

## **Southborough Trails Committee Meeting Minutes**

**Meeting Date:** Thursday, June 5, 2025

**Meeting Time:** 7:00 PM

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

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**Meeting Called by:** Kathryn McKee

**Note Taker:** Satyendra Sharma

**Absent:** None

**Attendees:** Kathryn McKee, Satyendra Sharma, Tom Marcoulier, Will Warren (joined late)

**Visitors:** None

**1. Call the meeting to order** - Meeting started at 7:10 PM

**Roll call** - Satyendra Sharma –present, Tom Marcoulier– present and Kathryn McKee – present.

**2. Approve Minutes from 05/06/2025 and 5/15/2025**

- Will be taken up in the next meeting

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

- Asphalt Engineering has completed the paving
- We need to get the interpretive signage work started

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

- Beals Engineering is reviewing the need for a higher bridge height than originally proposed due to the 100-year flood plan. They are working to get more information.
- CPA money could be used for the additional engineering services we need to cover the additional analysis from Beal's Engineering Services in Phase II
- The Committee can use some of its annual budget to pay for a Beals invoice to help cover the additional cost. The Committee discussed using funds up to \$2500 for this purpose.
- Rest of the money from yearly budget could be used for buying a trail bench and the outstanding tools needed
- Motion moved by Kathryn to use money from yearly budget and CPA money to pay some of the Engineering fees overage, and to use the remaining yearly budget to buy one additional bench, tools and Yoga on the Trails (Yoga if a session is held). Motion seconded by Tom Marcoulier. Vote – Satyendra Sharma – yes, William Warren – yes, Tom Marcoulier – yes and Kathryn McKee – yes. Motion passes 4-0

**5. Bench Location**

- One bench was placed in the 911 trail on 05/28/2025

- Other bench locations discussion – on Deerfoot Road near the open channel (after permission is granted), BCT overlooking the water, near Northborough Road

**6. Closing out any outstanding projects**

- Interpretive signage – to be taken up soon

**7. 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 construction work party is coming up on June 8, 2025 with AMC team

**8. Schedule next meeting**

Thursday , June 26, 2025 7:30 PM

**9. 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 7:59 PM

**Documents used at the meeting**

- None