

HOLLISTON TRAILS COMMITTEE

MEETING MINUTES

MEETING DATE: February 12, 2014 at 7:00 PM, Holliston Town Hall

ISSUE DATE: March 12, 2014

PRESENT

VOTING MEMBERS: Melissa Halstead, Ken Henderson, Matt Varrell, Robert Weidknecht, Herb Brockert, and Marc Connelly

ABSENT

VOTING MEMBERS: Martha Ellis and Mark Kaplan

GUESTS: None

PREPARED BY: Matt Varrell

COPIES TO: Jay Leary, Board of Selectmen
Beth Liberty, Finance Committee
Paul LeBeau, Town Administrator
Elizabeth Greendale, Town Clerk
Karen Sherman, Town Planner

DISCUSSION ITEMS:

1. **Approval of Meeting Minutes from January 22, 2014 Meeting.** Ken Henderson moved to accept the minutes of the January 22, 2014 meeting of the Holliston Trails Committee. Melissa Halstead seconded the motion, and the vote in favor of the motion was 4-0-2.
2. **Sign Lease.** Robert Weidknecht reported that the executed lease document and payment has been received for the lease on the sign within Blair Square. The lease is \$500 annually; leased by 13-23 Water Street LLC.
3. **Trail Use Permit.** Matt Varrell reported that he had spoken to Paul Lebeau about future methods for permitting use of the trail and/or Blair Square by public or private groups. Paul indicated that the appropriate process would be to use the Procession Permit which is what is currently used for any public gatherings. The application is available from the police department and approval is issued by the HPD and the Selectmen.
4. **Future Trail Maintenance.** A discussion was held about how to include the future financial needs for maintenance of the trail in the town budget. Herb Brockert volunteered to speak to the highway department about it and then draft a letter to the selectmen with a

recommendation. Anticipated maintenance items are mowing and occasional repair/resurfacing of the trail.

5. **DCR 2011 Final Report.** Ken Henderson reported that he is continuing to collect signatures for documentation of volunteer hours donated. Robert Weidknecht is finalizing the other necessary documents.
6. **Milford Connection.** A discussion was held as to the agreements made with Milford as to who will be performing the final grading in the connection area prior to Milford paving the section up to the town line. Holliston will grade and compact the area, Milford will pave it and Holliston will loam the sideslopes. This agreement was included as part of the DCR grant for this section of the trail.
7. **Keefe Tech.** Ken Henderson will follow-up with Keefe Tech as to what the students are capable of doing for the handrails on the Exchange Street trestle. The Committee needs to determine if they can do design and fabrication or just fabrication and installation. Details on materials costs are also necessary to determine the need for additional grant applications.
8. **Blair Square Survey.** The Committee has been informed that GLM Engineering has performed a significant amount of survey at no cost to the town. Herb Brockert will investigate what the status is of the survey and what is left to be done. As needed, funding may be available from CPA to complete the work and obtain the final product. Once the complete survey plans are available, the "visioning session" process for the park can be initiated.
9. **TIP Funding.** Robert Weidknecht reported that he is requesting that the TIP funding from the state be available for use for acquisition, rather than construction. Robert has contacted State Representative Carolyn Dykema and State Senator Karen Spilka for their assistance in this matter.
10. **Grading of Cross Street to Summer Street.** A discussion was held regarding the need to level this portion of the trail. Herb Brockert suggested regrading to remove the "moguls" that currently exist. Due to the presence of wetlands in the area, permitting with the Conservation Commission will be necessary. Matt Varrell volunteered to take the lead on permitting. Robert will create plans suitable for use in permitting.
11. **Trail Symposium.** Melissa Halstead distributed a press release for the symposium to be held on March 8 at the Ashland Community Center.

12. Solar Farm Project. There is a Planning Board meeting scheduled for February 19th to discuss the proposed parking area and connector trail, located off of Hopping Brook Road. The Committee will submit suggestions to the PB for design considerations.

13. Other Matters:

- a. A tentative date for the next trail clean up was set for April 12 - primarily a Lions Club project.
- b. Melissa reported that The Friends of the Trail group will be applying for funding from the Newcomers Club and Celebrate Holliston.
- c. During last year's Holliston in Bloom event, a suggestion was made to create a connector trail to Pleasure Point. Herb will speak to Tom Smith about the possibility of finding available space through the Highway Department land to create a connector trail.
- d. A group in town is interested in placing a bike rack in Blair Square as a memorial for Emilee Gagnon. A meeting at the Square has been requested to discuss where the rack should go and preferences for the design. A meeting was set for February 15th at 11AM.

14. Set Next Meeting Date: The next meeting will be held on March 12, 2014 at 7 p.m.

15. Meeting Adjournment. Marc Connelly moved to adjourn the meeting. Ken Henderson seconded the motion, and the vote for adjournment was unanimous. The meeting was adjourned at 8:52 pm.

Respectfully Submitted,



Robert Weidknecht - Chairman