

## Boyce Hill Town Forest Steering Committee

February 17, 2021

### DRAFT MINUTES AND TASK LIST

1. Approve Minutes from February 3, 2021 meeting  
Chuck moved to approve the minutes, and Karrie seconded the motion. No further discussion, all in favor, motion was passed.
2. Public Input  
No members of the public were present.
3. Goals for today's meeting  
Review Sub-Team updates and develop a task list for next two weeks.
4. Apple Tree Pruning Workshop Debrief  
Sixteen enthusiastic people participated in Rachel Grigorian's apple tree pruning workshop on February 13<sup>th</sup>. Pete did a masterful job of organizing and we raised over \$400 that will be deposited into the Town Forest Reserve Fund and earmarked for Boyce Hill. At least 8 apple trees benefited from a winter pruning and it was a great learning opportunity for everyone. Rachel will send a summary of the workshop out to participants.  
Discussion re: writing an article about the workshop, the article that appeared in Valley Reporter this past week detailing workshop and quoting latest Boyce Hill Email Update, whether we should have highlighted the budget request in that update, if attendees might be interested in further stewardship projects, and sending an email thank you for donations.
5. Select Board Meeting 2/23/21 – BHTF Update for Town Meeting  
Lisa and Corrie will attend the Town Information Meeting on February 23, 2021 and present an update on FCC work, including Boyce Hill and the Steering Committee's work to-date. SC members requested they mention the two anonymous donations of \$1,000 received to-date and stress that there will be efforts made to raise funds for both the management planning process and the ongoing stewardship of the property. It is important to mention that private donations are an option.
6. Sub-Team Updates
  - a. Technology overview
    - Karrie will send out an email to SC members to schedule a technology workshop as a few of us have limited knowledge about working with Google Docs, etc.
    - Discussion re: Facebook page for Boyce Hill. Most agreed to wait to move forward on this and that it could be a valuable outreach tool as we go through the management process. Caitlin provided several examples of other Town Forest Facebook pages such as Andrews Community Forest  
<https://www.facebook.com/AndrewsCommunityForest/>  
Tucker Mountain Town Forest  
<https://www.facebook.com/TuckerMountainTownForest/>  
Barre Town Forest <https://www.facebook.com/BarreTownForest/>
  - b. Public Survey (Pete, Sally)
    - Recent comments need to be incorporated and Pete will send out another Survey Monkey iteration to the SC. SC members should take the survey and provide feedback to Pate and Sally.

- Once this second round is complete, suggestion to possibly send out survey to a few select people outside of SC to gather feedback. Pete can disable responses to survey to avoid the survey being viewed by the general public before it is ready.
  - Hope to release the survey to the public in conjunction with educational/public input workshops.
  - The survey can be live throughout the time we will be collecting input through the outreach meetings.
  - Would be helpful to have an event (such as the first educational workshop) to kick off the survey.
  - Survey responses will rise and fall according to events promoting the survey.
  - Re: natural resources section, Pete accepted Corrie's suggestion but changed the wording to imply a trade-off between protection of natural resources and recreation. SC should look at this question again.
- c. Public Comments Summary (Sally, Lisa)
- SC members have added some new information to the spreadsheet.
  - There are two public comments documents: the spreadsheet and a Word Document with the full text from emails and letters have been received.
  - Pete mentioned comments by Chris Stephenson at the pruning workshop regarding an abutting landowner – Lisa will follow up.
- d. Public Education/Visioning Workshops (Corrie, Karrie, Woody)
- Next steps are to get together and review Corrie/Lisa's suggestions and set some dates! Also need to review list of guest speakers and topics, and secure facilitator.
  - Outreach Committee Notes under Communication folder in Google Drive.
  - Topics for Workshops:
    1. Land Use Management and Planning
      - a. Set the context, what does it mean.
      - b. What does this property have and what are the restrictions?
      - c. Management considerations
      - d. Revenue possibilities
      - e. Caitlin reached out to Ethan Tapper, Chittenden County Forester, and he is willing to help us with this workshop. The new Washington County Forester has not started yet. Ethan can base the presentation on the Huntington Land Use presentation but will need input to adapt it to Boyce Hill.
    2. Natural Resources
      - a. What exists on the property now, what is the potential?
      - b. What have we learned from various studies?
    3. Recreation
      - a. Big topic and there will be lots of input.
      - b. Everybody should be seated at the table at the same time – get all the input out in the open at one time. Can allow people to express themselves AND provide an opportunity for them to educate each other.

- c. This is a public space, and we need a plan that allows space for highest and best use.
      - d. Might we consider not having a presenter? Instead, having it be a facilitated forum?
      - e. Speaker could be someone from another Town Forest, or someone from Forest, Parks, & Recreation.
    - 4. Education and Cultural History
      - a. Could be unfacilitated?
    - 5. Wrap-up session and overview?
  - Format for Workshops
    - 1. Welcome and introduction from Steering Committee.
    - 2. Presenter (expert to set the stage) on topic.
    - 3. Facilitated discussion with two parts.
      - a. About the presentation
      - b. About what people want from the property in context of this discussion
  - Need careful thought as to how we want people to offer their input. Toolkit has some suggestions. Facilitator will have the means and best ways to capture public input. Liza contacted Sinuosity re: Scrag Mtn. presentation and found out the interactive tool used was Jam Board – a google program.
  - SC can provide facilitator with input for questions or discussion that need to be addressed for the development of the management plan.
  - Need to ensure commitment from facilitator, identify and invite guests, settle on dates, communicate to public.
  - Tentatively plan to have first workshop at end of March, beginning of April.
  - There is an urgency to move forward with these workshops.
  - Pete agreed to help with this committee if needed.
- e. Steering Committee Visioning (Lisa, Chuck)
  - Good feedback from the Steering Committee. A few more comments have been added recently.
  - Next step, Chuck and Lisa will review and streamline before next SC meeting.
- f. Base Maps/Interactive Maps (Corrie, Lisa, Caitlin)
  - Caitlin reached out to Aaron Worthly of Arrowwood Environmental who did the Huntington Town Forest interactive map. The map is hosted by Arrowwood on their website. Arrowwood has done this for a few towns with a base price of approx. \$300-400. Maps can add layers, have zoom in/zoom out features, and can allow users to add information/reports. People can also make their own map and export it to Avenza (a mapping app).
  - Caitlin spoke to VLT and the interactive map is a little beyond the organization's capacity.
  - Next step, Corrie and Lisa will reach out to Arrowwood with Caitlin's guidance.
  - Base maps should be uploaded to Google Drive Maps folder so that all the SC can see them.
- g. Stewardship Projects (Woody)

- Working on creating a stewardship project document (will do this with Lisa).
  - Main projects right now: Apple tree maintenance, invasive plant removal, pond embankment maintenance, cellar hole clearing.
  - Snowbank in front of sign obscures view, but once it is cleared, Woody will fix the damage. Discussion of new signage will be placed on a future agenda.
  - Laura Arnesen of Mad River Valley Recreation District has offered to help with signage when the SC is ready.
- h. Special Use Permits (Woody, Lisa, Chuck)
- SB approved the draft document pending legal review. Lisa sent Jim Barlow, Fayston Town attorney, an email with the draft document and is waiting for his comments.
  - Once we receive his comments, the SC will review one last time. The goal is to present the final document to the SB at their meeting on March 9<sup>th</sup>. Once the document meets with SB approval, the document will be uploaded to Town website along with the application.
  - Need to give some thought to the application process.
- i. Cultural project
- All agreed to allow Brad Long to search for other artifacts. The SC asked that they be notified of any findings and that items be stored with the Fayston Historical Society for a future cultural history display.
  - All agreed that no motorized equipment should be used to dig up artifacts.
  - Everyone expressed appreciation to Brad for pursuing this project.
  - Lisa will respond to Brad.
- j. Fundraising
- Lisa and Liza will be meeting tomorrow to discuss a grant to Vermont Natural Resources Council. The subject of the grant might be the facilitator or the interactive map.
  - Lisa sent a letter to the Vermont Community Foundation for the anonymous donation.

## 7. New Business

- Is the temporary ski jump constructed by unknown entities a liability? All cited Liza's email response: "It would seem to me to be an overreach to have to take responsibility for all the ways someone can get hurt skiing, sledding or snowboarding on public land like this" and all agreed to leave the jump where it is.
- Lisa suggested meeting every three weeks as a possible meeting schedule. All agreed that meeting every two weeks is preferable as it provides structure, gives a deadline, and helps move us forward in the work we have!

**NEXT MEETING: Wednesday, March 3, 2021 at 7:00 PM**

## CURRENT TASK LIST – Due March 3, 2021

### All:

- Provide feedback to Sally and Pete re: Survey Monkey draft public survey.
- Once Woody/Chuck/Lisa review Town attorney's comments give one last review to the Special Use Permit Policy.
- Add any information about interactions with members of the public with specific requests/comments/issues to the spreadsheet and Word Document in same file folder.

### Caitlin:

- Finalize base maps with Lisa and Corrie and help with work on interactive map.

### Chuck:

- Represent Steering Committee at Select Board meeting on 2/23/21.
- Incorporate SC input and edits to the SC Vision/Mission Statements and finalize a draft (with Lisa)

### Corrie:

- Finalize base maps with Lisa and Caitlin and begin work on interactive map.
- Contact Arrowwood to discuss options for interactive map.
- Work with Karrie and Woody on public visioning workshop ideas including outlining topics, speakers, format, dates, etc.
- Present update on behalf of SC (with Lisa) at Town Information Meeting 2/23/21.
- Load base maps onto Google Drive for SC to review.

### Karrie:

- Work with Corrie and Woody on public visioning workshop ideas including outlining topics, speakers, format, dates, etc.
- Look into possibility of NFCT hosting a story map.
- Facilitate technology training for SC members.

### Liza

- Continue working with Lisa on a grant from VNRC.

### Lisa:

- Take minutes for Steering Committee meetings and post to Town website.
- Send email to Brad Long re: cultural artifacts.
- Send thank you note to apple tree pruning workshop contributors.
- Incorporate legal counsel edits to Special Use Permit Policy and review with SC.
- Ask Patti Lewis if more than one quote needed for small projects.
- Continue working with Liza grant from VNRC.
- Finalize base maps with Caitlin and Corrie and begin work on interactive map.
- Incorporate comments from 2020 Town Meeting into public comment spreadsheet and add any new comments to spreadsheet and Word Doc.
- Review SC comments on Community Profile spreadsheet and begin filling in information.
- Review SC input and edits to the SC Vision/Mission Statements and finalize draft (with Chuck).
- Present update on behalf of SC (with Corrie) at Town Information Meeting 2/23/21.
- Follow up with Chris Stephenson re: abutting landowner.

**Pete:**

- Develop agenda for March 3, 2021 meeting by 2/13/21.
- Incorporate suggestions to survey and put the public survey into Survey Monkey format for feedback from SC.

**Sally:**

- Incorporate comments from 2020 Town Meeting into public summary spreadsheet.
- Review SC comments on Community Profile spreadsheet and begin filling in information.
- Continue work on the public survey (with Pete).

**Woody:**

- Review legal counsel's suggestions on Special Use Permit Process (Lisa will forward).
- Work with Karrie and Corrie on public visioning workshop ideas including outlining topics, speakers, format, dates, etc.
- Work with Lisa to develop a document with list of stewardship projects.