

FINAL

FRIENDS OF THE MILFORD UPPER CHARLES TRAIL MEETING MINUTES September 3, 2025

Attendees: See attendance sheet

Start time: 7:09 PM

Discussion:

1. Reviewed, discussed, and approved the meeting minutes, as amended, from the August 6, 2025 meeting.
2. The President reported that there were trail closures that the VP posted to Facebook, Secretary posted to Instagram, and an email was sent out. There was a felled tree on Hayward Street section of the trail; it is still there but no longer blocking trail.
3. President provided transfer cable and handheld data device to Henry Papuga for collecting counter data from street crossing signals. It was shared how the handheld devices work and the access ability of the counters in the crossing signals. It was agreed that counting people/usage of the trail could be useful information to obtain. There was a proposed motion to spend \$500 dollars on a new trail counter, but this proposal was deferred to next month's meeting after more information is obtained.
4. An interview with Friends President about the trail and upcoming elections was aired and posted on YouTube (posted on August 22, 2025) by the local Milford TV station.
5. Jim Asam (Parks and Recreation Department) stated that his team is trying to keep up with addressing issues with the street crossing signals. Jim Asam can be contacted or Brian Arujio, a policeman, can be contacted. The responsibilities of the Parks Department were summarized, as well as the responsibilities that are not assigned to the Parks Department and are the responsibility of other departments. Overgrowth along the trail was discussed and removal is performed by Parks Department on a periodic basis. Jim Asam suggested providing his email address on the Friends website, Facebook, etc. as a point of contact for trail concerns.
6. The Treasurer reported that the Balance of the Friends account is \$10,701. The Attorney General report and State reports have been filed. The cost for the Friends to carry liability insurance is \$977 along with a State filing fee. These were the most recent expenditures. Parks Department buys doggy bags (Friends no longer incur this cost).
7. The VP noted recent posts to Facebook and Instagram. The Milford Cultural Council, Milford Ma Community Message Board, and Milford, MA Patch will be tagged in posts made on Instagram and Facebook. A reminder to clean up after your pet will be posted (since there are bags and trash cans along the trail for use).
8. Elections were held with the following results:
Catherine Guido elected as President, Mike Morrison elected as Vice President, Henry Papuga elected as Treasurer, Olivia Guido elected as Secretary, Chris Ward elected as a Board Director.
9. Henry met with a member of the Building Department but will be meeting with another member of the department in hopes of making more progress with counters.
10. Fence and sign graffiti along the trail were discussed. Youth workers painted the fence along the trail by the Senior Center. The Parks Department uses a paint color named Fox Hollow Brown to paint along the trail. Cleaning the signs will be attempted before replacing them.

11. National Grid is the company to contact with regards to the easement by Eugene Circle. A petition that has been created by the Friends will be circulated around Eugene Circle to gauge interest in improving access to the trail.
12. A motion passed to conduct a meeting on October 8, 2025, to discuss tabled topics further as well as other topics not on the September meeting agenda. The meeting schedule can be discussed at next meeting.
13. The Milford Pumpkin Stroll event information has not been provided to the Friends yet. The Friends have participated in this event the past several years.
14. Mike Morrison (President) and Bill Sanborn (Treasurer) were thanked and acknowledged for their hard work and dedication to the Friends in their election positions which they held for the past several years.

ACTION ITEMS:

1. Bill Sanborn/Henry Papuga to investigate PayPal account access.
2. Henry Papuga will try to get handheld devices to work for crossing signal counters.
3. Electrical Company/Building Inspection Department to be contacted by Henry Papuga.
4. Pat Rosenthal to receive paint from Jim Asam to address graffiti along the trail.
5. Include attachments at the end of meeting minutes and distribute minutes prior to the meeting.
6. Catherine Guido and Mike Morrison will hold a transition meeting to sort out member/contact list, etc.
7. Catherine Guido and Henry Papuga to sign paperwork with bank, etc. as part of assuming their new roles.

End time: 8:48 pm

Minutes submitted by Olivia Guido

**Friends of the Milford Upper Charles Trail
Meeting Attendance Sheet**

Date:

9/3/2025

Name	Affiliation (Member, Official, Citizen, etc.)
Catherine Guido	member
William Scahorn	member & Treasurer
CHRIS WARD	member
Ann Simmen Kous Khala-Bob	member
Jim Asam	Parks and Rec Administrator
Mike Morrison	member
Henry C. Papuga	member
Don Francy	Member
Reno De Luzie	Member
Pat Rosenthal	member
Brett Staupe	Director
Olivia Guido	Secretary
Greta Guido	member