



## ETMD Board of Directors – Agenda

Kennebunk Town Hall - December 12, 2012 - 8:30 – 10:30 a.m.

1. **X Country Ski Grooming Proposal** – Ron Hebert, John Andrews, Joe Yuhas 15 min
2. **Minutes of November 14, 2012** (attached) – **needs vote** - 5 min
3. **ETMD Priorities** 90 min
  - Trail Management
    - i. Discussion on Ski Grooming Proposal
    - ii. Trail Conditions
      - Reports from Municipalities
    - iii. Status:
      - Emergency Trail Marker Installations & reimbursement
      - Events (Updates provided in Monthly Summary)
  - Updates: Carole B
    - i. 2012 RHR Audit and Tax Return
    - ii. Financial Report (to follow)
    - iii. 2012 Dues – South Berwick status?
    - iv. ETMD Websites
4. **Ongoing Projects:** (Monthly Summary to follow) - 20 min Carole B
  - Saco to OOB -- PIN 13340.00
    - i. Ramp design/construction – Completed; inspected on 9/28/12
  - Scarborough – 019386.00
    - i. \$150,000 .8 mi. design update
5. **Other Business** – issues? Concerns? 5 min
6. **Next Meeting** – January 9, 2013
7. **Adjourn**

**ETMD Board of Directors  
Minutes  
November 14, 2012**

**Trustee Attendance**

Kittery	-	
Eliot	-	
South Berwick		Anita Rosencranz
North Berwick	-	
Wells		Marianne Goodine
Kennebunk		Mike Claus
Arundel	-	
Biddeford		Dan Letellier, V.P.
Saco		Bob Hamblen, Secretary
Old Orchard Beach	-	
Scarborough		Bill Reichl
South Portland	-	
ETA		Jim Bucar, John Andrews, Joe Yuhas
ETMD Executive Director		Carole Brush

*(Attendees are identified by initials)*

**Meeting called to order at 8:32 a.m. by VP Letellier.**

1. **Minutes of October 10, 2012** – Motion to accept the minutes as submitted by JA, 2<sup>nd</sup> by JB, and so voted, unanimous.
2. **ETMD Priorities**
  - Trail Management
    - i. Trail Conditions
      - Reports from Municipalities -- CB: Arundel, fixed soft spots in trail. Unitil did major work in Arundel, notified no one. Talked to Shawn Lachance of Unitil, work done by Hidden Meadows crossing. They posted Trail Closed sign and barricaded trail, restoration of surface seems good. BH: all well in Saco. Quarter mile markers up this week, per DPW. Will follow up on No Trespassing signs at Sweetser and Silver Springs. Biddeford and Arundel: SMMC markers tacked to posts, says JB, tacky. DL: Will come down once thank you signs go up. SMMC uses a measured mile for their programs. BR: all good in Scarborough. Bollards at bridge? Concern about ATVs being able to cross bridge. Hunters can access trail from Black Point end, can't drive vehicles but can use ATVs. Saco and Biddeford each got 6

wheelers for trail access. BR: Scarb has a few, OOB, too. Biddeford asked about access points, CB responded. JB: CMP doing work in its corridor, connector trail for OOB would go alongside.

ii. Status:

- Emergency Trail Marker Installations – going up in Saco this week. OOB, Scarborough and Biddeford are done. JB: South Portland installing theirs? CB: we do have signs for them. DL: have about 20 posts left. Carole will contact SoPo and inquire.
  - Rotary acknowledgement signs – BH: has them for Scarborough, OOB and Saco. Will pass them on as convenient.
  - Kiosks: JB: got “You are Here” signs up in Scarborough, OOB and Saco, Biddeford and Kennebunk Elementary still to go. SMMC kiosk still to be moved; Bob L. has best info on that.
  - City/County designations: Saco still working on it. The Arundel/Biddeford sign works well; will seek to duplicate for Saco-OOB.
  - Response to Unital’s position on future CoLocation Agreements – no movement on this. Wait until need arises.
  - Events (Updates provided in Monthly Summary): JA – UNE offered to groom Trail for X-country skiing. Probably have to remove a bollard for access, but freezing making bollard operation possible has been a problem. Follow up with Unital? CB: has contacted those with events from past year. SMMC, Harvest Half Marathon probably again, REV3 also, probably Nick’s Walk, National Foundation for Tumors Walk also. DL: \$1800 deficit projected, with Kittery not paying dues. Lot of fundraisers planned, road races, Biddeford doesn’t charge fees for such events, but considering it. Marathon planned for Kennebunk to UNE in Spring 2013. Not on ET. Even SMMC, maybe City can cover one event, but after that costs have to be covered. BH: has the events procedure worked out well? CB: yes, once fees were established we just pass that on, and now that repeat events are happening, routine is setting in.
- Updates: Carole B
    - i. 2012 RHR Audit and Tax Return: CB – will file for extension as return is due tomorrow. High expenditures, so auditor has asked about the need to file something additional, need to hear from MDOT. If needed, that will add to \$2500 cost.
    - ii. Financial Report: CB – all well except for losing Kittery and now South Berwick. Would finish year in black based on YTD. AR: South Berwick dues would come from logging operation, has yet to start. No interest on part of Eliot, Kittery, South Berwick. Can’t find alternate for my position. Need a deadline for town manager’s use. DL: by 12/31? BH: sounds right. AR: would like to see SETA look out for South Berwick, given its history of dues paying. Our position is we’re done in South

Berwick. **JA: motion that SB remain in voting form thru 12/31, 2<sup>nd</sup> by JY, unanimous.**

iii. 2012 Dues – all in but Kittery, South Berwick.

3. ETMD Websites – CB: distributes summary of 3 websites, and review of sites. No one really Googles ETMap, or ETMD sites. JB: would make ETMD a tab on ET.org, and roll ETMap into ET.org. Most go to ETA site, all of our literature, trail maps. Larry Glantz: can keep domain names for nominal fee, so the sites can still be searched. ETMap is a duplication of data on www.EasternTrail.org site. **MC: moves that we keep domain names for ETMaps and for ETMD.org, but have ETA webmaster point them to ET.org, JA 2nds.** DL: saving of \$300 for ETMD? CB: yes, at least \$200. BH: so mapping capabilities on ETMap are on ET.org, too? CB: yes. **Motion approved, unanimously.**
4. **Ongoing Projects:** Carole B
  - Saco to OOB -- PIN 13340.00
    - i. Ramp design/construction – Completed; inspected on 9/28/12. CB: done, going over with Ray, handling docs and closing out. Punchlist being finalized.
  - Scarborough – 019386.00
    - i. \$150,000 .8 mi. design update BR: CMP wants to revoke easement granted 4 years ago as of yesterday. No plans for power line expansion, but they don't want the trail there.
5. **Other Business** – issues? Concerns? JY: grooming portions of Trail worth discussing. SMMC to substation is frequently bare of snow, from substation south would work. JA: experiment to see if it works. CB: would need to notify Unitil, and each town would need to lower bollards. Keep bollards down all winter? Should approach both SMMC and Unitil. JY: would enhance winter use of trail. Increased use means increased problems.
6. **Next Meeting** – December 12, 2012
7. **Adjourn at 10:12.**

Respectfully submitted,

Bob Hamblen, Secretary