

SUNRISE TRAIL COALITION, INC.
BOARD OF DIRECTORS' MEETING
AUGUST 10, 2016 @NOON
Pat's Pizza
396 High Street, Ellsworth ME

MINUTES

1. Roll call of Directors and Quorum determination; Welcome Members and Public

Members Present: Ian Staub; Ray Archer; Charlie Robinson; Charlie Corliss; Carol Cuddy; Sandy Johnson; Steve Rees; Jen Boothroyd

Others Present: Crystal Hitchings; Robert Tortoriello

2. Discussion: Board Members' Comments to Draft Trail Users Survey

Several members had not received the draft from Jim or hadn't had time to review it.

For this process, Jim took a composite of remote camera photos and created a database of types of use, time of use, amount of use, etc. Jim then took survey data and combined info with his photo database, then used rails to trails methodology to standardize data for easy use. The report concludes with summaries of users and their use patterns and habits. It breaks down two detailed economic data sets – direct and indirect. The bottom line shows minimum and maximum economic gain, and shows expenditures of between 500k to 1 million by trail users during the survey period. The report shows by comparison this is a healthy figure, but also notes that this is a limited scope survey (no Machias data, for instance). The report suggests further studies to expand the results.

Ian would like to use this data to talk with Senator Rosen. The survey makes too many caveats, and Ian wants to see both a database section and a survey section, with two separate conclusions, thereby eliminating the caveats given for incomparable data. There are two separate studies and sets of data that don't correlate with each other and should be left separate. The economic data will really stand out with separation. Other members concurred. Ian will send his thoughts to Jim.

The group noted that the number and % and times and types of users discovered through the report weren't surprising. One surprise was the number of people who used the trail for birding. A member noted that a university class was out doing a dragonfly survey recently.

Jennifer reported that Jim Fischer is looking forward to getting many comments from the group. Individuals will send their comments to Jim this week, as he wants to submit the final report very soon.

3. Discussion: Secretarial/Web Support Services by HCPC

Crystal explained that her suggestion that the DEST Coalition contract with the Hancock County Planning Commission rather than the Washington County Council of Governments is due to the fact that she cannot access the DEST website, but Jen Boothroyd can. The suggestion was made because the original desire of the DEST Coalition was for minutes and other updated to be posted to the website, but Crystal can only take minutes, and they have to be sent to HCPC for posting anyway. The suggestion has already been discussed with and approved by Judy East of the WCCOG, and Tom and Jen of HCPC.

Jen explained the extent to which she is able to utilize the website, and provided some idea of what work might fall under a contract between the HCPC and the DEST Coalition. She also described how Jim Fischer had been able to provide more services in the past with MaineDOT monies, which have for the most part been eliminated; meaning neither HCPC nor WCCOG can provide these services once provided by Jim.

The Board agreed that the website is critical but hasn't been utilized to its capacity. Jen explained that although HCPC can make changes to the existing website, the software is old and the best method of achieving a great website would be to create a new site using new software. The DEST website is a subset of the HCPC website, and the DEST Coalition would have to create a whole new website to get independence from HCPC's website and software. The group does anticipate wanting to update the website at some point. A new website may be funded by grantors; the group may want to consider this.

Steve suggested making an appointment with Tom and Jen to review the needs and goals and draft a tentative contract for review at the next board meeting. Ian and Steve will begin an email discussion. Jen asked for a list of tasks so she can generate a cost estimate based on hours per task.

Charlie Corliss noted that he has limited access and wondered if there is a way to set Crystal up with limited access to upload the minutes - Jen says yes, probably. Jim will be back soon and may be able to provide some guidance. Carol suggested that a meeting with Tom, Jen, Steve and Jim might be where to start discussions.

4. Discussion: Scheduling Annual Meeting and Election of Directors

For the past several years the Annual Meeting has been held in October. Jim Fischer had put the ballot and proxy online and recorded the results. Although the bylaws technically allow electronic transmission, Steve suggested that a paper mailing may generate a better response rate. A minimum number of members and officers are required to be present for an annual meeting, and it has at times come very close that not enough are present.

With other things in flux, October is probably too soon for an annual meeting this year; November would be better, with a mailing done in September. The group discussed ways to increase attendance, including offering more than just an annual meeting. Steve said that the group had tried to provide an event in the past and it didn't yield results, and doesn't see warranting the expense. Even if people didn't come to the meeting it would be better if they would vote by proxy. Jen suggested a raffle for outdoor equipment or gift certificates. Ian suggested talking to radio and newspapers to advertise. People are looking for something and need something to be offered to get them to come. Will put this discussion on the agenda for next month

Steve read list of those whose offices will expire – there will be 4 positions to fill at this year's annual meeting for the next 3 year term. Steve, Polly, Andy, Hollace Hill (won't complete his term).

In 2017 there are another 4 positions expiring (and in 2017 Ian, Leslie, Sandy, Gary Nasberg), in 2018 there are 6. The bylaws allow for a total board membership of 21, and it is currently at 14. Balancing geographic representation and user representation requires a good size board, but quorums can be hard to reach. Steve suggests that if your position is expiring you are welcomed to renew; suggestions for new members are also welcome.

5. Report: East Coast Greenway Alliance Maine Way Tour: July31-August 2, 2016: Pres. Rees

A. July 31 Calais: Welcome Dinner/Welcome Breakfast/ Photo Shoot

B. August 1 Machias: Welcome Dinner/Welcome Breakfast/ Photo Shoot

C. August 2 Ellsworth: Welcome Dinner/Welcome Breakfast/ Photo Shoot

Steve attended this event, which was very nice. Attending were 16 riders, plus NE and mid-Atlantic East Coast Greenway trail coordinators, plus the current president of board of trustees, and others. 4-5 people biked from Calais to Machias on the DEST. They enjoyed the scenery and remoteness of the ride and did not complain about the trail surface, but they had appropriate tires. The Machias to Ellsworth ride included on-road construction and more difficult trail conditions. Those taking the on-road bike route arrived in Ellsworth around 4:30, DEST riders didn't arrive until 6:30. Due to the surface conditions, one woman was too exhausted to finish the day's ride and needed to be picked up from the trail, and another rider had 2 flat tires. Tuesday they rode from Ellsworth to Bucksport to Bangor, and arrived Saturday in Portland. Channel 2 ran a short video of the arrival. Robert Spiegelman gave thanks to Steve for support of the DEST Coalition.

6. Approval of Minutes of July 19, 2016 Board of Directors' Regular Meeting

With Steve's corrections to Charlie Corliss' report, the minutes passed.

7. Treasurer's Report- Treasurer, Ian Staub/Carol Cuddy

Treasurer's report was accepted as submitted.

STC Treasurers Report as of 8/10/16.

Bank balance as of 7/31/16: \$17,537.81

ATV Ticket Sales: 1,815.00

Dues: 125.00

Total: \$19,477.81

Bills to be Paid:

Ray Plumbing Co.: \$73.50

Frost Septic (July & Aug.): 120.00

F&F (ATV): 4,400.00

WCCG (C. Hitchings):	200.70	Grant Fund Carry over:	\$5,643.27
Total:	\$4,794.20	BSB Grant:	1,000.00
		General Fund:	9,040.34

Account Balances:

Ian noted that the grant fund carryover is going away. Left in the bank is \$9,000, the lowest ever since Ian has been treasurer. \$449 was allocated for Wallace tent, but no bill has been received yet. Ian hasn't gotten a check from Gary or Mary, or the promised medallions.

8. Trail Mgr's Report- Charlie Corliss

Mowing is near completion – it should be done this week, despite having two flat tires during the first day! Charlie hasn't received a lot of complaints about the trail grading (except for the difficulty the East Coast Greenway riders experienced on the graded portion of the trail). A dry spell loosens the surface of the trail, and grading brings in rocks from the side, so the trail isn't good for bikes at this time from Jonesboro Station west. ATV's will soon compact the surface.

Construction of the Ellsworth extension is going well. The base is complete from the parking lot to the Washington Junction road except for final surface. From the Washington Junction Road west, the final base is done for about a half mile. The crew is working on both ends now, and work seems to be on schedule.

Charlie hasn't gotten permission from Roy Allen to get ATVs and snowmobiles to Ellsworth marketplace and Hampton Inn, and they may not want that. He did get permission for a turnaround on another portion of property Allen controls. The Comfort Inn has given permissions to connect to the DEST. Charlie has laid out what he sees as access routes to get ATVs into downtown Ellsworth and only use 3-4 side streets. He still needs to talk with the police chief, and will involve Michelle Gagnon as these access routes will have to go to City Council. LL Bean was excited about getting involved, but the landlord hasn't been reached.

Signs for parking have been ordered. Segment maps will be made up so they don't have to go into the kiosks. The price range for the big logo sign is around \$150. Patrick Adams of MaineDOT thinks they can get them done for about \$55-\$60, although they do not have the money in the MaineDOT budget. Adams will also look into doing the segment maps. The Board liked the idea of purchasing the signs through MaineDOT. Charlie will seek an electronic vote from the Board to allow him to move forward.

The Board suggested that some kind of ribbon cutting should occur when the Ellsworth section opens. Steve thought the City was on top of that; this needs to be discussed at the next meeting.

Charlie noted that there wouldn't be excess crushed concrete left over from the Ellsworth extension work.

There was a relatively large expense a couple of months ago when a retaining wall along the extension was installed due to a steep embankment, and this cost 50K. More riprap has been installed than planned. Charlie expects there to be some money left. The group would like to put more crushed concrete onto the trail, and discussed making known the trail needs in case there is money left over that could be redirected to resurface or upgrade the rest of the trail - which should really have a 6 inch surface.

9. Old Business

A. Discussion: ATV Raffle: Charlie Robinson

Ticket sales were slow early on, but Charlie now believes the raffle will break even. Businesses say everyone will wait until closer to the end date of October 9th. The DEST Coalition now has possession of the ATV being raffled, which can boost sales. Some stores aren't working to promote the raffle, and tickets have been pulled out and redistributed. Charlie made a new poster about the raffle. The raffle isn't on the DEST Facebook page in any detail. Charlie Corliss will go back and update it. There was further discussion of ways to improve ticket sales. Ian will see if he can work with Andy at Friend and Friend to increase visibility. The ATV will be taken to the Winter Harbor lobster festival and to the Machias blueberry festival, and maybe to the Autumn Gold days in Ellsworth.

B. ATV Maine Banquet @ Dennyville, August 20: Ray Archer

Ray will host this on behalf of the DEST Coalition.

10. New Business

Dues discussion about waiting to ask for dues until it could be announced that the new Ellsworth section of the trail is open, can't really do this earlier than November.

11. Schedule Date, Time & Location Future Monthly Board Meetings

Wednesday September 7th Milbridge from 12-2

12. MISC Items

Steve noted that he has been talking with Shoshanna Hoos from the Maine Sunday Telegram , who wants to do an article about the DEST and the Ellsworth extension. Steve and anyone who wishes to will meet with her August 22nd in Machias at 10 am at the Machias chamber of commerce/Station 98.

Jim Fischer's economic impact survey and report can't be released yet as it hasn't been given to the funder yet.

13. Adjournment at 1:51