



Eastern Trail Management District Meeting- Draft Minutes

Kennebunk Town Hall - Third Floor Conference Room – March 8, 2017, 8:30 – 10:30 a.m.

Attendees:

Board:

Eric Labelle, *Vice Chair* – Kennebunk
Tad Redway, *Secretary* - Arundel
Marianne Goodine- Wells
Greg Tansley- Biddeford
Megan McLaughlin-Old Orchard Beach
Jim Bucar- ETA
Joe Yuhas –ETA

Staff:

Carole Brush, ETMD Executive Director
Chris Osterrieder, Kennebunk Engineer

Call to Order : Meeting called to order by Vice Chair Labelle at 8:38 AM

1. Introductions:

2. Minutes of January 11, 2017

MOTION: Mr. Bucar moved and Mr. Yuhas seconded the motion to approve the minutes of January 11, 2017

VOTE: *Unanimous in favor.*

3. Financial:

3.1 Financial Report: The Executive Director reported that the expenditures for the fiscal year are on track. The \$350 expenditure for the QuickBooks data transfer will be accounted for.

MOTION: Mr. Yuhas moved and Mr. Bucar seconded the motion to approve the January Financial Report.

VOTE: *Unanimous in favor.*

3.2 Proposed Projects:

1. Event Policy Update:

Mr. Bucar reported that while user populations on the Trail are increasing, the number of registered events are progressively shrinking and unlikely to increase with the given fee schedule. Mr. Yuhas added that in the year of 'Closing the Gap' a moratorium on fees should be declared to encourage giving, and to encourage more non-profit events. Non-profit events increase the ET's visibility. Mr. Labelle concurred and noted that the requirement for event insurance could be driving users groups and non-profits away. The Executive Director asked to be given the authority when to require insurance and user fees based on the nature of the event and its organization.

MOTION: Mr. Bucar moved and Mr. Yuhas seconded the motion to amend the ETMD Event Policy so that the Executive Director has the sole responsibility for determining fees and insurance requirements for events on the Eastern Trail.

VOTE: *Unanimous in favor*

2. Economic Impact Study 2017

The Executive Director reported that the initial Economic Impact Study cost \$8,000 and was funded in part by a grant solicited by John Andrews from Kennebunk Savings Bank. Discussion ensued on requesting funding from KSB for an update.

3. John Andrews Memorial

Ms. Brush reported that Alix Hopkins, formally of Portland Trails, had suggested that a memorial for John be erected. Mr. Bucar reminded the Board that a plaque honoring John was erected on the west side of the ET Bridge over Route 1. It was also noted that the same bridge was named the John Andrews Bridge by the City of Saco and a nameplate visible to north and southbound traffic was affixed to the bridge. Mr. Redway suggested that the 'John Andrews Ride' be held every year from Bug Light to Sarah Long Bridge much like the Lighthouse Ride. Ms. Brush noted that a 5K run is being sponsored in John's honor by *O'Reilly's Cure* in Scarborough. No decision was made.

4. Operations:

4.1 2017 Trail Funding

The Executive Director reported that an application for the Kennebunk Wells Project was submitted to the *Dopplet Family Trail Development Fund* in the amount of \$50,000 total with awards being announced in June 2017. The ED also offered to assist South Berwick in the preparation of a PPI Grant application, but there has been no response.

The survey on the Kennebunk-Wells off road segment has been completed from Kennebunk to Bald Hill Road in Wells. Wells is eligible for a \$25,000 PPI grant, but we are currently waiting for the report from the surveyor, Sebago Technics, Inc.

4.2 General:

The ED reported that a large supply of superseded MDOT Eastern Trail signs (consisting of a bicycle silhouette in a green oval) is available for use by any municipality or any person. There was discussion about using excess signs as awards, gifts, or selling them on eBay for fundraising.

The ETA needs to appoint a replacement trustee for John Andrews and will probably make such an appointment by the Annual Meeting.

4.3 Dues:

Scarborough has already submitted their FY 18 dues, while Wells has already approved the ETMD request. South Berwick has requested that the ETMD appear before a Budget Meeting. Ms. Brush acknowledged that dues support may be troubled in light of the Vine Street Bridge funding requests and the perception that the ETMD is not performing, despite the ED's offer to prepare a PPI grant application for the community. The South Berwick Council is interested in the ETMD position on the Vine Street Bridge Project.

MOTION: Mr. Redway moved and Ms. Goodine seconded the motion that the ETMD supports pursuit of the Vine Street Bridge Project and connection of the ET to downtown South Berwick.

VOTE: *Unanimous in favor*

5. Ongoing/Proposed Projects

5.1 Scarborough – 019386.00

The Executive Director reported that to date Gap funding needed is \$575,000. \$7,000 was received on February 20th and March 5th, along with \$5,000 from Pam Chase, and a verbal commitment of \$25,000 from IDEXX. Revision Energy has made an undesignated commitment. CMP has already paid their \$25,000. *O'Reilly's Cure* in Scarborough is doing an on-going promotion and sponsoring the John Andrews 5K. TFCU will also conduct a spring fundraising promotion. DollarWise Heating Oil has not committed to any funding, but is consulting with Portland Trails to market funding promotions for the Gap.

1. GAP Tracks Project: UNE is conducting an environmental pre and post construction study of the GAP site to determine the short and long term environmental changes the Trail construction will have on the local ecology.

5.2 Kennebunk-Wells Trail:

Chris Osterrieder, Kennebunk Town Engineer, reports that the survey work between Kennebunk and Wells is 95% complete, with vertical alignments to be completed in April. The draft survey report is being completed and will be supplied to the Executive Director. Mr. Labelle also reported that a new employee has been assigned to Trail maintenance and Kennebunk and the Town Engineering Department is examining alternative maintenance strategies to stabilizing the ramps to the Maine Turnpike Bridge.

5.3 Eastern Trail Subdivision:

Ms. McLaughlin reported that a new subdivision is being proposed, called the Eastern Trail Estates, and located abutting the Trail is being proposed in Old Orchard Beach. She expressed concern if this project was infringing upon the trademark or copyright of the Trail. The Board concurred that the appropriation of the ET name did not pose any concerns at this time.

6. Outreach, Amenities & Events

6.1 ETA Communications Plan

Ms. Brush reported that *Blackfly Media* has been contracted by ETA to assist the ED in preparing a communications plan focusing on critical issues such as tourism, transportation, and economic development.

6.2 Ambassador Program

Mr. Bucar reported a resurrection of the Trail Ambassador Program in which part-time trained and designated volunteers will walk the trail welcoming users, handing out maps and providing both information on the Trail and environs. Each Ambassador will have a mesh vest identifying their status and will carry a cell phone. Target start date is April 2017. Mr. Yuhas attended the UNE Wellness Fair and discussed with students the potential for the ET Ambassador program to meet their college Citizenship requirements. Mr. Labelle recommended that the website should solicit opinions from users and should provide a survey of user attitudes and facility evaluations.

7. Other Business

None.

8. Next Meeting – April 12, 2017

9. Adjournment

MOTION: Mr. Redway moved and Mr. Yuhas seconded the motion to adjourn at 10:28 am.

VOTE: Unanimous in favor.

Respectfully Submitted,



Tad Redway
ETMD Secretary