

Town of Monkton  
Town Forest Committee  
MEETING AGENDA  
Thursday, May 21, 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), Jessica Demeritt (Clerk), Cassandra Corcoran

**Members Not Present:** CJ Buzzy (Treasurer)

**Guests:** Robin Hopps, Scott Gustin

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

**1. Regular business**

**a. Determine quorum; Review Agenda; Announcements**

**b. Public Comment (guests): up to 10 minutes**

- No public comment.

**c. Review Minutes: 4/18/26, 4/22/26**

- Jess moved to approve the minutes from 4/18/2026 as written, Callie seconded. There was no further discussion. The vote passed 6-0-0.
- Jess moved to approve the minutes from 4/22/2026 as written, John seconded. There was no further discussion. The vote passed 6-0-0.

**d. Meetings - confirm upcoming 3rd Wednesdays: June 17, July 15, etc.**

- Confirm dates and check room availability.

**2. New Business (7:15pm)**

**a. Recommendations & requests**

- Nothing new.

**b. Master Naturalist project presentation & discussion (up to 30 min)**

- Cassandra, Scott, and Robin created a webpage with high level facts about MTF regarding history, geology, wildlife, and vegetation. They showed the committee the proposed website which will be accessed via a QR code available on MTF kiosks. John asked how this content looks on a phone given that is how it will be accessed, they said that they need to check that. The committee provided some feedback and some requested adjustments based on the management plan, etc. They will make some changes and give us the link so we can review the updates.

**c. Hardscrabble roadwork - MTF considerations & access points**

- Jaime and John will be meeting with the Road Foreman and Selectboard Chair next Thursday to figure out access points for the MTF with the new ditching that will occur along road starting June 2<sup>nd</sup>. The committee reviewed maps Callie created examining potential access points and parking at three locations along Hardscrabble Rd. The desire is to maintain all three locations as potential parking, but it is unclear if that will be possible with the road work taking place. This will hopefully be resolved in the meeting next week.

**d. Old Lovers Lane (Town Highway 36) roadwork & water levels**

- Callie, John, and Jaime met with Tyler and Neil Cote and David Brynn (VFF) to talk about access on OLL. Tyler likes to access his landlocked parcel through both access points (OLL and right-of-way west of wetland) and would like to keep OLL passable for vehicles. Tyler Cote would like a beaver deceiver installed on OLL and he would maintain it. To install a beaver deceiver (or other water controller device), we may need to drop water level temporarily north of OLL. No wetland permit would be needed to do so if following state regulations.
- John moved to approve lowering the water level one to two feet subject to state regulations at the dam behind Queen Bee's if the installer of the OLL water controller device insists that it is necessary for their installation. Jess seconded. Vote passed 6-0-0.

**3. Proposed and routine work (8:00p)**

**a. Boundary/trail marking, kiosks, parking/access, connector trail, gates**

- The committee reviewed some ideas for MTF signs and maps shared by Ken Wolpin from Weeks Forest Carriage Trail in Guilford.
- John and Jaime will work on creating the kiosk at the access at Old Airport Road (OAR) when they get a chance. CJ sent photos of Black Locust he has access to that could be used for the kiosk(s).
- Ideally, the connector trail through the section of MTF between OAR and Hardscrabble will be finished in time for the fall hunting season. This will provide a section of forest for people to walk where hunting is not allowed.

**b. Invasives mgmt.; request from MCC to support Morse Park efforts**

- Callie found some Garlic Mustard near the gate at OAR and near the trail looping up to Kenyon landing. There is also some on east side of the MTF. There is also honeysuckle present in forest. Maybe we will host another trash removal day where we also pull invasives.
- MCC would like help from other committees with parsnip removal at Morse Park. Given they helped with trash removal at MTF, it would be good if we can return the favor.

**c. Trash/debris removal; Kaolin Dam status**

- John got a reimbursement check from taking trash from the trash removal day at the MTF to the transfer station.
- We would like to do another cleanup day in the area between OAR and Hardscrabble where hope to put in a new connector trail. Hopefully, we can schedule that soon.
- John reached out to Zapata Courage of DEC Wetlands and Steve Hanna at Dam Safety regarding the Kaolin dam. As far as we know, the last inspection was from 2024 when there were concerns because lever control devices were not working and there were trees growing on the dam. The water control devices are doing well now so we need to address the trees. According to Zapata, we do not need a wetlands permit to fell these trees. John has not heard back from Steve regarding regulations/concerns with dropping these trees or if there is a more current inspection report. Hopefully, we will learn more soon.

#### **4. Old Business (8:15p)**

##### **a. Camera policy; Volunteer policy**

- Molly re-shared the draft camera policy which the committee reviewed. There was some discussion about cellular camera use, and it was agreed that we should add an exception to restricting cellular camera use if there are concerns regarding vandalism/security. Molly will formalize language and share the policy for approval at the next meeting.
- John shared a sample volunteer document that we may want to use to create our own volunteer agreement for work in the MTF.

##### **b. Shared ROW**

- John will continue to investigate this now that there are changes occurring with Hardscrabble Rd and there is a need to discuss access points.

##### **c. OAR Road Maintenance Agreement Next Steps**

- For now, the committee is focusing on figuring out 2025 shared costs for OAR maintenance. Once that is established, we can return to discussing an agreement (see other bullet).

#### **5. Financial (8:30p)**

##### **a. Management Fund status; expense allocations**

- CJ is following up on this and we will discuss this further at our next meeting.

##### **b. MOU Management Fund Use Policy**

- CJ is following up on this and we will discuss this further at our next meeting.

##### **c. OAR Road Maintenance - Town Contribution for 2025**

- The committee reviewed numbers provided by Walter Crandall regarding OAR road maintenance costs in 2024 and 2025. We have some questions about these numbers that Jaime will take to residents of OAR so we can finalize a number for 2025 costs. Once that is established, we will determine what amount the town owes. Currently, there is no road maintenance agreement, so the town is only required to pay a proportional share, which is undefined.

Hopefully, we can return to establishing a road maintenance agreement once 2025 costs have been agreed to and paid.

- Given there has been so much changeover in the Selectboard since the establishment of the MTF, Jaime sent an update to the current Selectboard about history of OAR. This provides necessary information for when we discuss cost sharing and a road maintenance agreement.

**d. Federal grant final report**

- No updates

**e. Grants/fundraising committee updates – CWSP**

- Fitzgerald Environmental Associates is working with Addison County Regional Planning Commission to conduct road erosion inventories in town forests, including the MTF. Jaime, John, and Callie met with Jake from Fitzgerald Environmental who said that their team did a quick Lidar survey of the MTF property and they are going to go out this summer to evaluate grade and drainage for all trails. They are doing this to a standard that makes it easier to apply for grants for trail improvements. The survey is free.

**6. Upcoming Community Events; Outreach/web page**

- Jess is taking over the MTF webpage and will make updates. We now have a new MTF webpage login.

**7. Action Items**

- See above.

**Adjournment**

Jess moved to adjourn, Molly seconded. The vote passed 6-0-0. Adjourned 9:32pm.