

Town of Monkton  
Town Forest Committee  
MEETING MINUTES  
Wednesday, April 22, 2026, 7:00pm  
Monkton Town Hall Community Room & via Zoom  
(Approved: TBD)

**Members:** Jaime Schulte (Chair), Callie Brynn (Vice Chair), John McNerney, Molly Parren (Minutes Taker), CJ Buzzy (Treasurer), Jessica Demeritt (Clerk),

**Members Not Present:** Cassandra Corcoran

**Guests:** None

**Call to Order** – Jaime called the meeting to order at 7:00pm, with six members present

- **Regular business**

- **Determine quorum; Review Agenda; Announcements**

- We received a thank you note from Lauren Parren on behalf of the Monkton Historical Society for the VT Kaolin Company mailbox donated to the museum (Jaime brought it to their meeting on Monday after retrieving it from the MTF).

- **Public Comment** (Guests) up to 10 minutes - none offered.

- **Review Minutes:** 4/1/26

- John moved to approve the minutes of April 1, 2026, as amended, Callie seconded. There was no further discussion. The vote passed 6-0-0.
- Jaime mentioned that other committees and the Selectboard send out minutes prior to meetings so approval moves more quickly. We may consider doing that.

- **Recommendations & requests - Story Walk; Master Naturalist project**

- Waiting to hear more about the Master Naturalist project. Molly mentioned that she reviewed some materials from them, so they have a product they are working on. We will likely hear more when Cassandra returns.

- **New Business**

- **Summer 2026 Hardscrabble Road work - road crew plans; paving**

- Jaime had a conversation with Trevor (Road Foreman) and there are big plans for Hardscrabble Rd this summer, using more of the 50-ft right-of-way in some sections with a wider road where needed and ditches to help with drainage. Work will start in about a month and will take a few months to complete.

- The biggest effect for MTF will be the need for culverts for any crossings over the ditches. We may need to move the gate across from the firepond.
    - It is unclear how Old Lover's Lane might still be used for parking. We will have to see how things change.
- **Proposed and routine work**
  - **Boundary/trail marking, kiosks, parking, connector trail, gates; access**
    - Callie drew sketches for some potential markers/posts we could use to inform people that they are entering/leaving MTF. There are about 14 locations that could be marked but we might start with a few major ones and see how they work. The committee discussed different designs, locations, and materials. Jaime, CJ, and John may be able to supply materials for some posts. Callie and Cassandra will move this item forward and look into ordering markers.
    - Jaime shared the files for the 2025 hunting signs with CJ, who will hang updated signs for the upcoming turkey season.
    - We will first focus on creating a kiosk for the parking area off of Old Airport Rd. Designs were discussed and we will move this forward, now that the ground has thawed.
    - John will meet with Trevor (road foreman) about Old Airport Road parking improvements next week.
    - We would like to continue work on the connector trail between the fire pond and Old Airport Road. We may consider doing a trash clean-up day in the area first.
  - **Trash/debris removal;** Report on 4/18 MTF Cleanup community event
    - This was a successful event and was well attended and received by the community via social media. Molly will make notes for this gathering. Mark and Lisa Burns, and John, have worked on moving some of the trash removed from the Monkton Town Forest. All tires and plastic bags are out but more needs to be moved. They have paid out of pocket for this so they should be reimbursed through MTF funds.
  - **Kaolin Dam status; Dam fee**
    - We need to figure out when the dam fee is due. Last year, the dam registration came in on April 23 and was paid May 23 by the town. Callie will reach out to Jackie about the fee being paid this year.
    - John has been working on the Kaolin dam, because the beavers have been busy and the dam plugs up in a few days. John has

added a bigger spacer between the boards, which will hopefully help.

- John will contact Zapata about the need to remove trees from the dam according to Dam Safety. CJ will follow up with a friend who might know who we should contact.

- **Old Business**

- **Old Lovers Lane (Town Highway 36)**

- We should schedule a site walk with Cote, VFF, and MTFC regarding what to do about OLL and flooding.
- Callie, Jaime, and John will attend and propose some dates to the parties.

- **Camera policy initial draft; Volunteer policy next steps**

- Molly will re-send the camera policy for review before our next meeting.
- We need to figure out what other local organizations do for volunteer policies. Jess looked online and didn't see anything. Callie will check the Town Forest Stewardship Guide for any ideas about volunteer policy. CJ will email other town forest committees about what they have done about this (e.g., Hinesburg, Huntington). John can check in with VLCT for examples, etc.

- **Shared ROW**

- John hopes to move this forward soon.

- **OAR Road Maintenance Agreement Next Steps**

- Jaime will share history about MTF and OAR with new landowners on Old Airport Rd and the selectboard.
- Jaime shared past draft road agreements with Walter Crandall.

- **Financial**

- **Town Forest Management Fund**

- Jaime made a spreadsheet of all fund transactions for the committee to review. We have about ~\$38K of which ~\$33K is subject to the Town's Memorandum of Understanding with the Vermont Land Trust.
- CJ will follow up with the town Treasurer on a couple questions that came from reviewing the account. It looks like \$1k of the overall Fund is possibly not allocated to the correct account.

- **MOU Management Fund Use Policy**

- CJ will work on a draft policy for funds not subject to the VLT MOU.

- **OAR Road Maintenance; Town Contribution for 2025**

- We are waiting on agreed upon numbers from the residents of OAR.

- **Federal grant final report**
  - No updates yet on final grant closure.
- **Grants/fundraising committee updates – CWSP**
  - Jaime reached out and learned that Fitzgerald Environmental is now running the program. It seems like we are selected but nothing will happen until the fall. They will reach out to us.
  - The Vermont Association of Conservation Commissions wants to do a webinar series where people talk about their town forest success stories. Something we might want to consider.
- **Upcoming Community Events ('On the calendar'); Outreach/web page**
  - Jaime did some updates to the webpage and Jess is willing to take that over and keep the webpage current.
- **Action Items** (detailed above)
  - Jaime will send the action items Excel sheet to everyone.
- **Set the next meeting date(s):**
  - Next meetings: May 21<sup>st</sup>, June 17<sup>th</sup>, July 15<sup>th</sup>. Will try to start doing the third Weds of every month.

### **Adjournment**

Callie moved to adjourn, Molly seconded. The vote passed 6-0-0. Adjourned 9:03pm.