



## ETMD Board of Directors

December 12, 2012

### Trustee Attendance

Kittery	-
Eliot	-
South Berwick	-
North Berwick	-
Wells	-
Kennebunk	Mike Claus
Arundel	Tad Redway, Pres.
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

Meeting called to order at 8:41 a.m. by President Redway.

- 1. X Country Ski Grooming Proposal** – JA: Ron enthusiastic about this, but hard to reach. TR: dropping bollards is a concern. Compromises Unitil. Snowmobiles aren't a threat to the pipeline, but they consider it as such. Rick LaFlamme, IFW, offers patrol of Trail. DL: Bass Lane and Hidden Meadows bollards are the problem. CB: should discussion be in executive session when we meet with Ron? TR: we don't have to, but can if we want. DL: contacted Public Works' Guy Casavant re: grooming. How would this work – up to community or to ETMD as to whether grooming occurs? CB: John Sherman indicated Saco has a groomer. MC: Kennebunk hasn't given it much thought. Would we advertise it? Where would you park? JY: plan for Great Maine Outdoor Weekend? Should develop policy on trail grooming. JA, DL and CB will prepare draft policy on grooming, to include volunteers and other options.

2. **Minutes of November 14, 2012** – DL: for the record, meeting began at 8:32 and ended at 10:12 in November. JA to accept, 2<sup>nd</sup> by JB, and so voted, 8-0.

### 3. **ETMD Priorities**

- Trail Management

- i. Discussion on Ski Grooming Proposal – see above.

- ii. Trail Conditions --

- Reports from Municipalities: Scarborough closure for Unitil.

- JA: it was fun, maybe not having to do it several times. Dealt with several parties. JB: Unitil did not put any barriers or signs up. ET posted on website, put up signs. JB: casual users didn't check website. TR: apologies to Scarborough, which had lined up fire and police. TR: thanks to JY, JB and JA for providing service on short notice. MC: in Kennebunk, the FD would close trail and provide service. Town would pick up the costs. FD wants to be notified. JB: if no trail built, Unitil still needs to maintain, needs to keep people away from site. **TR: report from all municipalities on who wants the responsibility of handling trail closures would help.** New owner of the Halszuk property off Mountain Road, owner would welcome reports of trail abuse by tenant.

- iii. Status:

- Emergency Trail Marker Installations & reimbursement – CB: Saco's are now installed? BH: yes. CB: Bob Lanigra pursuing SMCC's reimbursement for cost of Kennebunk and Arundel installations. MC picked up signposts from Biddeford. TR: will talk with Fire Chief for installation.

- Events (Updates provided in Monthly Summary): CB: 2 ETA events, an SMCC event, and the Rev3 Triathlon took place in August-October period. A few others, non-profit so we do not charge. \$500 for the Rev3 event, maybe should have been higher. DL: any costs for maintenance due to Rev3?

CB: no. DL: no need to increase fee then. JB: one of our policies that has worked well. CB: money goes into ETMD bottom line. DL: \$950 realized from events, not bad.

- Updates: Carole B
  - i. 2012 RHR Audit and Tax Return – CB circulates recommendations from RHR: end practice of handwritten checks; create policies and procedures manual on financials; back-up for CEO, perhaps training an officer to serve as back-up. RHR did audit again, different individual. DL: motion to move funds from trail operations to pay off bill for audit, 2<sup>nd</sup> by MC, in amount of \$1,000, and so voted, 8-0.
  - ii. Financial Report: CB – we're on budget, Larry Glantz has done a little website work, but overall in good shape.
  - iii. 2012 Dues – South Berwick status? CB: voted to give until year-end to pay FY13 dues, which Anita has conveyed to town manager. MC: should pull in managers to appeal to these towns. Will talk to Barry. CB: will contact Jon Carter to do the same. DL: could managers be advised of SETA effort? CB: also TE applications submitted by Wells and Kennebunk. TR: meeting with Dab Debois, who will contact person in charge of giving at Pratt Whitney. JA: also developing contacts at PW. TR: intent is to seek match from PW to get North Berwick to begin paying dues again. MC: Kittery, North Berwick, South Berwick, Eliot – approach them and suggest \$2,000 each annually? TR: \$2500 was original dues. Suzanne: we're sorry ETMD dues not being paid at all. JA: we should take credit for Memorial Bridge – wouldn't be happening if not for the efforts of us and others. TR: the MD has accomplished a lot, and the towns recognize that. MC: managers okay with \$2000 from these towns? Go ask your managers. JA: approach SoPo and ask about ¼ mile markers, benches? Might Rick Towle find dues money? DL, TR will ask Rick. CB: dues letters go out now? Yes. TR: also ETMD newsletter should accompany it.

- iv. ETMD Websites: Larry has started moving material over to ETA website. CB: talked to BlackFly, which felt it wouldn't save money. ETMap, we're seeking access to mapping program. BF feels a few hundred would cover it, but we'd consider hosting free, putting our logo in, keeping URL in place. CB will ask for password that will allow Larry access. Okay to keep their logo in place once content is moved over to EasternTrail.org.

**4. Ongoing Projects:**

- Saco to OOB -- PIN 13340.00
  - i. Ramp design/construction – Completed; inspected on 9/28/12. CB: close-out under way, all good otherwise.
- Scarborough – 019386.00
  - i. \$150,000 .8 mi. design update – BR: no progress made with CMP. May move on to Pond View Drive route if no movement by end of year.

- 5. Other Business** – issues? Concerns? DL: initiate an award for communities who deserve recognition? MC: perhaps an ETA function instead. PR would be good for its fundraising efforts. TR: ETMD should recognize its own. JB: make it a joint award. DL: another awardee should be ??, for years of service. TR: also one for ?? . DL: motion that years of service plaques be awarded to ?? and ??, TR 2nds, and so voted, 8-0.

**JB:** OOB connector trail is progressing. Committee has proposed to set aside money for bollards, and considering how to best connect to ET. Also where it meets the ET, funds for a kiosk. Near where Pond View Drive approaches ET. Already is a work path in that location. Costs about \$1800 at this point. Bollards, use boulders or timber instead. TR: an 8x8" post, right in the middle of trail, works well.

**TR:** Arundel selectmen met last night. An 'Arrow' survey was done, (newsletter), and public support for ET is overwhelming. It needs improvement, they don't want to find parking other than off Limerick Road. Tad has designed parking for a parcel,

- 6. Next Meeting** – January 9, 2013

7. **Adjourn – 10:29 a.m. Merry Christmas to all.**

Respectfully submitted,

Bob Hamblen, Secretary