

## **Sangerville Community Forest Committee (SCFC) Policy**

Enacted Feb. 24 2011

(Revises Sangerville Tree Board Policy, Enacted September 14, 2010)

### **Purpose**

The Sangerville Community Forest Committee (SCFC) shall be a citizen's group, under the auspices of the Sangerville Select Board, formed to review the present state of Town-owned woodlots and associated property, and to develop and initiate short-term and long-term planning of Town-owned woodlots and associated property. The Committee shall operate under the following guidelines set forth by the Select Board.

### **Committee Formation**

The Sangerville Community Forest Committee (SCFC) shall consist of at least five (5) members, selected by a volunteer and appointment process by the Select Board. It is recommended that one member be from the Planning Board and another member be from the Select Board. Other members shall be Sangerville citizens. Staggered terms shall be three (3) years with no term limit. Up to two (2) additional members may serve as Alternates, with a term of one (1) year and no term limit. Committee positions shall include a Chairperson and a Note Taker. Three (3) members shall be a quorum.

### **Committee Responsibilities**

The Sangerville Community Forest Committee (SCFC) shall:

1. Act as a resource, contact liaison, review, and recommendation panel for the Sangerville Select Board concerning matters regarding Town-owned woodlots and associated property in accordance with the Town Forest Management Plans on file in the Town Office.
2. Meet on a regular basis, depending upon need.
3. Maintain a record of each meeting to include attendance, meeting agendas, and final recommendations.
4. Make decisions and recommendations to the Select Board in accordance with the Town Forest Management Plans on file in the Town Office, which shall be reviewed annually and updated as needed.
5. Make decisions and recommendations to the Select Board regarding the Town Forester, associated contractors, and contract language and review.
6. Reach agreement through consensus for Select Board decisions.
7. Submit updates of activities to the Select Board.
8. Develop a budget for the Annual Meeting with the Town Manager.
9. Submit an Annual Activities Report to the Select Board, which includes activities, short-term and long-term goals, priorities, and an evaluation of Town-owned woodlots and associated property and any improvements (signs, buildings, picnic tables, trails, etc.).