

## Meeting Minutes No. 1

Project Name: Hill's Hill Mountain Biking Trails and Skills Area

Project Number:

Date:

October 10, 2023

Time:

2:30 PM

Location:

Virtual Meeting (Teams)

Attendees / Contact List:

Name	Title	Organization	Attend	Phone number	Email address
Joe Connelly	Director of Recreation	Town of Arlington	X		jconnelly@town.arlington.ma.us
Phil Lasker	Parks Commission	Town of Arlington	X		phil_lasker@yahoo.com
Scott Walker	Parks Commission	Town of Arlington	X		swalker17@hotmail.com
Henry Fenollosa	Parks Commission	Town of Arlington	X		hfenollosa2024@spyponders.com
Josh Fenollosa		Resident of Arlington	X		josh@brownfenollosa.com
Brian McBride	Open Space Committee	Town of Arlington	X		brianmcb@outlook.com
Brandon Kunkel	Practice Leader	Weston & Sampson	X	617-960-6977	kunkelb@wseinc.com
Josh Millonig	Sn Project Manager	Weston & Sampson	X	617-459-4304	Millonig.joshua@wseinc.com
Brad Siedlecki	Principal	Pillar Design Studio	X	888-880-5112	swalker17@hotmail.com

This meeting was the initial kickoff meeting for the Mountain Bike Trails and Skills Area project for the Town of Arlington.

### 1. Project Team Introductions

- a. Team member meeting.
- b. Discussed overall roles and responsibilities.
- c. Reviewed project history and goals.

### 2. Project Scope

- a. Location of mountain bike trails within the forested hill
- b. There has been a tree inventory conducted.
  - i. Joe Connelly to distribute report.
- c. Brian McBride commented on habitat preservation to be considered when determining the locations of trails and the skill course.
- d. Brad Siedlecki mentioned the trails need to be located on site. Skills area not required to be connected to trails but recommended.
  - i. Trails and skills course can be situated to preserve trees where practical.
- e. Brad to confirm site visit and coordinate with other project meetings in the North East region.

**Action Items:**

1. Brad to confirm site visit with Pillar Design member (Jason) and if other project meetings allow for Brad to be on site.
  - a. Followup after meeting conclusion: Brad and Jason are confirmed to visit the site on October 20<sup>th</sup> at 8:30am. Weston&Sampson (W&S) will bring a GPS unit to field locate trail layout/location.
2. W&S to proceed on survey coordination of the site.

END OF NOTES

These notes are intended to represent the topics discussed accurately. Please notify author of any correction, clarifications or additions upon receipt. Revised notes will be redistributed; otherwise, these notes will serve as the record for this meeting.