

Boyce Hill Town Forest Steering Committee
DRAFT MINUTES
December 16, 2020
(Task list at end of document)

1. Approve Minutes from December 2, 2020 meeting
Corrie asked that extra to-dos regarding budget preparation be added to minutes. With this clarification, Karrie moved to approve the minutes, Sally seconded. No further discussion, all in favor, motion was approved.
2. Public Input – No member of the public present.
3. Agree on goals for today's meeting
 - a. To-do list updates
 - b. Review overall project plan
 - c. Flesh out details and tasks re: Phase 1 (Visioning) Timeline, Elements and Ownership
4. Stewardship (Management) information (moved from Agenda item #5)
 - a. Woody reported that vegetation removal on dam is progressing with help from Ned Kelley and Judi Gates
 - b. Need to involve other volunteers and determine how to integrate them
 - c. Woody volunteered to supervise the stewardship aspect of projects and all agreed this would be helpful
 - d. All should consider list of stewardship project ideas and report back to Woody
 - e. Phragmites seed heads were removed and burned. Volunteers will go back in the summer and remove the rest of the vegetation.
 - f. Discussion on Woody's suggestion to remove thicker punji sticks for safety considerations (skiers falling) on areas that have been mowed. Concern that this sets precedent these open areas will be perceived as ski areas or a park. Agreement not to put call out to general community but to allow individuals to cut vegetation ad hoc on the most traveled paths.
 - g. Chuck mentioned that Mike Jordan said using Sugarbush for any mowing on Boyce Hill would be a strong possibility next summer. Mike has spoken to John Hammond about this.
5. Review tasks completed/in progress (moved from Agenda item #4)

Pete:	MRVAS mails to approx. 2500 Valley residents
Lisa:	Will continue to take minutes for next few meetings Began work with Sally on spreadsheet of public input and interests Sent link to group of items included in a Community Profile Presented draft budget to the Select Board Installed new winter parking sign with Ky
Sally:	Working on spreadsheet for public interest input to-date (to be completed at end of the year). Discussion on how much information to be made public. Followed up with McCain Consulting (for budget purposes) for an estimated cost for conducting a viewshed analysis, including LIDAR mapping – approx. \$5,000
Corrie:	Contacted Grace Glynn to send NRI shape files to Caitlin for use in development of additional base maps Developed draft budget to present to Select Board

- Met with Karrie and Jenna of VCRD to discuss facilitation of public meetings and costs associated with this. Discussion followed on timing of public meetings in relation to drafting management plan and timeline of public meetings through the Spring.
- Caitlin: Provided the group with a base locator map to be used as a basis for other maps. Discussion re: what trails to include and how this property ties into the rest of Fayston.
Spoke with VLT GIS staff who said they would be willing to host a Story Map for us, however, there would be a cost associated with it. If it were used for a limited time, it would be more ideal for VLT to host it (for instance, during the management process). A Story Map exists on ARC-GIS online and entire content is a giant shape file. Video and photos can be attached to a Story Map.
Contacted Jenna of Vermont Council on Rural Development so that Karrie and Corrie could speak with her.
- Chuck: Determined postage, paper, and envelope costs for town-wide mailing for budget purposes. Mentioned that Peter Forbes might be a good facilitator to use for public meetings.
- Karrie: Did not hear back from FPR. Met with Corrie and Jenna of VCRD to discuss facilitation of public meetings and possible topical sessions (4?) around different subject areas to get public input.
Mentioned NFCT might be able to host a Story Map.
- Woody: Helped Lisa and Ky mark boundary with Fuller property
Removed vegetation from pond embankment

6. Information sharing with the public and public input

- a. Next step for the SC is to continue talking about moving forward on public interaction process, how to present Natural Resources Inventory and other relevant reports, how to create the educational forums.
- b. Work on breaking out into groups and work outside of the meetings.
- c. Will need to break out educational public forums into topics and would be a good next step for a Steering Committee subcommittee. Corrie, Karrie and Woody will work on this and come back to the SC with thoughts and ideas.
- d. Format for forums could be 10-15 minutes of presentation and 10-15 minutes of clarifying questions. Gives us opportunity to hold other presentation style events on a range of topics. Encourage education about the property above and beyond a paired session of public forum with public input.
- e. Helpful to see Sally's spreadsheet on public interest topics.
- f. Public survey and educational forum could be conducted concurrently.
- g. Possibly video the educational forum/presentation and send out link with a public/community survey to the public.
- h. Public sessions will be conducted via Zoom or a similar format. Might help to have a facilitator to handle the IT portion of meeting management.
- i. Pete and Sally will begin thinking about a public survey. Pete has access to SurveyMonkey membership through the Rotary and kindly offered it to the SC. The survey could be sent out at the same time as the information sessions.

- j. Discussion re: whether to send out a survey at the end of each public session (continuous feeding) or at the completion of all the sessions. SC decided it might be best to include session links to all presentations along with a survey after all are complete, but this matter will still require further discussion.
- k. Bite size surveys are sometimes easier for people to complete. Make it iterative and accommodating to a larger audience.
- l. Natural Resources Inventory, Invasives Report, etc. would be part of a selected topic of discussion for a public forum/education session.
- m. Need to think about the order of topics.
- n. Need to think about baseline conditions – what can't we do per the Conservation Easement or Town Regulations i.e. Motorized activity.
- o. Advertise at the beginning what each session will cover so that people can pick and choose what session they would like to participate in.
- p. Andrea Shortsleeve (Vermont Fish and Wildlife Biologist) would be a good person to speak about big picture status of the property.

7. Steering Committee Visioning

- a. Should we move forward with a SC visioning process? What is the purpose of this exercise?
- b. Vision is to maximize the potential of the property given the constraints we have and the competing needs/uses for the property
- c. Each SC member has personal visions, but were chosen to be impartial and open to learning
- d. Mission of SC is to find a balance and try to understand everything enough to help make informed decisions.
- e. Steering Committee listens to the public and then makes the final decision
- f. SC member visions may have shifted slightly since they first started this process
- g. Is this something to do before or after the public process?
- h. Chuck and Lisa will work on visioning for SC using information from this discussion
- i. Each SC member could be interviewed on their personal views on how the property should be managed to establish bias and for each member to understand each other better.
- j. Finding the balance between ecology/wildlife and the human element
- k. This committee will make the decision on management that we recommend to the SB. We are listening but will synthesize public input to what we think is best.

8. Commercial permitting

- a. Woody received some input on the draft from Caitlin and Chuck
- b. All should read before next meeting so that it can be moved on to the Select Board for approval.
- c. Discussion on how we can enforce the rules that are established. As individuals we can point out the written rules to make people aware of them and explain why the rules are in place.

NEXT MEETING: Wednesday, January 6, 2021 at 7:00 PM

TASK LIST

- All:** Consider ideas for stewardship list that Woody is developing
Review the Commercial Permitting processing document from Woody
Review base maps when 'Maps Sub-Committee' presents ideas
Remember to copy all emails to BHTF email and FCC email
- Pete:** Develop agenda for January 6th meeting
Begin thinking about a public survey (with Sally)
- Corrie:** Create/Review base maps with Lisa and Caitlin and seek input from SC
Continue to discuss facilitation with Jenna of VCRD
Work with Karrie and Woody on public visioning workshop ideas
- Lisa:** Continue to take minutes for the next few meetings
Create/Review maps with Caitlin and Corrie and seek input from SC
Continue working with Sally on public comments record
Help Sally with Community Profile spreadsheet
Work with Chuck on Steering Committee vision/mission
- Caitlin:** Create/Review base maps with Lisa and Corrie and seek input from SC
Follow-up with Ethan Tapper re: story map process and how he handled hosting, and to get an update on status of Washington Country Forester.
- Woody:** Develop a list of possible stewardship projects
Develop a list of potential volunteers
Try to fix sign on gate that snowplow damaged
Work with Corrie and Karrie on public visioning workshop ideas
- Sally:** Continue working with Lisa on public comments record
Develop Community Profile spreadsheet
Begin thinking about a public survey (with Pete)
- Karrie:** Will type up notes from meeting with Jenna of VCRD
Will look into possibility of NFCT hosting a story map
Work with Corrie and Woody on public visioning workshop ideas
- Chuck:** Continue coordinating with the SB on budget process
Let SC know who the SB will be using at Town Meeting to moderate IT portion of educational forums
Work with Lisa on Steering Committee Vision/Mission