

# Squannacook Greenways, Inc. | September Board of Directors Meeting

Wednesday, September 24, 2025

## Attendees

**Directors** Mark Cram, Peter Cunningham, Emma Grazier, Frank Murphy, Bill Rideout, Joan Wotkowicz

**Guests** None

## Action Items

- **All Directors** to fill out and/or acknowledge receipt of IRS conflict of interest form and email Bill.
- **Bill** to follow up with Colby Streater about officially closing out our Order of Conditions in Townsend Harbor.
- **Bill** to email membership with (1) exciting news about the MassTrails Grant and (2) an invitation to the **Fall Clean-Up Day on November 8** (November 15 rain date).
- **Peter** to share RFP text we used last time. **Bill** to upload it into Google Docs and **Bill, Mark,** and **Peter** to revise.
- **Emma** to coordinate w/ Shlomiya Lightfoot on attending October 22 meeting.

## Notes

Meeting called to order at 7:02 PM

**Special update:** Bill received a phone call 25 minutes ago... **MassTrails Grant WON!!!!!! \$150k**

### 1. 2025 Annual Meeting

- a. Reappoint Directors with terms ending September 2025 (Linda Mack, Dan Hager, Bill Rideout, Dale Gates, Rick Bailey)
  - Board decided to leave **Rick Bailey's** position open.
    - In search of a good candidate to bring on in his place.
  - Bill Rideout moved to reappoint **Linda Mack, Dan Hager, Bill Rideout,** and **Dale Gates** for another 3-year term on the Board effective Sept. 28, 2025.
    - Joan Wotkowicz seconded.
    - All in favor - motion carried.
- b. Reminder to fill out IRS conflict of interest form
  - i. All Directors must complete each year - **fill out and return to Bill in PDF form via email or otherwise acknowledge receipt.**

### 2. Project Updates

- a. Groton Extension
  - i. Groton CPA Committee aware of issues utilizing G&W-owned rail corridor and SG shared our new plan to utilize town-owned property as a bypass.

- ii. Next step is to move forward with the permitting and design.
- b. Townsend Harbor
  - i. Order of Conditions - any further action needed?
    - 1. Bill spoke with James Gates and Colby Streeter and received verbal confirmation that we did not need to take remedial action.
    - 2. Bill to follow up with Colby about closing out the Order officially.**
  - ii. Signage update?
    - 1. Bill put up one sign pointing trail users to the new sidewalk.
    - 2. Will upgrade to better signage once the Harbor Church landscaping is complete.
- c. Townsend Extension
  - i. Peter is still working with Greystone Realty on the lease.
    - 1. He heard directly from someone at the MBTA who was great and indicated that they have no strong objections and that we won't have to pay an application fee.
    - 2. He shared an example of our current lease, but may need to ask Sen. Cronin or Rep. Scarsdale to help us move things along.

### 3. Maintenance & Events

- a. Fall clean-up/leaf blowing dates
  - i. Board Selected November 8 (with November 15 as a rain date).
  - ii. **Bill to send an email with the news of the MassTrails Grant and invite people to the fall clean-up.**
  - iii. In addition to leaf blowing, we need some metal rakes to move the chaff collecting in the section in the field approaching Harbor Pond.

### 4. Grants

- a. MassTrails
  - i. We won the entire \$150k requested for engineering and permitting!!!
  - ii. Next steps: We'll need to issue an RFP and get three qualified bids.
    - 1. Board discussed RFP structure and determined that we need a single RFP, but that bidders should itemize proposals by town (one price for Groton and another for Townsend), since we are leveraging separate funding sources.
    - 2. Peter to share RFP text we used last time. Bill to upload it into Google Docs and Bill, Mark, and Peter will revise.**
    - 3. Board discussed contractors from whom we hope to receive bids, including Dillis & Roy, David Ross, VHB, Stantec, and BCS Group.
- b. Solar Canopy Grant
  - i. Kym Craven (TEO) writing a grant proposal for cement picnic tables with solar canopy for cell phone charging, which we could place along the rail trail at Depot Street.

- ii. Peter asks who would be responsible for maintenance, repairs, and landscaping around the table.
  - 1. Bill suggests we can nail down specifics if TEO wins the grant.

**5. Financial & Fundraising Reports**

- a. Reviewed financial report - made 12 cents in interest.

**6. Review [August Meeting Minutes](#)**

- a. Peter Cunningham moved to approve August Meeting Minutes. Bill Rideout seconded. All in favor - motion carried.

**7. Schedule Next Meeting & Adjourn**

- a. Next meeting will be Wednesday, October 22 at 7 PM.
- b. Emma to coordinate w/ Shlomiya Lightfoot on attending.**

Meeting adjourned at 7:35 PM