

FINAL

Meeting Minutes

Friends of the Milford Upper Charles Trail, Inc.

Visioning Workshop – Open Public Session

Meeting Date: February 18, 2026; Time: 7:00 PM; Location: Milford Town Library

1. Attendance

Members Present: Henry C. Papuga (Treasurer); Chris Ward; Mike Schiavi; Mike Morrison (Vice President); Sharon Pigeon (Secretary); Denise Simoneau; Pat Rosenthal; Don Franczy; Catherine Guido (President); Reno Deluzio

Guests / Members of the Public Present: Laura Mann, Rebecca Bechyannes, Bill Perry, Michael Shain, True T. Davis; Christy Morrison; Ashley McComiskey, Jaime Wheelock

2. Call to Order

President Catherine Guido opened the Visioning Workshop at 7:00 PM and welcomed attendees. She introduced herself and the current officers of Friends of the Milford Upper Charles Trail, Inc. Catherine clarified the distinction between the Friends organization and the Trail Committee (now dissolved). The Friends organization serves as advocates and supporters of the trail and maintains relationships with other trail organizations.

3. Purpose of the Visioning Workshop

The purpose of the meeting was to collect community ideas on how to enhance the Milford Upper Charles Trail experience. All ideas were welcomed, and the focus was on idea generation and prioritization rather than debate or feasibility review. Attendees were informed that the March 4, 2026 meeting would discuss priorities and outline potential implementation steps.

4. Membership and Support

Attendees were encouraged to become members of the Friends organization. Annual membership is \$10 per calendar year. Donations may be made through the website or by check payable to Friends of the Milford Upper Charles Trail and mailed to Town Hall.

5. Facilitation Process

Chris served as facilitator. Topic areas were posted around the room to guide idea submission:

- Education & Enrichment – e.g., Milford history placards, nature education programming.
- Trail Enhancements – improved signage, beautification, additional structures.
- Safety & Maintenance – trail conditions and user safety considerations.
- Access & Expansion – accessibility improvements and potential future expansion concepts.
- Building Community – events, themed walks, and community activities.
- Other – ideas not fitting into predefined categories.

Participants wrote ideas on individual sticky notes and placed them under the appropriate categories. Duplicate ideas were grouped together (affinity grouping), after which attendees received three voting dots to indicate prioritization.

6. Idea Collection and Prioritization

Attendees submitted ideas and participated in the affinity grouping process. Volunteers reviewed and read ideas under each category. Participants cast their votes, with the understanding that results reflect the priorities of those present.

7. Next Steps

The March 4 meeting will present a summary of collected ideas, votes, and priorities. The Friends will transition from idea collection to discussion of feasibility and planning over time. Additional volunteers will be needed to support initiative development and execution. Attendees were encouraged to return and invite others to participate.

8. Action Items and Assigned Owners

Action Item	Responsible Party	Target Date	Status
Compile and validate sticky note inventory and vote counts	Secretary	March 4, 2026	Open
Prepare priority presentation for March 4	Secretary	March 4, 2026	Open
Develop implementation framework based on priorities	All	May 2026	Open
Recruit additional volunteers to support implementation	All	Ongoing	Open

9. Adjournment

A raffle of two \$50 gift cards donated by Rail Trail Flatbread Co. restaurant was held. There being no further business, the Visioning Workshop concluded following completion of idea collection and prioritization. Attendees were thanked for their participation.

The Friends of the Milford Upper Charles Trail, Inc.
Treasurer's Report: 01/01/2026 to 01/31/2026

Opening Account Balance 1/1/2026 \$ 11,567.46

INCOME

Donations - Stop & Shop Grocery Bag	\$ 112.00
Account Interest - Checking Acct	\$ 0.23
Account Interest - CD	\$ 19.94
Membership Fees (1)	<u>\$ 20.00</u>
	\$ 152.17

TOTAL INCOME **\$ 152.17**

EXPENSES

Office Expense: \$ -

Insurance:
Directors & Officers Liability Insur. \$ -

Web Site Maintenance:
Go Daddy \$ -

Outreach Events: \$ -

TOTAL EXPENSES **\$ -**

Net Change for 1 month period **\$ 152.17**

Closing Accts Total Balance 01/31/2026 \$ 11,719.63

NOTES:

Membership - 1 payment received in January from a new member.
PayPal Account - No activity in January 2026
Donations - Stop & Shop July 2025 Grocery Bag donation of \$112.00 received in January.
2025 IRS Form 990-N - Electronic filing due by May 15, 2026.
2025 MA Attorney General Form PC w/Tax Report - Due by May 15, 2026.
2025 MA Secretary of State Annual Report - Due by November 1, 2026.