

RECREATION TRAILS COMMITTEE MEETING MINUTES

MARSHFIELD TOWN HALL – Planning Board room

The meeting was called to order at 7:00pm January 24, 2018

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

Absent: Roger Whidden

The minutes of the 12-13-17 meeting were amended and unanimously approved.

OLD BUSINESS:

The minutes of the Trails Grant Proposal subcommittee meeting on 1-10-18 were amended (total cost of project changed to \$71,140) and then voted on and unanimously approved.

Vicki McPherson updated the committee on her reaching out to various vendors who could design and produce the signage for the kiosks. There were 3 vendors who replied to the RTC request for proposals for the kiosk signage project.

Greg Brenner- Brenner Signs and Awnings – will present at this meeting

Jason Spiegel- Giant Pro Graphics- will present at this meeting

Angela Scieszka- Scieszka Graphics (Fossil Industries)- will present at a future meeting

Vicki had also contacted Connor Michaud and Samantha Woods.

In the past Connor has assisted other towns in writing proposals for grants for recreation projects. Vicki said she would follow up with Connor about assisting the RTC in grant writing. Samantha Woods works with the NSRWA. Samantha did volunteer to help the RTC in putting together information for any interpretive content for future trail signs.

As was suggested at the end of the last meeting, RTC members, submitted via email, lists of questions that could be answered by the vendors. Ned Bangs compiled all those questions and created a handout to be used by the RTC members. Also, Greg Guimond configured a "review sheet" that would aid each committee member in comparing information received from the various vendors.

Greg Brenner was the first to present. His company could do both the construction of the Kiosks as well as designing and manufacturing the signage for the kiosks. Mr. Brenner was thorough in answering the committee's questions as well as helpful, by providing suggestions for the signage design and construction of the kiosks. Mr. Brenner also talked about the various types of materials used for the signage. Mr. Brenner did include in his proposal as well as in his presentation, his best estimate of the cost of this signage project.

Mr. Spiegel presented next. He stated that his company could do the design and manufacturing of the signage but the actual construction of the kiosks would have to be done by an outside vendor who specialized in construction. Mr. Spiegel spoke to the committee about the process of designing and manufacturing the signage. He was helpful in explaining the different materials used for the kiosk signage. In answer to some specific questions about signage design and projected cost, Mr. Spiegel requested additional time to revisit the details of this project. He felt that reviewing the specifics requested by the RTC, he could be more accurate in his estimates.

After the presentations, the vendors left the meeting. At that time, the committee reviewed the information given by the vendors. After much discussion, it was decided that the committee wanted to meet with the third vendor (Angela Scieszka) before choosing a vendor to work on kiosk signage. Vicki said that she would contact the vendor and invite her to present at the next RTC meeting. It was also decided that Vicki would send out to all three vendors, the compiled list of committee questions that could be answered and returned to the committee.

Steve Goodhue then presented his final draft of the DCR Recreational Trails Proposal. This proposal is requesting funding for the Kiosk project. The committee reviewed the proposal and made several changes. Steve planned to send off the amended proposal the next day. Steve and Ned Bangs want to meet with the CPC to update the CPC on any changes made to the proposal. They will contact the CPC to set that up.

Next meeting: 2-15-18 at Marshfield Town Hall, Planning Board room @ 7PM.

Adjournment: 9:45PM

Submitted by Linda Cincotti