

Friends of the Milford Upper Charles Trail
Minutes of the General Membership Meeting
April 4, 2006

Call to Order

Margaret Myatt called the meeting to order at 7:10 PM. 18 members and 1 visitor were present.

Approval of Minutes

A motion was made and unanimously carried to approve the minutes of the 3/7/2006 meeting.

Officer Reports

- Secretary – Tom Myatt:
 - There were 56 members at the end of 2005; 23 of these were members of the MHS Class of 1957.
 - The membership count as of 3/31/06 was 26: 16 Bronze, 6 Silver, 3 Gold, and 1 Pathfinder. This reconciles with the Treasurer's first quarter 2006 financial report.
 - The membership count at the conclusion of this meeting was: 38: 17 Bronze, 10 Silver, 4 Gold, and 7 Pathfinder.
 - An email was distributed to everyone on the Friends email distribution about renewing dues. Also, 28 notifications were sent via regular mail to those members for whom we do not have email addresses.

- Treasurer – Dave Cassinelli:
 - Dave presented a year-end 2005 financial report, summarized here:
 - Income
 - Membership dues \$ 2,595.00
 - Contributions \$ 17.00
 - Advertisements \$ 100.00
 - Interest \$ 0.46
 - Total income \$2,712.46
 - Expenses
 - Milford Granite \$ 800.00
 - Ridgewood Printing \$ 22.50
 - Total expenses \$ 822.50
 - Balance \$1,889.96
 - Dave also presented a first quarter 2006 financial report, summarized here:
 - Income
 - Balance from 2005 \$ 1,889.96
 - Membership dues \$ 560.00
 - Interest \$ 0.47
 - Paypal deposits \$ 0.64
 - Total income \$2,451.07
 - Expenses
 - Stamps \$ 16.99
 - Total expenses \$ 16.99
 - Balance \$2,434.08
 - Note: these figures do not include funds received at this meeting because they will be included under the second quarter.

- Vice President – Tony Niro:
 - Chris Chamberlain of the Boy Scouts completed his sign design and site analysis, and sent it to the Parks Department for approval. Chris recommended the commuter parking lot by Sacred Heart for the site. The sign would not be installed until Parks Department has ownership of the trail.

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- Tony reported that a police officer made a request to the police chief for the department to provide an ATV to patrol the trail and adjoining trails. The response was there are not funds in the budget for an ATV, so the officer plans to raise the funds through contributions.
- Tony raised \$625 in memberships from businesses: six \$100 contributors and one \$25 contributor. Other people have committed but Tony has not had a chance to get to them yet.
- President – Margaret Myatt:
 - Articles of corporation have been approved by the state – Friends are posted as a corporation on the state's web site. Now we can submit 501(c)(3) application to IRS, which Margaret will do by 4/15.
 - Margaret has had some radio interviews about the Trail and the grand opening.
 - Now that the town has a new Parks Commissioner, Margaret suggested inviting him to a Friends meeting after the grand opening.
 - Margaret will post a PDF of the grand opening vendor letter on the Friends website. Pat will send her the PDF.

Committee Reports

- Milford Trail Committee – Reno DeLuzio
 - Continuation of Phase 1 construction:
 - Reno sent a letter to Mass Highway to ask if any pressure could be put on Northern Construction to finish the construction. Not receiving any help there, he called Northern directly. The Main St. to Cedar St. section may not be done until August because the Target work is not ready.
 - Reno estimated seven years ago that the annual maintenance cost to be \$15,000. In today's dollars, that would be about \$25,000. Parks Dept got bid of about \$8,000 for cutting grass, but Finance Committee is balking at it. The Finance Committee thought that Reno said that the Friends would raise the funds for that. Reno corrected that perception.
 - The petition for \$150,000 for design cost of phase 2 has been approved by the state.
 - There is an issue with National Grid and Federal Highway Administration: license versus a lease. National Grid agreed to a 99 year term and to accept town's self-insurance program.
 - Reno summarized the results of five abutters meetings for Phase 2 (each for one section of the trail held between 2/15 to 3/29). There are 87 abutters, 21 showed up. Some Friends and Trail Committee members attended. There was no organized opposition. Some abutters expressed interest in joining Friends and one offered an easement. Primary concerns, followed by mitigation steps:
 - Unauthorized motor vehicle use
 - Against the town trail bylaws, and police and Friends will patrol the trail.
 - Privacy
 - Will use privacy fences where natural vegetation not adequate.
 - Trespassing on private privacy
 - Will post rail fencing and boulders where there are no natural obstacles.
 - Excessive tree removal
 - Regulations require tree removal kept to a minimum. Reno took an action item to flag trees for removal before design finalized, so abutters can view and voice specific concerns.

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- Streets used as parking lots for trail
 - Reno took action to develop signage prohibiting parking.
- Drainage
 - The Phase 1 design rule is that trail construction will not increase amount of runoff. The Phase 2 design rule is that trail will eliminate or improve drainage.
- At the final abutter meeting it was noted that the town has an initiative to build an alternate road for Main Street that would use the same corridor that trail would use. The feasibility study includes bike lanes. To preserve funding from the feds and state, must present unified plan.
- All meetings ended on a positive note. Reno recommended that abutters attend Friends and Town Trail Committee meetings.

- Special Events Committee – Pat Rosenthal:
 - The grand opening planning is going very well. Pat listed some of the events that will be held: ribbon cutting ceremony with dignitaries, school band and honor guard; bike decorating and parade; Silver Sneakers; fun run; jazz band entertainment; DJ; Tai Chi, Karate, and Yoga demonstrations; bike safety sessions; vendor demonstrations and raffles; etc.
 - Pat also noted that for a \$100 contribution that a vendor can have their name listed as a sponsor of opening day on a custom made board displayed in a highly visible location.
 - The next grand opening meeting is at 7:00 PM Monday, 4/10, at the Senior Center. Subsequent meetings are every other Monday.

- Fund Raising Committee – Ann Marie McCarthy
 - The Milford Chamber of Commerce sanctioned putting the Trail on the nine-town map.
 - Ann Marie is no longer asking people to check with her committee before soliciting funds from businesses. The original purpose was to not have multiple Friends soliciting the same business, but on further consideration it is ok for multiple solicitations.
 - Dave mentioned the vendor solicitation letter for the grand opening will be sent to local businesses.

- Safety Committee – John Edmondson
 - John spoke with Chief O'Loughlin. The primary concern of the police department regarding the Trail will be the grand opening. Other concerns regarding safety and issues with ATV's will be addressed after the grand opening.
 - Administrative Sergeant Dave Saco will be the point person for the police department regarding the Trail. He will be the person in charge of the police presence at the grand opening. He will also be the point person for interfacing with abutters and the Friends, and coordinating motorcycle patrols for the trails. John will meet with Dave soon.
 - It was suggested that the police utilize bicycle patrols.
 - John welcomed people to join the committee. Linda Konvalinka volunteered.

- Publicity Committee – Nancy Wojick and Theresa Mazzarelli
 - A comprehensive publicity plan is in place for the grand opening.
 - We need to get a schedule of events for the grand opening into people's hands.
 - Newspaper ads are too expensive, but an insert would cost only about \$300 for a circulation 5,000 circulation in Milford and \$600 plus for a circulation of 11,000 that includes neighboring towns. Dave suggested postponing a decision until after the May 1st cut off for vendors to respond to the solicitation letter, so we have a better idea of our available funds.
 - It will cost about \$50 in copying costs for fliers for the Milford school system.

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- Maintenance Committee – Jennene Pasquarosa
 - Please send to Jennene the name and contact information of anyone you know interested in trail maintenance.
 - Reno has a list of interested people that he will send to Jennene.
 - Linda Konvalinka volunteered to join committee.
 - Reno also has a folder of ideas on trail maintenance from other groups that he can give to Jennene.

Old Business

- No old business was conducted.

New Business

- Linda Konvalinka demonstrated a PowerPoint presentation on the natural features along the trail that can be used for educational purposes with various groups.
- It was suggested that we have an information card about the Friends that is business card size so Friends on the Trail can hand them to people they meet. Tony volunteered to make a sample.

Next Meeting

Motion was made and unanimously carried to have the next meeting at 7:00 PM, Monday, May 1st at the Senior Center.

Adjournment

Motion was made and unanimously carried to adjourn the meeting at 8:40 PM.