5,000 or more just for the permitting, plus an additional year to 18-months for the permitting process and approvals. This could be a good long term project to extend the current ADA accessible trails.
    - No need to purchase materials now and storing through the Winter; wait for the thaw in the April timeframe and then build whatever segments we can and use the funds before the end of the budget cycle.

- Trail Usage, Maintenance, and Management:
  - No updates on permitting requirements for the goat trails as the state is backlogged.
- Budget:
  - We will coordinate the budget line items for 2023-2024 over email in December.
  - We will meet in January to finalize and approve the budget.
- Other Topics:
  - We should try to move our "introductory" presentation to the council to some time in February rather than June, or get one of our current agenda items to combine and present both at the same time. Jeremy will reach out to ask about this possibility.
- Next meeting will be on January 10, 2023 at 5pm.
- Meeting adjourned at 6:12pm