**\*\* Meeting Minutes \*\***

**21 January 2025, 7:00 p.m.**

**Conference Room 112 - The Groton Center – 163 W. Main St., W. Groton**

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| **Attendees: (**Present = X) | **Visitors:** |
| Chair | Paul Funch | X | Scott Lewis |
| Vice Chair | Britt McKinley | X |  |
| Co-Clerk | Bob Fournier | X |  |
| Members |  |  |  |
|  | Kiirja Paananen |  |  |
|  | Josh LoPresti | X |  |
|  | Steve Legge | X |  |
|  | Richard Lynch | X |  |
|  | Jim Peregoy | X |  |
|  | Tom Montilli | X |  |
|  | Dan Pierpont | X |  |

**Call to Order** - Meeting was called to order at 7:20

**Votes**

**VOTE:** To approve 19 November 2024 minutes

* Motion to accept by Peregoy; seconded by Lynch.
* Approved by unanimous vote; Legge abstained.

**VOTE:** To elect a new Vice Chair due to resignation of member Murray

* Montilli nominated McKinley; seconded by Lynch.
* Approved by unanimous vote.

**VOTE:** To contract with Scott Lewis/Lewis Studios for website development and maintenance.

* Funch requested a yearly budget of $1,000 from the Town Manager to support the website maintenance.
* Haddad agreed to include this in the FY26 budget that will be presented to the Town Meeting for approval in April 2025. If approved, this amount will be included in subsequent town budgets.
* Motion to create pilot made by Lynch, with a deposit of $600. The remaining launch fee would be for the remainder of the fee of $1,200 plus the yearly maintenance charge of $950. Seconded by McKinley.
* Lewis to investigate the complexity of incorporating our map data and will estimate any cost increases.
* Montilli and Funch to help with content of the new website in conjunction with the website subcommittee (Jim, Kiirja, and Rich).
* Approved by unanimous vote; Legge abstained.

**VOTE:** To recommend appointing a New Member of the Trails Committee to the Town Manager; Uwe Tobies had previously submitted a committee interest form, but he withdrew from consideration at this time

* Tom Gulick was the only other person that submitted a committee interest form. He has helped on numerous trail projects in the past. However, he could not attend the meeting tonight.
* Motion to elect Gulick made by McKinley, seconded by Lynch.
* Approved by unanimous vote.

**Reports**

* 1. Donations to our Gift Fund have been received from Susan Mercer ($1,000) and Squannacook River Runners ($1,250)
	2. Nashua Riverwalk Trail Amenities and Educational Signage – A Zoom meeting was held with DCR on January 3, 2025. NOI amendment will be prepared by DCR and submitted to Groton Conservation Commission. Amendment includes bump-outs for four educational signs and expansion of the trail terminus to allow an accessible picnic table to be installed.
	3. MassTrails Grant Final Report, Reimbursement Request, and Summary Form were submitted.
	4. Final Report submitted to Community Foundation of North Central Massachusetts.
	5. Freedom’s Way Grant Final Report and Reimbursement Request were submitted. Reimbursement has been received. Final grant matching report will be sent upon overall project completion.
	6. Nashua, Squannacook, and Nissitissit Rivers Wild and Scenic Stewardship Council - Grant Extension request submitted. A new agreement was signed January 1, 2025.
	7. CPA Grant – Tools & Equipment - Addendum Request for $730.08 was approved by Community Preservation Committee. Balance of $604.92 remains unspent. Storage shed procedures and orientation need to be developed.
	8. Trail Maintenance – Moved left-over 3/8” gravel from Keyes Woods and Sawtell to Stoddart Trail
	9. Stoddart Trail project financials and letters to donors - Donations of $2,300 were made for the Stoddard Trail. The cost of building this trail was $975 plus the cost of gravel which has not been invoiced yet. Letters of thanks sent out by McKinley.
	10. The Groton Center Rental Application for our meeting room use was signed and submitted January 8, 2025
	11. 2024 Annual Report preparation - Legge is taking responsibility for pulling the report together.

**Votes**

**VOTE:** To Appoint Carl Canner to the West Groton Rail Trail Committee.

* This was the unanimous recommendation of the WGRTC.
* Motion to appoint Canner was made by Pierpont; seconded by Montilli.
* Approved by unanimous vote.

**VOTE:** To provide a letter of support for the WGRTC’s CPA Grant application

* The request is for $75,000 of CPA funding.
* Motion to accept letter of support drafted by Funch was made by McKinley; seconded by Lynch.
* Approved by unanimous vote.

**VOTE:** To provide a letter of support for the Groton Conservation Committee’s CPA Grant application.

* Motion to accept letter of support drafted by Funch; seconded by Pierpont.
* Approved by unanimous vote. McKinley abstained.

**Adjournment**

**VOTE:** McKinley made a motion to adjourn; approved by unanimous vote.