

## Minutes – November Meeting

### Hallowell City Forest/Recreation Area- The “RES” Planning Project-RTCA

Wednesday, November 14, 2018; 5:30pm at Hallowell Fire Station

**Attendees: Maureen Aucoin, Burnham Martin, Rosemary Presnar, Ben Godsoe, Paul Giguere**

#### A. Action item updates/minutes from October 17 meeting

- 1) Contact Maine Corrections Industries about signs – Rosemary emailed Scott Reiff on 11/13; need to follow up with phone call. Will move forward with trying to procure several wooden trail signs this winter; will wait on kiosk & larger kiosk style map until we finish & distribute printed version of trail map and see what kind of feedback is received
- 2) User Survey and Summary finalized – Ben completed and documents are posted at Google Drive, link below (if anyone needs access to Google Drive, email Rosemary for link)
- 3) Update to map elements and trail map- Kat provided next map draft on 11/13; Kat and Rosemary will review prior next meeting; need to marry up with info sections on backside.
- 4) Review back of map information sections – reviewed during Nov meeting, Rosemary updated and next draft will incorporate map. May move some general information to map side based on how map fits to legal size layout. Work with Garry on additional verbiage on suggested bike trails, if desired
- 5) Walk snowmobile trails on The RES/private land & follow up with Paul on snowmobile info – Rosemary/Deb/Paul completed. Snowmobile club is in process of readying trail and trail work prior season starting. Rosemary will see ask if City of Hallowell receives any monies from State based on snowmobile registrations. Future, potential to promote local snowmobile trails starting from Hallowell, Ground Round.
  - State snowmobile support site (info, signs & placement, trail guidelines, etc.)  
[https://www.maine.gov/dacf/parks/grants/snowmobile\\_grants/club.html](https://www.maine.gov/dacf/parks/grants/snowmobile_grants/club.html)
- 6) Current RES parking permit process–\$25 for permit card placed on dash; approximately 70 sold each last 2 years; currently no printed information provided at permit purchase. Group would like to know if personal contact info is collected, Rosemary will follow-up. Info could be used for volunteer outreach (?). Plan to provide printed map/guide for 2019 season.
- 7) Contact Recreation Commission on meeting – contacted Diano, first week of Dec meeting (date/location TBD). RES working group decided to cancel the Dec 12 meeting since next step is to brief Recreation Commission.

#### B. Review assigned Work Plan tasks

- 1) Review/update Observations & Recommendations draft based on use survey summary; set priorities – Review completed, updated draft attached.
  - 2) Review/updated drafts of RES trail map, guide & information pamphlet- Info sections reviewed and edited. Rosemary will combine with trail map and work with Kay for next review. Any interim draft will be placed on Google Drive and link forwarded for reviews.
  - 3) Review draft of Burnham’s thoughts on management plan – Great outline, review completed at Nov meeting; updated draft attached.
  - 4) Prep for initial meeting w/Recreation Commission – complete; Expect to review the trail map progress and any City role/info on pamphlet for buy-in; present Observations & Recommendations; and propose Trail Management Plan & Next Steps to Recreation Commission in early Dec. Meeting tbd
- Survey reports & maps are on GOOGLE DRIVE:  
[https://drive.google.com/open?id=1630uwnQIFfcvQx\\_jLsDdzHRrQwRUcd4](https://drive.google.com/open?id=1630uwnQIFfcvQx_jLsDdzHRrQwRUcd4)
  - Next meeting date – Wednesday, Dec 5 with Recreation Commission. Dec 12 meeting will be cancelled.