

GEORGETOWN RECREATION PATH COMMITTEE

May 12, 2011

Meeting Minutes 7:00 PM

Town Hall – 2nd Floor Meeting Room

Meeting Opened:

Committee Member Attendees: (x indicates attendance)

	Jeff Wade, Chairman (JW)	X	Bill Hastings, member (BH)	X	Bill Munroe, member (BM)
X	Chris Roop, member (CR)		Open		

Friends of the Committee: Richard (Dick) Paganelli (RP) **Guests:**

Abbreviations and Terms: ROW – Right of Way

Minutes Approval: 4/14 minutes approved as amended

Correspondence:

- 1.

Meetings Attended:

- 1.

OLD BUSINESS:

1. Morris letter. BH revised the letter per the discussion at the last meeting. It was reviewed with Chuck Keilty and he concurred with the letter and thought the position was valid. BH is getting the attachments prepared to be sent with the letter. As Chairman, JW needs to send the letter.
2. Committee laptop.
 - a. CR brought the new laptop to the meeting and put it to use. Software purchased included MS Office 2010 Home and Student (Word, Excel and Powerpoint). The purchase of MS Office Pro would have pushed the price over the allocated amount and there was a question about the usefulness of some of the additional programs. MS Access can be purchased separately for \$149, or the current version of Office can be upgraded to Pro for \$243. This would add MS Publisher, MS Access and MS Outlook.
 - b. Looking into the purchase of document management software was also discussed. This would provide a means of organizing and being able to retrieve documents based on keyword or tag searches. Action on additional software was deferred pending further research and discussion.
 - c. CR presented an invoice for the purchase of the Committee laptop. BH moved that the invoice for \$840.17 be approved for payment. The motion was seconded and approved unanimously.

NEW BUSINESS:

1. Review of License trail outline. Outline of tasks that need to be done in order to open the interim (License) trail was reviewed and updated. Primary focus initially is to determine which tasks are priority and, if possible, determine the duration required to complete the tasks so a schedule can be determined.
 - a. Fraser property line issue - CR Moved to have Hauber law firm do a Title search on the railroad ROW and Fraser properties to determine where the property lines error was introduced, so ownership of the “triangle” can be resolved. The motion authorizes up to \$1000 to be spent on the research. BH and RP will develop a scope of work to be provided to initiate the work. The motion was seconded and approved unanimously. This work needs to be completed quickly so there is no contention about ownership that might impact the opening of the license trail.
 - b. The interim trail will be opened in phases.
 - i. Phase 1 – Mill St to the Byfield line
 - ii. Phase 2 – Main St to Mill St
 - iii. Phase 3 – Boxford line to Nelson St
 - iv. Phase 4 – Nelson St to Andover St
 - v. Phase 5 – Andover St to Main St.
 - c. An open letter needs to be sent to the abutters and Town officials / committees and made available to the press. It needs to provide an update about plans for the opening of an interim (unimproved) trail this summer, as we move forward with the design for the paved (lease) trail. RP will develop a draft of the letter for review at the

next meeting.

- d. Design for bridge. In order to fully open the sections on the trail that have missing bridges, we will need to submit plans to National Grid. BH will ask Lou Mamolette if he is interested in looking at the site and providing design direction. RP will ask Larry Ogdon if he is interested in working on the bridge design and, if he is, will put him in touch with BH. Both individuals are structural engineers. This would be pro-bono work.
- e. It was agreed that we should provide the Conservation Commission agent with the plans for the phased approach and work to be done on each section of the trail as it is opened. This task was assigned to JW.
- f. Other details of work to be done are in the outline.

Other:

Adjourn: 8:55 PM

Scheduled Committee Meetings (2nd fl. meeting room, 7PM): 5/26, 6/9, 6/23

Other Meetings: