

## RECREATIONAL TRAILS COMMITTEE MEETING MINUTES

### MARSHFIELD TOWN HALL – meeting room 1

The meeting was called to order at 7:02 PM, December 13, 2017

In attendance: Ned Bangs, Linda Cincotti, Steve Goodhue, Vicki McPherson, Keith Rice, Greg Guimond  
Bill Grafton

Absent: Roger Whidden

The minutes of the 11/29/17 meeting was unanimously approved.

#### OLD BUSINESS

The chair informed the committee that the CPC had contacted her about attending the next CPC meeting, 12/13/17 at 7:00pm, in order to address any questions or concerns that the CPC might have had with the current RTC proposal requesting funding for the Kiosk Project. Ned Bangs volunteered to leave the present RTC meeting and attend the CPC meeting in order to answer some of the concerns of the CPC. Ned specifically wanted to address those concerns having to do with the use metal trail markers. Ned had done some research on the pros and cons of metal trail signage. The conclusion was that metal trail signage was not deemed to be detrimental to the trees on which the metal signage was posted. After informing the committee about this finding, Ned Bangs went on to the CPC meeting.

The chair decided to change the order of the issues listed in the posted agenda so that Ned Bangs could be present when some important issues were to be voted on.

The chair wanted to review the regulations guiding the workings of a subcommittee in the light of the Open Meeting Law. The obligatory taking of minutes by a subcommittee was discussed. Also, the chair informed the committee that an annual report was written and submitted to the Selectmen by the chair on behalf of the RTC. The committee then received a copy of the report. The committee reviewed the report and gave the chair various suggestions to be included in the report. The chair would amend the report and resubmit it to the Selectmen's office.

The chair then opened a discussion about the use of a graphic designer for the signage piece of the kiosk project. After much discussion, the committee voted to use a graphic designer for this project. Vicki McPherson said she would continue to seek out and contact graphic design vendors. Her goal was to have various vendors submit a proposal which would also include the cost of this piece of the project.

The chair then started a discussion about the Massachusetts Recreational Trails Grant Proposal. This proposal could be another avenue used for future funding of the Kiosk Project. The completed proposal would be due February 1, 2018. Steve Goodhue, the Proposal subcommittee, volunteered to put together all the information needed to complete and submit this proposal.

Vicki McPherson, the High School Liaison subcommittee, updated the committee on the status of the construction of the Kiosks by the High School students. Vicki McPherson, Ned Bangs and Keith Rice met

with teacher Tom Greland on 12/ 6 to discuss various construction issues. Tom felt that the proposed dimensions of the signage that he had received was not going to work. Consequently, one outcome of this meeting was the need for a standardized set of construction plans and specifications. After hearing this, the RTC committee then decided to review the specifications previously voted on by the committee. After much discussion, the RTC committee voted on amending the prior specifications. The following are the current amended dimensions and specifications: 6"x6" posts were to be used in the construction of the kiosks, the standard size of the signage would be 36"x48" (either portrait or landscape as determined), currently, 4 kiosks are needed, 2 (CVS site and South River Street site) double sided kiosks are portrait and 2 (Willow Street site and John Little Trail site) single sided are landscape. Also, the standard height of the top rail of the kiosk would be 7 feet.

Another issue that came to light at the meeting with Tom Greland was the need to set up accounts for Tom at various vendors for the purchase of materials and equipment for the construction of the kiosks. Ned Bangs was going to look into the process of setting up these accounts.

Ned returned from his meeting with the CPC. Ned then updated the RTC on the discussion he had with the CPC concerning trail markers. Based on the feedback Ned received, the CPC was no longer concerned about the metal materials used for the trail markers.

Next meeting: 1/24/18 at Marshfield Town Hall Planning Board meeting room 1 @ 7pm.

Adjournment: 9:04 pm

Minutes submitted by Linda Cincotti