

**ETMD Board of Directors Minutes – April 11, 2018**

**In attendance:**

**Officers:** Bill Reichl, President; Val Camire, Treasurer

**Trustees:** Greg Tansley, Biddeford; Bryan Levierre, Kennebunk; Tom McCullum, South Berwick;Joe Yuhas, ETA; Jim Bucar, ETA

**Staff:** Carole Brush, Executive Director

1. **Welcome & Introductions –** President Reichl opened meeting at 8:35 AM
2. **Minutes of February 14, 2018 –** Motion to accept Joe, second Val, unanimous to accept
3. **Financial** 
   * **February & March reports** – Carole noted that our liability insurance went up by $200 this year; had checked for better rates but found best staying with current provider. Motion to accept reports as presented Greg, second Jim, unanimous to accept
4. **Operations – 25 min** 
   * **Current and future Event Policy** –
   * Per request from Larry Mead proposed revised policy was presented to TM’s by ETMD reps. Biddeford and Scarborough responded they are OK with ETMD’s determination. Long discussion between ETMD Board at meeting regarding the purpose and need for fees, insurance, application process. Carole mentioned we have lost a few commercial and non profit applicants as well due to fees (revised suggested $100 plus $10 or $5/applicant for commercial); prior policy for non profits $100 application fee) Board noted that at best in prior years total fees were $800 - $1000. Carole noted that on average 1 hr of her time required to process applications, a bit more to post and remove notices of events from trail. After reviewing several options, motion made by Tom, second by Jim to charge a flat $2/applicant for commercial events; no fee for non profits and to request applicants provide insurance, post and remove notices, leave trail as they found it and make certain they have complied with any fees or policies from the hosting municipality, including police coverage, permits, etc. Carole will send out draft of revised policy for board to review and comment. She will then reach out to non-profits to encourage use of trail and to the one for profit group that was hesitant to use the trial with the new fee schedule. To insure that Ironman has sufficient notice, they will be advised of new policy as soon as all board and town managers have an opportunity to comment. All agreed the more events we can get on the trail – the better…
   * **Hallczuk status – Scheduled** for trial May 29th – 1 PM
   * **Connection Updates** - Carole
   * **Arundel-Kennebunkport Cottage Preserve -** Agreement signed, $5000 deposited in ETMD account, meeting requested by Unitil and scheduled for April 20, 11:30 AM, Cape Arundel Cottage Preserve offices, Route 1, Arundel. Attendees invited: Unitil (John Davis, Roger Barham); ETMD (Carole Brush, Tad Redway); AKCP (Joe Paolini, Rick Licht) All but Tad Redway and Joe Paolini confirmed.
   * **Arundel Conservation Trust** - Consensus of board is no connection agreement required as they are a non-profit entity (aka OOB). Meeting requested by Unitil and scheduled for April 20, 10:00 AM, Kennebunkport Conservation Trust Offices, 57 Gravely Brook Rd., Kennebunkport. Attendees invited: Unitil (John Davis, Roger Barham); ETMD (Carole Brush, Tad Redway); ACT (Dorothy Gregoire). All but Tad Redway confirmed.
5. **Ongoing / Proposed Projects - 25 min** 
   * **Close the Gap - Scarborough**
   * Bill reported design moving along per schedule, plan impacts should be determined within the month and a kick-off meeting with MaineDOT will be scheduled. “If” all goes perfectly, advertising may be as soon as this next winter, if not a more realistic timeframe will be determined and presented to MaineDOT.
   * Carole reported on the successful 1st Annual Taste of the Town Gala held at Camp Ketcha, Scarborough on 4/7. Event drew in 200 participants plus most of the major donors and netted $12,000 for CTG campaign. Next fundraisers dedicated to CTG are May 19th John Andrews 2nd Memorial 5k, Scarborough and July 1st MEND the Gap 10k, Scarborough.
   * **Blazing the Trail South - Kennebunk – South Berwick**
   * The ETA Annual Meeting will again focus on taking the trail south. May 16, 6-8 pm, Vinegar Hill Music Theatre, Arundel. Presentation by Dave Read, ECG on the Health and Economic Benefits of the Eastern Trail and comments by Kennebunk, Wells, & ETA on status of BTTS campaign. Carole passed out fliers (attached) and will send electronically, asking that all help publicize, promote and attend the meeting.
   * Carole has not heard back from **Kennebunk & Wells** regarding her request for next steps which would include a brief presentation by them at the May 16th ETA Annual Meeting, setting up a meeting with MaineDOT and getting together as a group to form an action plan. Carole will follow up with both municipalities week of May 23rd. She has submitted several grant requests from $100,000 down to $10,000 and will continue to do so.
   * Carole will follow up next week with both **North Berwick and South Berwick** re their interest in setting up a workshop re next steps for each town. Tom McCullum interested in staying involved. Carole will also present at lunch n learn for Pratt & Whitney’s 2nd and 3rd shifts (noon and 3 PM) on Monday April 23. Tom suggested we follow up with each town re interest in setting up an info board or kiosk where we can post information about the trail. Not discussed but needs a follow up – bike rack for South Berwick.
   * **Over the River – Saco-Biddeford connection**
   * Carole reported that the site walk with her, Paul Niehoff, PACTS, Tad, Jim and Joe in April did confirm that, if possible, using the railroad corridor & bridge would provide the best off road route. Next steps would be to set up a meeting between the PanAm representative and City Mangers of Biddeford & Saco. Greg suggested that wait until after budget season – scheduled follow up for June.
   * **Reports from Municipalities**
   * **Biddeford** – Per Joe, the trail is dry, the parking lot at SMHC is very wet. Question to group – who maintains that? Carole & Greg – thought that SMHC might but not certain. Contact there is Marc Fournier. No determination on who should contact them.
   * **Kennebunk & Scarborough** – Bryan (Kennebunk) and Bill (Scarborough) both reported trail muddy in spots, once dry PW will get out and do spring clean up (debris, branches, etc)
6. **Outreach & Events – 15 min** 
   * **EIS** – Jim reported that over 123,000 users were counted in the 9 months the counters have been on the trail. Counters will stay up for another few months. ( fyi- the 2014 report indicated 88,000 users) Jim working on EIS report similar to the one from 2014. Anticipated release date June or July, 2018.
   * **Upcoming ETA / ETMD events** – (see attached list)
   * **South Berwick –** Tom will find contact re South Berwick Strawberry Festival to see if ETMD can attend & volunteered to be at the table with another ET volunteer. Festival is last Saturday in June.
   * **General -** Carole reported that in addition to the ones mentioned above, there is a benefit for the ETA on April 28th – Missa Gaia concert, the 15th annual MLR is on 9//8 and currently has over 375 registered; 11th annual Snowy Egret 5k (Scarborough) is on May 28th. Joe will lead a walk in conjunction with McArthur Library on the Biddeford section of the trail on 3/14; Joe is attending several wellness events over the next month and will be at the Saco Bike Rodeo on 5/19. Joe and Carole continue to lead the monthly full moon walks in Biddeford and Saco. March walks had over 70 attendees total. Carole and Paul Niehoff will present at the New England Bike Walk Summit in Boston on April 27th.
7. **Next Meeting** – May 9, 2018
8. **9:45 AM - Motion to adjourn:** Jim, second Greg, unanimous in favor **Respectfully submitted:** Val Camire & Carole Brush