Town of Monkton
Town Forest Committee
MINUTES
Wednesday, November 18, 2026, 7:00pm
Monkton Town Hall Community Room & via Zoom
(draft)

Members: Jaime Schulte (Chair), Callie Brynn (Vice Chair), John McNerney, Molly Parren (Minutes Taker), Jessica Demeritt (Clerk), Cassandra Corcoran, Zoom: CJ Buzzy (Treasurer)
Members Not Present: None
Public: None

Call to order- Jaime called the meeting to order at 7:01pm with 7 members present

1. **Regular business**
    a. **Determine quorum; Review Agenda; Announcements**
- Done
    b. **Public Comment (guests): up to 10 minutes**
- None
    c. **Review Minutes: Oct 21**
- Jess moved to approve the minutes of 10/21/26 as written, Callie seconded. There was no further discussion. The vote passed 7-0-0.
    d. **Meetings - confirm upcoming 3rd Wednesdays: Dec 16, Jan 20**
- Confirmed
2. **New Business** (7:10pm)
    a. **Recommendations & Requests**
- Callie talked to Cindy Sprague about reptile research, which she has done in the past in the Watershed Center. Callie inquired about funding needs to continue to do this research in Monkton. Cindy said that she is limited by finding a vet who can implant a transmitter (may have to go to MA) but $5,000 could be helpful for moving research forward. This work is aligned with the management plan, especially with rare species limiting some land use so it seems like a good use of the management fund. Callie will reach out again to get more information and a timeline before moving this forward. We will let her know that we are open to her request.
    b. **2027 Budget Request**
- The proposed budget that Jaime put together includes $250 for the dam fee ($250) and $3,512.50 for shared maintenance of Old Airport Road. If everyone signs the Road Maintenance Agreement that the Selectboard drafted, the town will pay half of all expenses if costs stay at or below

$7,025. Therefore, the committee is budgeting for the maximum amount that might be due although it is unlikely it will be that expensive.

- Jess moved to approve the 2027 Budget request for $3762.50, Molly seconded. The vote passed 7-0-0.
- The committee also discussed 2025 and 2024 OAR costs. The true amount spent in 2025 was $1,500 so the 2026 budget will pay some percentage of that total. Also, the town did not overpay for road maintenance in 2024. The Selectboard agreed to pay 50% of actual costs so the full 2025 amount will be due with no adjustments.

3. **Proposed and routine work** (7:20pm)
    a. **Quick Updates:**
        i. **Review completed items: trash/debris removal Oct 24, stone on trails, mowing, OAR kiosk, "no motorized" signs**

- John hauled another 45 tires to the dump after the cleanup we did in October. As of now, over 90 tires have been removed so far.
- Jaime mowed the clearing up on east side beyond Queen Bee's and the clearing furthest west beyond both stream crossings. He estimates these clearings have not been mowed in at least 4 years. Jaime started to make a schedule for when clearings have been mowed to help us decide when they need to be cleared again.
- John added some stone to a persistent wet spot on Old County Road heading toward Kenyon.
- Jaime and John put up motorized vehicles prohibited signs and added paint to the blazes on the eastern ridge. They also finished the kiosk at the old Airport Road parking area. Thanks to John and Jaime for building this!

        ii. **Old Lovers Lane: Deceiver/work & water levels**

- Not much has changed here. The water level almost as high as it was in July but not quite.

        iii. **Kaolin Dam - plan coordination w/Barnum on dam maintenance**

- There has been some beaver activity by the dam which has led to concerns about mud around the cage, etc. We will continue to monitor this.
- The dam gets inspected every 10 years and was considered unsatisfactory back in 2023. We still need to clear trees on the slope from the dam. We can leave trees in place after they are dropped but it would be easier to move bigger trees out of the way. It is worth clarifying if we need a permit for tree removal. We plan to do some of this clearing in the next couple of months.

    b. **Trail marking**

- Cass, Jess, and Callie flagged a loop in the MTF going both directions. Jess and Callie returned later and moved a few flags after initial placement. They are trying to make the blazing as unobtrusive as possible. Callie, Jess, and Cass will go back out on Saturday to paint final blazes for this loop. Relatedly,

they might move a smaller kiosk by the Bristol town line to be closer to the loop they are flagging. In the near future, we will add a boundary sign where the kiosk currently is.

c. Connector Trail

- We are looking at routing options through the central section where the trail needs to gain elevation, but we don't want to make it too steep. The committee reviewed some options and agreed to a path forward, so we can keep clearing the new trail(s).

4. Old Business (7:45pm)

a. Management Fund status

- John got reimbursements for trash cleanup- presumably from the Management Fund. Jaime will submit for reimbursement for materials for the kiosk. Need to check that funds are coming from the correct fund.

b. Policies: Management Fund Use Policy; Volunteer

- CJ made some adjustments to the Management Fund MOU based on edits from the committee during a previous meeting. As we reviewed the document, we added some clarifying language relating to access points. John moved to submit our proposed Memorandum of Agreement on Use of Town Forest Management Funds to the Monkton Selectboard, Cass seconded. The vote passed 7-0-0.
- CJ looked at emails he had exchanged with other town forest committees about their volunteer policies. There is little guidance from what these other towns have done but we need to keep thinking about what our volunteer agreement would look like.

c. Clean Water Service Provider (CWSP) roads assessment - next steps

- The committee reviewed the road assessment in the last meeting. The next step appears to be meeting with Addison County Regional Planning Commission about this assessment. Callie, John, and CJ will reach out and schedule this meeting. Additionally, CJ suggested putting in a preapplication for the FPR RTP grant using the numbers from this assessment. These are due in a couple of days. John moved to authorize CJ to submit a preapplication to the RTP program for the work to be done on the two stream crossings on the western side of the town forest, Callie seconded. The vote passed 7-0-0.

d. Old Airport Road: Road Agreement status; town shares for 2025, 2026

- Sam seems to be making progress with moving a draft road agreement forward.

e. Action Items

- See above

- Cass volunteered to spread some wood chips on tree roots exposed on the trail near the entrance at OAR. The chips are already piled by the OAR kiosk.
- Cass also volunteered to look into getting E911 signs for three of our parking areas (Old Airport Road, by fire pond, and Central Park). We will use the management fund to pay for these signs. Old Lover's Lane does not need one given it is at an intersection.

5. Community Events

- None scheduled

Adjournment

John moved to adjourn, Jess seconded. The vote passed 7-0-0. Adjourned at 9:05pm.