

## **Southborough Trails Committee Meeting Minutes**

**Meeting Date:** Thursday, May 6, 2025

**Meeting Time:** 7:30 PM

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

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**Meeting Called by:** Kathryn McKee

**Note Taker:** Satyendra Sharma

**Absent:** Tom Marcoulier

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

**Visitors:** None

**1. Call the meeting to order** - Meeting started at 7:46 PM

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

**2. Approve Minutes from 04/24/2025**

- Will Warren moved motion to approve minutes from 04/24/2025, Satyendra seconded. Vote- Will Warren – yes, Satyendra Sharma – yes, Kathryn McKee – yes. Minutes approved 3-0.

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

- Asphalt Engineering will be coming on 05/07/2025 to install the signage.
- CPC has requested an update on the project status. Will attend a future meeting to share updates.

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

- Beals and Thomas is still reviewing bridge height requirements for 100 year flood zone.

**5. Volunteer Recruitment for Committee vacancy**

- Kathryn reached out to the person and the person will let us know her interest level on being a volunteer.

**6. Bench Location**

- Trail Committee to assemble and review bench locations on the trail – May 15 and 22, at 5:30 PM
  - Committee discussed initiating a program to dedicate the benches to individuals. Will continue discussing in future.

**7. Closing out any outstanding projects**

- Interpretive signage – discussion on Isabela's design

**8. DCR MOA work plan**

- MOA Work Plan will be taken up in the next meeting
- Funding situation will be looked into via accounting – mowing contract will be discussed with DPW and J&J.

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

- Map improvement for Trails Kiosk and Will is looking for a resource to create map
- Trail maintenance work is needed for Ward Road

**10. Schedule next meeting**

TBD

**11. Adjournment**

Motion to adjourn meeting -moved the motion by Will warren.  
Satyendra Sharma– seconded. Roll Call – Satyendra Sharma – yes, Will Warren – yes, Satyendra Sharma – yes and Kathryn McKee – yes. Motion approved 3-0.

Meeting adjourned at 8:35 PM

**Documents used at the meeting**

- None