

**TOWN of MILTON
CONSERVATION COMMISSION MEETING
AGENDA**

**Tuesday, August 26, 2014 at 6:30 p.m.
Milton Municipal Building Lister's Conference Room**

6:30 I. **Call to Order, Attendance, Agenda Review**

6:30 II. **Public Input:** *The public is welcome to attend and be heard.*

III. Business

6:35 A. **Commissioner Recruitment**
5 min. *(Updates)*

6:40 B. **Conservation Commission Budget**
5 min. *(Review Allocation)*

6:45 C. **Town Forest Bove Connector Trail Design to Solve Mud Problems**
5 min. *(Review Design Quote and Consider Approving AVCC & CC Allocation)*

7:05 D. **Upcoming Events**
20 min. *(Consider Registration for Upcoming Conferences/Programs)*

7:25 E. **Fall/Winter Upcoming Programming**
20 min. *(Discuss Ideas for Fall & Winter Programming/Site Visits)*

7:45 F. **Way-Finding at Eagle Mountain Natural Area**
20 min. *(Recap of Staff Meeting with Lake Champlain Land Trust & Review Map)*

8:05 G. **Town Forest Management Plan & Phase II Westford Update**
20 min. *(Structure a Timetable/Work-Plan for Management Plan Amendments)*

8:25 H. **October 8th Meeting with Recreation Commission**
10 min. *(Propose Agenda Items)*

8:35 I. **Staff Updates**
10 min. *(Review 6/24 Follow-Up Items & Other Communication)*

8:45 J. **Natural Area Management Issues**
10 min. *(Discuss Any Concerns)*

8:55 IV. **Approval of Minutes of June 24, 2014**
5 min.

9:00 V. **Adjourn**



Jacob Hemmerick, Town Planner

August 19, 2014: Filed in the Town Clerk's Office. Posted in the Municipal Building Lobby, Planning & Economic Development Department, Town's Facebook page, Town's DRB webpage, Middle Road Market, Milton Beverage, and Rene's Discount Beverage. E-mailed to the Regional Planning Commission, *Burlington Free Press*, *Milton Independent*, and LCATV.

TOWN of MILTON
Planning & Economic Development Department
43 Bombardier Road
Milton, Vermont 05468-3205

www.miltonvt.org
(802) 893-1186



MEMO

TO: Conservation Commission
FROM: Jacob Hemmerick, Town Planner
CC: None
DATE: August 18, 2014

SUBJECT: 8/26 AGENDA ITEM "B"- CONSERVATION COMMISSION BUDGET

\$600 is budgeted for FY15.

The Conservation Commission's Budget as of 8/18/2014 is \$550.

\$50 has been spent on your Association for Vermont Conservation Commissions annual membership dues.

Possible Upcoming Expenses:
Trail Design AVCC Grant Match
Conference Registrations

TOWN of MILTON
Planning & Economic Development Department
43 Bombardier Road
Milton, Vermont 05468-3205

www.miltonvt.org
(802) 893-1186



MEMO

TO: Conservation Commission
FROM: Jacob Hemmerick, Town Planner
CC: None
DATE: August 18, 2014

SUBJECT: 8/26 AGENDA ITEM "C"- TRAIL DESIGN

On June 4, the Milton Conservation Commission was awarded \$600 from the Association of Vermont Conservation Commissions (AVCC) to fund professional trail design of the Town Forest's Bove Connector Trail to solve three-season water problems.

The Town received the check from AVCC in late-June.

In July, I issued a *Call for Quotes* to specific trail professionals and advertised on the AVCC Listserve (attached).

The result of this call is one quote from Timber and Stone LLC (attached). Josh Ryan, the principal, comes highly recommended.

Timber and Stone's quote is \$750.

Additionally, Timber and Stone is also equipped to undertake construction and execute the design if they were to remain a competitive bidder when funding is secured for construction. There are clear advantages to having the design and construction done by the same contractor.

Recommended Motion:

Approve hiring Timber and Stone LLC to re-design the Bove Connector Trail at the Milton Town Forest according to the process outlined in the *Call for Quotes* and authorize Staff to spend \$150 of the Conservation Commission's Budget to match the AVCC Grant of \$600.

Town of Milton Conservation Commission
Call for Quotes for Technical Trail Design Assistance
To create an accessible, well-drained, and hardened multi-use trail

I. Introduction

The Conservation Commission of the Town of Milton is seeking quotes for a technical assessment, design solution(s), and construction cost estimate(s) to create an accessible, well-drained and hardened (unpaved) multi-use trail at the Town Forest consistent with the public safety, recreational and trail goals of the Forest Management Plan.

This project is financially supported by the Association of Vermont Conservation Commissions' tiny grant program.

This quote is not subject to a formal, competitive RFP/RFQ bidding process.

II. Project Description

The Town installed a parking lot on Westford Road and the Bove Connector Trail in September of 2012. Since opening, the trail's condition has dramatically declined. With increased usage, the wet meadow base has not been able to sustain the amount of traffic and has three-season water problems on a quarter mile section. The Town Forest trail network is accessed by the subject trail, making it a critical link. The Bove Connector is the only way in and out of the municipally-owned 485-acre Town Forestland from a public right-of-way and parking lot.

Because the problem trail is located on a narrow lot with water problems throughout, it cannot be relocated (See upper right corner of Bove Property below.). Reconstruction is needed in the long-term in order to deliver on the goals of the Management Plan, which was duly adopted in 2008 by the Conservation and Recreation Commissions and Selectboard, and last amended in 2011.

Municipally Owned Town Forest Land





(Subject Trail: blue)

III. Scope of Work

The consultant is expected to produce a **technical design solution** (or alternative solutions), in consultation with the Town, that will:

- Prevent erosion problems on the most intensely used trail in the Forest;
- Improve drainage;
- Allow -- to the greatest extent possible -- accessibility for diverse abilities, including reduced abilities;
- Sustain the most intense activities permitted by the Management Plan in phases (such as cross-country skiing, mountain biking, and horseback riding);
- Take into account the Milton Town Forest documents on the CC's webpage;
- Improve access for public safety vehicles and emergency responders;
- Be eligible for VT FPR RTP grant funding;
- Improve access to public works vehicles for meadow maintenance; and
- Be the most cost effective, long-term solution.

The final report must be submitted in hard copy and electronic formats and include:

- Contractor-ready design details, trail sections and specifications;
- Required structural work;
- Itemized construction cost estimates; and
- Any phasing, if needed.

IV. Project Schedule

| | |
|---|-----------------------------------|
| <u>Request for Quotes Issued:</u> | July 2014 |
| <u>Response Deadline:</u> | August 11 |
| <u>Consultant Selected & Notified:</u> | August 27 |
| <u>Kickoff and Site Visit:</u> | September - October 2014 |
| <u>Preliminary Product Review by Staff:</u> | Interim (Done Remotely) |
| <u>Conservation Commission Review</u> | Interim (Facilitated by Staff) |
| <u>Product Revisions:</u> | Interim |
| <u>Product Deadline:</u> | late-November/early-December 2014 |

Once a vendor is selected, the Town Planner and consultant will solidify a timetable within this framework agreeable to both. The consultant selected must be able to provide a W-9 for the Town to establish a vendor account.

The Town intends to use this design solution and cost estimate as the basis for a VT FPR Recreational Trails Grant Program application in the fall.

V. Submission Instructions

Responses must include:

1. Cost;
2. Summary of labor hours;
3. The individual assigned to project;
4. His or her trail work background;
5. Examples of similar design work and references for those projects;
6. Methodology to arrive at solution; and
7. Dates available according to the schedule above.

Submissions are due by **August 11, 2014**.

The staff will select a vendor, with Conservation Commission approval, based the criteria above.

The sole contact throughout the project will be the Town Planner, Jacob Hemmerick, who can be reached at jhemmerick@town.milton.vt.us or 893-1186 with any questions you may have.

The town reserves the right to modify or waive the needs of the project or resolve conflicts in the RFP as needed.

VI. Additional Information:

To learn more about the Town Forest and view previous studies, please visit:

<http://www.miltonvt.org/government/boards/conservation.html>.

VII. Subject Trail Photos



Initial Trail Clearing: Fall 2012



Trail Condition: Spring 2013



Trail Condition: Summer 2013



Puncheon Installation on Muddiest Part: July 2013



Trail Condition: Fall 2013



Trail Condition: Winter 2014



August 7, 2014

Jacob Hemmerick
Milton Town Planner
43 Bombardier Rd
Milton VT 05468-3205

RECEIVED

AUG 11 2014

Planning & Economic Development
Milton, Vermont

Dear Jake,

Thank you for considering Timber & Stone, LLC's proposal for the Technical Trail Design Assistance Project focused on the Milton Town Forest. During our site visit, I was introduced to the property and immediately realized the trail's need for rehabilitation. The forest's trails and meadow can and should be accessible to all. The next step is to design a sustainable solution that elevates the trail tread, allows for drainage, and welcomes all visitors.

As you know, Timber & Stone, LLC is a trail planning, design, and construction business based in Montpelier, VT. Over the years, we have successfully provided trail design and construction expertise to many land management agencies located throughout Northeastern and Central US.

Our recent trail projects have included the design and construction of a 1 mile Accessible Multi-use Trail for the Town of Wilton, CT and the design and construction of a 1 mile Accessible Trail System and timber gazebo in Wolfeboro, NH. We have finalized the design of a 415' Accessible Boardwalk for the Vermont Chapter of The Nature Conservancy in Hartlance, VT and are looking forward to constructing it this fall. Depending on the project, we work as an independent crew or alongside volunteers, students, and stewards. We gravitate towards projects that will impact the most amount of people by allowing them to explore and enjoy the natural environment. Once complete, the enhancement of the Milton Town Forest Trail is poised to have that same impact.

We have consulted for a number of VT organizations and Towns in helping them acquire and administer a VT RTP Grant. They include:

Winooski Valley Park District
The Nature Conservancy
Town of Jericho
Catamount Trail Association

Town of South Hero
Stowe Land Trust
Town of Williston
Vermont Youth Conservation Corps

Along with this introductory letter, I've enclosed photos and testimonials of our most recent trail projects. We see this project as a great fit for our specialty in enhancing trails to a state where they are accessible to all. Jake, please contact me with any questions related to the content of this proposal and estimate. I look forward to your decision and the next step.

Onward,

Josh Ryan
Trail Designer / Builder



RECEIVED

2021 11 24
Planning & Economic Development
Milton, Vermont

Milton Town Forest Technical Trail Design Assistance

Proposal by:
Timber & Stone, LLC

Methodology

The following sections describe how Timber & Stone, LLC will work to develop a comprehensive trail analysis for the Milton Town Forest Entrance Trail. This document follows the steps that will be taken to accomplish a sustainable solution to elevating the trail tread and allowing universal access to all who visit the Bove Property entrance trail.

1. Initial Meeting and Discovery (2 hours):

Timber & Stone, LLC will meet with the Town Planner and Conservation Commission to discuss the trail's current state and explore the potential solutions for the upgrade of the trail's condition. During this meeting, all wetland permitting constraints will be discussed and the Bove Property boundaries will be clearly defined.

In addition, Timber & Stone, LLC will present on the Accessible Trail Guidelines that will need to be adhered to including running grade, trail surface material, and trail width.

2. Fieldwork (5 hours) :

The modest size of the trail should not be underestimated. The entrance to any trail system requires the most attention as all users travel over it, no matter how far into the Town Forest they go. Also, this trail boasts some significant drainage issues as well some potential alignment issues that will require careful thought.

During the fieldwork portion of the project, Timber & Stone, LLC will analyze the running grade of the trail and develop a plan to lessen the grades to remain between 0-8%. The need to elevate the trail out of standing and intermittent water will help this effort. Ultimately, the trail should maintain a width of 5' so as to allow two wheelchairs to pass each other and allow for groups of school children to comfortably walk beside each other.

Measurements and photographs will be taken for use in the Trail Design Report.

Following the completion of the trail design phase, a thorough inventory of the trail and prescribed structures will be taken. A Rollawheel will be used to log the trail and a comprehensive inventory of all structures will be taken. The process will include identifying reference points, locations, existing conditions, and design directives for each point along the trail.



RECEIVED

Planning & Economic Development
Milton, Vermont

This log will be tied directly to accompanying Construction Specifications. With the Trail Log, Photo Pages, and Construction Specifications accomplished, the Trail Design Report can be compiled.

3. Trail Design Report (10 hours):

A thorough trail design report will be compiled that includes a trail log, photopages, material lists, and construction specifications. In the end, the trail report will allow for the Commission to understand and describe to the RTP Grant Committee their intent for trail upgrade and the need for funding.

During the site visit with the Town Planner, the property's future was discussed. An idea of a timber pavilion was shared as a destination and transition point from the accessible trail to the wooded trails. This pavilion could also serve as an educational waypoint where school groups could gather for presentations, lunch, or seek refuge from inclement weather. If the Town is interested, Timber & Stone, LLC could provide additional sketches and photos of other pavilions we have constructed along accessible trails.

4. Presentation (2 hours):

A presentation of the design to the Town Planner and the Town of Milton Conservation Commission will help finalize this phase of the project. By walking the trail with the design document in hand, the Town Planner and Conservation Commission will have firsthand knowledge as to how the proposed alterations will aid in improving the trail conditions. This exchange will also aid in the completion of the Recreational Trails Grant Application as all information will be discussed and details will be made clear.

Conclusion

The Milton Town Forest has a unique character that provides a great recreational and educational resource for the community. By improving the access to the trails, the Town will be opening its use to all.

Respectfully Submitted,

Joshua D. Ryan
Trail Designer / Builder
Timber & Stone, LLC

Timber & Stone, LLC
Conservation Minded Construction

Joshua D. Ryan
1820 County Road
East Calais, VT
05650

Phone: 802-522-9856
Email: joshryan@timberandstonellc.com
Web: www.timberandstonellc.com

Project Estimate

To:

Jacob Hemmerick
Town Planner
43 Bomardier Road
Milton, VT 05468-3205

RECEIVED
AUG 11 2014
Planning & Economic Development
Milton, Vermont

**Technical Trail Design Assistance
Milton, VT**

| Work Description | |
|--|-----------------|
| Initial Meetings and Discovery (1 hour) | |
| <ul style="list-style-type: none"> • Meet with Town Planner and Conservation Commission • Acknowledgement of Property Boundaries and Control Points • Present Accessible Trail Guidelines | |
| Fieldwork (5 hours) | |
| <ul style="list-style-type: none"> • Assess Existing Trail that Accesses Property • Assessment of Topographic Grades and Surface Hydrology • Develop Inventory of All Necessary Trail Structures • Photograph Work Sites | |
| Trail Design Report (10 hours) | |
| <ul style="list-style-type: none"> • Assemble Comprehensive Trail Report (2 printed copies, 2 copies on DVD) • Develop Material Lists and Cost Estimates for the Construction of Each Trail Option • Develop Trail Log for Each Trail Assessment and Design • Clearly Outline Rationale for Each Trail Design and the Benefits of the Layout • Present Construction Specifications for Each Construction Site Identified on Trail Log | |
| Presentation (1 hour) | |
| <ul style="list-style-type: none"> • Walkthru of Trail with Town Planner and Conservation Commission | |
| Estimate Total = | \$750.00 |

This quote is relevant to the 2014 Trail Season and includes the following:

Professional Trail Planning Labor
Timber & Stone, LLC Liability Insurance and Administrative Overhead
Crew Mobilization, Specialty Tools, and Equipment Expenses

This Quote is Subject to Change Based on the Following:

Change in Scope of Work Prior to Start of Project
Change in Scope of Work After the Start of the Project



Below is a sampling of projects accomplished by Timber & Stone, LLC.
For more detail and project photos, please visit www.timberandstonellc.com.

RECEIVED

AUG 11 2014

Recreational Trail Design and Construction

Planning & Economic Development
Milton, Vermont

Norwalk River Valley Trail

Wilton, CT

2012-2013

Trail Name: Norwalk River Valley Trail

Trail Type: Biking, Walking, Running

Design and Construction Inventory:

- 4 Miles of Trail Guideline Development
- Collaboration with Town Engineers, Selectmen, and Wetland Specialists

Reference Contact:

Pat Sesto

NRVT Chairman

Pat.Sesto@WILTONCT.ORG

203-563-0180

Wolfboro Multi-Use Trails

Wolfboro, NH

2011-2012

Trail Name: Sewall Woods, Abenaki Trails, and Front Bay Park Trail System

Trail Type: Biking, Walking, Running, XC Skiing, and ADA Compliant

Design and Construction Inventory:

- Design of Front Bay Park Trail System, Compliant with ADA Standards
- Construction of Front Bay Park Trails and Interior Structures
- Design and Construction of 3.5 Miles of 8' Wide Bike Trails

Reference Contact:

Rob Houseman

Wolfboro Town Planner

wolftwnplnr@metrocast.net

603-569-5970

Indian Brook Reservoir

Essex, VT

2010

Trail Name: Indian Brook Reservoir Trail System

Trail Type: Hiking, Running, XC Skiing

Trail Maintenance Plan:

- 2.5 miles frontcountry trail analysis
- 2.5 miles backcountry trail analysis
- Developed 5 year maintenance plan for trail system

Reference Contact:

Allyson Vile
Recreation Department Director
Town of Essex
mberry@essex.org
802-878-1342

RECEIVED
MAY 11 2010
Planning & Economic Development
Milton, Vermont

Waterbury Center State Park

Waterbury Center, VT

2010

Trail Name: State Park ADA Trail

Trail Type: Hiking, Running, Equal Access

Design and Construction Inventory:

- Constructed 1400 linear feet of ADA compliant trail
- Installed 2 culverts with stone headers and cribbing
- Installed 2 bridges
- Installed natural stone surfacing to a trail width of 5 feet

Reference Contact:

Jack Brooks
State Trails Coordinator
Vermont Department of Forests, Parks, and Recreation
802-777-8195

Mount Mansfield Union High School

Jericho, VT

2010

Trail Name: MMU Multi-use Trail

Trail Type: Equal Access Trail

Design and Construction Inventory:

- 1,200 linear feet of trail design and construction
- 120 linear feet of elevated boardwalk
- 16 foot bridge with railing system
- 1064 linear feet of naturally surfaced trail tread
- Installed stone surfacing to a trail width of 5 feet
- Stone crib walls

Reference Contact:

Jen Botzjoorns
Mount Mansfield Union High School
802-858-1760

TransCanada Hydro Northeast
Monroe Bridge, MA

2008, 2009

Trail Name: Dunbar Brook Trail and Deerfield River Portage Trail

Trail Type: Backcountry Hiking, Whitewater Kayak Portage

Design and Construction Inventory:

- 950 feet of trail tread construction
- 280 feet of elevated boardwalk and staircase
- 350 feet of trail tread construction
- Elevated boardwalk and staircase accessing river
- Articulating dock system allowing for safe access despite changing river depth

Reference Contact:

Omar Smith
TransCanada Hydro Northeast
Omar_Smith@Transcanada.com
413-424-7215

RECEIVED

Planning & Economic Development
Milton, Vermont

Lake Champlain Land Trust
South Hero, VT

2007, 2008, 2009

Trail Name: Landon Farm Community Trail

Trail Type: Backcountry Hiking / Equestrian

Design and Construction Inventory:

- Volunteer Coordination and Instruction
- 1 mile loop trail on wooded farmland

Reference Contact:

Chris Boget
Lake Champlain Land Trust
Chris@lclt.org
802-862-4150

Crotched Mountain Rehabilitation Center
Greenfield, NH

2007, 2008

Trail Name: Crotched Mountain Experiential Trails

Trail Type: Wheelchair Accessible Backcountry Hiking

Construction Inventory:

- Trail tread
 - 1,000' x 4'
 - grades 5% - 8%
 - crushed stone surfacing
- 150 feet dry stack stone retaining wall
- Boardwalk
 - 250' x 5' winding accessible boardwalk
 - Grades 5%-8%
 - Pressure treated framing, recycled lumber decking

Reference Contact:

Peter Jensen
Peter S. Jensen & Associates, LLC
petersorenjensen@gmail.com
413-441-02

RECEIVED

Planning & Economic Development
Milton, Vermont

Longwood Gardens

Philadelphia, PA

2008

Trail Name: Longwood Gardens Trail System

Trail Type: Multiple Use Frontcountry Hiking

Construction Inventory:

- Wheelchair Accessible Treehouse (subcontracted member of crew)
 - 70' ramp
 - Pressure treated framing
 - IPE decking
 - Hophornbeam log and rough sawn hemlock railing system
 - open air gazebo
 - native cedar log posts, rafters
 - IPE decking
 - Hophornbeam log and rough sawn hemlock railing system

Reference Contact:

Eyrich Stauffer
Lead Design/Builder
eyrichstauffer@hotmail.com
802-272-9535

Bear Mountain State Park

Bear Mountain, NY

2006, 2007, 2009, 2010

Trail Name: Appalachian Trail

Trail Type: Backcountry Hiking

Construction Inventory:

- 50 foot long x 6 foot high dry stack stone retaining wall
- 35 foot long 2 foot high stone retaining wall
- 40 foot long 2 foot high stone retaining wall, pinned to exposed rock ledge
- Developed and trained volunteers on stone building and trail construction skills
- Installed 76 stone step staircase

Reference Contact:

Eddie Walsh
New York / New Jersey Trail Conference
Tahawustrails@gmail.com
845-591-1937

Wiessner Woods Preserve

Stowe, VT

2006, 2010, 2011

Trail Name: High Meadow Trail, Mill Trail

Trail Type: Backcountry Hiking and XC Skiing

Design and Construction Inventory:

- Prioritized trail management plan for existing trail system
- Design and Construction of 3 Backcountry Trail Bridges
- Reconstructed 500 linear feet of trail
- Installed 250 linear feet of stone cribbing and elevated trail tread
- Designed, constructed, and installed 2 Trailhead Kiosks

Reference Contact:

Becca Washburn
Stowe Land Trust
Becca@slt.org
802-253-7221

RECEIVED

Planning & Economic Development
Milton, Vermont

John Dillon Park

Long Lake, NY

2005, 2006, 2007

Trail Name: John Dillon Park Trails

Trail Type: Wheelchair Accessible Backcountry Hiking

Construction Inventory:

- Construction of 1,500' of ADA Compliant Trails
- Bridge 1
 - 325' x 6' accessible boardwalk
- Bridge 2
 - 150' x 6' accessible boardwalk

Reference Contact:

Peter Jensen
Project Manager
Peter S. Jensen & Associates, LLC
petersorenjensen@gmail.com
413-441-0204

Timberpointe Outdoor Center

Hudson, IL

2006

Trail Name: Timberpointe Outdoor Center Trail System

Trail Type: Wheelchair Accessible Backcountry Hiking

Construction Inventory:

- Trail management plan for existing trail system
- Design of new trails and structures for 2 mile trail system
- Design and Construction of 2, 50' Long, ADA Compliant Bridges

Reference Contact:

DJ Newport
Facility Director
TimberPointe Outdoor Center
309-365-8021

Warren Town Forest

Warren, VT

2007, 2008, 2009, 2010

Trail Name: Eaton Parcel Trail System

Trail Type: Backcountry Hiking

Trail Design and Construction Inventory:

- Austin Trails
 - Designed mountain bike trail system
 - 3 miles total length
- Interpretive Trail
 - 1 mile loop trail
 - 10 interpretive stations for environmental education
 - Constructed alongside volunteers
- Vista Trail
 - Designed 1.5 mile destination trail
- Mad River Path
 - Developed prioritized trail management plan

Reference Contact:

Margo Wade
Town of Warren
802-496-2758

Joshua D. Ryan

1820 County Road
East Calais, VT 05650

www.timberandstonellc.com

RECEIVED
10/11/11
Planning & Economic Development
Middlebury, Vermont
802-522-9856

Education

Antioch New England Graduate School, M.S. Environmental Studies, May 2005

University of Maine, B.S. Recreation and Park Management, May 1996

University of Idaho, Resource Recreation and Tourism, Semester Exchange, 1995

Work Experience

Timber & Stone, LLC

Managing Trail Designer/Builder, 2003-Present

- Consult with land managers to develop trail design and management plans
- Facilitate trail design workshops for public, private, and non-profit land managers
- Design and build trail structures and re-routes located in VT, NH, NY, IL, MD, PA
- Specialize in low impact and sustainable construction of timber and stone structures

Antioch New England Graduate School

Adjunct Faculty, 2005-Present

- Created and instructed a weekend course entitled "Trail Design and Construction"
- Co-created and instructed a residential week-long course entitled "The Conservation Challenges of the Northern Forest"

Teaching Assistant, 2004

- Developed and taught lesson plans focused on interpretive trail design and construction

Peter S. Jensen & Associates, LLC

Professional Trailbuilder, 2000-2004

- Designed and constructed multiple-use recreational trails throughout Eastern US

Vermont Youth Conservation Corps

Conservation Program Manager, 1999-2004

- Responsible for the development and coordination of a summer youth development and conservation work program that served over 350 individuals
- Trained and supervised Crew Leaders and Crew Supervisors on technical trail construction skills, group leadership techniques, and backcountry living skills

Conservation Crew Leader, 1997-1999

- Co-led eight wilderness based and community based trail maintenance crews
- Taught community living, teambuilding, and conservation work skills to groups with diverse age, education, and socioeconomic backgrounds

Sugarloaf Outdoor Center, ME

Trail Builder and Cross Country Ski Instructor, 1997-1998

- Constructed backcountry bridges and trails for use by cross country skiers
- Created and facilitated experiential program for local school groups including teambuilding, cross country ski instruction, and snowshoe instructionals

Maine Conservation Corps / Outward Bound, ME

Trail Crew Member, 1995

- Served on a 10 person backcountry trail crew over eight weeks

Student Conservation Association / United States Forest Service, NH

Resource Assistant, 1994

- Patrolled and maintained backcountry trails
- Developed environmental education programs for public staying at USFS campground

Volunteer Experience

Catamount Trail Association

Trail Chief, 2000-Present

- Lead annual backcountry ski tours
- Maintain 13 miles of the Catamount Trail, organize and lead annual volunteer trail maintenance work days

Green Mountain Club

Trail Adopter – maintained a side trail of The Long Trail, 2001 - 2004

Winter Caretaker – provided summit education and trail protection, 1999

A mind that is stretched by a new experience can never go back to its old dimensions.

- Oliver Wendell Holmes

RECEIVED

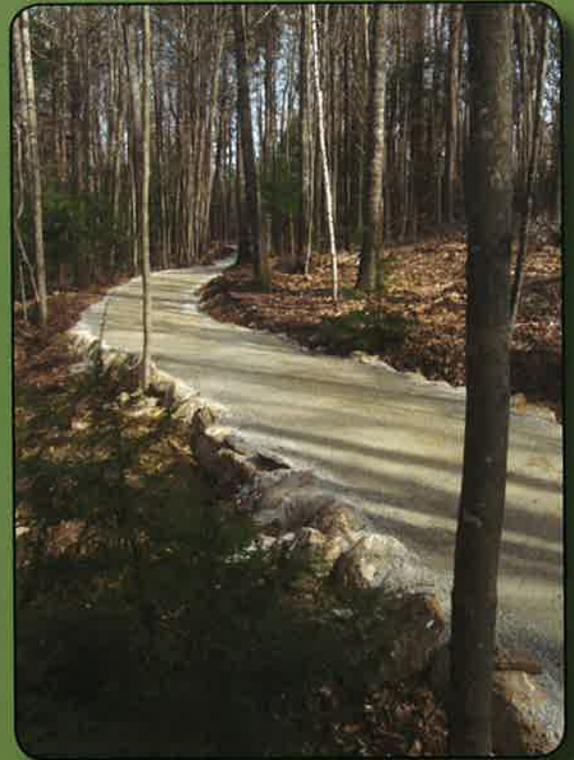
AUG 11 2015

Planning & Economic Development
Milton, Vermont

MULTI-USE TRAIL

TOWN OF WOLFEBORO
NEW HAMPSHIRE

The town of Wolfeboro, New Hampshire chose Timber & Stone, LLC to design and construct three miles of multi-use trail on two conserved parcels of land. A combination of new trail construction along with the rehabilitation of an existing trail system will provide an active community with easy access to the outdoors during all four seasons.



The eight-foot-wide, naturally surfaced trail was designed and built with a range of users in mind. During the warmer months, bikers and hikers will frequent the trail. In winter, cross country skiers will enjoy miles of groomed terrain.

Timber & Stone's expertise with specialized trail construction machinery allows for a highly technical project to be completed in a timely and efficient manner.

Over sixteen culverts were installed, 500' of stone turnpike constructed, and three miles of trail built using mini excavators, skid steers, and tracked material haulers. These machines not only offer a high level of productivity but provide a low impact solution while working in ecologically sensitive areas.



Trail being surfaced using tracked material hauler

RECEIVED
AUG 11 2014
Planning & Economic Development
Milton, Vermont

UNIVERSALLY ACCESSIBLE TRAILS

Timber & Stone, LLC constructs safe, sustainable trails and trail structures so anyone, regardless of mobility, can experience the outdoors. All accessible trails are constructed with strict adherence to ADA (Americans with Disabilities Act) guidelines.

Our goal is to develop universally accessible trails that blend into the natural landscape. ADA trails and trail structures have been constructed in State Parks, elementary schools and town forests throughout the Northeast.



Accessible Gazebo and Trail - Wolfeboro, NH



Elementary School Playground Trail - Jericho, Vermont



Interpretive Nature Trail - Waterbury Center, VT



Rehabilitative Trail - Greenfield, NH



High School Accessible Trail - Jericho, Vermont

BOARDWALKS

Boardwalks provide a unique and distinctive experience in the outdoors. They elevate users above wet and ecologically sensitive areas. Built properly and with appropriate material, boardwalks allow for long term access into otherwise unforgiving settings.



John Dillan Park, Adirondacks, New York

Timber & Stone, LLC has designed and constructed numerous boardwalks using a variety of low impact building techniques and materials including log sleepers, driven piers, and helical anchors.



Mount Mansfield Union High School, Jericho, Vermont



Indian Brook Reservoir, Essex, Vermont



Jericho Elementary School, Jericho, Vermont



Timber & Stone, LLC
Conservation Minded Construction

BRIDGES

Timber & Stone, LLC has been successfully designing and building bridges for years, connecting trail users to areas otherwise inaccessible by foot. The structures are seamlessly incorporated into their natural setting and range from backcountry foot bridges to six-foot wide horse friendly boardwalks.

Construction material ranges from steel stringers to laminated pressure treated joists. The bridges and boardwalks are finished with locally sourced rough cut decking and hand rail material. Rot resistant species used include Cedar, Hemlock, White oak, and Black locust.



Town Forest, Hinesburg, Vermont



Mobbs Farm, Jericho, Vermont

Depending on the setting and the trail user, Timber & Stone, LLC has constructed a variety of bridges using a range of material and foundation systems. This includes the use of native stone for bridge abutments or setting frost resistant pier foundations, such as Diamond Piers, where needed.

A variety of hand rail systems are used depending on the site and size of the bridge. Safety, structural durability, and aesthetic appeal are top priorities while designing and building bridges and boardwalks.



Mill Trail, Stowe, Vermont.



Zen Center Bridge, Shelburne, Vermont

RECEIVED
AUG 11 2014
Planning & Economic Development
Milton, Vermont



STOWE LAND TRUST

P.O. BOX 284 • STOWE, VT 05672 • PH. 802-253-7221 • FAX 802-253-2642 • WWW.STOWELANDTRUST.ORG

March 4, 2011

RECEIVED
MILTON, VERMONT
PLANNING & ECONOMIC DEVELOPMENT

To Whom It May Concern:

Wiessner Woods is one of the most popular and well used properties owned and managed by Stowe Land Trust. Since conserving Wiessner Woods in 1992, Timber & Stone has been hired twice to do trail work on the property. Most recently, Stowe Land Trust hired Timber & Stone, LLC. in 2010 to address drainage issues and problems with trail widening on several sections of trail at Wiessner Woods as well as designing and installing two trailhead kiosks.

CHAIR
Clifford Johnson

VICE CHAIR
Alan Thorndike

TREASURER
David Norden

SECRETARY
Richard Hennessey

DIRECTORS
Jan Axtell
Charlotte Brynn
Billy Coster
Annie Dwight
Barbara Getty
Mike Haynes
David Hosmer
Harry Hunt
Tom Jackman
Nancy Krakower
Bunny Merrill
Brian Mullin
Elaine Nichols
Michael Snyder
Gaetano Vicinelli
Roger Witten

DIRECTORS EMERITI
Charles Berry
Trowbridge Elliman
John McVickar
John Merrill
Merton Pike

EXECUTIVE DIRECTOR
Heather Furman

Prior to submitting a proposal and cost estimate for the trail project, Josh Ryan, owner of Timber & Stone, walked the property on two occasions with staff and board members in order to identify the highest priority problem areas and propose solutions that were consistent with the property's character and the user's experience. Josh also met with us several times and researched other kiosk design and construction methods to come up with a design that fit the character of the properties and Stowe Land Trust's style. Timber & Stone constructed a large section of puncheon, replaced a failing bridge and installed drainage structures while improving the treadway on several hundred feet of trail. The work completed was of the highest quality and fit the character of the property. Bridges built by Timber & Stone in 2006 are still in great shape and expected to last for many more years.

Among the many reasons Timber & Stone is repeatedly hired to do trail work is their willingness and ability to work with volunteers of varying ability levels. Timber & Stone prepared and oversaw several projects during our National Trails Day workday on June 5th. They made sure there were a variety of tasks and projects that met each volunteer's needs and understood the importance of projects that evoked a sense of satisfaction at the end of the work day.

Throughout these projects, Timber & Stone did a great job of communicating progress, feedback from trail users as well as communication with neighboring landowners whose property we used to access some of the work sites. Another notable strength was the professionalism with which Timber & Stone went about their work. It was clear that they understood they were representing Stowe Land Trust and therefore took the time to talk with trail user's and explain what they were doing.

On behalf of Stowe Land Trust, I strongly recommend hiring Timber & Stone for your trail work and amenities.

Sincerely,



Rebecca Washburn

Assistant Director

Stowe Land Trust is dedicated to the conservation of scenic, recreational, and productive farm and forest lands for the benefit of the greater Stowe community.

Printed on post consumer recycled paper



RECEIVED
12/11/13
Planning & Economic Development
Milton, Vermont



Norwalk River Valley Trail

P.O. Box 174
Georgetown, CT 06829
www.NRVT-Trail.com

September 9, 2013

To whom it may concern:

It has been my pleasure to work with Timber and Stone for nearly a year on a 4 mile long trail project and I would recommend them without hesitation. The Norwalk River Valley Trail steering committee contracted with T&S to provide construction documents following the completion of a broader-scale routing study. The steering committee is primarily a volunteer group with variable backgrounds and none of those is directly related to trail building. Consequently, we also need to rely on T&S for guidance and patience.

Principal, Josh Ryan, has been quite cooperative in speaking with the committee to help us understand the nature of professional trail builders' work and T&S' approach. Once awarded the contract, Josh and his colleague, Alex, have been timely in meeting deadlines, flexible in working with a committee, and responsive to a changing project scope. The report prepared was thorough; sufficiently so, that it has given funders enough confidence to make substantial contributions and was used to successively support permit applications. Josh has also demonstrated his understanding of building community consensus through incorporation of volunteers and donated services, working one-on-one with concerned abutters, and providing needed literature and photos to convey the vision.

The NRVT steering committee is now poised to begin construction of the first ½ mile later this fall and based on our experience we will look forward to working with Timber and Stone.

If you have any questions, please do not hesitate to contact me.

Sincerely,

Patricia Sesto
Chairman

RECEIVED
2014
Planning & Economic Development
Milton, Vermont



Boston Nature Center
500 Walk Hill Street ▲ Mattapan, MA 02126
tel 617.983.8500 ▲ fax 617.983.8012 ▲ email bnc@massaudubon.org

January 4, 2014

Joshua D. Ryan
Timber and Stone, LLC
Conservation Minded Construction
1820 County Road
East Calais, VT 05650

Dear Joshua:

It is with great pleasure that I write you this letter of recommendation for Timber and Stone. You and your staff were involved with a time sensitive project at Mass Audubon's Boston Nature Center. This project was located in an urban sanctuary and included correcting a trail to make it universally accessible, re-routing another trail to correct erosion problems, resurfacing trails and boardwalk entrances, and developing swales and berms for storm water management.

Throughout the project, I appreciated your clear, concise, and timely communications. You took efforts to ensure that BNC was well informed of your work. You communicated what areas of the sanctuary you would be working to ensure that the other areas of the sanctuary would be accessible to visitors. We all were so appreciative of your commitment to working in discrete areas of the trail minimizing your footprint and minimizing disruptions to the trail and the sanctuary. You consistently stayed on schedule, worked within the timeframe you contracted, and completed the project within the budget. We would welcome the opportunity to work with Timber and Stone again!

Thank you for truly conducting "conservation minded construction" at Mass Audubon's Boston Nature Center.

Sincerely yours,

A handwritten signature in cursive script that reads "Julie Brandlen".

Julie Brandlen
Anne and Peter Brooke Director

TOWN of MILTON
Planning & Economic Development Department
43 Bombardier Road
Milton, Vermont 05468-3205

www.miltonvt.org
(802) 893-1186



MEMO

TO: Conservation Commission
FROM: Jacob Hemmerick, Town Planner
CC:
DATE: August 18, 2014
SUBJECT: 8/26 AGENDA ITEM "D" – Upcoming Events

Here are some upcoming events, conferences and programs that may be of interest:

Milton Activities Fair at the Elementary/Middle School
Tuesday, September 9, 2014 from 6-8 p.m. – No Cost

Vermont Recreation and Parks Association Annual Conference in Lake Morey
Thursday, September 25, 2014 - \$45

Town Forest Summit in Barre Town
Saturday, September 27, 2014 - \$15

Lake Champlain Sea Grant Sustainable Landscapes Steward Coursework
September & October – Grants Available

Association of Vermont Conservation Commissions Annual Meeting & Summit
Saturday, November 1, 2014 – *Details Pending*

Program information is attached.

Recommended Actions:

- Determine if the CC would like to have a table at the Milton Activities Fair.
 - Determine if any CC members would like to attend the Recreation Conference.
 - Determine if any CC members would like to attend the Town Forest Summit.
 - Approval allocating CC funds as needed.
-

From: Sue McGranaghan
To: Lisa LaBelle; Molly Trayah; gndlawrence@netzero.net; Ted Beaudoin; Dennis Harvey; theboysandlisa@comcast.net; Chris L.; Jeffrey Mongeon; Gretchen DeHart; Bev@cvaa.org; Sophie Sauve; Kenneth Emery; Cornerstone Community Church; Jay Maurice; Cheryl Persitz; Erica Gallagher; Lauren Sylvia; mloner@dream.org; info@emmasfoundation.com; Donna LaRose; adam_young; sahitchcox@comcast.net; garywalz@aol.com; Michael Wood-Lewis; amy.latulippe; Lynda Battistoni; Jennifer Alderman; development@vermonthabitat.org; frankieb789@aol.com; rboardman@baptistworldmission.org; jtrayah@uvm.edu; Manon Tenny; ahorton@hungerfreevt.org; kermark1@comcast.net; laneken@hotmail.com; dcknsn95@comcast.net; info@LCATV.org; Stephanie Stoules; dsenecal-albrecht@ccrcvt.org; Krista Lacroix; charlene@localmotion.org; jason@localmotion.org; emily@localmotion.org; janellisclem@comcast.net; David Quinlan; Rae Couillard; mmsboosters@yahoo.com; Brenda Tourangeau; jsolomon@mtsd-vt.org; ppixler@mtsd-vt.org; Lynne Manley; snowgise@wildblue.net; miltonbaberuth@hotmail.com; tyson huntley; Bobbie Moser/John Gordon; Tony Moulton; Katie Combs; cvallencourt@miltonouth.org; Kelly Knight; Jacob Hemmerick; jpfaff@mtsd-vt.org; Tracey McGregor; Vikki Patterson; Cheryl Alwine; Katy Bacon; lise.vance@vtmednet.org; Don Turner - external_email; lisa.lauziere@vtmednet.org; Deborah@samplerhouse.com; amy@amicusstudio.com; Linda Sanderson; Jamesbmilton@Comcast.net; countrylove86@yahoo.com; Ralph Perkins; Bill Kaigle; miltonhistorical@yahoo.com; Allison E. Belisle; Courtney Lamdin; ktherriault@mtsd-vt.org; Cheryl Persitz; Kathleen Dulac; Betsy Hoffmeister; Kym Duchesneau; Benjamin Nappi; Michele Kay; mary.thompsonwarriros7@gmail.com; Rod Moore; alauzon@husky.ca; Brian Palaia; Erik Wells; Carlene Bruchs@cable.comcast.com; Jenn Tracy; Lacy, Sheri (Milton); Lorie Barnier; paulhowell1@att.blackberry.net; miltonyo@miltonyouthsoccer.org; tim@wdbrownell.com; morblack@aol.com; milton5k@yahoo.com; nlcf77@comcast.net; Steve Carlin; secretary@ncaa-inc.com; briclair@hughes.net; Chris Hoffmeister; carrie@freevermontradio.org; office@rgcvt.org; stannsmilt@comcast.net; Clary Franko; info@suncommon.com; susan.grasso@teenopps.org; sarah.vincent@teenopps.org; admin@therapydogs.org; unitedchurchofmilton@msn.com; janice.sabett@vfn.org; Liam Danaher; Maureen Cooney-Moore; Tricia Phelps; betsy@VRPA.org; dkjelleren@aol.com; tsabens@essex.org; Michelle Kessler; terry.melton@ywcavt.org

Subject: Milton Activities Fair
Date: Friday, August 15, 2014 9:13:36 PM
Attachments: List of Organizations.docx

 Activities Fair Poster 2014_FINAL.pdf

Hi Everyone-

We hope everyone's summer is going GREAT! We just wanted to touch base with you about Registering for the Activities Fair, September 9th. We want to make sure no one misses this wonderful event for our Community! If you have not been able to register, here is the link : <https://miltonyouth.wufoo.com/forms/milton-activities-fair-2014/>

I have attached a list of the organizations who have registered already and an Activities Fair flyer. Feel free to forward the flyer along to members of your organization, print out and hang where you see fit, or attach to your group's Facebook page or website. Thanks for your help getting the word out about this awesome event. If you have any questions about anything, please let me know!

Here are the details:

- **What:** Milton Activities Fair 2014
- **When:** Tuesday September 9, 2014 6-8pm (set-up available at 5pm)
- **Where:** Milton Elementary/Middle School

- **Who:** This event is sponsored by Milton Community Youth Coalition and Milton Town School District which will provide event coordination, publicity, and event set-up.
- **Participants:** Organizations and businesses serving families and Community Members in Milton

Gift Basket Raffle: Participating organizations and businesses are invited to donate an item for the Gift Basket, which will be raffled at the event. Examples of donated items are: Girl Scout cookies, Soccer ball, Little League t-shirt, Cub Scout popcorn, Library book bag, etc. A raffle ticket will be given to each attendee for free as they pass our welcoming table.

**If you are no longer the contact person for your organization, can you please forward this e-mail to the correct person. Thank you in advance!!

We look forward to working with you to make this event another huge success for Milton community members and organizations!

Sincerely,

Sue McGranaghan

Milton Community Activities Fair – Committee Chair

[802-373-2120](tel:802-373-2120)

activitiesfair@miltonyouth.org

Tony Moulton

Executive Director

Milton Community Youth Coalition, Inc.

[802-893-1009](tel:802-893-1009)

www.miltonyouth.org/

Vermont Recreation & Parks Association



**71st Annual
Vermont Governor's
Conference on Recreation**



Recreation
Within
Reach ...

Connecting **People**,
Parks & **Programs**

Lake Morey Resort, Fairlee VT
Wednesday & Thursday, September 24-25, 2014

An Invitation from Governor Peter Shumlin

Dear Vermonters,

I am proud to invite you to the 71st Annual Vermont Governor's Conference on Recreation!



Gov. William H. Wills convened the first statewide Conference on Recreation in 1943, hoping to unite the community during the depths of World War II. With the tireless efforts of Theresa Brungardt, Vermont's first Director of Recreation, the conference was a success.

While much has changed since that first conference, one thing has remained constant: the importance of parks, recreation, and the outdoors in the lives of Vermonters. We have always put tremendous value in preservation and utilization of our natural resources.

I hope you will take a few minutes and read this brochure carefully and plan to attend the 71st Annual Vermont Governor's Conference on Recreation!



VERMONT
RECREATION & PARKS
ASSOCIATION

The Vermont Recreation and Parks Association (VRPA) is pleased to be your host at this year's Vermont Governor's Conference on Recreation. We offer a variety of great training opportunities throughout the year and the Annual Governor's Conference could certainly be called our signature event.

With more than 20 different education programs included over two full days, you don't want to miss this great training opportunity offered right here in Vermont! Year after year, the Governor's Conference education programs are highly rated by attendees for their content, interaction, and takeaways. With two full days of conference education programs and activities, we hope you will bring your entire staff for both days. But if that isn't possible, you have the option to register for just Wednesday, just Thursday or both days so that you can all attend the conference and still cover the office.

The Governor's Conference Exhibit Hall is an opportunity to see the newest product and service trends while networking face-to-face with more than 40 exhibitors. Time in the Exhibit Hall is sure to save you and your organization time and money, and you may even win some prizes. Exclusive Exhibit Hall time is scheduled on both days of the conference.

Engage with your fellow Vermont parks and recreation professionals at the 2014 Vermont Governor's Conference on Recreation. In addition to all the learning, it is always a lot of fun. We hope to see you there!





Recreation Within Reach ... Connecting **People**, **Parks** & **Programs**



You're Invited! Join us and have it your way!

New this year! Register to attend both days or select the single day option and attend either Wednesday or Thursday.



VERMONT
RECREATION & PARKS
ASSOCIATION

Conference Schedule

Wednesday, September 24

- 8:00 – 8:45 am Early-Bird Workout - Nancercize
- 8:30 am Registration Opens
- 9:00 am – Noon Education Sessions
 - ♦ Inclusive Playground Design
 - ♦ RecTrac User Group - Part 1
 - ♦ Train the Trainer - Nancercize
 - ♦ Finding Grant Funding
- Noon – 1:00 pm Lunch
- 1:00 – 4:00 pm Education Sessions
 - ♦ Disc Golf - Build It They Will Come
 - ♦ RecTrac User Group - Part 2
 - ♦ Marketing Planning & Strategy
 - ♦ Microsoft Excel Basics & Beyond
- 4:00 – 5:30 pm Exhibit Hall - Exclusive Time
- 5:30 – 7:30 pm Exhibitor Social - Pizza & Salad
Silent Auction Bidding Begins
- 7:00 – 9:00 pm Hollywood Game Night
- 9:00 pm Fireworks over Lake Morey

Thursday, September 25

- 6:00 – 7:00 am Early-Bird Workout - Canoe/Kayak
- 6:30 – 8:30 am Breakfast
- 7:00 am Registration & Silent Auction
Bidding Open
- 8:00 - 9:20 am Keynote Dr. Zacharie Clements
Making a Difference
- 9:30 - 10:40 am Education Sessions
 - ♦ Accessible Trail Design
 - ♦ Managing the Public Process
 - ♦ New Customer Marketing
 - ♦ Designing Natural Play Environments
 - ♦ Parks & Recreation Trends
- 10:40 am – Noon Exhibit Hall - Exclusive Time
- Noon – 1:20 pm Awards Luncheon
- 1:30 - 2:40 pm Education Sessions
 - ♦ Master Planning
 - ♦ Communicating Across Divisions
 - ♦ Marketing Tips, Tricks & Tools
 - ♦ Group Problem Solving
- 2:50 – 4:00 pm Education Sessions
 - ♦ Leadership, Management, Change
 - ♦ Organize Your Mtn Bike Group
 - ♦ Keeping Cool in Hot Conversations
 - ♦ Creative Staffing
- 4:00 – 4:30 pm Silent Auction Final Bidding



What attendees had to say after last year's Governor's Conference...

I came not knowing what to expect and I left with great program ideas, affirmation I was doing the right thing, and a renewed focus on Recreation.

A very stimulating time with a great bunch of hard-working, talented and creative folks fully committed to enhancing the quality of people's lives through recreation.



Everything about this conference is well thought out, making it worthwhile in every way. It is informative and inspiring and provides fabulous networking opportunities on top of being fun. I look forward to it every year and wouldn't miss it for the world.

Although it's always challenging to get away, once you get to Lake Morey and connect with your recreation peers, the energy and revitalization is always worth it!!

What an inspirational two days! I would encourage everyone in our profession to make the time to attend. Not only is it an amazing professional development opportunity, but also a chance to connect and network with peers, recharge your enthusiasm and celebrate all the wonderful things that we do for our communities. The fall foliage tour along the way is the icing on the cake.

The Governor's Conference offers a "Big Bang for Your Bucks!"

Everyone there was very welcoming and super inviting--always smiling! With all of the great topics/talks available, I wanted to attend them all! The abundance of truly fantastic Silent Auction items also makes it easy to stick around until the end.



This conference isn't just for the municipal recreation folks. Planners, conservation commissions, trail workers, & volunteers can all benefit from attending.

I look forward to the Governor's Conference each year. For me, it's an excellent opportunity to network with folks from municipal parks and recreation departments, share information and make a closer connection between the state and municipal park systems in Vermont.

Each year this conference provides me with the tools, contacts and "spark" that makes me a better Recreational Professional!



Wednesday, September 24, 2014



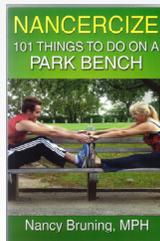
New this year! Register to attend both days or select the single day option and attend either Wednesday or Thursday.

Wednesday Schedule, at a Glance

| | |
|----------------|---|
| 8:00 – 8:45 am | Early-Bird Workout - Nancercize |
| 8:30 am | Registration Opens |
| 9:00 am – Noon | Education Sessions |
| Noon – 1:00 pm | Lunch |
| 1:00 – 4:00 pm | Education Sessions |
| 4:00 – 5:30 pm | Exhibit Hall - Exclusive Time |
| 5:30 – 7:30 pm | Exhibitor Social – Pizza & Salad Silent Auction Bidding Begins |
| 7:00 – 9:00 pm | Hollywood Game Night |
| 9:00 pm | Fireworks over Lake Morey |

8:00 - 8:45 am Early-Bird Workout - Nancercize

Fitness specialist Nancy Bruning will take you outdoors and show you how to use a park bench and other outdoor furniture to do a variety of exercises to stretch and strengthen your body and leave you relaxed and energized...ready to dive into the day. Open to all conference attendees; recommended for anyone planning to participate in Nancy's Train-the-Trainer Program. *Meet in the conference registration area. Be there before 8:00 am because that's when the group will be heading outside and after that, they may be hard to find.*



9:00 am – 12:00 Noon

Education Sessions (.3 CEU each)

Inclusive Playground Design Charette – Connecting People of all Ages and Abilities to our Parks

*Missy Benson, Play Advocate, Playworld Systems
Ian Proud, Research & Inclusive Play Manager,
Playworld Systems*

In this hands-on design workshop, you will learn the key principles of inclusion on playgrounds. Participants will be led through the redesign of a local park. You will learn that inclusion is a series of deliberate decisions that need not add cost, and how to perform an inclusive assessment of an existing play area.

RecTrac User Group - Part 1

Giles Willey, President, Vermont Systems



This session is designed to cover new features that have been added to RecTrac and WebTrac

over the preceding year as well as to cover shortcuts and “Did-You-Knows” that allow staff members to more efficiently utilize the various aspects of RecTrac. Typically the first half of the morning is spent going through these two topics. We will then proceed with features that are being added to RecTrac so that we can get input from end-users. After lunch we will go through individual questions and follow-up on any items that can't be answered during the morning. Register directly with Amy at Vermont Systems at amyh@vermontsystems.com. *Registration for the RecTrac User Group is free, compliments of Vermont Systems. However, if you plan to participate in any other conference activities, you must register for the conference.*

Train the Trainer - Nancercize: 101 Exercises & Stretches to Do on a Park Bench

*Nancy Bruning, MPH, Founder & President,
Nancercize: The Benchmark in Outdoor Fitness*

In looking for ways to increase people's use of parks for recreational fitness, all you need is an open mind and a park bench. When you look at benches and other park features with a fresh eye, you can turn any outdoor space into a natural “green gym.” Fitness specialist Nancy Bruning will take you outdoors and show you how to be your own fitness trainer or fitness group leader. She will teach you how to use a park bench to do a variety of exercises to stretch and strengthen your body and leave you relaxed and energized. She will also give tips on how to put together the exercises into a 10, 30, 60-minute workout, how to adapt the exercises to various abilities and goals, and how to create a “fitness map” of any open space.



Wednesday, September 24, 2014 (continued)

9:00 am - 12:00 noon (continued)

Finding & Securing Grant Funding

Ed O'Leary, LWCF Grants; Sherry Winnie, Recreation Trails Grants; Jen Peterson, VT Community Foundation; Jim Branagan, Lake Champlain Basin Program; Jon Kaplan, VT Agency of Transportation; Rick Hopkins, VT Dept. of Environmental Conservation; Jennifer Waite, NPS Rivers, Trails & Conservation Assistance; Suzanne Kelley, VT Health Department; and Keegan Tierney, VT Youth Conservation Corp.

Securing grants can help to close funding gaps and bring new recreation opportunities within reach. An important piece of being a successful grant writer is making the match between what you want and a grant program's priorities. Another big piece is telling a great story and positioning your project to be a good candidate. In this session, you'll have the unique opportunity of hearing from a variety of people who manage grant programs and offer assistance for recreation and conservation related projects in Vermont. In addition to presenting details about how to apply for their grant programs and who some of their recent grant recipients have been, the speakers will share their thoughts on how to make your grant application stand out as a winner. This will be an action packed session with time for questions and answers.

12:00 – 1:00 pm LUNCH

A sandwich buffet will be served in the Dining Room.

**1:00 pm – 4:00 pm
Education Sessions (.3 CEU each)**

Disc Golf – Build It and They Will Come

Brian Giggey, Explore Disc Golf

Disc golf is one of the fastest growing sports, and much of its success is due to its high benefit to cost ratio. Courses can fit anywhere and are typically best suited on underutilized pieces of property. Explore Disc Golf will be setting up a 3 hole disc golf course on the grounds of Lake Morey, and during this session will provide discs and instruction. Heard about disc golf but don't know much about it? This is your chance to try it out for yourself.



RecTrac User Group - Part 2

Giles Willey, President, Vermont Systems

The User Group is continued from the morning session. After lunch we will go through individual questions and will follow-up on any items that can't be answered during the morning. Users will be able to access these answers from the support side of the Vermont Systems web page. Register directly with Amy at Vermont Systems at amyh@vermontsystems.com. *Registration for the RecTrac User Group is free, compliments of Vermont Systems. However, if you plan to participate in any other conference activities, you must register for the conference.*

RecTrac™

Marketing Planning, Strategy & Best Practices

Ryan Hegreness, Marketing & Enterprise Development Manager, City of Arlington, TX Parks & Recreation Dept

Do you need to attract more customers, better engage with your community, or develop a plan for your marketing efforts? This 3-hour session will cover key concepts about marketing, advertising and branding; evaluate best practices from the public and private sector; and cover the elements you need to develop a marketing plan for your organization. This interactive session will utilize presentations, discussion, handouts, case studies and group work to reinforce the content.

Microsoft Excel - Basics and Beyond

Beth Quimby, River Valley Community College

Learn the basics and beyond about Microsoft Excel. Knowledge is POWER!!! In this session you will be introduced to Excel, learn how to create a spreadsheet and how to perform calculations. You will learn the differences between formulas and functions, how to format your spreadsheet, how to sort your data, how to import information from other applications, and how to produce charts and graphs. You will also receive a sheet with some of the shortcuts offered by Microsoft Excel. To maximize everyone's time, if you plan to attend this session, please email Beth at thequimbys@comcast.net, with the subject line "Excel", to let her know (1) what version of Excel you use and (2) what you are most interested in taking away from this session. Bring your laptop with Microsoft Excel installed on it.



Wednesday, September 24, 2014 (continued)

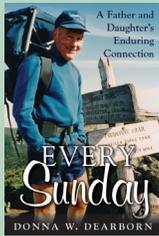
4:00 – 5:30 pm

Exhibit Hall - Exclusive Time

Don't miss this opportunity to chat with our conference sponsors and exhibitors. Meeting face-to-face with the exhibitors, new and familiar, is an important part of the conference experience. These commercial partners can show you new products and services that can dramatically enhance your work. **We challenge you to meet with every exhibitor this year... and you'll need to because you won't know from which vendor bucket the winning business card will be drawn!!**

New Release in 2014

Author, Donna Dearborn, will be in the Exhibit Hall to share stories and sign books



Every Sunday is the story of Frank Dearborn, the much-loved Superintendent of Recreation and Parks for the Town of Brattleboro, Vermont. A genuine sporting legend and fitness role model, he was a runner, biker, tennis player, former Outing Club president, skier, and End-to-End Hiker of Vermont's Long Trail. Frank and his

daughter, Donna, had written to each other every Sunday, until a surprising stroke at the age of 75 paralyzed him, abruptly changed their lives, and halted their Sunday letters after 32 years. Determined to connect with her father and preserve their good memories, Donna wrote and shared her stories about Long Trail hikes, Springfield College days, birthday ski adventures, White Mountain summits, childhood moments, and more during Sunday nursing home visits. She has compiled these stories in her new memoir and tribute to her father, a man who touched so many people with his kind smile, words, and actions.



5:30 – 7:30 pm

Exhibitor Social - Pizza & Salad



Pizza and salad will be served in the Steamboat Lounge while we are forming the teams for the Hollywood Game Night. *Join a team...you will have fun!*

5:30 – 9:00 pm

Silent Auction Bidding Begins

The annual VRPA Governor's Conference "Vermont's Finest" Silent Auction is quite the event! Year after year, it boasts over 200 items with item values up to several hundred dollars. There is always something for everyone. It is a great place to start your holiday shopping! Auction bidding begins when the Exhibit Hall closes. Located in the hotel lobby and adjacent rooms.

7:00 – 9:00 pm

Hollywood Game Night

Join us for a night of traditional family games in a team driven competition and rack up points for the big win. Each team will be stacked with "celebrities" (we all know we're an idol to someone out there) and battle against each other in timed matches. Knock out every team to make it to the bonus round and win a final prize pack! The more points, the more loot your team will walk away with at the end of the night. Sign up to be on a team during the Exhibitor Social.

9:00 pm

Fireworks over Lake Morey



You won't want to miss this! Northstar Fireworks has generously donated a fireworks display to end the evening with a bang! C'mon out to the front terrace for a perfect viewing spot. Where else can you see a fall foliage fireworks display? Thank you Northstar Fireworks!

Visit our Vendor Partners in the Exhibit Hall

Partial list of Exhibitors

ArborTrek Smugglers' Notch *
Atlas PyroVision Productions
Cousineau Forest Products
Donna Dearborn
Explore Disc Golf
Franklin Paint
Game Time/Marturano Recreation
Grassland Equipment & Irrigation
Landscape Structures *
Local Motion

M.E. O'Brien & Sons *
Mateflex
Musco Sports Lighting *
New England Recreation Group
Northern Nurseries
Northstar Fireworks
Park Street Playgrounds
Pettinelli & Associates *
Pioneer Athletics
Special Olympics Vermont

Timber & Stone
UltiPlay Parks & Playgrounds
USTA New England
Vermont Display
Vermont Systems *
VT Ctr for Geographic Information
VT DEC, Watershed Management
VT League of Cities & Towns *
Young Rembrandts Vermont
* Sponsors



Our Conference Keynote Sponsor



Our Conference Keynote Sponsor

What's Next in Play

Create a futuristic climbing experience that pushes kids beyond their known boundaries! Netplex™, a hub of multi-leveled, webbed nets, offers kids the challenge they need for healthy development into self-assured adults. And with endless design flexibility, Netplex makes it easy to create a unique play environment. Encourage kids to play longer and more often with Netplex. Contact your local playground consultant or visit playlsi.com.

Better playgrounds. Better world.®



800.835.0056 • 508.359.4200
web: www.obrienandsons.com
mail: mail@obrienandsons.com



©2014 Landscape Structures Inc.



Thursday, September 25, 2014



New this year! Register to attend both days or select the single day option and attend either Wednesday or Thursday.

Thursday Schedule, at a Glance

| | |
|-----------------|--|
| 6:00 – 7:00 am | Early-Bird Canoe/Kayak |
| 6:30 – 8:30 am | Breakfast |
| 7:00 am | Registration & Silent Auction Bidding Open |
| 8:00 - 9:20 am | KEYNOTE |
| 9:30 - 10:40 am | Education Sessions |
| 10:40 am – Noon | Exhibit Hall - Exclusive Time |
| Noon – 1:20 pm | Awards Luncheon |
| 1:30 - 2:40 pm | Education Sessions |
| 2:50 – 4:00 pm | Education Sessions |
| 4:00 – 4:30 pm | Silent Auction Final Bidding |

6:30 – 8:30 am Breakfast

Whether you stayed the night or are just arriving, come to the Steamboat Lounge for breakfast. Quiche, fruit, yogurt, granola, breakfast breads, coffee, tea and juice will be served.

7:00 am Registration & Auction Bidding Open

Plan to arrive early to network with friends. Pick up your name tag and CEU forms at the registration table. Enjoy breakfast before the keynote speaker begins.



6 – 7 am Early Bird Kayak/Canoe

Leader, Bonna Wieler, Bold Paths Adventure



You'll be starting in the dark and on the water for sunrise, so plan accordingly and bring a headlamp if you have one. Lake Morey Resort has canoes and kayaks but feel free to

bring your own. Check the box on the registration form so that we can plan ahead.

8:00 – 9:20 am Welcome and Keynote (.1 CEU)

Welcome – Todd Goodwin, Conference Chair

Keynote Speaker: Dr. Zacharie Clements

Making a Difference!

Effective performance of any job begins with a positive, "I can make a difference" attitude, which in-turn is the genesis of positive behaviors that can lead to a more effective job performance. Notorious for taking his audiences on an emotional rollercoaster, Dr. Clements will provide insights on how every one of us can make a positive difference every day. His unique use of humor and candor to address the truth about what's happening in contemporary society is personally and professionally compelling. Dr. Clements brings an upbeat, practical perspective to the development of a positive attitude, while focusing on the critical importance of positive, caring people to the success of any business or organization.



Dr. Zacharie Clements has been a professional speaker since 1966. A celebrated headliner in education and business circles, he has shared his unique platform gifts with over 4,500 groups in all 50 states, every Canadian province, and six other countries. His corporate clients include IBM, 3M and many Fortune 500 corporations and his work has put him in the company of such speakers as President Gerald Ford, Jesse Jackson, Dan Rather, Prime Minister Pierre Elliot Trudeau, Henry Kissinger, and Barbara Walters. Eagerly embracing life, Zach has also been a cook, lifeguard, camp director, football coach, laborer, truck driver, insurance salesman, and a U.S. Marine.



Thursday, September 25, 2014 (continued)

9:30 – 10:40 am

Education Sessions (.1 CEU each)

Accessible Trail Design: Providing Recreation to ALL Visitors

Josh Ryan, Principal, Timber & Stone, LLC

Recreational areas have typically provided limited access for people with limited mobility. This session will share innovative strategies for designing naturally surfaced trails and pathways that are Accessible for All Users. Special attention will be paid to aesthetic design, Accessible Trail Guidelines, and low impact construction techniques. In the end, participants will learn how they can incorporate accessible trails and pathways into their park system or recreation area.

Managing the Public Process

Barbara Heller, President, Heller & Heller Consulting

Park and recreation services need to be aligned with customer needs. Therefore, it's important to have a well defined public input process in order to provide a variety of methods in identifying what the public truly needs. Citizen engagement practices have changed significantly with the advent of social media. There are a variety of innovative ways to engage the public, aside from formal public meetings. This session will discuss a variety of techniques, including focus groups, public charettes, interactive group discussions, consumer advisory panels, use of online engagement techniques, and the use of surveys.

The New Customer: Marketing in the Zero Moment of Truth

Ryan Hegreness, Marketing & Enterprise Development Manager, City of Arlington, TX Parks & Recreation Dept

There has been a fundamental change in the traditional marketing model. Has your department adapted or are your practices outdated? The internet has changed how your customers determine the products and services they purchase. This critical online decision-making moment is called the "Zero Moment of Truth" or simply "ZMOT." In this session we will discuss how your department can win the Zero Moment of Truth, increase participation, and improve cost recovery.



Designing Natural Play Environments

Mike Fingerth, Northeast Regional Manager, Landscape Structures, Inc.

The benefits to children of free play and daily exposure to nature have been researched and reported in nearly every media outlet. The cry to overcome "nature deficit disorder" coined by Richard Louv in his seminal book *Last Child in the Woods*, has sparked calls for a "Last Child on the Couch" campaign. Playground planners have an opportunity to create play spaces that encourage children and families to get outdoors, interact with their environment, learn about their natural surroundings, and encourage the reconnection between children and nature. This education session explores the range of natural play environments from wild spaces to more planned, natural play and outdoor learning environments. We will identify the unique characteristics of each including programming options to maximize user participation and education, and lastly, how and when safety and accessibility standards apply.



The Future of Parks and Recreation and the Trends that will Influence Change

Dale Smith, Retired, 30+ Year Parks and Recreation Professional, Board of Regents for NRPA/NCSU Management School

Understanding national trends and their potential effects is essential to being sustainable. Change is happening so rapidly that keeping up with the fluctuating landscape is a must in today's parks and recreation field. Extensive changes in demographics, technology, social and labor markets will drive widespread changes in the future. Are you prepared? In this session we will identify trends that are occurring nationally that will continue to affect the services provided in the parks and recreation field. We will discuss the importance of being aware of those changes, understanding what they are and identify those actions needed to prepare to meet the challenges and/or opportunities ahead.



Thursday, September 25, 2014 (continued)

10:40 am – 12:00 noon Exhibit Hall - Exclusive Time



Use this time wisely to visit with all our sponsors and exhibitors! They have chosen to be at our conference to meet with you and share their newest products and services. You won't

want to miss this opportunity to talk with over 40 suppliers of recreation and park equipment and services. Learn how they can help you to increase the effectiveness of your organization. Raffle drawings will be held in the Exhibit Hall just prior to noon and you must be present to win.

12:00 – 1:20 pm Awards Luncheon

Join us for a buffet luncheon & presentation of the Theresa S. Brungardt Awards. Gluten free and vegan options will be available.

MC: Andy Cappello, VRPA President

Guest Speakers: Honorable Peter Shumlin, Governor of VT (invited) & Donna Dearborn, Author of "Every Sunday"

1:30 - 2:40 pm

Education Sessions (.1 CEU each)

Communicating Across Divisions

Cindi Wight, Superintendent, Rutland Recreation & Parks; Mark Hunziker, Wellness Resources of Vermont; and Bob Peterson, Parks Director, Rutland Recreation and Parks

Do you ever feel like you are doing everything right to connect your community but fall short within your organization? A critical call wasn't made to the operations end; the programmers cancel a program but forget to tell administration; one person wants phone calls and another wants emails; and one has an analytical approach and another a personal approach. Your number one priority is to take care of your internal organization to ensure that everyone has the support they need to connect people, parks and programs in your community. In this session we will cover successful communication methods across divisions and get an overview of temperament types and how they influence communication.



Developing a Vision for Community Parks and Recreation through Master Planning

Barbara Heller, President, Heller & Heller Consulting; Gina Ford, Principal, Sasaki Associates; Jesse Bridges, Director, Burlington Parks, Recreation & Waterfront
An imperative for success for any organization is the ability to plan a vision for the future. Successful agencies are committed to an ongoing master plan process, or planning for the physical assets of an agency. In this session we will explore a master plan process; what it entails, the purpose, and benefits. A case study of Burlington Parks and Recreation will be used as a focus of discussion and will include an overview of the process, obtaining resident input, identifying unmet needs, development of level of service standards appropriate to your community, and how to successfully implement a plan.

Marketing Tips, Tricks & Tools

Ryan Hegreness, Marketing & Enterprise Development Manager, City of Arlington, TX Parks & Recreation Dept
Get introduced to more than two dozen marketing tips, tricks, and tools in this fast-paced session. Learn about tactics for increasing social media engagement, tricks to get three times as much value out of your magazine ads, methods for collecting community feedback, software to take your email newsletters to the next level, ways to target market specific segments of your community, applications to measure the effectiveness of your advertising, and much more! You are guaranteed to be overwhelmed with information and come away with several practical ideas to implement in your department.

Group Problem Solving within Reach: The Six Thinking Hats Model

Leslie Schreiber, Chief Communicator at Schreiber Training

Six Thinking Hats is a problem solving tool and idea generator that uses a method called Parallel Thinking. The measurable results from utilizing this method of thinking include: shorter meetings, thorough decisions, easier priority setting, fluid problem solving, increased participation and involvement, and effective problem definition and resolution. Who couldn't use these? Come learn how to think differently and be more productive when tasked with making group decisions. This is an interactive workshop. Be prepared to participate!



Thursday, September 25, 2014 (continued)

2:50 – 4:00 pm

Education Sessions (.1 CEU each)

Leadership, Management, Change

Dale Smith, Retired, 30+ Year Parks and Recreation Professional, Board of Regents for NRPA/NCSU Supervisors Management School

Never before has there been as much leadership needed and as much change anticipated in the role of the parks and recreation professional. The baby boomers leaving the job market in droves will open many leadership roles for less experienced professionals. In this growing and shifting environment it is imperative that professionals taking on greater leadership roles are given the tools they need to be successful. In this session we will identify key aspects of great leadership and those pitfalls that can undermine it. This session is specifically targeting those professionals that have taken on new leadership roles or foresee the potential of a new role soon and are seeking practical applications to help with the transition. This session will include practical avenues for introducing management change, will explain why those are important and identify those areas to avoid during such a change.



Keeping Your Cool in Hot Conversations

Leslie Schreiber, Chief Communicator at Schreiber Training

No matter what company or organization you work with, there are moments we experience that are stressful. Typically, our interpersonal communication skills seem to disappear in these moments. Have you ever been reduced to a yelling match, made a snarky/passive-aggressive comment, or simply withdrawn from a conversation? You're not alone. Feeling confident in your communication skills paves the way to more successful interactions, even under stress. And as recreation employees, interacting with all types of people and co-workers, the more tools in our communication toolbox, the better! In this workshop, we will interactively explore what happens to you when stressed and how that impacts your communication ability. We will also learn and practice a communication skill that will increase your assertiveness, especially when stressed. This is an interactive workshop. Be prepared to participate!

Creative Staffing

Geoff Beyer, Director and Tree Warden, Montpelier Parks Department; Carrie Ballou, Vermont Department of Labor; and Meg Brook, Volunteers for Peace.

On a tight budget? Who isn't these days? In this session, we will explore a variety of creative ways to increase staffing and stay within your budget. Geoff will talk about his efforts to tap into volunteer pools, Department of Labor trainees, Americorp and VISTA members, interns and more. The panelists will share their thoughts on how to create synergistic partnerships to respond to staffing needs.

Organizing Your Mountain Bike Group

Tom Stuessy, Ph. D., Executive Director, Vermont Mountain Bike Association

This session will peel away the layers of enhancing mountain biking activity in your area while taking into account diverse stakeholders, land access issues, existing "secret" trails, private/public land managers, and how to effectively employ the administrative benefits available through the Vermont Mountain Bike Association. A range of examples will illustrate how groups have successfully moved towards ensuring the sustainability of this family-friendly recreational activity. *The Vermont Mountain Bike Association has developed a suite of administrative benefits that affords riding groups an opportunity to do what they do best – build trail and host events. In part, these benefits include: representation, insurance, grants, building clinics, and state level advocacy. This session will walk through the initial concepts groups may consider to move their group to the next level.*

4:00 - 4:30 pm Silent Auction Final Bidding

With more than 200 items and a total value over \$20,000, you'll want to stay until the final bell. We shop all day but the reality is that it all happens in these last thirty minutes. This is an amazing opportunity to get Vermont specialty items and gift certificates to many of our finest restaurants and lodgings. Bring your checkbook; we don't accept credit cards. All proceeds from the Silent Auction are used to fund VRPA education programming throughout the year so plan to "Bid High and Bid Often."

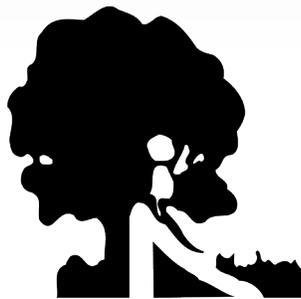


REGISTER BY SEPTEMBER 5th AND SAVE \$20

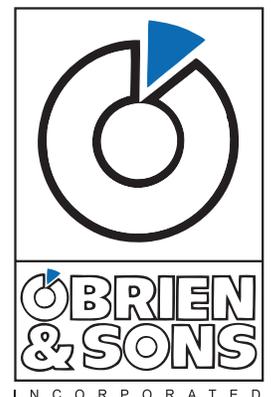
Registration Information

- 1) Please complete one registration form for each attendee.
- 2) Discounted member rates are offered to members of VRPA and any of the six New England recreation associations, the Vermont Trails & Greenways Council, and NRPA.
- 3) Meals are included with your conference registration. Wednesday registration includes lunch and the exhibitor social. Thursday registration includes breakfast and the awards luncheon. Two-day registrations include all four meals.
- 4) A la carte meals may be purchased if you are going to be present for a meal but not registered for that day. For example, if you are registering for Thursday but want to come on Wednesday evening, you may buy a ticket for the Exhibitor Social.
- 5) At the bottom of the registration form, please indicate which sessions you plan to attend. This does not commit you to attending that session but it helps us to plan. See registration form.
- 6) **REFUND POLICY:** Cancellations must be received in writing by 5:00 pm on Monday, September 15, 2014. All cancellations are subject to a \$25 cancellation fee. No refunds will be given after September 15th but name substitutions will be allowed; please submit substitutions in writing.
- 7) **LIABILITY:** The Vermont Recreation and Parks Association and the conference committee are not responsible for any injury, loss or damage that may occur to any attendee, nor to any attendee's property or personal belongings from any cause whatsoever, prior, during or subsequent to the period of the conference. The attendee expressly releases VRPA, its officers, and the conference committee from any and all claims for such loss, damage, or injury when submitting a registration for the 2014 Vermont Governor's Conference on Recreation.

THANK YOU, SPONSORS!



Pettinelli & Associates, Inc.





REGISTRATION FORM

2014 Vermont Governor's Conference on Recreation
Wednesday & Thursday, September 24-25, 2014



Register by September 5th and SAVE \$20

REGISTRATION INFORMATION: *(Please write clearly, especially your email address. Thanks!)*

Name: _____ Title: _____

Organization: _____ Certifications: _____

Address: _____ City _____ State _____ Zip _____

Phone: _____ Cell: _____ E-Mail: _____

Member of (check all that apply): VRPA VTGC NH, ME, MA, RI, CT Parks & Rec Assoc. NRPA

REGISTRATION FEES: *Please check the box for member/non-member and circle the fee for the day/days you are attending.*

| Registration fees include meals for the day/days you are registered. | <u>Wed. Only</u> | <u>Thurs. Only</u> | <u>Both Days</u> |
|---|------------------|--------------------|------------------|
| Conference - Professionals: | | | |
| <input type="checkbox"/> Member (VRPA, VTGC, NE State Rec Assoc, & NRPA members) | \$80 | \$80 | \$120 |
| <input type="checkbox"/> Non-Member | \$100 | \$100 | \$150 |
| Conference - Community Volunteers/Retirees/Friends: | | | |
| <input type="checkbox"/> Member (VRPA, VTGC & NE State Rec Assoc, & NRPA members) | \$45 | \$45 | \$65 |
| <input type="checkbox"/> Non-Member | \$55 | \$55 | \$75 |
| Conference - Students: | \$25* | \$25* | \$35* |
| <i>*Price includes a one year Student VRPA Membership</i> | | | |

A la carte Meals: Wed. Pizza Social \$15 (Registered for Thurs & coming Wed night) Thurs: Breakfast \$10 Luncheon \$25 (Bring a guest)

Send Form & Fee to:
VRPA - Governor's Conference
721 Main Street, Colchester, VT, 05446
Phone: 802-878-2077 Fax: 802-878-2921
Email: betsy@vrpa.org

REGISTRATION PAYMENT: Registration Fees: \$ _____
 A check is enclosed. **After Sept. 5th Add \$20.00**
 A purchase order is in the works. **TOTAL DUE: \$ _____**

Please let us know if you need any special accommodations: _____

REFUND POLICY: Cancellations must be received in writing by 5:00 p.m. on Monday, September 15, 2014. All cancellations are subject to a \$25 cancellation fee. No refunds will be given after September 15th but substitutions will be allowed; please submit substitutions in writing.

PLEASE INDICATE SESSIONS YOU PLAN TO ATTEND. THIS DOES NOT COMMIT YOU BUT HELPS WITH ROOM ASSIGNMENTS.

EARLY BIRD WORKOUTS Wednesday Nancercize Thursday Kayak/Canoe

WED Morning: 9:00-Noon

- Inclusive Playground Design Charette
- RecTrac User Group – Part 1
- Train the Trainer - Nancercize
- Finding & Securing Grant Funding

WED Afternoon: 1:00-4:00pm

- Disc Golf – Build It & They Will Come
- RecTrac User Group – Part 2
- Marketing Planning & Strategy
- Microsoft Excel - Basics & Beyond

WED Afternoon/Evening

- Exhibit Hall - Exclusive Time
- Exhibitor Social – Pizza & Salad
- Hollywood Game Night

THURS Morning: 9:30-10:40am

- Accessible Trail Design
- Managing the Public Process
- New Customer – Marketing in ZMOT
- Designing Natural Play Environments
- Parks & Recreation Trends

THURS Afternoon: 1:30 – 2:40pm

- Communicating Across Divisions
- Parks & Recreation Master Planning
- Marketing Tips, Tricks & Tools
- Group Problem Solving Within Reach

THURS Afternoon: 2:50-4:00pm

- Leadership, Management, Change
- Keeping Cool in Hot Conversations
- Organize Your Mountain Bike Group
- Creative Staffing



Time for a unique
playground?
Let us help you
create one!

Play Structures

- Net structures for a challenge
- Traditional structures for quality play
- Innovative features to balance the play area

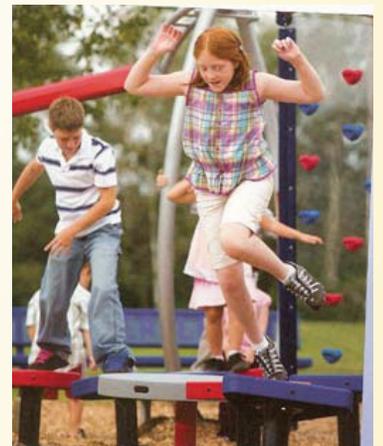


Natural Play Elements

Outdoor Musical Instruments

Benches & Tables

Surfacing



978-664-0239

msalt@parkstreetplaygrounds.com

*Playgrounds
as Imaginative as You!*

7 Ways to Get the Most from Attending the Conference

Attending conferences benefits you, your organization, and the people you serve. You can get the most out of your conference experience by having a plan before you arrive. Below are some techniques to get the most out of your conference investment:

- 1. Plan Ahead.** Use your conference time wisely. Decide in advance what sessions you want to attend so that you're ready to go when you arrive.
- 2. Network, Network, Network.** Interacting with others, especially people you don't know, will require stepping outside of your comfort zone, and it's worth it. The contacts, learning, and interaction will boost your confidence and create great connections that you may need in the future.
- 3. Have Learning Objectives.** Why do you want to attend? What do you hope to learn at the event? Who do you need to connect with? What industry trends do you want to know more about?
- 4. Leave Your Work at Work.** Let people know you will be away, and set up your voicemail and email auto responder to notify people that you are not available. Don't let your work obligations steal your attention from your educational investment.
- 5. Network with Exhibitors in the Exhibit Hall.** Our commercial partners have the latest new technologies and products that can dramatically enhance your work. Visit as many as possible. These businesses have supported our conference for many years.
- 6. Follow Up.** Collect business cards from colleagues and commercial partners and write personal notes on the back to help remind you of your discussion. Stay in touch. Send a quick email reminding people of your conversation.
- 7. Share What You Learn with your colleagues.** Sharing reinforces your own learning, strengthens your team, and makes it easier to negotiate attending the event next year. Present the best ideas at your next staff meeting.

Engineering Services for RECREATION

| | |
|--------------------|------------------|
| Outdoor Structures | Walkways |
| Parks | Athletic Fields |
| Exterior Lighting | Planning |
| Drainage | Waterway Access |
| Stormwater | Docks |
| Access Roads | Shelters/Parking |
| Wetlands | Permitting |
| Bike Paths | Boardwalks |

DuBois & King inc.
Serving Vermont Municipalities Since 1962
877-448-3457 | www.dubois-king.com



Conference Committee

Todd Goodwin, Chair
Kym Duchesneau
Nicole Fields
Dave Hardy
Kelly McGinley
Marge McIntosh
Muriel More
Rob Peterson
Jessica Savage
Evan Steele
Betsy Terry
Ally Vile



2014-15 VRPA Officers

Andy Cappello, President
Todd Goodwin, President-Elect
Ray Sapp, Past-President
EJay Bishop, Treasurer
Melissa Cate, Secretary
Betsy Terry, Executive Director



Contact Us:

Todd Goodwin
Conference Chair
tgoodwin@sburl.com
802-846-4121

Betsy Terry, CPRP
Executive Director
betsy@vrpa.org
802-878-2077

Making your room reservations with Lake Morey Resort...

When: By August 24, 2014. Reservations received after this date will be accepted on a space available basis. A deposit of \$50 per room is required to confirm all room reservations.

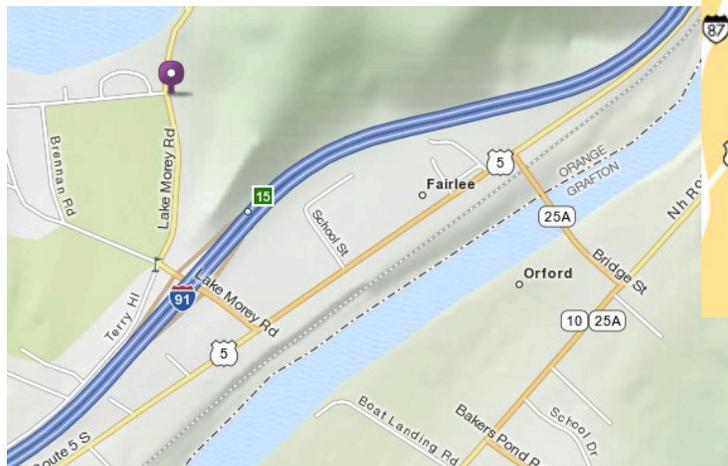
Call: 1-800-423-1211. Web reservations are not available for groups at Lake Morey but you can make a reservation online by emailing your reservation request to shanna@lakemoreyresort.com. Be sure to indicate that you are with the Governor's Conference.

Room Rate: \$92 plus 9% VT Rooms & Meals tax.

Directions to Lake Morey Resort: See maps here or Google 1 Clubhouse Road, Fairlee, VT 05045.

From Hartford and points South: Take I-91 North to Exit 15 in Vermont. Turn left off exit ramp. Take first right (granite Lake Morey Resort sign on corner). Follow the golf course (on left) and take your first left onto Clubhouse Rd. Resort is on the right.

From Burlington: Take I-89 South to Exit 7 (Berlin/Barre). Take Route 302 East through Barre to Orange. Take Route 25 South to Bradford. Take I-91 South to Exit 15. Turn right off exit ramp. Take next right (granite Lake Morey Resort sign on corner). Follow the golf course (on left) and take your first left onto Clubhouse Road. Resort is on the right.



Who Should Attend?

This educational, social and fun event is open to everyone whether your community has a town forest or is interested in creating one. **If you are interested in creating a town or community forest, or want to learn ways for your community to do more with its forest then this event is for you!**

Event Partners



Event Sponsors

Northern Forest Center
Trust for Public Land

Questions?

Contact Kate Forrer at (802) 223-2389
or katherine.forrer@uvm.edu



617 Comstock Road
Suite 5
Berlin, Vermont 05602

EXTENSION

ENVIRONMENT

Forests For the People: Return of the Town Forest Summit



Saturday, September 27, 2014
Barre Town
Middle and Elementary School



UNIVERSITY OF
VERMONT

EXTENSION

CULTIVATING HEALTHY COMMUNITIES

Event Details

Vermont has a long and proud tradition of towns owning and managing forests for public benefit. The values of town forests are diverse, from watershed protection, wildlife habitat and forest products to public recreation, outdoor classrooms and neighbor gathering places. To celebrate these important community assets and the future of Vermont's town forests, partners are bringing back the Vermont Town Forest Summit. This year's event will be held in Barre to highlight the recently created 355 -acre Barre Town Forest.

Come *learn* about the important role of town forests, get *inspired*, *share* experiences and *gain* access to resources to help your community make the most out of this community asset.

The goals of the event are:

- Celebrate and recognize the valuable contributions of town forests.
- Provide sharing and networking opportunities around town forest creation, use, and stewardship.
- Raise awareness about the 100th anniversary of town forest enabling legislation and begin planning the 2015 celebration.
- Strengthen existing and establish new partnerships for town forest acquisition and management.
- Share resources and organizations available to assist communities.



Agenda

- 8:30 a.m. **Registration and Refreshments**
- 9:00 a.m. **Welcome**
- 9:15 a.m. **Opening Remarks**
Michael Snyder, Commissioner,
Department of Forests, Parks and Recreation
- 10:00 am **Vermont Town Forests Stories**
Moderated by Julie Renaud Evans,
Northern Forest Center
- 12:00 pm **Lunch** (provided)
- 12:45 pm **A Facilitated Conversation:**
The Nuts and Bolts of Town Forests Issues & Opportunities
Topics include community contributions, acquisition, recreation, management, education and cultural connections.
- 2:15 pm **Barre Town's Forest Story**
Carl Rodgers, Barre Town Manager
- 2:30 pm **A Walk in the Barre Town Forest**
Choose from one of five unique walks.
- 4:00 pm **Safe Travels**

Directions to Barre Town Middle and Elementary School:

- From I-89, take EXIT 6 VT-63 toward VT 14/South Barre.
- At the light go STRAIGHT onto Middle Road.
- Turn LEFT onto Graniteville Road.
- Turn RIGHT onto Websterville Road.
- The School is .3 miles on RIGHT.
- Follow the signs for parking.

Registration

Preregistration is strongly encouraged.

Fee includes morning refreshments, lunch and workshop materials.

Pre-registration fee: \$15.00 per person

postmarked by September 19

Walk-in registration: \$20 per person

Register online at

uvm.edu/extension/town-forest-summit

After registering, send a check made out to University of Vermont to:

UVM Extension, Attn: Town Forest Summit
374 Emerson Falls Rd, Suite 1
St. Johnsbury, VT 05819

Refund Policy

If you need to cancel your registration for any reason, the full amount may be refunded until September 22, 2014. After September 22, 2014, we cannot offer a refund.

Accommodations and Financial Assistance

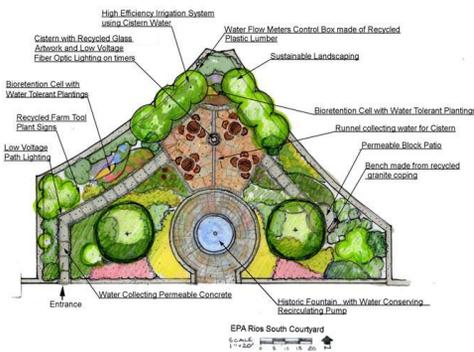
To request a disability-related accommodation to participate in this program, contact Kate Forrer at (802) 223-2389 ext 210 by September 15, 2014, so we may assist you. To request a scholarship, please complete your registration and send an email to kathrine.forrer@uvm.edu with a brief explanation of why the registration fee represents a financial hardship at this time.

Issued in furtherance of Cooperative Extension work, Acts of May 8 and June 30, 1914, in cooperation with the United States Department of Agriculture. University of Vermont Extension, Burlington, Vermont. University of Vermont Extension, and U.S. Department of Agriculture, cooperating, offer education and employment to everyone without regard to race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, and marital or familial status.

UVM.EDU/EXTENSION

Sustainable Landscape Stewards

A Training Course for Community Leaders



Do you care about land use in your town and water quality in local waterways?

Want to learn about how they are connected and what you can do to make a difference?

Join us this FALL for **learning, skill development, networking and action.**

Gain up-to-date **aquatic and soil science information**, visit natural, urban, and restored sites with experts, learn **plan review skills**, and zoning bylaw improvement techniques. Get in-depth coverage of state and federal regulations that impact **water quality** in your town.

Fall 2014 Class Dates:

September 18, 19, 25 & 26 and October 2 & 3: 6 - 8 PM
September 20 & 27 and October 4: 9 AM - 12 PM

Learn more and register here:

uvm.edu/seagrant

TOWN of MILTON
Planning & Economic Development Department
43 Bombardier Road
Milton, Vermont 05468-3205

www.miltonvt.org
(802) 893-1186



MEMO

TO: Conservation Commission
FROM: Jacob Hemmerick, Town Planner
CC: None
DATE: August 18, 2014

SUBJECT: 8/26 AGENDA ITEM "E" – Fall/Winter Programming

I would like to know if the CC is interested in doing any fall programming or site visits.

Any programs must be planned well in advance in order to be included in Recreation Program brochures and e-mails.

I would recommend that the CC meet twice monthly. Once to conduct Conservation Commission business, and a second meeting to:

- Do Site Visits; or
- Host Programs.

Examples might be: organizing a hike with neighboring Conservation Commissions; making a visit to Hinesburg's Town Forest, leading a Fall Walk at Eagle Mountain, hosting a Book Review Session, or taking on the Winter Carnival Snowshoe again this year.

Action Item:

Discuss Fall/Winter programming.

TOWN of MILTON
Planning & Economic Development Department
43 Bombardier Road
Milton, Vermont 05468-3205

www.miltonvt.org
(802) 893-1186



MEMO

TO: Conservation Commission
FROM: Jacob Hemmerick, Town Planner
CC: None
DATE: August 18, 2014

SUBJECT: 8/26 AGENDA ITEM "F" – Way-finding at Eagle Mountain Natural Area

Below is a summary from a meeting that I had with Lake Champlain Land Trust Executive Director Chris Boget on July 30, 2014. I also met with Judy Kinner on July 22, 2014 for a general orientation. This will offer you background on the three action items below.

Action Items:

In order to have a focused meeting, **I recommend that you narrow the scope of discussion to four decisions:**

- 1. Identify the revisions you would like to see to the "blue arrow" map.*
- 2. Determine what blazing would be needed to make the present trails network navigable*
- 3. Determine how the podcast loop could be best integrated into the way-finding material(s).*
- 4. Determine when you would like to discuss other Eagle Mountain Natural Area management goals; at which point you can look more closely at the easement and plan language.*

Summary of Meeting with LCLT:

The July 30th meeting resulted from a request by the Conservation Commission (CC) for me to reach out to LCLT to cooperate on a general use map and standard trail markings that correspond to the map.

I know of at least 6 differing Eagle Mountain trail maps in public circulation/view: the 1998 Management Plan Map, the 2000 LIA Consultants map, the kiosk map at Cold Springs Road, the Champlain Byways Sign map, the "Explore, Observe, Listen, Hike" brochure, and the newest

“blue arrow” brochure. There is, therefore, a good case for one, general purpose map that is user-friendly to the casual visitor.

In order to avoid the scheduling struggle of a meeting with the full Commission, Chris suggested a meeting with just me.

Regulatory Context:

At the meeting, Chris provided me with the **1998 Management Plan**, ([http://www.miltonvt.org/images/pdf/files/government/conservation/cc_docs/Eagle Mountain Management Plan 1998.pdf](http://www.miltonvt.org/images/pdf/files/government/conservation/cc_docs/Eagle_Mountain_Management_Plan_1998.pdf)). This was the first time I had seen this document. This Management Plan was last updated on 12/22/1998 and written by LCLT in consultation with the Town of Milton and the Conservation Easement Holder (Vermont Housing and Conservation Board).

The Conservation easement language says that the grantor is responsible for management planning subject to consultation/approval by the partners (LCLT and the VHCB). The Conservation Easement language is included at the end of the LIA Report: [http://www.miltonvt.org/images/pdf/files/government/conservation/cc_docs/Eagle Mountain Report LIA 2000.PDF](http://www.miltonvt.org/images/pdf/files/government/conservation/cc_docs/Eagle_Mountain_Report_LIA_2000.PDF). Initially the grantor was LCLT, until the property was transferred to the Town, at which point the Town assumed the responsibility for Management Planning, as Grantor.

Subsequent to this plan, a study making management recommendations was commissioned by the Town and done by LIA in 2000.

The Town should keep in mind that LCLT, as the donor of the land to the Town, and the lead holder of the conservation easement, will object to any management plan revisions not consistent with the ecological attributes and management of the property as defined in the easement.

I'm presently not sure if there's any record of a management plan being formally adopted by the legislative body. *This is an unanswered question that should be investigated.* Once a determination is made here, then the question of working within or amending the duly adopted plan can be addressed.

LCLT Management Interests/Vision:

I asked Chris what he would like to see happen in the next five years, and he was satisfied with the current conditions and maintenance. He said that if the CC wanted to spend town or grant funds, he recommended: 1) hiring trail consultant Josh Ryan of Timber and Stone Consultants (Chris has worked with him on 3 other projects and he would cost very little for the impact); and 2) hiring Brett Engstrom, a Vermont ecologist, who could identify and map rare plants and sensitive areas (as required by the Conservation Easement) as part of the trail analysis. The Conversation hit on several topics:

- He shares my concerns about the **volunteer trails** to the north of the overlook and the summit given the rare plants and animals known to be north of the overlook, and was in favor of having a trail consultant suggest some ways to manage this, the protection of sensitive areas, and the navigability of the whole space. He has concerns with the difficulty of maintaining the less traveled trails in the lower ledges, and their

encroachment of sensitive areas, such as trail four's crossing of a possible vernal pool. He and I also noted that the number of connections to trail number 2 make navigation confusing. He is supportive of easy access for Cold Spring Road neighbors using the trails -- but the downside for those neighbors is that other folks will follow those trails back down to their camps. At a minimum "Private Trail" signs should be immediately added noting that hikers are headed down toward a private road far from Henry Road parking area. Chris said that it will be important to ask the trail consultant's advice before advertising and fixing any trails in the ecological zone.

- Chris would be supportive of an **ecological study** of the area to demonstrate how the Ecological Zone is protected by the careful location of a minimum number of carefully designed trails.
- He was thankful to Dustin for mowing and **meadow maintenance**, but would encourage meadow maintenance cuts at certain times of the year in order to allow grassland birds to nest. He was open to letting the Barley Patch return to forest but was also satisfied that ongoing cutting will prevent invasive species from invading the forest.
- If the CC were to planning to hire a trail consultant and ecologist, he would thought that the Town should hold off on any possible **sugaring lease**. I have found that there are many questions of property rights, ethical considerations in contracting, and natural resource management that remain to be answered before anything can move on this front.
- He proposed adding some boulders in areas where **motorized vehicles** could enter to prevent long-term stewardship damage that the Town would be liable for, particularly at the Cold Springs entrance where it appears someone is dumping fill and a sign has been ripped out.
- He was favorable to **strategic signs** in a couple areas, as well as kiosk information.
- He was glad to revise the **map and insert the podcast loop .jpeg designed by the Conservation Commission**.
- He also suggested that any capital improvement budgeting include a long-term cycle to mark **property boundaries; they** should be blazed by a professional to avoid encroachment problems.
- He was favorable to a resolution to the **dump site owned by the Cold Spring Road Association**.

Henry Road Kiosk:

Once a map is finalized, Chris showed a very well designed interpretive panel for another LCLT preserved property that would be a great addition. I asked that LCLT run it by the CC prior to finalizing anything. I said that you want to add a map the kiosk as well. We talked about moving the Champlain Byways Sign to Henry Road, and Chris had no issue with this, although pointed out that the map on the panel would also need updated or covered. I suggested a vinyl adhesive cover up with a new map, once that is settled.

Cold Springs Kiosk:

Cold Springs also has a kiosk with a hand-painted map that should be updated once the trails are solidified.

Sign In:

I informed Chris that Public Works is paying for sign-in boxes for both entrances, and we hope

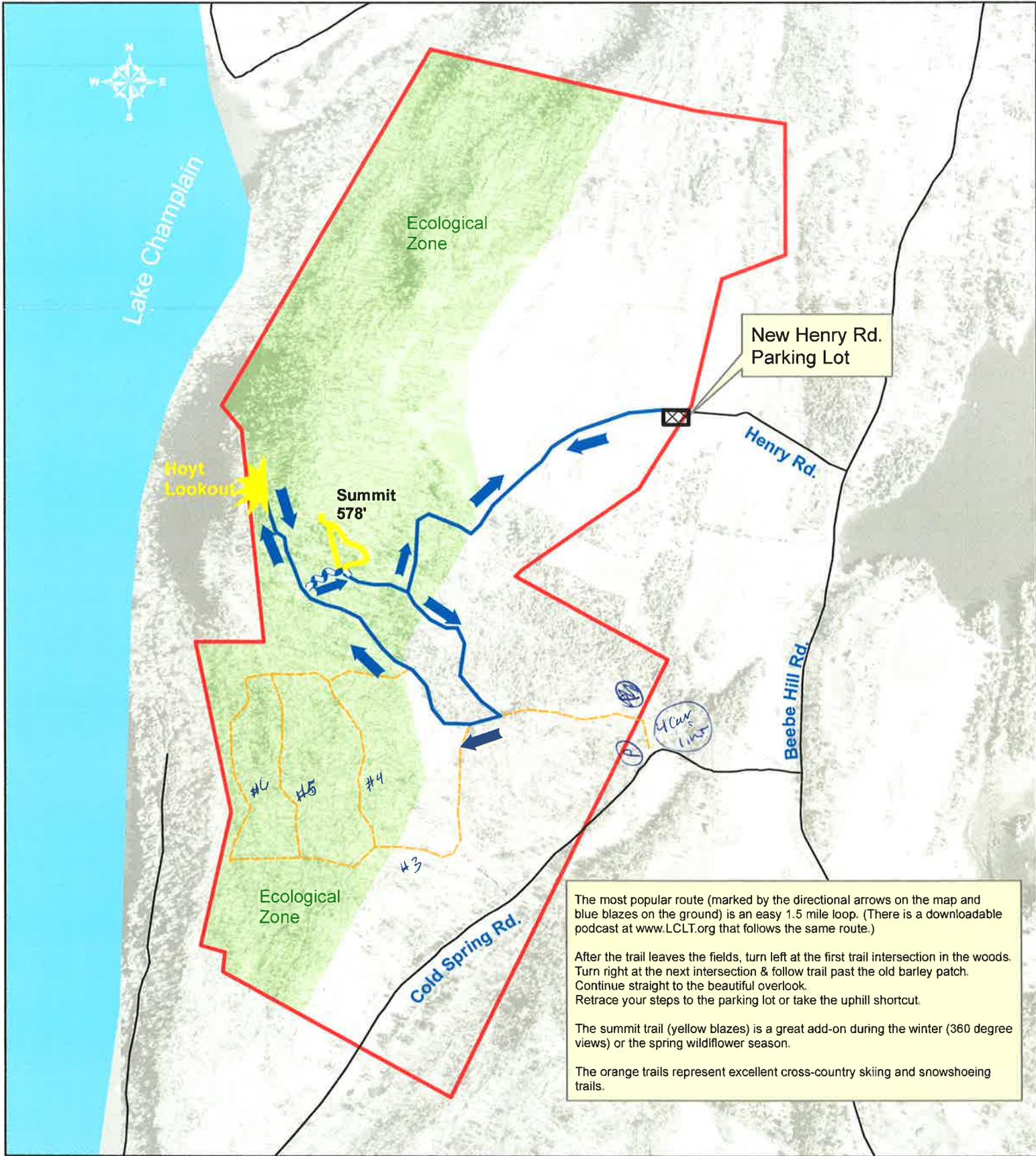
to use those to have a better sense of who is using the space and collect contact information for volunteerism. He requested that the information be shared.

STAFF TAKEAWAYS:

- The CC and LCLT should cooperatively work on a **map** that meets both theirs and LCLT's expectations depicting the conditions as they exist so people can effectively navigate the space. The trails should be **marked or blazed to correspond** with the map. Private access trails should have a sign discouraging use.
- The Town should ascertain if a **management plan** has been duly adopted by the Selectboard.
- If a management plan has been adopted by the Selectboard, then the CC should ascertain if there's flexibility to work within that plan. If not, then the CC and LCLT should re-visit the 1998 plan and 2000 LIA recommendations, and ascertain what study would be needed to develop a plan for adoption. This might include ecology and trail assessments.
- The Management Plan must be the go-to document that guides all activities and improvements, and should be inclusive of interested parties. Without buy-in from loyal users, any trail changes will be undermined. Volunteers and users should not take it upon themselves to undertake tasks not identified as priorities in a planning document.

Eagle Mountain Natural Area

The Lake Champlain Land Trust donated this 226-acre wildlife preserve of statewide significance to the Town of Milton in 1998.



The most popular route (marked by the directional arrows on the map and blue blazes on the ground) is an easy 1.5 mile loop. (There is a downloadable podcast at www.LCLT.org that follows the same route.)

After the trail leaves the fields, turn left at the first trail intersection in the woods. Turn right at the next intersection & follow trail past the old barley patch. Continue straight to the beautiful overlook. Retrace your steps to the parking lot or take the uphill shortcut.

The summit trail (yellow blazes) is a great add-on during the winter (360 degree views) or the spring wildflower season.

The orange trails represent excellent cross-country skiing and snowshoeing trails.



Eagle Mountain Natural Area

Overview and History

Permitted Uses

Map of Trails



View of Lake Champlain, South Hero, and the Adirondacks from the Eagle Mountain Natural Area's Hoyt Lookout.

Overview and History

The Eagle Mountain Natural Area is a 226-acre state significant wildlife habitat overlooking Lake Champlain. The land was donated to the Town of Milton by the Lake Champlain Land Trust in 1998.

With an elevation of 578 feet, Eagle Mountain provides breathtaking views of Lake Champlain, the 6th largest freshwater lake in the United States. Native Americans referred to the lake by several names; Mohawks called it Caniadari Guarunte, meaning "lake with a bulge in it" or "door of the country." Abenakis are known to have referred to the lake as Petonbowk, meaning "the waters between"; a reference to the Adirondacks and Green Mountains. After Samuel de Champlain's exploration in 1609, the lake became known as Lake Champlain.

Over the last century, farming, recreation and logging were the primary uses of the Eagle Mountain landscape. While most of the area was deforested in the early 1900s, much of the western portion of the property was used for regular harvesting of sugar maple sap. Flat areas on the eastern side were used as hayfields and pasture.

In 1995 the Land Trust acquired the first parcel as a generous donation from long-time Milton residents John and Peggy Hoyt. The Land Trust purchased the northern portion, thanks to numerous funding sources, in 1998. The Lake Champlain Land Trust donated the entire ecological preserve to the town, and retains a conservation easement on the preserve, so that future generations can enjoy this irreplaceable treasure forever.

Permitted Uses

Based upon the Conservation Easement and Management Plan, the following low-impact recreational activities are encouraged at Eagle Mountain Natural Area:

- Hiking
- Birdwatching
- Cross-country skiing
- Snowshoeing
- Hunting

Please help ensure future generations may enjoy this land by observing the rules and "carry out" what you "carry in." Thank you!

The Partners

Town of Milton

If you have any questions about Eagle Mountain Natural Area, please contact the Town of Milton Recreation Department, P O Box 18, Milton VT 05468, or (802) 893-4922 (www.miltonvt.org).

Lake Champlain Land Trust

You can learn more about the unique wildlife habitats of Eagle Mountain, and download a podcast, at www.LCLT.org. Contact: Lake Champlain Land Trust, One Main Street, Suite 205, Burlington, VT 05401 or (802) 862-4150.

TOWN of MILTON
Planning & Economic Development Department
43 Bombardier Road
Milton, Vermont 05468-3205

www.miltonvt.org
(802) 893-1186



MEMO

TO: Conservation Commission
FROM: Jacob Hemmerick, Town Planner
CC: None
DATE: August 18, 2014

SUBJECT: 8/26 AGENDA ITEM "G" – Town Forest Management Planning

There are two sections to this item.

One, is a summary of the Meeting with Westford's Town Planner Regarding Phase II of Management Plan, which will inform the main goal, **two**, outlining a timeline and work-plan to discuss possible amendments to the Town Forest's Management Plan.

Here is a summary of the conversation with Melissa Manka, Westford Town Planner, for discussion.

- Milton's Town Forest Management Plan calls for trail and viewing platform development in the Town of Westford as part of Phase II.
- Westford has more restrictive wetland development zoning than Milton that would require Development Review Board approval.
- The Forest Implementation calls for these improvements in the next year, which is not possible.
- While Westford Planning isn't opposed to development around the specimen wetlands in Westford, they would like to see an ecological study performed to ensure any proposals do not threaten existing flora and fauna habit. They are also strongly interested in seeing only passive, low-impact recreation on the Westford-side guided by good signage.
- I sought a quote for such a study from Deane Wang of UVM Rubenstein School of Environmental Sciences. They hire our graduate students to spend a summer doing an inventory. He quoted the cost at \$5,000.
- The study would ideally document critical plant and animal habitat and state if and how the trails can be located in a manner to avoid negatively impacting the habitat while meeting the aims of the existing Management Plan's conceptual designs (an interpretive trail, wildlife viewing platform, etc.). The \$5,000 would likely cover the area between Milton and Westford Swamp.
- Manka is asking the Westford Selectboard for roughly \$2,500 in FY 16.
- No budgetary action has taken place on the Milton side. FY16 Budgeting will begin later this calendar year.

In order to bring the Management Plan in alignment with new realities, the Conservation Commission has opted to re-open the plan, which would ultimately have to be approved by the Selectboard. This is a long process, and should be done carefully and collaboratively. To

provide context as to how other communities are assembling town forest management plans, I've attached one example from Hinesburg.

The action item tonight is to outline a work plan to develop amendments:

Here is an example of what the work plan might look like:

| | |
|----------|---|
| October | Discuss the Compatibility Uses Included in the Plan & Existing Design |
| November | Seek Stakeholder Input on Subject Uses & Design |
| December | Seek Stakeholder Input on Subject Uses & Design |
| January | Discuss the Timing of Tasks Identified in the Plan |
| February | Finalize Amendments & Forward to Selectboard for Approval |

MILTON MUNICIPAL FOREST & BOVE PROPERTY MANAGEMENT PLAN

Submitted by
MILTON CONSERVATION and RECREATION COMMISSIONS
August 1, 2011

This Management Plan supersedes the Milton Municipal Forest Management Plan (MMFMP) approved on October 6, 2008. The Milton Municipal Forest was established in 1991, and is subject to protections as written within the Town Charter. The Bove Property was acquired by the Town in 2006 and is not part of the Municipal Forest as described in the Town Charter. The following documents were used in developing this management plan: The Milton Municipal Forest Inventory, Assessment, and Recommendations prepared by LIA Consultants, and Bove Property: Natural Resource Assessment and Land Use Planning Final Report prepared by Lamoureux & Dickinson.

VISION STATEMENT

The vision for the Milton Municipal Forest and the Bove Property is to preserve the ecological integrity for plants, wildlife and other cultural and natural features, including Milton Pond and a Red Maple-Sphagnum Acidic Basin Swamp, while enhancing the Town's recreational opportunities.

RECOMMENDATIONS

1. Natural Resource Protection and Management

a. Natural Plant Communities and Rare, Threatened & Endangered Species (includes bullets 1, 2, 3 and 4 from Section A of the MMFMP):

- i. Encourage hiring a qualified botanist to conduct a survey of rare plant species during the growing season.
 1. Monitor for invasive plants for conservation of the Prickly Hornwort species on the Bove Property.
- ii. Avoid clearing timber near the West Side Trail (Milton Municipal Forest) to prevent the spread of non-native, invasive Japanese knotweed.
- iii. Become informed about and involved in the Vermont Watershed Basin Planning Process:
 1. Work with the Vermont Department of Environmental Conservation (VTDEC) to determine a Water Quality Classification for Milton Pond.
 2. Develop watershed-based strategies to maintain the level of water quality required by the classification.
- iv. Consider working with the VTDEC to perform yearly Spring Phosphorus and Biocriteria Monitoring on Milton Pond. Volunteer efforts could be coordinated to perform this monitoring in partnership with VTDEC staff.

b. Wetland Protection:

- i. Conduct a survey of vernal pools.
- ii. Plan any development of recreational infrastructure to avoid or minimize impacts to wetlands and surrounding uplands.
 1. Impacts to Class 2 wetlands and their 50-foot buffer zones are under the jurisdiction of the State. Impacts to any of the wetlands (whether Class 2 or 3) are also under the U.S. Army Corps of Engineers.

2. Impacts within 100 feet of wetlands in the Town of Westford fall under the Town's Water Resources Overlay District for which there are significant restrictions regarding trail width, bridges, and permanent structures.
3. If any of the wetland areas are suspected of having vernal pools, the Army Corps of Engineers may require spring monitoring. If use by vernal pool dependent species is established, there could be a requirement to preserve an upland forested buffer around those wetlands.

c. Wildlife Habitat Protection (includes bullets 3 and 5 from Section C of the MMFMP):

- i. Establish a wildlife monitoring system.
- ii. Encourage keeping pets on leashes to protect wildlife and to protect pets from the abundant porcupine population.
- iii. Conduct periodic amphibian surveys.
- iv. Maintain a wooded corridor within the panhandle to allow wildlife coverage to cross Westford Road.

d. Archaeological Protection:

- i. Should any ground disturbing activities be planned around defined archeologically sensitive areas, phase I survey work should be considered in these areas. Sensitivity for historic Euroamerican remains is highest in the western portion of the property in the vicinity of the G.W. Crown/ Coburn and Perry cellar hole (ASA 10).

e. Forestry (Includes bullets 1, 2, and 4 from Section C of the MMFMP):

- i. Plan any timber harvest in consultation with the Chittenden County Forester to minimize soil compaction and erosion. Use only a certified logger who will carefully follow Vermont's Acceptable Management Practices (AMPs) for timber harvesting. Viability of timber harvesting was explored in 2009 and determined to not be an option at the time due to lack of trees of substantive size. Explore again in 15-20 years. Logging of the Westford portion of the Bove Property will be prohibited.
- ii. Preserve cavity trees, mast trees and snags.
- iii. Conduct apple tree release and pruning.

2. Recreation Activities and Trails (Includes Sections B & D from MMFMP)

a. Ongoing Tasks:

- i. Allow carry-in boat usage for treated, non-motorized watercraft on Milton Pond.
- ii. Encourage users to stay on trails to protect sensitive species.
- iii. Organize periodic volunteer efforts to remove litter from the forest.
- iv. Develop ordinances regarding accepted recreational uses, if necessary beyond this Management Plan.
- v. Maintain a well-designed, and marked, trail system to encourage users to stay on trails and avoid disturbing cultural features and natural communities of ecological significance.
- vi. Keep trails away from dens, vernal pools, riparian areas, and other fragile habitat features.
- vii. Uses currently allowed for: Hiking, Bird Watching, Snowshoeing, Cross Country skiing, Hunting, Fishing.

b. Phase I (estimated timeline is 2011 - 2013):

- i. Develop a map which accurately depicts the phases outlined in this Management Plan versus the Final Recommend Master Plan Concept – Phasing Plan found in the Bove Property: Natural Resource Assessment and Land Use Planning Final Report prepared by Lamoureux & Dickinson.
 - ii. Construct eight (8) space parking lot with associated signage to provide a public access to the Municipal Forest.
 - iii. Develop main trail with only passive recreational uses to connect parking lot to existing Municipal Forest trails.
 1. Construct two wooden bridges over streams on the Bove property and along the Old Town Road on the Municipal Forest, and trail signage.
 - iv. Repair and relocate trails within the Milton Municipal Forest with reference to the Trail Repair Map (Map 9) found in The Milton Municipal Forest Inventory, Assessment, and Recommendations prepared by LIA Consultants.
 - v. Re-blaze boundary lines and replace missing iron posts at boundary corners.
 - vi. Uses allowed for with this Phase: Hiking, Bird Watching, Snowshoeing, Cross Country skiing, Hunting, Fishing.
- c. Phase II (estimated timeline is 2014 - 2017):**
- i. This phase includes the trail loop off of the main trail, the primitive camping sites, and trail signage on the Bove Property. A portion of this trail will extend into Westford and will require DRB approval.
 - ii. Establish the interpretive walking/hiking trails, three boardwalks and observation platforms, trail signage and interpretive signage. A majority of these improvements will take place in Westford and will require DRB approval. The looped trail that connects the boardwalk/bird watching blind trails will be pulled back to address the Town of Westford's concerns as stated in their June 14, 2011 letter.
 - iii. Establish the interpretive walking/hiking trail on the Municipal Forest property that connects with the trails on the Bove Property.
 - iv. No additional recreational uses allowed for with this phase.
- d. Phase III (estimated timeline is 2018 - 2021):**
- i. Make improvements to the Bove Property main trail to allow for horseback riding and mountain biking and designate trails for these uses in the Municipal Forest. The necessary upgrades to accommodate for these uses should be done on both properties at the same time so as to avoid a confusing situation.
 - ii. Provide for motorized vehicle use along designated trails if and when VASA and/or VAST (or similar organization) establishes a trail system. The timing of this may be earlier or later depending on trail establishment by those organizations.
 - iii. Uses allowed for with this Phase: Hiking, Bird Watching, Snowshoeing, Cross Country skiing, Hunting, Fishing, Horseback Riding, Mountain Biking, Snowmobiling and ATVs.
- e. Phase IV (estimated timeline is 2022 - 2024):**
- i. This phase includes the parking lot expansion.
 - ii. No additional recreational uses allowed for with this phase although the parking lot expansion could accommodate school busses and possibly trailers.

3. Education (Includes Section E from the MMFMP):

- a. Develop an educational brochure for circulation in the community and distribution at the trailhead.
- b. Post signage at the trailhead with brochures, maps, rules and regulations, etc.
- c. Create educational programs (e.g., orienteering, wildlife surveying)
- d. Foster connections with local environmental education centers, local schools, Boy Scout and Girl Scout troops, etc.
- e. Provide information to users about the transmission of invasive species such as zebra mussels and Eurasian watermilfoil in bait buckets and on boats.
- f. Require users to pack out their trash.
- g. Require users to bury human waste more than 200 feet from any water source in a 6-8 inch deep hole.
- h. Encourage 'Leave No Trace' principles.

4. Public Safety and Signage (Includes Section F from the MMFMP and DRB conditions for the Bove Property parking lot):

- a. In accordance with Title 10 Chapter 113 § 4707 of the Vermont State Statutes, a person who intends to set a trap for any animal on the property shall, prior to setting the trap, notify the Selectboard of his intention to set the trap and of the prospective location of the trap. The Selectboard may, at any time, refuse to grant permission to set a trap or revoke the permission if previously granted.
- b. Encourage all visitors to wear safety orange during hunting season.
- c. Discourage swimming as elevated levels of *E. coli* and giardia are suspected.
- d. Monitor the integrity of the Milton Pond dam to prevent dam failure; consultation with an engineer is recommended.
- e. Encourage users to keep dogs on leashes at all times and pack out dog waste.
- f. The parking lot's visibility from Westford Road must be maintained through selective clearing/pruning as necessary.
- g. The Town shall implement measures to prohibit after-hours and non-authorized uses of the parking area, up to and including a lockable gate. If problems are encountered on a regular basis, the Town shall install a lockable gate.
- h. Signage must be installed indicating the hours of operation and delineating the boundaries of the adjacent properties in the vicinity of the parking area and along the trail along the eastern property boundary. The signage must include the telephone numbers of who to call if a problem is encountered (e.g. the Police Department and/or the Recreation Department).

Appendix A

Federal, State and Local Permits and Clearances

The following federal, state and local permits and clearances will most likely be needed for implementing components of the Preferred Conceptual Master Plan for the Bove Property and possibly for the Milton Municipal Forest as well. However, the Town should contact the respective permitting agencies during the next phase of design.

_ A State Stormwater Discharge Permit may be needed for future expansion of the parking area if the total disturbance is greater than one acre.

_ A State Erosion Prevention & Sediment Control Construction General Permit is not likely needed.

_ Municipalities usually don't need an Act 250 permit for projects disturbing less than 10 acres.

_ A State Stream Alteration Permit is not likely needed.

_ A Section 404 U.S. Army Corps of Engineers General Permit (wetlands) will possibly be needed if wetlands impacts exceed 3,000 square feet. If this permit is required, a Section 401 Water Quality, Rare, Threatened & Endangered Species and State Historic Preservation Office clearances will also be needed.

_ A State Conditional Use Determination (wetlands) would be needed for impacts to the Class II wetlands or their buffer areas.

_ State Agricultural Soils Clearance may be needed based on disturbance of prime agricultural soils on the site.

_ New Accessibility Rules from the Department of Justice to take effect March 15, 2011.

_ The Town will also need to work with the Town of Westford regarding the observation platforms. Currently, the Westford Zoning Regulations does not permit decks. There are numerous examples of similar observation platforms that have been built in similar natural areas.

| Chapter | Ref # | Goal/Task | Timetable | Responsible Party | Project Type | | | |
|--|-------|--|-----------------------|-------------------|--------------|---|----|----|
| | | | | | M | I | Ed | En |
| Natural Resource Protection & Management | a. | Natural Plant Communities and Rare, Threatened & Endangered Species | | | | | | |
| Natural Resource Protection & Management | a.i | Encourage hiring a qualified botanist to conduct a survey of rare plant species during the growing season. | 2013 | SLB & CC | X | | | |
| Natural Resource Protection & Management | a.ii | Avoid clearing timber near the West Side Trail (Milton Municipal Forest) to prevent the spread of non-native, invasive Japanese knotweed. | Ongoing | CC | X | | | |
| Natural Resource Protection & Management | a.iii | Become informed about and involved in the Vermont Watershed Basin Planning Process. | Now | CC | X | | | |
| Natural Resource Protection & Management | a.iv | Consider working with the VTDEC to perform yearly Spring Phosphorus and Biocriteria Monitoring on Milton Pond. Volunteer efforts could be coordinated to perform this monitoring in partnership with VTDEC staff. | Ongoing | CC | X | | | |
| Natural Resource Protection & Management | b. | Wetland Protection | | | | | | |
| Natural Resource Protection & Management | b.i | Conduct a survey of vernal pools. | 2012 | CC | X | | | |
| Natural Resource Protection & Management | b.ii | Plan any development of recreational infrastructure to avoid or minimize impacts to wetlands and surrounding uplands. | Now/ Ongoing | CC & RC | X | | | |
| Natural Resource Protection & Management | c. | Wildlife Habitat Protection | | | | | | |
| Natural Resource Protection & Management | c.i | Establish a wildlife monitoring system. | Now/ Ongoing | CC | X | | | |
| Natural Resource Protection & Management | c.ii | Encourage keeping pets on leashes to protect wildlife and to protect pets from the abundant porcupine population. | Now/ Ongoing | | | | | X |
| Natural Resource Protection & Management | c.iii | Conduct periodic amphibian surveys. | Ongoing & Biennial | CC | X | | | |
| Natural Resource Protection & Management | d. | Archaeological Protection | | | | | | |
| Natural Resource Protection & Management | d.i | Should any ground disturbing activities be planned around defined archeologically sensitive areas, phase I survey work should be considered in these areas. Sensitivity for historic Euroamerican remains is highest in the western portion of the property in the vicinity of the G.W. Crown/ Coburn and Perry cellar hole (ASA 10). | ongoing | Staff | | | X | |
| Natural Resource Protection & Management | e. | Forestry | | | | | | |
| Natural Resource Protection & Management | e.i | Plan any timber harvest in consultation with the Chittenden County Forester to minimize soil compaction and erosion. Use only a certified logger who will carefully follow Vermont's Acceptable Management Practices (AMPs) for timber harvesting. Viability of timber harvesting was explored in 2009 and determined to not be an option at the time due to lack of trees of substantive size. Explore again in 15-20 years. Logging of the Westford portion of the Bove Property will be prohibited. | 2024-2029 | CC & Staff | | | X | |
| Natural Resource Protection & Management | e.ii | Preserve cavity trees, mast trees and snags. | Ongoing | CC | X | | | |

Project Types: M = Management; I = Improvement; Ed = Education; En = Enforcement

| Chapter | Ref # | Goal/Task | Timetable | Responsible Party | Project Type | | | |
|---|---------|--|-----------|-------------------|--------------|---|----|----|
| | | | | | M | I | Ed | En |
| Natural Resource Protection & Management | e.iii | Conduct apple tree release and pruning. | Biennial | CC & PW | X | | | |
| Natural Resource Protection & Management | e. iv | Maintain a wooded corridor within the panhandle to allow wildlife coverage to cross Westford Road. | Ongoing | CC & PW | X | | | |
| Recreation Activities & Trails | | | | | | | | |
| Recreation Activities & Trails | a. | Ongoing Tasks | | | | | | |
| Recreation Activities & Trails | a.i | Allow carry-in boat usage for treated, non-motorized watercraft on Milton Pond. | Ongoing | CC & Staff | | | | X |
| Recreation Activities & Trails | a.ii | Encourage users to stay on trails to protect sensitive species. | Ongoing | CC & Staff | | | X | X |
| Recreation Activities & Trails | a.iii | Organize periodic volunteer efforts to remove litter from the forest. | Ongoing | CC & RC | X | | | |
| Recreation Activities & Trails | a.iv | Develop ordinances regarding accepted recreational uses, if necessary beyond this Management Plan. | As needed | CC & Staff | | X | | |
| Recreation Activities & Trails | a.v | Maintain a well-designed, and marked, trail system to encourage users to stay on trails and avoid disturbing cultural features and natural communities of ecological significance. | Ongoing | CC & Staff | X | | | |
| Recreation Activities & Trails | a.vi | Keep trails away from dens, vernal pools, riparian areas, and other fragile habitat features. | Ongoing | CC & Staff | | X | | |
| Recreation Activities & Trails | b. | Phase I | | | | | | |
| Recreation Activities & Trails | b.i | Develop a map which accurately depicts the phases outlined in this Management Plan versus the Final Recommend Master Plan Concept – Phasing Plan found in the Bove Property: Natural Resource Assessment and Land Use Planning Final Report prepared by Lamoureux & Dickinson. | 2011 | CC & Staff | X | | | |
| Recreation Activities & Trails | b.ii | Construct eight (8) space parking lot with associated signage to provide a public access to the Municipal Forest. | 2011-2012 | Staff | | X | | |
| Recreation Activities & Trails | b.iii | Develop main trail with only passive recreational uses to connect parking lot to existing Municipal Forest trails. | 2012 | CC & Staff | | X | | |
| Recreation Activities & Trails | b.iii.1 | Construct two wooden bridges over streams on the Bove property and along the Old Town Road on the Municipal Forest, and trail signage. | 2012 | CC & Staff | | X | | |
| Recreation Activities & Trails | b.iv | Repair and relocate trails within the Milton Municipal Forest with reference to the Trail Repair Map (Map 9) found in The Milton Municipal Forest Inventory, Assessment, and Recommendations prepared by LIA Consultants. | 2013 | CC & Staff | X | X | | |
| Recreation Activities & Trails | b.v | Re-blaze boundary lines and replace missing iron posts at boundary corners. | 2013 | CC & Staff | | X | | |

Project Types: M = Management; I = Improvement; Ed = Education; En = Enforcement

| Chapter | Ref # | Goal/Task | Timetable | Responsible Party | Project Type | | | |
|--------------------------------|-------|---|-----------|-------------------|--------------|---|----|----|
| | | | | | M | I | Ed | En |
| Recreation Activities & Trails | c. | Phase II | | | | | | |
| Recreation Activities & Trails | c.i | This phase includes the trail loop off of the main trail, the primitive camping sites, and trail signage on the Bove Property. A portion of this trail will extend into Westford and will require DRB approval. | 2014-2015 | CC & Staff | | X | | |
| Recreation Activities & Trails | c.ii | Establish the interpretive walking/hiking trails, three boardwalks and observation platforms, trail signage and interpretive signage. A majority of these improvements will take place in Westford and will require DRB approval. The looped trail that connects the boardwalk/bird watching blind trails will be pulled back to address the Town of Westford's concerns as stated in their June 14, 2011 letter. | 2015-2016 | CC & Staff | | X | | |
| Recreation Activities & Trails | c.iii | Establish the interpretive walking/hiking trail on the Municipal Forest property that connects with the trails on the Bove Property. | 2017 | CC & Staff | | X | | |
| Recreation Activities & Trails | d. | Phase III | | | | | | |
| Recreation Activities & Trails | d.i | Make improvements to the Bove Property main trail to allow for horseback riding and mountain biking and designate trails for these uses in the Municipal Forest. The necessary upgrades to accommodate for these uses should be done on both properties at the same time so as to avoid a confusing situation. | 2018-2020 | CC & Staff | | X | | |
| Recreation Activities & Trails | d.ii | Provide for motorized vehicle use along designated trails if and when VASA and/or VAST (or similar organization) establishes a trail system. The timing of this may be earlier or later depending on trail establishment by those organizations. | 2021 | CC & Staff | | X | | |
| Recreation Activities & Trails | e. | Phase IV | | | | | | |
| Recreation Activities & Trails | e.i | This phase includes parking lot expansion. | 2022-2024 | CC & Staff | | X | | |
| | | Education | | | | | | |
| Education | a. | Develop an educational brochure for circulation in the community and distribution at the trailhead. | 2012-2013 | CC & Staff | | | X | |
| Education | b. | Post signage at the trailhead with brochures, maps, rules and regulations, etc. | 2011-2012 | CC & Staff | | | X | |
| Education | c. | Create educational programs (e.g., orienteering, wildlife surveying) | Ongoing | CC & Staff | | | X | |
| Education | d. | Foster connections with local environmental education centers, local schools, Boy Scout and Girl Scout troops, etc. | Ongoing | CC & Staff | | | X | |
| Education | e. | Provide information to users about the transmission of invasive species such as zebra mussels and Eurasian watermilfoil in bait buckets and on boats. | Ongoing | CC & Staff | | | X | |
| Education | f. | Require users to pack out their trash. | Ongoing | CC & Staff | | | | X |
| Education | g. | Require users to bury human waste more than 200 feet from any water source in a 6-8 inch deep hole. | Ongoing | CC & Staff | | | | X |
| Education | h. | Encourage 'Leave No Trace' principles. | Ongoing | CC & Staff | | | | X |

Project Types: M = Management; I = Improvement; Ed = Education; En = Enforcement

| Chapter | Ref # | Goal/Task | Timetable | Responsible Party | Project Type | | | |
|-------------------------|-------|--|-------------------|-------------------|--------------|---|----|----|
| | | | | | M | I | Ed | En |
| | | Public Safety & Signage | | | | | | |
| Public Safety & Signage | a. | In accordance with Title 10 Chapter 113 § 4707 of the Vermont State Statutes, a person who intends to set a trap for any animal on the property shall, prior to setting the trap, notify the Selectboard of his intention to set the trap and of the prospective location of the trap. The Selectboard may, at any time, refuse to grant permission to set a trap or revoke the permission if previously granted | Ongoing | SLB | | | | X |
| Public Safety & Signage | b. | Encourage all visitors to wear safety orange during hunting season. | Ongoing | CC & Staff | | | | X |
| Public Safety & Signage | c. | Discourage swimming as elevated levels of <i>E. coli</i> and giardia are suspected. | Ongoing | CC & Staff | | | | X |
| Public Safety & Signage | d. | Monitor the integrity of the Milton Pond dam to prevent dam failure; consultation with an engineer is recommended. | Ongoing | CC & Staff | X | | | |
| Public Safety & Signage | e. | Encourage users to keep dogs on leashes at all times and pack out dog waste. | Ongoing | CC & Staff | | | | X |
| Public Safety & Signage | f. | The parking lot's visibility from Westford Road must be maintained through selective clearing/pruning as necessary. | 2008 | SLB & PW | X | | | |
| Public Safety & Signage | g. | The Town shall implement measures to prohibit after-hours and non-authorized uses of the parking area, up to and including a lockable gate. If problems are encountered on a regular basis, the Town shall install a lockable gate. | Ongoing | Staff | X | | | |
| Public Safety & Signage | h. | Signage must be installed indicating the hours of operation and delineating the boundaries of the adjacent properties in the vicinity of the parking area and along the trail along the eastern property boundary. The signage must include the telephone numbers of who to call if a problem is encountered (e.g. the Police Department and/or the Recreation Department). | with parking area | Staff | | | X | |

Project Types: M = Management; I = Improvement; Ed = Education; En = Enforcement

**HINESBURG TOWN FOREST
MANAGEMENT PLAN**

HINESBURG, VERMONT

SEPTEMBER, 2012

Town of Hinesburg

John Trefry, Chair, Hinesburg Select Board

Date

HINESBURG TOWN FOREST MANAGEMENT PLAN

HINESBURG, VERMONT

SEPTEMBER, 2012

Hinesburg Town Forest Committee

Steve Russell, Chair

Wayne Bissonette

Brent Francis

Pat Mainer

Stewart Pierson

Jason Reed

Chuck Reiss

Brooke Scatchard

Paul Wiczoreck

| | | |
|----------|--|-----------|
| 1 | EXECUTIVE SUMMARY | 1 |
| 2 | INTRODUCTION..... | 2 |
| 2.1 | PLANNING FOR THE HINESBURG TOWN FOREST | 2 |
| 2.1.1 | <i>Why Plan?</i> | 2 |
| 2.1.2 | <i>How was this plan developed?</i> | 2 |
| 2.1.3 | <i>What is a management plan?</i> | 4 |
| 3 | SECTION I: VISION, GOALS, AND BACKGROUND | 6 |
| 3.1 | A VISION FOR THE FUTURE | 6 |
| 3.1.1 | <i>Vision Statement</i> | 6 |
| 3.1.2 | <i>Management Philosophy</i> | 6 |
| 3.1.3 | <i>Management Goals</i> | 6 |
| 3.2 | PERMITTED AND RESTRICTED USES | 7 |
| 3.2.1 | <i>Permitted Uses</i> | 7 |
| 3.2.2 | <i>Restricted Uses</i> | 8 |
| 3.3 | LIABILITY | 9 |
| 4 | SECTION II: MANAGEMENT OBJECTIVES, GUIDELINES, AND ACTIONS..... | 9 |
| 4.1 | LANDSCAPE AND NEIGHBORHOOD CONNECTIONS | 9 |
| 4.1.1 | <i>Related Goals</i> | 9 |
| 4.1.2 | <i>Objectives</i> | 9 |
| 4.1.3 | <i>Management Guidelines</i> | 10 |
| 4.1.4 | <i>Actions</i> | 10 |
| 4.2 | EDUCATION AND COMMUNITY USES | 11 |
| 4.2.1 | <i>Related Goals</i> | 11 |
| 4.2.2 | <i>Objectives</i> | 11 |
| 4.2.3 | <i>Management Guidelines</i> | 11 |
| 4.2.4 | <i>Actions</i> | 12 |
| 4.3 | FORESTS AND WILDLIFE | 13 |
| 4.3.1 | <i>Related Goals</i> | 13 |
| 4.3.2 | <i>Objectives</i> | 14 |
| 4.3.3 | <i>Management Guidelines</i> | 15 |
| 4.3.4 | <i>Actions</i> | 17 |
| 4.4 | WATER AND WETLANDS | 19 |
| 4.4.1 | <i>Related Goals</i> | 19 |
| 4.4.2 | <i>Objectives</i> | 19 |
| 4.4.3 | <i>Management Guidelines</i> | 19 |
| 4.4.4 | <i>Actions</i> | 21 |
| 4.5 | RECREATION | 23 |
| 4.5.1 | <i>Related Goals</i> | 23 |
| 4.5.2 | <i>Objectives</i> | 23 |
| 4.5.3 | <i>Management Guidelines</i> | 24 |
| 4.5.4 | <i>Actions:</i> | 24 |
| 5 | SECTION III: SUMMARY OF ACTIONS..... | 26 |
| 5.1 | HIGHEST PRIORITY | 26 |
| 5.2 | HIGH PRIORITY..... | 27 |
| 5.3 | MEDIUM PRIORITY | 27 |
| 5.4 | ONGOING AND LONG-TERM (5+ YEARS)..... | 27 |
| 5.5 | FUTURE ACTIONS TO CONSIDER | 29 |

| | | |
|-----------|--------------------------------------|-----------|
| 6 | REFERENCES AND RESOURCES..... | 30 |
| 7 | GLOSSARY OF TERMS | 31 |
| 8 | MAPS..... | 32 |
| 8.1 | TRAIL MAP | |
| 8.2 | FOREST ZONES MAP | |
| 9 | APPENDIX A:..... | 33 |
| 10 | APPENDIX B:..... | 34 |

1 EXECUTIVE SUMMARY

The 837-acre Hinesburg Town Forest was acquired by the Town of Hinesburg over a period of about 20 years beginning in 1936 as the farms that had been operating on these hills since the early and mid-1800s were abandoned or taken for back taxes. Over the past three quarters of a century, what were open fields and pastures have regenerated into woods, combining with older farm woodlots and hedgerows to form the diversity of forests you see here today. However, cellar holes, barn footings, stonewalls, and other remnants of the Town Forest's agricultural past are still visible at and around the ten homestead sites on the property.

Since the early years of its existence, the Hinesburg Town Forest has been managed by the State's Chittenden County Foresters and Hinesburg's Town Forest Committee primarily for timber, firewood, wildlife habitat, and recreation through projects such as tree plantings, planned timber harvests, apple tree release, road and trail rehabilitation and erosion control, and the construction of the Eagle's Trail.

More recently, over the past decade, recreational use has expanded through the development of a popular trail network created and stewarded by *Fellowship of the Wheel* for mountain biking, hiking, and running. The Town Forest is used and appreciated by an increased number of visitors both from and outside Hinesburg. Uses include, but are not limited to: hiking, biking, skiing, snowshoeing, horseback riding, birding and wildlife viewing, riding ATVs, hunting, dog walking, timber and wildlife habitat management, scientific study, and educational walks and tours.

This management plan was developed by the Town of Hinesburg in order to guide the future use and management of the HTF. In the spring of 2010, the Hinesburg Select Board charged the Town Forest Committee with the responsibility of creating a management plan that builds off of the *Hinesburg Town Forest: Inventory, Assessment, and Management Considerations* document created in 2006 by UVM Field Naturalist and Ecological Planning students, and incorporates public input and expert advice.

The following plan is the result of the Town Forest Committee's work. It introduces the HTF, provides the over-arching philosophy and specific guidelines for its management including:

- Vision and goals
- Management philosophy
- Permitted and restricted uses
- Management objective, guidelines, and actions

This plan is intended to be implemented by the Town Forest Committee in cooperation with other Town committees and outside partners and experts, and to be used as a reference by anyone interested in the HTF or involved in its management.

This plan will be updated and submitted for approval by the Hinesburg Select Board every 10 years. This plan is a working document and may be amended as necessary by the Hinesburg Town Forest Committee, subject to Select Board approval within the 10 years. The Management Plan will undergo comprehensive review in 2022.

2 INTRODUCTION

2.1 PLANNING FOR THE HINESBURG TOWN FOREST

2.1.1 Why Plan?

The following section was adapted from the introduction to Warren Vermont's Town Forest Plans.

In any situation, good planning facilitates wise – rather than reckless – use. In the case of the Hinesburg Town Forest (HTF), without a good plan, ecological function and health could be compromised, conflicts between different uses and interests could go unaddressed, legal and financial issues could arise, and short-term gain could be chosen over long-term investment. Even with the best of intentions, it can be easy to make very bad mistakes in land management. The thought and effort that has been put into creating this management plan will go a long way toward promoting the wise use of the HTF by documenting and communicating what is known about the property, the community's values and goals for its management, and the objectives, guidelines, and actions that should be taken to meet these goals.

2.1.1.1 One Forest. Many landowners.

The HTF is collectively-owned by all of Hinesburg's residents – current and future. This is a lot of landowners for an 837-acre piece of land. As a result, identifying the vision, goals and objectives for the land is not as simple as it would be for private property owned by a single landowner. Everyone must be given the opportunity to express and discuss his/her ideas and opinions, which must be balanced against those of others and the needs and interests of the community as a whole. Planning provides constructive opportunities for these discussions to happen and documents the decisions that are made.

The natural features and communities at the HTF are diverse; they include an array of upland forest types, streams, and wetlands. Therefore, multiple land managers, including foresters, wetland specialists, wildlife biologists, trail maintainers, and others are likely to conduct and need to coordinate management activities at the HTF. Since all of these features and communities are interconnected, wildlife habitat management, for example, cannot be conducted independently of forest or recreation management. This management plan provides important coordinated guidance for each of these land managers in their area of interest and expertise.

At any one moment in time, many people will be using the HTF and will be involved in its management. Over time, as there are changes in municipal staff, elected officials, agency personnel (such as County Foresters and state wildlife biologists) and in the citizenry of Hinesburg itself, this number will grow. As a result, many different people will look to this plan to provide direction for the use and management of the HTF. The more people involved, the more important it is to create a clear and comprehensive plan.

2.1.2 How was this plan developed?

The Town Forest Committee began the process of writing this plan in the summer and fall of 2010, first creating a draft vision statement and then draft goals for the forest. Articles in *The Hinesburg Record* informed the community of the committee's work and invited public input. Then

County Foresters Mike Snyder and Chris Olson and current County Forester, Keith Thompson participated in many of the committee's meetings. The committee held public forums in January and June of 2011 and March of 2012 and solicited public input at Town Meeting in February 2011. Frank Koss of the HPD attended the committee's April meeting to provide input. He also clarified traffic volume data. Committee members visited the Forest and made observations.

Based on the information gathered the committee inventoried the opportunities afforded by the forest and the threats toward achieving the vision and each goal. Key opportunities and threats were summarized as:

2.1.2.1 Key Opportunities

- Is a great forest in good condition – ecological systems and much of the trail network
- Has a rich history (pre-TF and since formation)
- Is a part of large forest block – not yet fragmented
- Lots of people know about, use, and care about the HTF
- Have knowledge (historical knowledge, 2006 inventory etc)
- Have cooperators/partners with expertise and resources (e.g. FOTW, Trails Committee, County Forester)
- Is a great model, learning opportunity, demonstration site
- Is open to the public

2.1.2.2 Key Threats

- Increased use – potential overuse
- Potential incompatible uses - conflicts between uses and other values
- Lack of education about the forest in the general populace
- Resistance to change
- Tension and lack of coordination/trust between user groups and with neighbors
- Potential changes in surrounding landscape (parcelization and fragmentation)
- Threats to forest health (invasive species, climate change, mismanagement etc.)
- Limited resources for enforcing rules, maintaining infrastructure, monitoring etc.
- The fact that it is not legally conserved
- Unknowns and uncertain future

The committee then determined that the opportunities could be maximized the threats minimized by the implementation of four basic strategies: research, collaboration, regulation and education. This management plan is based on implementing those general strategies.

2.1.3 What is a management plan?

At a minimum, a management plan is a written, comprehensive document or series of documents that:

- Defines landowner(s)' management goals and objectives.
- Describes the land (including maps).
- Outlines and prioritizes specific management actions.
- Addresses how these actions will act to meet the management goals and objectives.

Management plans come in many different formats, depending on how they will be used and by whom. Plans that are created and used solely by professional foresters may be very brief with little background and a lot of technical information. However, plans intended to be interpreted and used by a diverse audience, such as this one, must include extensive background information and explanation.

Since forests are dynamic, changing systems and our knowledge about how they function is constantly evolving through scientific research, management plans are typically updated every 10-15 years. This plan is designed to be updated every 10 years.

2.1.3.1 How is this plan designed to be used?

Overseeing the management of the HTF is ultimately the responsibility of the Hinesburg Select Board. This plan is an official document that has been approved by the Select Board and will direct the decisions that this governing body makes regarding the future of the HTF. The Town Forest Committee will be responsible for acting on behalf of the Select Board and the Town to ensure the implementation of the plan.

As a whole, this management plan is meant to be read and used by anyone who uses, manages, or is generally interested in the HTF.

2.1.3.2 Section I: Vision and Goals

This section is meant to be used as a reference or resource by anyone interested in the HTF or involved in its management, and includes:

Vision and goals

Management Philosophy

Permitted and restricted uses

The 2006 document *The Hinesburg Town Forest: Inventory, Assessment, and Management Considerations* created by UVM Field Naturalist and Ecological Planning students contains descriptions of the following features and conditions of the HTF: physical features, cultural history, vegetation, wildlife, and current use.

The 2006 document is meant to be used as a companion document with this plan that provides background information on the property and describes its current condition. Short updates in Section II provide a description of changes in condition and use over the past five years.

This section is meant to guide future management decisions regarding the HTF. It would be impossible to prescribe now how all the specific issues, conflicts, questions, and decisions that will arise over time should be dealt with. The information in this first section of the plan is designed to guide – not prescribe – any future decisions that need to be made. All choices should be evaluated

relative to the vision and goals, and what is currently known about the Forest. This section is designed to be relatively timeless, although vision and goals for the HTF may evolve over the years with changes in scientific understanding and management practices, as well as in the characteristics and values of Hinesburg's community.

2.1.3.3 Section II: Objectives, Guidelines, and Actions

Section II is more specific and technical, and provides objectives, management guidelines, and actions within each of the following areas:

- Landscape and Neighborhood Connections
- Education and Community Uses
- Forests and Wildlife
- Water and Wetlands
- Recreation

These sections provide more detailed guidance on how to reach the broad goals in the first section through specific management objectives, guidelines, and actions in each of these areas. These sections give the Town and professionals the specific information they need to coordinate and implement treatments or activities that work to meet the long-term goals and objectives outlined in the first section.

2.1.3.4 Section III: Summary of Actions

This section summarizes, prioritizes, and provides a potential schedule for the actions described in each of the areas in Section II.

3 Section I: Vision, Goals, and Background

3.1 A VISION FOR THE FUTURE

3.1.1 Vision Statement

The following statement is the vision of the residents of Hinesburg for the future of the Hinesburg Town Forest (HTF):

The Hinesburg Town Forest, in a rural residential context on Hayden Hill, has an extensive hill farm history and diverse and functioning natural communities and wildlife habitat. It is used by the public as a place for recreation, quiet solitude, demonstration of sustainable forestry, water quality protection, carbon storage, and public education.

3.1.2 Management Philosophy

The Hinesburg Town Forest will be managed for the benefit of the local community, using a triad approach that designates zones of (1) intensive use, (2) intermediate use, and (3) light duty use and/or reserves. Zones have been formed by matching opportunities present in specific forest sites with potential uses. Every site will not support every use. All uses and management must be compatible with sustaining water quality, wildlife habitat, and general ecosystem function and health over the long term. Permitted uses and management will be reviewed and modified as needed based on experience and the best available information.

3.1.3 Management Goals

The following are the goals of the town of Hinesburg, and its residents for the sustainable management of the Hinesburg Town Forest (HTF). All of the goals are of equal importance, and therefore, do not represent any priority in the order they are presented.

- Use the forest as a model and example of the value of forests to the community, including promotion of educational and community uses that are compatible with other management goals.
- Protect water quality.
- Maintain and enhance ecological connections between the HTF and the larger landscape.
- Monitor and respond to changes.
- Allow natural processes to govern the HTF ecosystems and model any active management on these processes to the extent possible.
- Maintain the forest in at least its present parcel size and configuration.
- Demonstrate sustainable forestry practices that protect and enhance the ecosystem function and health.
- Protect and promote the natural and human made elements of historic and environmental significance for educational and cultural purposes.
- Protect and/or enhance habitat for native species, including game and non-game wildlife.
- Manage the allowed uses of the forest in such a way that they appropriately minimize the adverse effect on the rural residential nature of the neighborhood.
- Manage non-commercial, recreational opportunities that are not incompatible with the other management plan goals.

3.2 PERMITTED AND RESTRICTED USES

Use and management of the Hinesburg Town Forest must conform to the terms of this Hinesburg Town Forest Management Plan that has been approved by the Select Board.

3.2.1 Permitted Uses

Under the terms of the Plan the following uses are permitted:

3.2.1.1 Recreation: The Town may use the property for all types of non-motorized, non-commercial recreation including bird-watching, cross-country skiing, fishing, hiking, hunting, snowshoeing, trapping, walking and wildlife observation. Motorized, non-motorized mechanized recreation (such as mountain biking), and horseback riding may be permitted if such activities are regulated in the Management plan.

3.2.1.2 Management plan Activities: The Town may conduct activities that are reasonably necessary to carry out the purposes of and are permitted in this management plan. These activities may include management of vegetation and wildlife.

3.2.1.3 Fields: The Town may use and maintain fields and pastures for scenic or open space purposes and/or for the purpose of maintaining or enhancing wildlife habitat.

3.2.1.4 Forest Management: The Town may harvest timber, construct and maintain logging roads, and conduct sugaring operations. All timber management must be in accordance with Forest and Wildlife Habitat Management Guidelines (Section II) and a project plan.

3.2.1.5 Trails: The Town may maintain trails for motorized, non-motorized, non-commercial recreational activities and may clear and construct new trails as described in this management plan. All user groups of the Forest who use the trails must be involved in the design, construction, use and maintenance of these trails at levels appropriate to the impact of such use. If documentation is presented that any one user group is responsible for trail abuse, that user group will be prohibited from the HTF until the abuse is corrected and a program is put in place to prevent future abuse.

3.2.1.6 Motor Vehicles: Motor vehicles with engine volume of up to 1000 cubic centimeters are allowed but are restricted to specified roads as indicated on the map. If motorized vehicle users would like to expand the trails available to them they will need to come forward and agree to meet certain standards with regard to trail design, construction, use and maintenance (See *United States Forest Service Trail Construction and Maintenance Notebook* (<http://www.fs.fed.us/td/pubs/htmlpubs/htm07232806/page04.htm#half>) and agree to provide a point person for problem solving. The use of motorized vehicles is permitted for approved forest management and trail and road construction and maintenance activities.

3.2.1.7 Horses: Horses are restricted to specified roads as indicated on the map. If horses users would like to expand the trails available to them they will need to come forward and agree to meet certain standards with regard to trail design, construction, use and maintenance (See *United States Forest Service Trail Construction and Maintenance Notebook* (<http://www.fs.fed.us/td/pubs/htmlpubs/htm07232806/page04.htm#half>) and agree to provide a

point person for problem solving. The use of horses is permitted for approved forest management and trail and road construction and maintenance activities.

3.2.1.8 Dogs: May be walked in the HTF. They should be under the immediate physical or verbal control of their handlers (maximum of three dogs per handler). Sled dogs that are harnessed to a sled or wagon have no maximum number per handler. Dog owners must be responsible for picking up and safely disposing of their dogs' feces in parking areas and trails.

3.2.1.9 Hunting: Hunting is permitted within the HTF. Hunters must comply with all state and federal hunting laws and adhere to safety zones within the HTF. No shooting is allowed in the forest within 500 feet of parking lots and contiguous occupied dwellings. These safety zones will be depicted on the forest map at each trailhead.

3.2.1.10 Public Events: The Town and other groups with the permission of the Committee may conduct periodic, temporary, non-commercial, community, and public gatherings and events in the HTF.

3.2.1.11 Parking Areas: The Town may construct, maintain, and replace a permeable surfaced parking area, not to exceed 0.5 acres at the three main entrances to the HTF – Hayden Hill East & West and Economou Rd. The parking lots may not be used for loitering.

3.2.2 Restricted Uses

Under the terms of the Plan the following uses are restricted:

3.2.2.1 General: The HTF shall be used for habitat conservation, water quality protection, education, motorized recreation, non-motorized and non-commercial recreation, natural area, open space, agricultural and forestry purposes only. Unless specified in the Plan no residential, commercial, industrial or mining activities are permitted. No building or structures may be constructed, created, erected or moved onto the property, unless specifically permitted by the Town Forest Committee and the Selectboard.

3.2.2.2 Signs: No signs, billboards, or outdoor advertising of any kind may be erected or displayed on the property. However, the Town may erect and maintain reasonable signs indicating the name and ownership of the property, boundary markers, directional trail signs, trail maps, rules of forest use, informational, interpretive signs, and signs limiting access or use. The committee may approve memorial and historic plaques and signs with logos no larger than 4"x 4" recognizing sponsors of user groups. Temporary signs announcing approved events in the HTF are allowed.

3.2.2.3 Excavation: The Plan prohibits filling, excavation, removal of topsoil, sand, gravel, rocks, or minerals or any change to topography unless the change is necessary to carry out the uses otherwise permitted by the Plan. Surface mining is expressly prohibited.

3.2.2.4 Water Resources: The Plan prohibits manipulation of natural water courses or other water bodies. No activities that would be detrimental to water purity, natural water level, or flow are permitted except as reasonably necessary to carry out the uses permitted in the Plan.

3.2.2.5 Closure of the Forest: The Town Forest Committee or Town Administrator may close the HTF when dangerous conditions exist or when erosion threatens our trails and roads. The Committee may close the Forest temporarily to give certain user groups preference over others. This temporary closing can be from 1-16 days. The Committee may prohibit any user group from using the forest for multiple infractions of the rules governing the use of the Forest. These rules shall be posted at the three entrances to the HTF. If a user group is so prohibited they may appeal to the Selectboard.

3.2.2.6. Firearms: Target and recreational shooting are prohibited within the HTF.

3.3 LIABILITY

Like any town owned land in Vermont, the HTF is afforded some protection from liability under the doctrine of sovereign immunity, as well as case law. In addition, the Town has a \$2 million insurance policy for all public land and facilities. In general, the Town's insurance provider feels that a town forest creates only a low exposure to risk. Since the land is open to the public and recreational trail use is encouraged, there will be some expectation that the trails are maintained to a certain level, and this increases the liability exposure. All volunteers working in the Town Forest must have proper safety equipment and, in some cases, proper training for the tasks they are doing. To limit expectations, and thus liability exposure, signs at all entry points should say, "Use at your own risk."

4 SECTION II: MANAGEMENT OBJECTIVES, GUIDELINES, AND ACTIONS

4.1 LANDSCAPE AND NEIGHBORHOOD CONNECTIONS

In recent years, the HTF has had an increase in recreational activity which has given rise to concern among some neighborhood residents. Their concerns are largely the: environmental impact on the forest, increased security/safety issues for residents, impact on infrastructure leading to the forest, and interference with the rural lifestyle historically associated with the neighborhood. On the other hand, some neighbors have been pleased with the increased recreational opportunities afforded by the trail network and see it as an asset.

4.1.1 Related Goals

- Maintain and enhance ecological connections between the HTF and the larger landscape.
- Maintain the forest in at least its present parcel size and configuration.
- Manage the allowed uses of the forest in such a way that they do not adversely affect the rural residential nature of the neighborhood.
- Monitor and respond to changes.

4.1.2 Objectives

- Actively manage vegetation and animal habitats to provide opportunities for demonstration and use of experimental techniques for adjoining landowners, and neighborhood.
- Allow wildlife to move freely within the HTF and the surrounding landscape.
- Consider establishing legal conservation of the present parcel.
- All infrastructures (parking lots, signs, trails, etc.) will adhere to Town regulations.

- Maintain and seek open lines of communication at least annually on the perspective of the neighborhood adjacent to the Town Forest, particularly Hayden Hill East, Hayden Hill West and Economou Road.

4.1.3 Management Guidelines

- Encourage neighborhood property owners to participate in management incentive programs such as WHIP, Current Use, Watershed, etc.
- Educate and inform neighbors on the impact, identification, and control of non indigenous and invasive species.
- If entering negotiations for sale, purchase, trade, donation and/or easements on land, the parcel size will not be reduced.
- Appropriately distribute the number and extent of vehicular traffic among access roads.
- Address privacy concerns with owner(s) of adjoining properties.
- Use local law enforcement to collect traffic data if the need arises.

4.1.4 Actions

- Obtain information about legal conservation opportunities.
- Invite neighbors to educational opportunities geared toward forestry management.
- Post signs at parking areas informing public of speed limit and guidelines of general respect.
- Mark property boundaries in conjunction with adjacent property owners and post signs to let the public know they are leaving public land, if requested by the land owner.
- Designate a committee member to be the point person for neighborhood concerns.
- Attempt to maintain a member of the Town Forest Committee that is a resident of an access road or adjacent property owner.
- Invite neighbors to meetings designated for their input.
- Develop and maintain a list of neighbors.
- Request increased police patrol of the Hinesburg parking lots.
- Post safety zone signs around the parking lots.

4.2 EDUCATION AND COMMUNITY USES

4.2.1 Related Goals

- Use the forest as a model and example of the value of forests to the community, including promotion of educational and community uses that are compatible with other management goals.
- Protect and promote the natural and human made elements of historic and environmental significance for educational and cultural purposes.
- Allow natural processes to govern the HTF ecosystems and model any active management on these processes to the extent possible.
- Monitor and respond to changes.

4.2.2 Objectives:

- Teachers and students at HCS, CVU, UVM and other educational organizations and institutions will use the HTF as an outdoor classroom.
- Student, academic, and government scientific researchers will use the HTF as a study site.
- The HTF will be used as a community education and outreach site for educational demonstrations and tours.

4.2.3 Management Guidelines

- Reasonable access for at least one school bus will be maintained at all of the access points of the HTF (Hayden Hill East, Haden Hill West, and Economou Road).
- Service learning and community service projects are encouraged in the HTF. School-based projects, that have specific learning objectives and a benefit to the forest and/or the town, are distinguished from community service projects and will be given priority. All service learning projects and community service projects require permission from the Hinesburg Town Forest Committee.
- The Town website should be used to list information about, and contacts related to, scientific projects happening in the HTF.
- Publicize community events on the town website and at the Town Forest kiosks.
- Scientific and historical research is encouraged in the HTF. The HTF Committee may ask or require researchers to share their findings with the HTF management committee and/or the public through a copy of a written publication, a walk, a talk, etc.
- Studies of any kind (i.e. scientific, historic, etc.) will avoid causing any negative impact on the condition of the ecological communities at the HTF or leaving any lasting markers whenever possible (i.e. flagging, plot markers, etc). All studies require permission from the Hinesburg Town Forest Committee.
- Teachers and tour leaders should avoid taking large groups into the reserve areas or sensitive areas where they could have a collectively damaging impact. Access to these reserve areas should be limited to the perimeter whenever possible.
- Small groups and individuals should minimize use of reserve areas and should take care to minimize their negative impact.
- Educational groups will be managed in such a way as to insure that the integrity of the trail system and forest environment will be maintained. Travel in small groups is encouraged.

- Structures, artifacts, and vegetation of historic significance (cellar holes, stones, apple trees, cedars, and “wolf trees”) shall remain undisturbed by all visitors to the HTF, and their removal from the forest is strictly forbidden. Written documentation, photography, video, etc. are acceptable means of historic documentation. The Hinesburg Historical Society or other organizations may appeal to the Hinesburg Town Forest Committee if removal of historic objects or vegetation is desired.
- Teachers and group leaders should be aware that hunting on the HTF is allowed during legal seasons. Each specific hunting season may not be posted at the HTF, or the town website. Forest users are encouraged to consult the State of Vermont Fish and Wildlife site for a calendar of open seasons. www.vtfishandwildlife.com
- If educational or community uses begin to conflict with each other or other management goals, stakeholders may be required to work together with the Town Forest Committee to devise and implement a solution(s).

4.2.4 Actions

- Offer opportunities for teachers to learn about the HTF at the HTF.
- Seek funds to offer small incentive grants to cover fieldtrip costs for teachers to bring their classes to the HTF.
- Develop a list of potential service-learning projects that the Town Forest Committee could partner on with teachers and their students at the HTF (i.e. development of interpretive/informational material at a kiosk or creating and maintaining trail markers).
- Seek input from local teachers on what resources would be helpful for bringing their students to the HTF on a regular basis.
- Coordinate with academic and state professionals to accomplish monitoring goals.
- Maintain a list of research projects that have been completed at the HTF.
- Work with high schools, colleges and universities to develop ongoing programs that inventory, and monitor the forest to help maintain the natural systems in the town forest.
- Designate a contact on the HTF committee to act as a liaison between County Foresters, Fish and Wildlife Department biologists, researchers, local schools and others who want to use the HTF for education and demonstration purposes. List contact information on the Town website and in all relevant documents.

4.3 FORESTS AND WILDLIFE

Timber management and wildlife habitat protection have been part of the HTF's history from the beginning and continue today under the guidance and supervision of the Chittenden County Forester. Since the creation of the 2006 Landscape Inventory and Assessment, several activities related to forests and wildlife have been conducted on the Town Forest:

Forest to Floor Project: In 2007 and 2008, Chittenden County Forester, Mike Snyder, conducted a timber harvest in the "Frasier Compartment" (central portion of Cover Type Unit 19A and southern portion of Unit 19C. See map 7). White ash from the harvest was locally milled and used to replace the Town Hall floor. Sugar maple crop trees were retained and released using crop tree release. Small gaps to release red spruce and release and/or initiate regeneration were created where clusters of low-value, high risk stems were removed. Vertical structure was enhanced within the even-aged stand through the treatment, resulting in new regeneration, snags, woody material, and growth in canopy trees, which has enhanced habitat for interior nesting songbirds and other wildlife. The harvest site has been – and continues to be – used on numerous occasions for demonstration purposes and educational tours, and has been showcased as an example of sustainable and integrated forestry.

Completion of plantation harvest: Mike Snyder worked with logger, Bill Torrey, to complete a harvest that had been started several years ago in the pine plantations accessed from Economou Road. The harvest was stopped due to wet conditions, and Bill resumed work in Units 6 and 7A in fall 2010. Operations were halted after the December 1 wind storm toppled most of these stands.

Plantation Salvage Harvest: After the December 1 wind storm in 2010, Mike Snyder worked with Bill Torrey to begin salvage work on the plantations, and to begin reopening the woods roads through the areas. Chris Olson also assisted, and new Chittenden County Forester, Keith Thompson, was assisting the Town with completing the project at the time of the writing of this plan.

Audubon Forest Bird Habitat Assessment: Conservation biologist, Aaron Worthley, conducted a forest bird habitat assessment of the entire forest in 2009. The assessment describes the current habitat conditions for a suite of forest songbirds of conservation priority and makes recommendations for protecting and improving habitat conditions for these species through forestry practices.

All management for forest products and/or wildlife habitat at the Hinesburg Town Forest (HTF) shall be overseen by the Town Forest Committee with assistance from the Chittenden County Forester and other experts as needed. All management activities shall be directed by a specific project plan based on data from a recent forest inventory and approved by the Town Forest Committee working in consultation with the County Forester. The specific project plan should address the following goals, objectives, guidelines and actions within this plan.

4.3.1 Related Goals

- Allow natural processes to govern the HTF ecosystems and model any active management on these processes to the extent possible.
- Demonstrate sustainable forestry practices that protect and enhance the ecosystem function and health.
- Protect and/or enhance habitat for native species, including game and non-game wildlife.

- Manage the allowed uses of the forest in such a way that they do not adversely affect the rural residential nature of the neighborhood.
- Monitor and respond to changes.

4.3.1.1 Forest Zones

The Hinesburg Town Forest will be managed for the benefit of the local community, using a triad approach that designates zones of (1) intensive use, (2) intermediate use, and (3) low intensity use/reserves. Low-intensity recreation is compatible in some forest management reserves. The zones have been established as an attempt to provide for variety in intensity of uses in different parts of the forest and thereby meet the needs of all types of users. The zones are based on the ability of the terrain to accommodate various forest uses without compromising the integrity of the ecosystem. The mapping of zones will evolve and change as natural resources are identified and verified in the field. Every site will not support every use. All uses and management must be compatible with sustaining water quality, wildlife habitat, and general ecosystem function and health over the long term.

| Zone | Management Goal | Compatible Practices/Uses |
|----------------------------|---|--|
| Low Intensity Use/Reserves | Protect forest biodiversity and ecologically sensitive sites. | No timber management – unless needed to protect ecological integrity Limit access to wetlands and vernal pools Low-density single-track sustainably-built hike/bike trails where appropriate |
| Intermediate Use | Protect and enhance biodiversity (primary) through timber management (secondary). | Timber management which mimics small-scale natural disturbance events. Any openings created should be <1acre. Single-track, sustainably-built hike/bike trails. |
| Intensive Use | Protect and enhance biodiversity through timber management | Timber management which mimics natural disturbance events. Range of recreational opportunities. |

4.3.2 Objectives

- Reserves will be left alone unless intervention is required to protect the ecological integrity of a natural community (e.g. invasive species removal).
- Horizontal and vertical structure of forests in the HTF will be enhanced through natural processes alone in low intensity use/reserves, and through natural processes and forest management in other zones.
- Native plant species composition will be fostered or maintained in each natural community, as appropriate within successional stages of development. Vermont natural community descriptions will be referenced from the publication *Wetland, Woodland, and Wildland* (Thompson and Sorenson, 2005) or any updated descriptions from the Vermont Nongame and Natural Heritage Program.
- Habitats for the full diversity of organisms associated with the natural communities at the HTF will be maintained and/or enhanced wherever possible.
- Active management of vegetation and animal habitats will provide opportunities for demonstration, use of experimental techniques, and community involvement.

- An attempt will be made to assure that identified populations of rare, threatened or endangered plants and animals on the HTF are viable and healthy enough to be resilient to change and stress over time and to serve as sources for the colonization of nearby habitat patches.
- Viable populations of wide-ranging wildlife species that require large areas of contiguous and/or connected forest will be present and breeding at the HTF.
- Wildlife will be able to move freely between the HTF and the surrounding landscape.

4.3.3 Management Guidelines

4.3.3.1 General

Until more specific guides are available for Vermont, consult the following publications for more detailed guidelines on protecting and enhancing forest health, function, and biodiversity by mimicking natural processes:

Natural Stand Dynamics Silviculture: A Discussion of Natural Community-Based Forestry Practices published by the Nature Conservancy (2000).

Natural Disturbance and Stand Development Principles for Ecological Forestry by Jerry F. Franklin, Robert J. Mitchell, and Brian J. Palik, Department of Agriculture Forest Service Northern Research Station General Technical Report NRS-19 (2007)

Biodiversity in the Forests of Maine by Gro Flatebo et al. (1999)

4.3.3.2 Wildlife Habitat

- Take opportunities to protect and enhance forest songbird habitat. Use *Silviculture with Birds in Mind: Options for Vermont Foresters in Northern Hardwood Forests* (Vermont Department of Forests, Parks, and Recreation and Audubon Vermont, 2011) as a guide and refer to 2009 Audubon habitat assessment.
- In northern goshawk nesting areas, follow management guidelines to protect and enhance habitat for this species found in *Focus Species Forestry: A Guide to Integrating Timber and Biodiversity Management in Maine* (Bryan, 2004).
- Consider all management activities within the surrounding landscape context (2500 acres). Work to create and/or maintain a forested landscape capable of supporting viable populations of species associated with a variety of forest types, successional stages, and patch sizes (horizontal diversity). Pay special attention to ensuring habitat for species whose life-history requirements include large areas of contiguous forest.
- Enhance vertical structure of forest stands where it is lacking to ensure nesting and foraging habitat for a diversity of breeding forest birds and other wildlife.
- Protect and enhance long-term hard and soft mast production in hardwood stands with significant beech, oak, hickory, cherry and/or apple densities.
- Maintain and regenerate inclusions of softwood cover in predominantly hardwood stands and inclusions of hardwood cover in predominantly softwood stands.
- Manage existing and potential deer wintering areas according to the Vermont Fish and Wildlife Department guidelines.

- Retain a high percentage of trees >24" dbh (diameter at breast height) and at least 1 snag/acre >18" dbh where present. Plan for the recruitment of these sizes, types, and densities of trees into the future.
- Manage for coarse woody debris by retaining material that currently exists and allowing its accumulation where it is currently missing.
- Follow VT Fish and Wildlife forest management guidelines for protecting vernal pools (http://www.vtfishandwildlife.com/cwp_elem_comm_vp.cfm).

4.3.3.3 Silviculture

- Apply currently accepted principles of sustainable forestry to protect biodiversity, ecological health, water quality, and site productivity.
- The single-tree and small group (up to one acre) selection methods should be used for shade tolerant species and the deferred shelter wood with legacy tree retention method should be used for shade intolerant species. Large patch cuts (>2 acres) and clear cuts (>10 acres) should be restricted to stands in the Intensive Zone.
- Grow the largest trees and use the longest rotations possible within site and log quality limitations. (For example, for high quality red and sugar maple, yellow birch, beech, and white ash, the diameter objective should be 22 inches or greater.) Culmination of mean annual board foot growth for these species occurs at 100 to 120 years.
- If planting is done, use only local sources of native species to the maximum practical extent and attempt to match species composition to the known or suspected natural community type.
- When thinning or regenerating stands, favor native species over non-native ones.
- Use natural regeneration to the maximum practical extent.
- Biological legacies of the forest community -- including coarse dead wood, logs, and snags; trees that are large, living, and old; buried seeds; soil organic matter; invertebrates; sprouting plants; and mycorrhizal fungi -- should be retained to aid in post-harvest recovery and to keep the forest from becoming oversimplified.
- Promote the seed bearing capacities of poorly represented plant species of the stand.
- Tree felling should be avoided on slopes exceeding 50%.
- Leave on the site all woody materials that are less than 4 inches in diameter. Salvage operations, if necessary, may be an exception.
- Remove slash from all trails and lop it to 3 feet within 25 feet of trails. Retain large specimen trees and trees with unusual shape or interesting character along trails.
- Promote a vertical stand structure that includes differentiated over story and mid story strata, as well as diverse understory and herbaceous vegetation layers.
- Within 25 feet of streams and wetland areas maintain a closed canopy (75-80%) and prohibit the use of machinery outside of acceptable crossings. Enforce strict water quality protection practices at all times

4.3.3.4 Forestry Operations

- Post signs at trail heads and trail closures informing public when timber management is active. Keep neighbors, the general public, and partners updated on activity. Look for opportunities to educate and engage.

- The use of pesticides – including insecticides, fungicides, and herbicides – should be extremely limited and only those pesticides accepted by the Northeast Organic Farming Association and/or recommended by The Nature Conservancy should be used.
- Residual stand damage – including basal wounds, broken and/or scraped tops, and exposed roots – should be confined to 10% or fewer of the dominant or co-dominant trees.
- All trees to be removed shall be marked prior to the inception of harvest except those necessary for establishment of skid trails..
- Average annual harvest volumes should not exceed 75% of the average annual growth.
- Avoid spring harvests and/or rutting that extends beyond the A soil horizon.
- Minimize the number and extent of truck roads and skid trails -- particularly in or near sensitive areas such as stream crossings, protective strips, and steep slopes.
- All skid trails, truck roads, and log landings should be carefully designed and flagged or otherwise marked prior to the inception of harvest. They should be carefully constructed and should not exceed 10% of the land area of the harvest zone.
- Truck roads should be built at grades from 0% to 10% and skid trails from 0% to 15%.
- Skid trails, truck roads, and log landings -- located on easily compacted soils --should only be used when adequately dry or frozen.
- Log landings should be located on nearly level, stable ground, be kept away from protective strips, have water diversions installed, and be graded to prevent erosion and sedimentation..
- Truck roads and skid trails should be properly drained during and after use according to the Vermont AMP manual.
- Protective strips -- characterized by minimal soil disturbance, nearly-complete canopy closure, and many large mature trees -- should be maintained between the access network and surface waters according to Table 4 in the Vermont AMP manual.
- Areas of exposed soil that occur within the protective strip should be seeded and mulched according to Table 3 in the AMP manual^{9th} printing.
- Stream crossings should be restored and non-permanent structures should be removed as soon as possible after forestry operations are complete.
- Streams when not solidly frozen should be crossed with bridges or culverts that are properly sized according to Table 2 in the AMP manual ^{9th} printing) and installed at right angles to streams.
- Sediment should be prevented from entering streams by using turn-ups or broad-based dips on truck roads and skid trails prior to all stream crossings.
- Drainage ditches should not feed directly into streams or other surface waters.
- Post-harvest use of the access network should be restricted in order to prevent erosion, compaction, and site disruption.
- In order to minimize inadvertent benefit of harvesting activities to invasive plant populations, adhere to BMPs 15 – 24 listed in the *Best Management Practices for the Prevention and Treatment of Terrestrial Invasive Plants in Vermont Woodlands* - Nature Conservancy in conjunction with other VT partners 2011

4.3.4 Actions

- Build a relationship with the new Chittenden County Forester.
- Designate a committee member to be the point person for forest management work being planned and done in the HTF.

- Request that the Chittenden County Forester inventory the forest and provide a written report of the inventory and recommendations for management, including an assessment of the feasibility of a sugaring operation.
- Update 2006 inventory of wildlife and habitats, and create recommendations for protection and enhancement. Create a map of wildlife sightings and signs, and significant habitat features that can be added to and updated periodically.
- Use updated inventories to update forest zones as appropriate.
- Coordinate with Audubon Vermont to continue forest bird monitoring. Set up additional monitoring programs including other wildlife and vegetation. Approach local schools and institutions (HCS, CVU, UVM) to get assistance with monitoring.

4.4 WATER AND WETLANDS

The Hinesburg Town Forest has a rich diversity of aquatic environments. Streams, wetlands, vernal pools and seeps have been reported in the Landscape Inventory and Assessment of the Hinesburg Town Forest published in 2006. These aquatic environments are critical to the health of the forest ecosystems. They provide important habitat for many species and the source of fresh water for all species in the forest. The streams from the Hinesburg town forest feed the surrounding streams and the HTF is a headwater location for the receiving streams. The water quality of these aquatic environments impacts ecosystems beyond the boundaries of the town forest. As the use of the forest increases for recreational purposes it is imperative that the aquatic habitats be protected to maintain the overall ecosystem health. This management plan will outline a process to identify and protect these valuable aquatic environments.

4.4.1 Related Goals

- Protect water quality.
- Allow natural processes to govern the HTF ecosystems and model any active management on these processes to the extent possible.
- Protect and/or enhance habitat for native species, including game and non-game wildlife.
- Monitor and respond to changes.

4.4.2 Objectives

- Preserve and restore the natural value of streams, wetlands and vernal pools. Maintain and improve the natural functioning of these aquatic environments and habitats by restricting human impact on these aquatic environments.
- Allow stream channels to continue to adjust (migrate, erode, deposit sediment, etc.) in order to reach equilibrium conditions (slope, channel dimensions) over the long term through a passive management approach.
- Reduce erosion hazards by allowing streams to maintain natural (equilibrium) form and thereby reduce water speeds during high flows.
- Maintain native plant communities along streams, wetlands and vernal pools.
- Maintain forest connectivity between upland habitats and aquatic habitats.
- Protect the water quality of the streams and their tributaries.
- Conserve, protect and/or restore wetlands.
- Conserve and protect vernal pools.

4.4.3 Management Guidelines

4.4.3.1 General

- Consult the Vermont Department of Environmental Conservation, Vermont Agency of Natural Resources and other sources for more specific guidelines regarding stream, wetland and vernal pool buffer zones, passive restoration, and stream management.

4.4.3.2 Buffer Zones

- With the exception of stream crossings for purposes otherwise consistent with this document, no new structures, permanent trails or maintained/permanent alterations to the natural

condition to the forest (permanent openings, landings) shall be established within 100' of the high waterline of any vernal pool or permanent water resource. The exceptions to this guideline are as follows:

1. Well maintained stream crossings and approaches for purposes otherwise consistent with this document
 2. For existing and proposed uses where **all** of the following apply: The use and its location are necessary for management of the HTF and achievement of goals explicitly outlined in this document, no reasonable alternative exists, the use can and will be maintained in a manner that will not compromise water quality or habitat viability, the buffer is maximized and the area of proposed use within the buffer is minimized.
- Buffer of vernal pools and permanent water resources: 100' – 400' buffer of vernal pools and wetlands: Permanent openings should not exceed 1 acre in size and comprise not more than 10% of the total buffer area of any vernal pool or wetland. All permanent uses (trails, structures etc.) in this buffer shall result in a maintenance of a minimum of 75% canopy cover uniformly distributed throughout the buffer (forest management may temporarily reduce canopy cover to not below 50% outside of 1 acre groups). Permanent uses shall be designed in a manner that minimizes impediments to movement or potential impacts to wildlife using the wetlands or vernal pools. Uses shall: maintain coarse woody debris and over story composition and also avoid and repair rutting, trampling of vegetation, dramatic linear changes in slope (long bench cuts on trails, steep edged drainage ditches) unnecessary compaction of soil area or modifications to hydrology that affect pool or wetland functioning.
 - Forest management resulting in temporary changes within buffer zones should, at a minimum, adhere to standards outlined in Vermont's AMP manual (appendix A), and Forest Habitat Management Guidelines for Vernal Pool Wildlife (appendix B). Where overlap exists, adhere to the more restrictive standard.
 - If rare threatened or endangered species or species sensitive to a particular disturbance are determined to inhabit any water resource on the HTF, modifications necessary for the protection of such species shall be established.
 - Avoid disturbance of soil within the stream buffer zones so as not to contribute sediment or excessive runoff or erosion into the streams. Refer to guidelines for the specific activity. Appendix A
 - Forest management and other activities within buffer zones should be limited and must be compatible with aquatic ecosystem function and reviewed by the HTF Management Committee.
 - Maintain natural vegetation (native plant species) within the buffer zone to limit erosion and enhance wildlife habitat.
 - Any non-native or invasive plants that are removed should be immediately replaced by native plant species. Native vegetation may be removed for such purposes as treating pest infestations or accomplishing other activities compatible with the HTF management plan.

4.4.3.3 Trails

- Stream, wetland and vernal pools processes take precedence over trails.
- Protect stream, wetland and vernal pool buffer zones from excessive use and manage any trails within these buffer zones so as to minimize their impact on buffer vegetation and habitat.

- Trails will be designed and built in response to the changing stream profile and wetlands dimensions. Trails will be adapted as necessary when such changes happen so as not to impede stream, wetland or vernal pool processes.
- Trails will be designed and managed to maintain the integrity of the aquatic ecosystem and have minimal impact on the natural plant communities and the aquatic environment. The Town Forest Committee reserves the right to adjust remove or reroute any trail if that trail is identified as degrading an aquatic habitat.
- Trail construction in the HTF will have erosion control as a high priority and this activity will have minimal impact on aquatic habitats.

4.4.3.4 Stream Crossings

- Stream crossings will be minimized and designed so as not to impede stream function and have minimal impact on the natural plant communities in the riparian zone.
- Size crossing structures according to the VT DEC River Management Program guidelines and Guidelines for the Design of Stream/Road Crossings for the Passage of Aquatic Organisms in Vermont (VT DFW) and/or consult with the District Stream Alteration Engineer and District Fisheries Biologist for sizing, placement, and permitting requirements.

4.4.3.5 Aquatic Habitat

- Natural depressions, vernal pools, seeps and wetlands, will be maintained to provide habitat for obligate species.
- Woody debris will be allowed to accumulate in the aquatic habitats and will be allowed to accumulate in streams to create and maintain varied habitat when such accumulation does not threaten downstream properties.

4.4.3.6 Invasive Species

- Invasive plant species such as reed canary grass, purple loosestrife, and phragmites may be removed from wetland areas and replaced with native vegetation.
- Best attempts will be made to monitor wetland sites for invasive plant species and remove them when found before they produce seeds.
- The HTF Management Committee will consult state and other invasive species experts as needed for current guidance on invasive species management.

4.4.4 Actions

- Identify and map all streams, wetlands, seeps and vernal pools in the HTF. Update the 2006 inventory of aquatic habitats. Use an accredited biologist to help identify and make the delineations of each aquatic system.
- Conduct a habitat assessment for all streams, wetlands and vernal pools using updated appropriate habitat assessment protocols
- Verify in the field the location of all streams, wetlands and vernal pools in the HTF.
- Assess the impact of existing trails within the stream, wetland, seeps and vernal pool buffer zones. For next steps refer to guidelines.
- Set up permanent monitoring sites along stream channels for cross sections, pebble counts, and photographs. Define a monitoring schedule to track channel adjustments. Possibly coordinate with UVM to combine this with education as a student project.

- Set up permanent monitoring sites for wetlands and vernal pools to monitor changes in these aquatic environments. Possibly coordinate with UVM to combine this with education as a student project.
- Continue to work with the Natural Resources Conservation District (presently Justin Kenny) and the Vermont Youth Conservation Core to restore the Eagles Trail. Assess the present location of the Eagles trail and consider possibly relocating parts of the trail to avoid aquatic habitats and steep slopes that may erode and impact water quality. Include the Selectboard in discussion of the part of the Eagle's Trail on the class 4 town road between Hayden Hill West and East. Consider turning that section of road into a trail.

4.5 RECREATION

Since the early years of its existence the Hinesburg Town Forest has been managed by the State's Chittenden County Foresters and Hinesburg's Town Forest Committee. Some managed uses and activities have included: planned timber harvests, firewood harvests, wildlife habitat maintenance, tree plantings, apple tree release, erosion control, and trail construction and maintenance for use by pedestrians and mountain bikers.

The Town Forest is used and appreciated by visitors both from and outside of Hinesburg. Uses have included: hiking, biking, skiing, snowshoeing, horseback riding, birding and wildlife viewing, riding ATVs, hunting, dog walking, timber and wildlife habitat management, scientific study, and educational walks and tours.

The Town's plan includes recreation that is consistent with the plan's other goals of quiet solitude, demonstration of sustainable forestry, water quality and wildlife habitat protection, carbon storage, and public education, while not adversely affecting the rural residential nature of the neighborhood.

The level of recreational use will be monitored to determine what management strategies should be adopted so that balance is achieved and recreation is allowed. Future recreational activities and management of the Hinesburg Town Forest for recreation should be undertaken only with the specific approval of the Hinesburg Town Forest Committee. Recreation and recreation management must be guided by the permitted and restricted uses, goals, objectives and actions set forth in the Management Plan.

4.5.1 Related Goals

- Manage non-commercial, recreational opportunities that are compatible with the other management goals.
- Manage the allowed uses of the forest in such a way that they do not adversely affect the rural residential nature of the neighborhood.
- Monitor and respond to changes.
- Allow natural processes to govern the HTF ecosystems and model any active management on these processes to the extent possible.
- Protect water quality

4.5.2 Objectives

- Recreation is consistent with protection of natural systems.
- Collaboration and communication between user groups is maximized and conflicts between user groups are minimized.
- Open lines of communication and positive working relationships with neighbors are established and maintained.
- Recreation management regulations are adapted as needed to reflect changes in resource conditions and changes in the types and intensities of human uses

4.5.3 Management Guidelines

- Concentrate recreational use on existing trails and limit the creation of new trails except as needed to 1) bypass wet, steep, ecologically sensitive or otherwise unsuitable stretches of existing trails, 2) connect trails segments interrupted by acts of nature or forest management activities or 3) to connect to trails on adjacent land.
- Trails will adhere to relevant trail and recreational standards and the best available professional judgment to protect soils, water quality, and other HTF resources
- Maintain permanent gates to block unauthorized motorized vehicle access to the Forest.
- There will be on-going collaboration with the Hinesburg Trails Committee, and any other user groups deemed responsible to use and maintain the trail system
- Multi-use trails will be only in appropriate zones (see Forests and Wildlife section).
- Bridges, culverts, and other trail amenities will be used as needed to minimize impacts on soil, water, and other resources
- Non-commercial hunting, trapping and fishing in the HTF is allowed in accordance with all state and federal regulations. Tree stands and ground blinds must be portable and removable seasonally and cause no damage to trees.
- Recreational groups will be managed in such a way as to insure that the integrity of the trail system and forest environment will be maintained. Travel in small groups is encouraged.
- Should there be any reported problems, or suspected illegal activity at the trailheads; the Hinesburg Police will be involved in patrolling the area.
- Recognize and take advantage of the educational opportunities created by recreational use of the HTF.
- Trails that link with other local trail networks will be maintained.

4.5.4 Actions:

- Temporarily restrict or curtail recreational activities when needed to allow for other management activities provided for by this plan (e.g. timber management) or when conditions are not suitable.
- Create and/or review annually and as needed a comprehensive and specific trail/recreation plan for the HTF that inventories and assesses existing trails, maps out any future re-routes, connections, closures and provides clear expectations and understandings for how and by whom trails will be maintained, marked and signed.
- Create and post on the Town website a HART trail map (and iterations as necessary) for the Town Forest that is similar in format to other HART trail maps.
- Post information at the parking areas entrances to educate dog walkers about the negative impacts of dog waste on water quality and the disruptive impact dogs have on wildlife e.g. birds.
- Post signs at parking area and at entrances to the Forest that designate the allowed and restricted uses of the trails, and encourage trail safety and courtesy. Check each parking area monthly to be sure signs are up-to-date as conditions and seasons change.
- Continually educate the public about the use of the Town Forest and issues related to its management via the Town Website, *The Hinesburg Record*, *Front Porch Forums*, The Town Report and user group communications. Keep the information up-to-date as the seasons and conditions change.

- Develop a flyer that summarizes the vision and goals for the HTF along with guidelines for public uses (events and recreation) that can be downloaded from the Town website and available at the kiosks at the HTF.
- To promote safety and to minimize conflicts between hunters and other users of the HTF, post permanent signs at parking areas and trail heads indicating that hunting for deer, bear, turkeys, grouse, and other legal game is permitted within the HTF
- Create an official MOU between any user group with the majority of responsibility for building and maintaining trails and the Town re: trail maintenance over the long term.
- Regularly refresh the property boundaries to facilitate 1) the placement of trail signs, and 2) discussion with adjoining property owners about Town Forest use.
- Monitor the effect of the use of the Forest on the neighbors particularly with regard to traffic safety and criminal activity.
- Post signs on the access roads near the parking lots asking motorists to drive slowly on the neighborhood roads.
- Seasonally monitor the forest, particularly the trails, for evidence of abuse or damage to natural systems due to recreational activities and modify management recommendations and actions appropriately. Dated and annotated photographs could be useful for this purpose.
- Seasonally monitor use of the parking areas for evidence of overcrowding during certain seasons or at certain times.
- Confer with user groups at least annually about their observations of conditions in the forest and changes in the types and intensities of human uses.
- Update recreation regulations as needed to reflect changes in recreational demand and changes in natural systems within the HTF
- Designate a committee member to be the point person for recreational use of the HTF.

5 SECTION III: SUMMARY OF ACTIONS

These actions will be assigned to specific committee members and others when the Management Plan is adopted and reviewed on an as needed and annual basis.

5.1 HIGHEST PRIORITY

Recommended to be completed in 2012

- Build a relationship with the Chittenden County Forester. (4.3.4)
- Mark property boundaries in conjunction with adjacent property owners and post signs to let the public know they are leaving public land. (4.1.4)
- Create an official MOU between any user group with the majority of responsibility for building and maintaining trails) and the Town re: trail maintenance over long term. (4.5.4)
- Create and post on the Town website a HART trail map (and iterations as necessary) for the Town Forest that is similar in format to other HART trail maps (4.5.4)
- Update maps, signs, and information in parking lot kiosks. Post new signs at parking areas informing public of :
 - the speed limit and guidelines of general respect. (4.1.4)
 - the negative impacts of dog waste on water quality and the disruptive impact dogs have on wildlife e.g. birds. (4.5.4)
 - the allowed and restricted uses of the trails, and encourage trail safety and courtesy (3.2, 4.5.4)
 - the fact that hunting for deer, bear, turkeys, grouse, and other legal game is permitted within the HTF (4.5.4)
 - liability (3.3)
 - the expectation of trail safety and courtesy (4.5.4)
 - any forestry operations in progress (4.5.4)
 - any restrictions or curtailments of activities for timber management or for unsuitable conditions (4.5.4)
- Continue to work with Justin Kenny and the VYCC to restore the Eagles Trail. Assess the present location of the Eagles trail and consider possible relocating parts of the trail to avoid aquatic habitats and steep slopes that may erode and impact water quality. Include the SelectBoard in discussion of the part of the Eagle's Trail on the class 4 town road between Hayden Hill West and East. Consider turning that section of road into a trail (4.4.4)
- Designate a contact person (list contact information on Town website and on all relevant documents) on the HTF management committee to act as a liaison with the following groups/activities:
 - scientists or educators who are using or may want to use the HTF as a study site(4.2.4)
 - forest management work being planned and done in the HTF (4.3.4)
 - neighborhood concerns (4.1.4)
 - recreational users (4.5.4)
- Designate a contact on the HTF committee to act as a liaison between County Foresters, Fish and Wildlife Department biologists, researchers, local schools and others who want to use the HTF for education and demonstration purposes. List contact information on the Town website and in all relevant documents. (4.2.4)
- Create and review annually and as needed a comprehensive and specific trail/recreation plan for the HTF that inventories and assesses existing trails, maps out any future re-routes,

connections, closures and provides clear expectations and understandings for how and by whom trails will be maintained, marked and signed. (4.5.4)

- Post signs on the access roads near the parking lots asking motorists to drive slowly on the neighborhood roads. (4.5.4)
- Identify, map and verify all streams, wetlands, seeps and vernal pools in the HTF. Update the 2006 inventory of aquatic habitats. Use an accredited biologist to identify and make the delineations of each aquatic system. (C) (4.4.4)
- Request that the Chittenden County Forester inventory the forest and provide a written report of the inventory and recommendations for management, including an assessment of the feasibility of a sugaring operation. (4.3.4)
- Request increased police patrol of the Hinesburg parking lots. (4.1.4)
- Post safety zone signs around the parking lots. (4.1.5)

5.2 HIGH PRIORITY

Recommended to be completed in 2012-13

- Assess the impact of existing trails within the stream, wetland, seeps and vernal pool buffer zones and decide if removal of those trails is necessary to maintain aquatic ecosystem integrity. Remove or re-route all trails within the buffer zones of streams, wetlands and vernal pools that will degrade the aquatic habitat. (4.4.4)
- Once all streams, wetlands and vernal pools have been identified establish the appropriate buffer zone consulting state natural resource guidelines. Vernal pools may require buffer zones 100 to 400 ft to protect a percentage of the aquatic species breeding in those pools. See VT Fish and Wildlife http://www.vtfishandwildlife.com/cwp_elem_comm_vp.cfm (4.4.4)
- Update 2006 inventory of wildlife and habitats, and create recommendations for protection and enhancement. Create a map of wildlife sightings and signs, and significant habitat features that can be added to and updated periodically. (4.3.4)

5.3 MEDIUM PRIORITY

Recommended to be completed in 2012-2017

- Develop a list of potential service-learning projects that the HTF Management Committee could partner with teachers and their students at the HTF (i.e. development of interpretive/informational material at a kiosk or creating and maintaining trail markers). (4.2.4)
- Develop a flyer that summarizes the vision and goals for the HTF along with guidelines for public uses (events and recreation) that can be downloaded from the Town website and available at the kiosks at the HTF. (4.5.4)

5.4 ONGOING AND LONG-TERM (5+ YEARS)

- Temporarily restrict or curtail recreational activities when needed to allow for other management activities provided for by this plan (e.g. timber management) or when conditions are not suitable. (4.5.4)
- Confer with user groups at least annually about their observations of conditions in the forest and changes in the types and intensities of human uses. (4.5.4)

- Seasonally monitor the forest, particularly the trails, for evidence of abuse or damage to natural systems due to recreational activities and modify management recommendations and actions appropriately. Dated and annotated photographs could be useful for this purpose. (4.5.4)
- Seasonally monitor use of the parking areas for evidence of overcrowding during certain seasons or at certain times. (4.5.4)
- Update recreation regulations as needed to reflect changes in recreational demand and changes in natural systems within the HTF (4.5.4)
- Check each parking area monthly to be sure signs are up-to-date as conditions and seasons change. (4.5.4)
- Offer opportunities for teachers to learn about the HTF at the HTF. (4.2.4)
- Seek funds to offer small incentive grants to cover fieldtrip costs for teachers to bring their classes to the HTF. (4.2.4)
- Regularly refresh the property boundaries to facilitate 1) the placement of trail signs, and 2) discussion with adjoining property owners about Town Forest use. (4.5.4)
- Monitor the effect of the use of the Forest on the neighbors particularly with regard to traffic safety and criminal activity. (4.5.4)
- Seek input from local teachers on what resources would be helpful for bringing their students to the HTF on a regular basis. (4.2.4)
- Coordinate with academic and state professionals to accomplish monitoring goals. (4.2.4)
- Work with high schools, colleges and universities to develop ongoing programs that inventory, and monitor the forest to help maintain the natural systems in the town forest. (4.2.4)
- Use updated inventories to update forest zones as appropriate. (4.3.4)
- Invite neighbors to meetings designated for their input. (4.1.4)
- Maintain a list of research projects that have been completed at the HTF.(4.2.4)
- Invite of neighbors to educational opportunities geared toward forestry management. (4.1.4)
- Attempt to maintain a member of the Town Forest Committee that is a resident of an access road or adjacent property owner. (4.1.4)
- Develop and maintain a list of neighbors. (4.1.4)
- Continually educate the public about the use of the Town Forest and issues related to its management via the Town Website, *The Hinesburg Record*, *Front Porch Forums*, The Town Report and user group communications. Keep the information up-to-date as the seasons and conditions change. (4.5.4)
- Obtain information about legal conservation opportunities. (4.1.4)
- Coordinate with Audubon Vermont to continue forest bird monitoring. Set up additional monitoring programs including other wildlife and vegetation. Approach local schools and institutions (HCS, CVU, UVM) to get assistance with monitoring. (4.3.4)
- Set up permanent monitoring sites along stream channels for cross sections, pebble counts, and photographs and define a monitoring schedule to track channel adjustments. Possibly coordinate with UVM to combine this with education as a student project. (4.4.4)
- Set up permanent monitoring sites for wetlands and vernal pools to monitor changes in these aquatic environments. Possibly coordinate with UVM to combine this with education as a student project. (4.4.4)
- Coordinate with academic and state scientists to accomplish monitoring goals. (4.2.4)

5.5 FUTURE ACTIONS TO CONSIDER

To be completed as resources and opportunities allow. These projects may be particularly well-suited for academic research/projects so this list should be made available to local schools and academic institutions.

- Develop an understanding of the habitats found on adjacent lands and identify how plants and animals move between these habitats and habitats on the HTF.
- Monitor wildlife use of travel corridors.
- With the help of neighboring landowners, field visits and orthophotos, map the spatial layout of forest ages and types in the roughly 2500 acres surrounding the HTF.
- Approach local schools and institutions (HCS, CVU, UVM) to get assistance with monitoring.
- Set up monitoring programs including vegetation plots, and birds, bats, and other wildlife.
- Meet and coordinate with local town committees such as: Conservation Commission, Planning Commission, Hinesburg Land Trust, and Trails Committee.
- Communicate with regional conservation organizations such as the Lewis Creek Association, the LaPlatte Watershed Partnership, the Nature Conservancy, and Audubon Vermont.
- Town Forest Committee participates in town plan and zoning regulation updates, and revisions.

• 6 REFERENCES AND RESOURCES

- Daley, Jad (eds.) *The Vermont Town Forest Stewardship Guide: A Community Users' Manual for Town Forests*. 2008. Vermont Town Forest Project.
- Flatebo, Gro, Carol R. Foss, and Steven K. Pelletier. 1999. *Biodiversity in the Forests of Maine: Guidelines for Land Management*. University of Main Cooperative Extension.
- Franklin, Jerry F., Robert J. Mitchell, and Brian J. Palik. 2007. *Natural Disturbance and Stand Development Principles for Ecological Forestry*. Department of Agriculture Forest Service Northern Research Station General Technical Report NRS-19.
- Natural Stand Dynamics Silviculture: A Discussion of Natural Community-Based Forestry Practices*. 2000. The Nature Conservancy.
- Sharpless, Kristen. 2006. *A Local Educator's Field Guide to Owl's Knoll on the Bissonette Farm*. University of Vermont Field Naturalist Program Master's Project.
- Thompson, Elizabeth H. and Eric R. Sorenson. 2005. *Wetland, Woodland, Wildland: A Guide to the Natural Communities of Vermont*. The Nature Conservancy and the Vermont Fish and Wildlife Department.
- The Hinesburg Town Forest: Inventory, Assessment, and Management Considerations, 2006*. UVM Field Naturalist and Ecological Planning students
- Vermont Trails and Greenways Manual*. September 2007. Vermont Trails and Greenways Council.

7 GLOSSARY OF TERMS

Downed woody debris – Dead woody branches, limbs, and logs lying on the forest floor

Co-dominant – Refers to a tree species in the forest canopy that shares the majority of percent species composition with another tree species.

Conservation easement – A legal document that dictates the purposes for which a conserved property can be used or managed. It may include specific permitted and restricted uses.

DBH (Diameter at Breast Height) – A measurement of the diameter of a tree 4.5 feet off the ground

Dominant – Having a very slow or temporarily stopped metabolism, as in the case of an overwintering animal or tree

Early-successional habitat – Young forest that is characterized by an open canopy (<30% closed) and dense shrub and sapling growth.

Ecosystem – The living (biotic) and non-living (abiotic) pieces of an environment and their interactions.

HTE – Hinesburg Town Forest located in the eastern foothills of Hinesburg and accessed off of Hayden Hill East and West Roads.

Hardwoods - Deciduous trees that lose their leaves each autumn (e.g. maple, ash)

Herb – An herbaceous plant that dies back and re-grows each year. Most herbs in the woods are perennials; they re-grow leaves and stems from an established root system rather than starting from seed each spring (e.g. asters)

Herb layer – the layer of herbs growing on the forest floor

Invasive species – A plant or animal that outcompetes and prevents the establishment or succession of other species

HTE – Hinesburg Town Forest

Large sawtimber – A tree with a DBH of greater than 23.5 inches.

Medium sawtimber – A tree with a DBH of 17.5-23.5 inches.

Natural Community – ‘an interacting assemblage of organisms, their physical environment and the processes that affect them.’ (taken from the book *Wetland, Woodland and Wildland*)

Non-native species – A species living in a place where it did not evolve

Overstory – The layer of trees whose crowns make up the top layer of the forest.

Pole – A tree with a DBH of 5.5-11 inches

Rich site indicators – Plant species that are restricted to growing on rich sites, indicating a high soil pH (6.5-8.5).

Sapling – A tree with a DBH of 1-5.5 inches.

Seedling – A tree with a “diameter at breast height” (DBH) of less than 1 inch.

Shrub – A woody plant with multiple stems that does not grow to the full size of a tree (e.g. dogwood)

Small sawtimber – A tree with a DBH of 11-17.5 inches.

Snag – A standing dead tree

Softwoods - Coniferous trees with needles that usually stay green throughout the winter (i.e. white pine, white cedar)

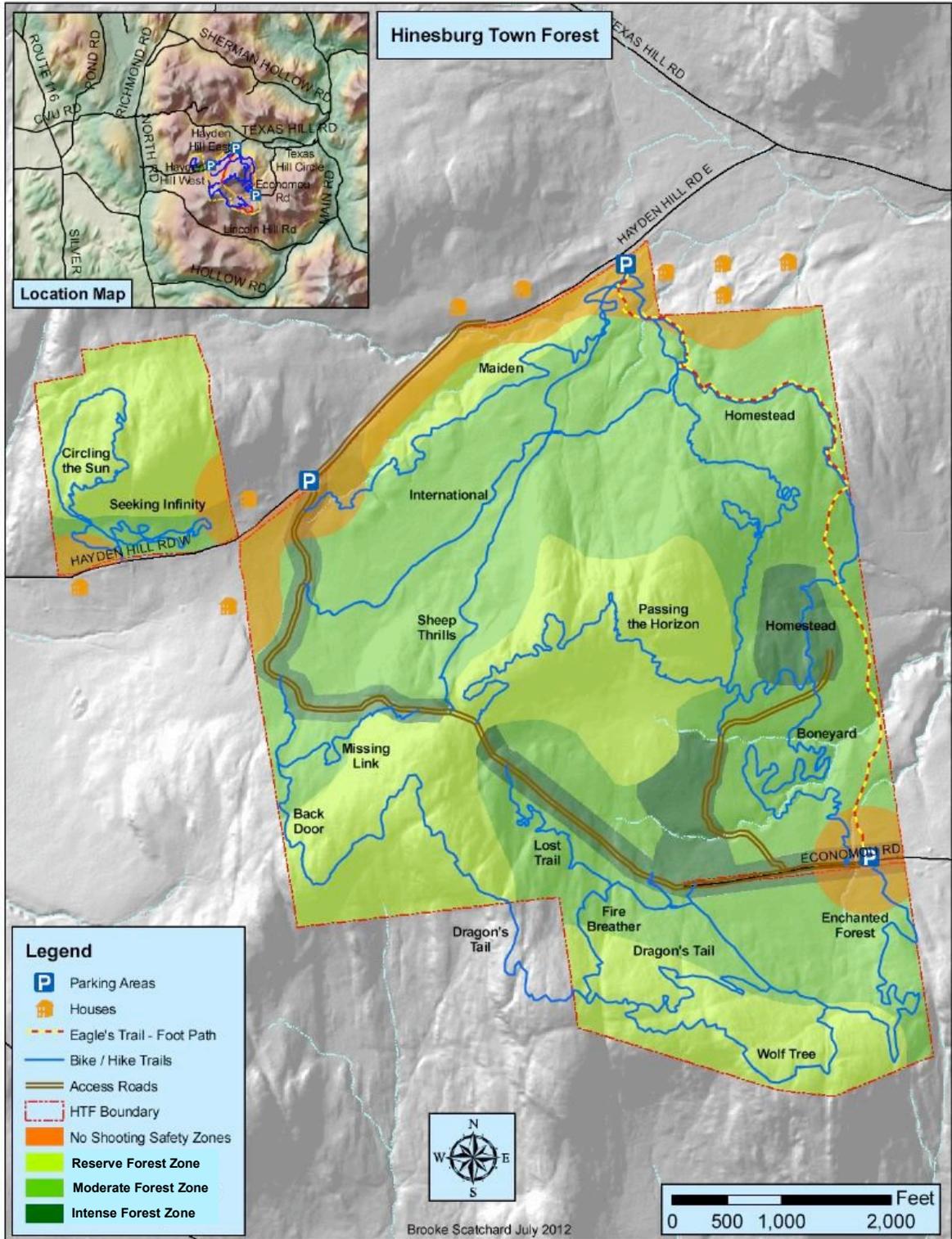
Spring ephemerals – Woodland herbs that grow and flower in the spring before the tree canopy leaves out.

Stand – A sub-unit of the forest defined by a common physical site and/or tree species composition, age, quality or size.

Understory – The layer of tall shrubs, seedlings, saplings and poles growing in the shade of the dominant trees

Wetland – A plant community characterized by permanently or seasonally wet soils.

8 FOREST ZONES AND TRAILS MAP



9 APPENDIX A:

BMP 15: Foresters should survey for invasive plants during forest inventories and incorporate invasive plant management in forest management plans.

BMP 16: Consider timing forest inventories during seasons when invasive plant populations can be detected.

BMP17: Treat invasive plant infestations before commencing timber harvesting or using roads, skid trails, and landings.

BMP 18: Consider invasive plant populations and their likely response when prescribing timber harvesting activities that result in an increase of sunlight reaching the forest understory.

BMP 19: Consider invasive plant populations and their likely response when prescribing timber harvesting activities that result in soil disturbance.

BMP 20: To the extent feasible clean all equipment before moving onto and off a property to reduce the chance of spreading invasive plants.

BMP 21: Attempt to limit the spread of invasive plants on existing forest roads, trails and landings or when constructing new infrastructure.

BMP 22: Ensure to the extent practical that materials used in forest activities are free of invasive plant propagules.

BMP 23: Consider how wildlife management goals are influencing the introduction or spread of invasive plants.

BMP 24: Consider how the presence of invasive plant species is affecting the wildlife goals of your property.

- All BMPs are from the Best Management Practices for the Prevention and Treatment of Terrestrial Invasive Plants in Vermont Woodlands. Nature Conservancy 2011
- Further information regarding the execution of each BMP can be found within the document referenced.

10 APPENDIX B:

Source: Calhoun, A. J. K. and P. deMaynadier. 2004.
Forestry habitat management guidelines for vernal pool wildlife.
MCA Technical Paper No. 6, Metropolitan Conservation Alliance,
Wildlife Conservation Society, Bronx, New York.

Recommended Guidelines:

1. Maintain a partial forest canopy

- a. *Maintain a minimum average of >50% canopy cover of trees 20-30 ft. tall, uniformly distributed.*
- b. *Avoid canopy harvest openings greater than 1 acre in size.*
- c. *If even-aged management is necessary, extended shelterwood or similar systems that involve continuous retention of some canopy component will help maintain suitable forest floor habitat.*

2. Maintain natural litter composition

- a. *Avoid significant shifts in forest cover type (e.g., hardwood or mixed wood to softwood) to minimize changes in natural litter composition.*
- b. *Avoid plantation silviculture in this zone.*

3. Maintain coarse-woody-debris

- a. *Leave two/acre of older or dying trees to serve as recruitment for coarse woody debris.*
- b. *Avoid disturbing fallen logs.*
- c. *Leave limbs and tops where felled, or return slash to the zone during whole-tree removal.*

4. Protect the forest floor

- a. *Harvest only during completely frozen or completely dry soil conditions. Do not create ruts.*
- b. *Minimize soil compaction and scarification by using techniques such as: controlled-yarding (including preplanning, adequate trail spacing, and limiting the number of passes), minimizing sharp turns, and using brush to help increase the bearing capacity of soils (American Pulpwood Association 1997).*
- c. *Avoid road or landing construction. If roads or landings already exist, apply appropriate erosion control BMPs to protect water quality (see Maine Forest Service Forestry BMPs for Water Quality).*

5. Minimize the use of chemicals, especially those with surfactants (amphibians are sensitive to toxins that can be absorbed through their moist, permeable skin), particularly in the spring and late summer/fall when amphibian surface movements are greatest.

6. Extend the Life Zone and associated HMGs as far as is practical, where property boundaries and nonforest land-uses (e.g., residential areas, agricultural land, or pavement) limit the extent of accessible forest in this zone to less than 400 ft.

TOWN of MILTON
Planning & Economic Development Department
43 Bombardier Road
Milton, Vermont 05468-3205

www.miltonvt.org
(802) 893-1186



MEMO

TO: Conservation Commission
FROM: Jacob Hemmerick, Town Planner
CC: None
DATE: August 18, 2014

SUBJECT: 8/26 AGENDA ITEM "I" – Staff Update

A lot has happened since your last meeting in June. Here are the items not captured by the agenda.

June 26th Meeting Follow-up Items:

- Did write Thank You Note for Sophie Sauve.
- Did not identify which water bodies, if any, are impaired in Milton; however, I did reach out to the State's Regional Watershed Coordinator, Karen Bates, who is going to attend the October meeting and will talk about the Basin Plan for our region.
- Did not investigate the details of the rain garden grant (<http://letitrainvt.org/>).
- Did add links from the events and agendas and minutes page to the Commission's main page ensure that there is a navigable loop.
- Did provide Kinner with a measurement from the Cold Springs Road center line to the Town's parcel boundary to determine if the dump site the Commission would like cleaned up is on Town property or the inactive parcel.
- Did look into the statute related to development review advisory roles for Conservation Commissions.
- Pease updated recruitment poster for Town Forest kiosk to include voter registration requirements.
- Did forward Town Forest welcome sign edits to the Town Manager's Office.
- Did request that the Town Manager's office send draft Selectboard Minutes be mailed to Board and Commission Members, as in the past.

Town Forest Map:

There were some snags getting our volunteer mapper, Chris Hoffmeister, the data he needed to complete the map in time for this meeting. Staff hopes to have something ready for your review by next meeting.

Trail Registers

Roger Hunt, Director of Public Works, has kindly agreed to fund four trail registers that were recently completed by Selectmen John Gifford. They look great. I'm working with Dustin Keely, Public Works Supervisor, to get them stained and figure out mounting hardware. The goal here is to get a better sense of user numbers and cultivate volunteer contacts.

Action Item: Where would you like them placed at the following trailheads: Town Forest

Parking, Town Forest Carriage House, and Eagle Mountain Henry Road Parking? There is an existing kiosk at the Cold Springs entrance at Eagle Mountain, so the fourth can either be a replacement to this or a backup.



Photo of Registers Built by John Gifford

CC Webpage

The Recreation Commission is adding photos and biographies to their website. Bonnie expressed an interest in this for the CC, and I'm happy to put this up for those in favor.

Action Item: Determine if you would like to add a photo and biographies.

Other Possible Initiatives:

-Design a feedback Post Card/Comment Card for natural areas for Commission Approval

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46

**Town of Milton
CONSERVATION COMMISSION**

June 24, 2014

6:30 p.m.

Community Room of the Municipal Building

MINUTES

CC Members Present: Judith Kinner, Chair; Bonnie Pease; and Laurie DiCesare

CC Members Absent: None

Staff Present: Jacob Hemmerick, Town Planner

Others: Sophie Sauv , Winooski Natural Resource Conservation District Manager

I. Call to Order

Chair Kinner called the meeting to order at 6:30 p.m.

II. Agenda Review

No changes.

III. Public Input

None.

IV. Business

A. Winooski Natural Resource Conservation District (WNRCD) Visit

Sophie Sauv , Winooski Natural Resource Conservation District Manager, introduced the organization and their activities to Milton's Commission. She highlighted the history, structure, funding, fundraising, coverage area, staff, board composition, and programmatic areas of the District. Of note were the following points:

- Although Milton is within the Winooski *and* LaMoille watersheds, the conservation districts often follow political boundaries and Milton is entirely within the WNRCD.
- The District relies heavily on fundraising, a significant portion of which comes from the annual, spring tree and trout sale. This wouldn't be possible without the help of volunteers. Hemmerick questioned if Milton Pond would be suitable habitat for trout stocking.
- The District has 1 full-time and 2 part-time staff members with donated office space in Williston and Berlin.
- Milton Resident Lawrence Rowley is a member of the Board.
- There are four program areas: Agriculture, Forestry, Watershed Management, and Urban Conservation.
- Agricultural Programs: They annually offer nutrient management planning through UVM's Extension for 6-10 small farmers. This program increases average maximum yields by 23%. They also rent a field aerator.
- Forestry: They rent skid bridges for logging operation stream crossings (\$100 per month) to reduce erosion.

- 47 • Watershed: They support riparian buffer plantings on private land to prevent erosion
48 and land loss. They install culverts that improve aquatic organism and fish passage.
49 They undertake invasive species clearance.
- 50 • Urban Conservation: They coordinate water testing as requested by Depts. of Public
51 Works as part of MS4 Permitting through Stream Team Program. Sauv  said that it's
52 typically for impaired streams. The Commission was interested in testing Arrowhead
53 Lake and Milton Pond. Hemmerick said he would find out which water bodies have been
54 identified as impaired in Milton. Sauv  said that if Milton wants any streams to be
55 tested, that the CC should make the request to the Department of Public Works for their
56 March MS4 permitting paperwork. The District also has a Rain Garden adopters
57 program as well as grants to install a rain garden, which favor public installations. The
58 Commission was favorable to exploring the possibility of a public rain garden. Sauv 
59 said more information is available at www.letitrainvt.org.

60 The Commission thanked Sauv  for her visit.

61 **B. Action Item Follow-Up**

- 62 • Hemmerick reported that he informed the *Independent* of July and September's meeting
63 cancellations and update the Town's online events calendar accordingly.
- 64 • Staff investigated HUD and AARP funding given for trail work done in Fairfax and found
65 that this funding was made available through the Northwest Regional Planning
66 Commission. Milton is part of the Chittenden County Regional Planning Commission,
67 and therefore is not eligible.
- 68 • Hemmerick said that he updated the Conservation Commission webpage to state "Milton
69 Town Forest" instead of "Municipal Forest". Pease noted that the drop down menu only
70 shows Agenda and Minutes, but does not include the CC's page. Hemmerick said that
71 he cannot change this architecture, but if users click where it says "Conservation
72 Commission", it will go to the CC's page. He said he would add links from the events
73 and agendas and minutes pages to the Commission main page ensure that there is a
74 navigable loop.
- 75 • Kinner wasn't able to set up a meeting to discuss Eagle Mountain way-finding with Lake
76 Champlain Land Trust (LCLT) on June 30th, as was tentatively proposed. The
77 Commission was in favor of a site visit. Hemmerick asked if there was an MOU between
78 the Town and LCLT about who is responsible for what at Eagle Mountain. The
79 Commission thought this was written into the conservation easement language.
80 Hemmerick volunteered to reach out to Chris Boget of LCLT to see if he could obtain
81 any existing shared management language and set up a visit to talk about better trail
82 marking and mapping.
- 83 • Hemmerick reported that he forwarded the mapping data and proposed additions to
84 Chris Hoffmeister, who has volunteered to produce a draft map of the Town Forest by
85 August.
- 86 • To follow-up on a Town Forest planning approval inquiry from last meeting, Hemmerick
87 shared that the Town Forest last underwent Site Plan review for the Westford Road
88 parking lot. He stated that the Zoning Regulations require Site Plan review for the
89 addition of anything requiring a permit at a non-residential use, which would include
90 bridges, viewing platforms, bike racks, etc. DiCesare brought up concerns raised in an e-
91 mail concerning the installation of a replacement footbridge in Bombardier Park that was
92 not built to accommodate users with reduced abilities. Staff offered the background that
93 this was a donated, volunteer, youth project and is probably not subject to ADA since it
94 doesn't provide access to an otherwise inaccessible area. DiCesare expressed a desire

95 for the CC to be consulted on projects like these and offered Colchester's Conservation
96 Commission's role in Development Review as a way of being involved. Hemmerick said
97 that the donation was authorized by the Selectboard and had Public Works staff
98 mentorship. He added that he thought an advisory role in development review for the
99 Conservation Commission had to be enabled by statute, but would follow-up. Kinner said
100 that the Commission wouldn't have time for Development Review. Pease mentioned that
101 there is no sign for the handicapped parking designated on the site plan. Hemmerick
102 suggested that this be added as part of the accessible trail design project. Pease
103 requested that the Selectboard's draft Minutes be mailed to all the Boards and
104 Commissions again in order to remain in the loop. Hemmerick said he would make this
105 request.

- 106 • In response to an inquiry about who is in charge of the Eagle Mountain trailhead land off
107 Cold Springs Road, Staff found that the Lister's card shows that it is an inactive parcel
108 associated with the Cold Springs Road Association. The Commission is interested in
109 cleaning the site up, and Kinner thought the dump site might be on the Town's parcel
110 and not on the parcel in question. She offered to measure from the road center line to
111 the dump site to determine which property it is on. Hemmerick said he would provide
112 her with a mapping measurement from the road center line to the parcel boundary.
- 113 • Hemmerick stated that added DiCesare's vegetable bag crochet instructions to the CC
114 website with a photo, the aim being to reduce plastic bag use at the grocery store.
- 115 • Hemmerick mentioned the updates to the Open Meeting Law. Pease highlighted the in-
116 person quorum and electronic quorum provisions.
- 117 • Hemmerick mentioned that he included a Powerpoint on agricultural easements in their
118 packets (for their information) and noted that the Vermont Land Trust's spring brochure
119 highlighted two sites in Milton.
- 120 • Hemmerick requested input on the Town Forest signage that the Manager would like
121 replaced to change "Bove Property" to "Town Forest". The Commission discussed the
122 Town Forest welcome/rule sign. They were agreed to change the format to make it
123 consistent with Bombardier Park's signage, and they discussed the merits of requiring
124 pets be kept on leashes and if there is any regulatory backup for this. Hemmerick said
125 that unless it's in the management plan, then there's no basis for the rule since the
126 Town's Dog Ordinance does not require dogs to be leashed in public places. He added
127 that even if it's in the management plan, if it's not in an Ordinance, then there is no
128 mechanism for enforcement or penalty. DiCesare was in favor of keeping the leash
129 language to reduce conflicts and preserve the resource. Pease and Kinner were in favor
130 of "Keep Pets in Sight and Under Control. Pet Owners Must Clean Up After Pets."
131 They also were favorable to adding "Carry Out What You Carry In." Hemmerick said he
132 would return the edits to the Management Fellow for ordering.
- 133 • Pease was thankful to Public Works for clearing the Pond's spillway while she was away
134 in Ireland, and Hemmerick asked her about the mulch. Pease informed the Commission
135 that the mulch was not put beyond the puncheons on the problem trail, but was instead
136 spread around the kiosk and some trees. Although it wasn't what was intended, she
137 mentioned that not having mulch on the problem trail will help the AVCC grant-funded
138 consultant see unmitigated trail conditions. Pease said the aesthetic improvements are
139 nice and a picnic table would be a good addition for the people she sees lunching in the
140 parking lot.
- 141 • Hemmerick encouraged the Commission to put a placeholder on November 1 for the
142 Association of Vermont Conservation Commissioner's Annual Summit Meeting.

143 **C. Commissioner Recruitment**

144 Kinner reported that she has some leads and will reach out to a former member Dan Garrity.
145 Hemmerick passed along a recruitment sign for the Town Forest kiosk to Pease. Pease
146 requested that it state “must be a registered voter of the Town”. Hemmerick said he could
147 update it.
148

149 **D. Quotes for AVCC Grant-funded Trail Design**

150 The Commission discussed the proposal prepared by Staff. They were concerned about some
151 of the more intense uses listed and requested changes that move away from vehicular
152 references. They encouraged staff to move this forward in hopes to have some quotes by the
153 August meeting.
154

155 **E. Recreation Trail Grant Program (RTP) Administrator 6/12 Visit**

156 Kinner summarized the meeting of June 12. She was pleased that the Town Manager was able
157 to attend, as well as the Town Planner from Westford, Melissa Manka. The group did the
158 parking lot to the pond link loop and back. The State’s RTP Administrator, Sherry Winnie, was
159 there primarily to see the work completed during the last round (the parking lot), and had a lot of
160 great feedback. She thought that an accessible design for the Bove Connector trail might make
161 for a competitive application. The Manager was favorable to preparing an application for
162 Selectboard approval in the fall, requesting the maximum amount of \$20,000. The Commission
163 was favorable to pursuing this money to fund a trail design solution for the Bove Connector
164 Trail. There was also discussion about a possible pavilion to host picnickers, programs and
165 multi-generational visits, a recommendation by the Administrator. The Commission thought that
166 this would be best located close to the road and should be considered as part of the
167 Management Plan. Hemmerick also mentioned that he is working with Melissa Manka, the
168 Westford Town Planner, to see if the trails and structures proposed as part of Phase II are
169 possible under their Zoning Regulations.
170

171 **F. Town Forest Management Plan Phase II: Primitive Camping Inquiry**

172 On the Commission’s behalf, Hemmerick put out an inquiry to the Association of Vermont
173 Conservation Commissioner’s ListServe and Town staff concerning the management of
174 primitive camping sites proposed in Phase II of the Town Forest’s Management Plan. Feedback
175 from Town Staff and other AVCC Listserve members highlighted the discouraging challenges
176 that come along with primitive camping. The State’s RTP Administrator advised against it,
177 unless there’s a dedicated staff person to oversee it on a day-to-day basis. Hemmerick said
178 that he has done a lot of primitive camping, which tends to be very remote -- not within cooler
179 carrying distance of parking lot. The Commission stated that the primitive campsites were the
180 result of a desire from local troops to have a group camping place. They asked if the sites were
181 still part of the Bombardier Plans included in preferred alternatives for the PW facilities that the
182 Selectboard adopted last year. Hemmerick said he hasn’t heard anything lately about group
183 camping in Bombardier, nor has Recreation. The Commission was more favorable to a group
184 camping area being in Bombardier Park, where it would be easier for a Town staff to oversee
185 according to a distinct policy. The Commission discussed other more intense uses included in
186 the plan, such as horseback riding and mountain biking. They agreed that some of them aren’t
187 compatible on shared pedestrian paths and need some more consideration. The Commission
188 was favorable to begin work on some proposed amendments to the Management Plan at next
189 month’s meeting for later Recreation Commission and Selectboard consideration.
190

191 **G. Programming**

192 **i. Arrowhead Lake Paddle on 6/21**

194 Laurie reported a successful program with one Milton resident and other participants from as far
195 as Barre. She was concerned about a water quality issue that someone on shore shared with
196 her.

197

198 **ii. Town Employee/Volunteer Municipal Forest Hike on 6/28 from 10-noon**

199 Hemmerick reported that four had accepted the invitation, four had tentatively accepted, and
200 five declined. Kinner said that she would like to send the invitation to the Selectboard.

201

202 **V. Proposed Agenda Items for August 26, 2014**

203 All Commissioners are available and plan to review the AVCC quote and discuss possible
204 Management Plan amendments.

205

206 **VII. Approval of Minutes of May 20, 2014**

207 Pease MOVED to approve as presented, SECONDED by DiCesare. Unanimously
208 APPROVED.

209

210 **VIII. Adjourn**

211 DiCesare MOVED to adjourn at 9:27, SECONDED by Pease. Unanimously APPROVED.

212

213 **Submitted by**

214

215

Date

216

Judith Kinner, Chair

217

218 **SUMMARY OF FOLLOW-UP ITEMS FROM MEETING:**

- 219 Write Thank You Note for Sophie Sauve.
- 220 Identify which water bodies, if any, are impaired in Milton.
- 221 Investigate the details of the rain garden grant (<http://letitrainvt.org/>).
- 222 Add links from the events and agendas and minutes page to the Commission's main page
- 223 ensure that there is a navigable loop.
- 224 Reach out to Chris Boget of LCLT to see if he could provide any shared management
- 225 language and set up a visit to talk about better trail marking and mapping.
- 226 Provide Kinner with a measurement from the Cold Springs Road center line to the Town's
- 227 parcel boundary to determine if the dump site the Commission would like cleaned up is on
- 228 Town property or the inactive parcel.
- 229 Hemmerick will look into the statute related to development review advisory roles for
- 230 Conservation Commissions.
- 231 Update recruitment poster for Town Forest kiosk to include voter registration requirements.
- 232 Forward Town Forest welcome sign edits to the Town Manager's Office.
- 233 Request that the Town Manager's office send draft Selectboard Minutes be mailed to Board
- 234 and Commission Members, as in the past.
- 235 Work with Westford Town Planner to determine if Town Forest Management Plan Phase II
- 236 trials and structures located in Westford are possible under Westford's Zoning Regulations.
- 237 Begin reviewing timing and permitted activities included in the Town Forest Management
- 238 and Implementation Plan.
- 239 Kinner will invite the Selectboard members to the Town Forest hike.

240 **OTHER POSSIBLE INITIATIVES:**

- 241 Investigate and Prepare a Summary on Accessible Trails Design and What's Subject to ADA
- 242 Investigate and Prepare a Summary of Vermont RTP Grant Program
- 243 Design a US Post-Card, Comment Card for natural areas for Commission Approval
- 244 Reach out to the School's Community Service Coordinator, and talk about mentoring other
- 245 students.
- 246 Meet twice a month, with one meeting for programming or a fun activity.

247