

WAKE FOREST GREENWAY ADVISORY BOARD

MEETING MINUTES

March 9, 2010

Members Present: Jan Ammons (Chairman), Greg Hoit (Vice Chairman), Tim Nau, Jeremy Wrenn and Laurie Arntsen, Jeff Poupart, and Pete Thibodeau (ex-officio)

Members Absent: Don Bode, Joe Seigler, and Emalie Levine

Staff Present: Candace Davis

Visitors: none

CALL TO ORDER

Jan Ammons called the regular meeting of the Wake Forest Greenway Advisory Board (GAB) to order at 7:33 a.m. – The Forks Cafeteria 339 S. Brooks Street, Wake Forest, NC 27587.

APPROVAL OF MINUTES

Motion: Greg Hoit made a motion to approve the minutes from the February 9th Regular Business Meeting. The motion was seconded by Tim Nau and carried unanimously (6-0).

ANNOUNCEMENTS

- **Arbor Day Celebration-Thursday, March 11; 10 am, Wake Forest Community House, 133 W. Owen Ave.** The public is invited to attend the 2010 Annual Arbor Day Celebration. Jones Dairy Road Elementary School 4th and 5th grade students will provide musical entertainment. The Urban Forestry Board will present three students with four awards for their Arbor Day posters. Green Medal Awards will also be presented to honor people and projects that exemplify the principles of Arbor Day. Refreshments will be provided by the Wake Forest Woman's Club and Wake Forest Garden Club. Contact Ann Ayers at aayers@wakeforestnc.gov for more information.
- **Technical Review Committee (TRC) –March 19; 10am, Town Hall Board Room**
- **Neuse Riverkeeper Foundation 8th Annual Neuse River and Tributaries Clean-up – Saturday, April 10th; 8:30am – 2:00pm.** There are various sites for volunteers to help clean the Neuse, with festivities afterwards. For general information, please contact Jessica with the NRF at 856-1180; www.neuseriver.org. Joe Seigler will also organize a clean up along Smith and Tom's Creeks. Anyone interested in participating at these Wake Forest sites, contact Joe Seigler at 919-961-1428.

UPDATES

- **Dunn Creek Greenway Project** - S. T. Wooten was authorized to proceed with the construction of Dunn Creek Greenway Trail and a subcontractor began installing silt fence on February 8th. Based on the contracted 180 days to completion, the goal is to be complete by the first week in August, 2010.

Shortly after beginning work, NCDOT expressed concern over the DWQ permit, which expressly authorized buffer impacts that we discovered only included the area of our paved trail and no more. KCI and staff worked with DWQ through the Express Permitting Program to get our permit modified to include the trail, temporary impacts and the full width of the clearing, including the area behind the wing walls of the bridges. S. T. Wooten was then authorized to go back to work on the trail on March 8th. This delay may add to the 180 days to completion. However we will not know for certain and the goal is to make up the time if possible.

OLD BUSINESS

a. Goals for 2010

Jan Ammons revised the Running Wish List (*see attachment*) based on feedback received from each Board member. There are five goals for the year, all of which maintain a high priority. The Running Wish List will also serve as a guide for GAB members and staff to use when speaking on behalf of the GAB.

Jan will meet with staff before the April meeting to create a timeline for all of the items on the list. Ideally each GAB member should pick one goal and one activity to assist staff with for the year.

Motion: none

Action: Candace will email Jan possible meeting dates/times.

b. Adopt-a-Trail Program

Staff distributed copies of draft website text that would be used for the Adopt-a-Trail Program -explaining details about the program and the Adopt-a-Trail Volunteer Agreement. Jan Ammons crafted a letter that provides the purpose for the program and is targeted at community groups and Home Owners Associations. The Board members reviewed the documents and offered feedback. Jeremy Wrenn asked staff to check with Bill Crabtree regarding the email disclosure statement currently listed on the Volunteer Agreement (see below). *Question:* Under the new public information, would an email address be released to a third party?

*I would like to receive occasional email communications about Town of Wake Forest programs, services, and special events. By agreeing to receive email communications about Town of Wake Forest programs, services, and special events, I understand my email address **WILL NOT** be disclosed to any other organization and I may unsubscribe to the service at any time.*

Pete Thibodeau inquired about options for individuals or businesses that may to donate money (fees would need to be established) to “sponsor” a trail segment rather than adopt a segment and the Town would maintain the sponsored segment. If this is allowed would that individual or business be able to purchase a sign to place on their trail segment? Adopt-a-Trail signage and Pete’s idea will be discussed further with Susan Simpson and Ann Ayers.

Motion: none

Action: Staff will discuss the Adopt-a-Trail signage request and Pete’s idea. Staff will also contact Bill Crabtree regarding public information question Jeremy raised.

c. CIP/Budget – strategy for March 16th Board of Commissioners Meeting

Jan Ammons will attend the March 16th Board of Commissioners (BOC) Meeting to speak on behalf of the GAB showing support for the CIP items submitted by the Planning and Parks & Recreation Departments. Other GAB members planning to attend the BOC meeting include: Greg Hoit (Vice Chairman), Tim Nau, and Jeff Poupart.

Motion: none

Action: none

NEW BUSINESS

a. Take-a-Hike – Burlington Mills

The March Take-a-Hike will be held on Friday, March 26th at 2pm. Everyone is asked to assemble at the corner of Fineberg Street and Bratt Street (Burlington Mills Road entrance of Caddell Woods), between Capital Boulevard and Ligon Mill Road. Town staff will lead a hike to the new Burlington Mills Road bridge,

which spans across Smith Creek, before trekking along the paved greenway trail to the Smith Creek Wastewater Treatment Plant. The group would then along the sewer easement to the Neuse River, before returning to the parking area. The Neuse River site will be the location of a future greenway trail bridge connecting Wake Forest's and Raleigh's greenway systems. The 1.5 mile hike will last approximately two hours.

Motion: none

Action: Candace will contact Bill Crabtree to request he create a flyer announcing the March 26th hike.

b. Dunn Creek Greenway Project – Ribbon Cutting Ceremony

Jan suggested having Ground Breaking Ceremonies in addition to Ribbon Cutting Ceremonies to announce the start of a greenway project. The GAB members agreed with this idea and plan to offer support when planning and coordinating the event.

The Dunn Creek Greenway Project is currently underway and is expected to be completed in 180 days. The GAB plans to assist staff in coordinating the Ribbon Cutting Ceremony.

Motion: none

Action: none

ADJOURNMENT

There being no further business, Jan Ammons made a motion to adjourn the meeting at 8:24am. Tim Nau seconded the motion. The motion was approved 6-0.

Jan Ammons, Chairman

Candace Davis, Senior Planner/Secretary