

## **Southborough Trails Committee Meeting Minutes**

**Meeting Date:** Thursday, January 9, 2025

**Meeting Time:** 7:30 PM

**Meeting Location:** Virtual Meeting, <https://www.southboroughtown.com/remotemeetings>

---

**Meeting Called by:** Kathryn McKee

**Note Taker:** Satyendra Sharma

**Attendees:** Kathryn McKee, Satyendra Sharma, William Warren

**Absent:** Thomas Marcoulier

**Visitors:** Sam Stivers

**1. Call the meeting to order** - Meeting started at 7:38 PM

**Roll call** - Satyendra Sharma –present, William Warren – present, ,Present and Kathryn McKee – present.

**2. Approve Minutes from 11/21/2024**

- Motion to approve 11/22/2024 moved by Will Warren, seconded by Satyendra Sharma; vote - William Warren – yes, Satyendra Sharma and Kathryn McKee- yes. Approved 3-0.

**3. Peninsula Trail Phase I, MassTrails grant, project update: signage and grant extension, paving**

- Professional Liability was resolved with Asphalt Engineering but the paving date is now Spring 2025
- Mass Trails Grant extension was approved after amended submission of the project.

Time spent on the project discussion – 7 minutes

**4. Peninsula Trail Phase II, next steps project kick-off**

- The geotechnical engineering borings were completed in late Q4 2024.
- Water Certification will not be needed per confirmation from Mass DEP.
- Kathryn will need to get the NOIs filed with the register of deeds
- New bid for Bridge and Boardwalk will be generated in Q1 2025
- Natural surface Trail part can be handled by the Trails Committee members

**5. Volunteer Recruitment for Committee vacancy**

- One inquiry was received to help the Committee for Trails clean up.
- Kathryn will reach out to the person and report back

#### **6. Annual Report Due January**

- Annual Report is due January 17, 2025

#### **7. Closing out any outstanding projects**

- Benches have been received and have been stored in the Trails Committee shed. These need to be assembled on site this spring and summer
- Need to review the remaining funds to see if we can install any interpretative signage along the Sudbury Reservoir/Boroughs Loop Trail

#### **8. DCR MOA work plan**

- Tom Marcoulier is still working on the Work Plan

#### **9. Committee business related to maintenance, trail abutters, website, policies**

- After the bids are secured, website work could be taken up
- Requested assistance from the members to identify a resource to help us draft a map for the kiosks
- Trail directional sign was replaced along Lynbrook to prevent people from straying into the residential area

#### **10. Schedule next meeting**

- Thursday January 30, 2025 at 7:30 PM

#### **11. Adjournment**

- Motion to adjourn meeting -moved the motion by Will Warren, Satyendra -seconded. Roll Call – Satyendra Sharma – yes, Will Warren – yes, and Kathryn McKee – yes. Motion approved 3-0.
- Meeting adjourned at 8:07 PM