

NOTICE AND AGENDA MEETING

The Rail Trail Council for the Northwest Vermont Rail Trail will be meeting on
Monday, November 17, 2025 at 6:00 PM
Remote option below, or in person at 75 Fairfield Street, St. Albans

Information on how to access the remote meeting:

By computer, smartphone, tablet, or other device: Click on the Zoom meeting invite-
<https://us02web.zoom.us/j/85188419006>

You may be prompted to enter a meeting ID: 851 8841 9006.

- Passcode: 770730
- By telephone: Dial +1 646 558 8656. When prompted enter the meeting ID: 851 8841 9006. Regular toll call/cell phone charges may apply.

All meeting participants will first enter a virtual “waiting room” until the meeting organizer opens the meeting.

Please review our "Informational Handout for Remote Public Meetings" to understand how these electronic meetings will be managed. If you wish to make a public comment but do not have the ability to comment remotely during the meeting, please email your comment(s) to Amy Adams at aadams@nrpcvt.com

To ensure smooth access, we recommend that you test your remote meeting software in advance of the meeting. **If you have difficulty accessing the meeting, please email aadams@nrpcvt.com**

Agenda:

1. **Introductions/Potential new members**
2. **Minutes** – September 15, 2025 minutes enclosed
3. **Financial Report** - 3rd quarter 2025 financial report enclosed
4. **MVRT Management Plan Status**
5. **Sheldon Junction Kiosk**
6. **Wayfinding Update**
7. **Updates**
 - **LVRT Community Grant updates (Sheldon Junction Trailhead Study, Swanton Trailhead, Highgate & Other)**
 - **Grants & Funding Sources: NRPC Update on Grants Available & Communities Updates on Applications**
<https://fpr.vermont.gov/recreation/recreation-grants/vorec-community-grant-program>
<https://fpr.vermont.gov/recreational-trails-program>
 - **LVRT/MVRT (J. Cassino)**
 - **VAST (M. Bushey)**
8. **Other Business**
9. **Next Meeting** – January 19, 2025 (Holiday) – date options Jan 12 or Jan 20

If you cannot attend the meeting, please notify Amy Adams at aadams@nrpcvt.com.

11/10/2025

In accordance with provisions of the Americans with Disabilities Act (ADA) of 1990, the NRPC will ensure public meeting sites are accessible to all people or provide an opportunity for individuals to request special accommodations. Requests for free interpretive or translation services, assistive devices, or other requested accommodations should be made to Amy Adams, NRPC Title VI Coordinator, at 802-524-5958 or aadams@nrpcvt.com, no later than 3 business days prior to the meeting for which services are requested.

INFORMATIONAL HANDOUT FOR REMOTE MEETINGS

Remote Public Meetings

All public body meetings for the Northwest Regional Planning Commission will be conducted remotely via electronic means for the duration of Governor Scott's State of Emergency declaration. Whenever feasible, the public will also be able to access and participate in the remote meetings by dialing in through telephone.

Accessing a Meeting

Please refer to each notice and agenda for information on how to access a remote meeting. Please note that whether you join by telephone, computer, or device, you may be put on hold or in a waiting "room" until granted access to the meeting. You also may be muted or restricted from using any chat function until the public comment portion of the meeting.

Participation

All meetings will be conducted in accordance with the respective "Rules of Procedure" of each public body, to the extent practicable. The public body will follow its agenda and allow public attendees to participate through voice (audio) means where feasible or alternatively using any chat function during the designated public comment periods on the agenda and at other applicable times as needed.

Initially, the meeting's host/organizer will mute all participants that are not members of the public body. This is necessary to control background noise. The host/organizer will then unmute participants or allow participants to unmute themselves when invited to speak by the Chair of the public body.

Please review the following guidelines:

- The Chair will invite comment:
 - during the time designated on the agenda for public comment;
 - after the public body discusses each agenda item;
 - before the public body takes action;
 - during any open public comment period, if applicable; and
 - other times as determined by the public body.

- When a participant/attendee is unmuted, they must state their name before commenting.

When the public body adjourns the meeting, the host/organizer will end the electronic meeting by turning off/closing the remote meeting software. Attendees will be automatically disconnected.

Minutes and other public records that were part of the meeting will be made available in accordance with VT's Open Meeting and Public Records Laws.

To learn more about Remote Public Meetings and the Open Meeting Law, please visit the Secretary of State's Municipal Assistance webpage at <https://sos.vermont.gov/municipal-division/laws-resources/covid-19-response/>.



NORTHWEST VERMONT RAIL TRAIL COUNCIL

c/o Northwest Regional Planning Commission
75 Fairfield Street
St. Albans, VT 05478
Phone: 802-524-5958 • Fax: 802-527-2948



APPOINTED

Berkshire-MVRT

Angel Larose

Enosburg Falls-MVRT

Ellen Stanley

Enosburgh Town-MVRT

Vacant

Richford-MVRT

Vacant

St. Albans City-MVRT

Richard Stahl

St. Albans Town-MVRT

Robert Bessette

Fairfield-MVRT/LVRT

Jane Williams

Sheldon-MVRT/LVRT

Vacant

Swanton-MVRT/LVRT

Joel Clark

Bakersfield-LVRT

Vacant

Fletcher-LVRT

Aimee Tinker

Highgate-LVRT

Vacant

VAST

Mark Bushey

At Large

Alisha Sawyer

David Stanley

Randy Chadburn

Diane Leary

Ex-Officio

* VT Agency of

Transportation

*Northwest Regional
Planning Commission

*VT Dept. of Forests,
Parks, & Recreation

*Franklin County Industrial
Development Corporation

Minutes of Council Meeting held Monday, September 15, 2025

Present/Introduction: Dave Stanley, Mark Bushey, Ellen Stanley, Jane Williams, Angel Larose, Richard Stahl, Joel Clark, Diane Leary, Andy Crossman Bill Gray (VTrans), Jackie Cassino (VTrans), Matt Walker, Amy Adams, Don McFeeters and Bryan Derry (Sheldon Historic Society).

Chair Dave Stanley called the meeting to order at 6:05 p.m.

Adjustment to the Agenda: None

Meeting Minutes

R. Stahl moved to accept the minutes of May 12, 2025; seconded by M. Bushey. Motion passed.

Financial Report-

E. Stanley presented the 2nd quarter 2025 financial report (AprJun 2025). R. Stahl moved to accept the 2nd quarter report as presented; seconded by D. Stanley. Motion passed.

Potential RT Donations— A. Adams updated the Council on an individual who was looking to make a donation specifically to the LVRT for a certain section outside the NW region. The Council agreed that it would be best to stay within our region when accepting donations in order to maintain items that are along the NW trails.

Updates

- **Sheldon Junction Trailhead –** J. Cassino updated that the next steps are Design and Engineering, planned for this fall. Chris Hunt will be managing the project with the Council as Stakeholders.
- **St. Albans City Trailhead –** J. Cassino updated on the progress as the City is managing the project. Vtrans will be meeting with the City to discuss designs for the project, planned for next construction season.
- **Swanton Trailhead Community Grant (LVRT) –** J. Clark said the project is going well. The Wayfinding is about 75% done, Kiosks about 60% done and the metal roof is going on the pavilion and the port-o-let is being installed. Early October they will be planning a ribbon cutting.
- **Highgate- LVRT Level 2 Trailhead –** no update
- **Franklin County Trails Alliance VOREC Grant –** A. Crossman stated the group received a \$4k grant from Kelly Brush Foundation/ Vermont Adaptive to convert 3 miles of St Albans Town Forest Trails to adaptive ready. On September 27th they will be hosting the Franklin Forty Gravel Ride, catered by Phoenix House and highlighting the

Choiniere Farm in Highgate.

- **LVRT/MVRT** – B. Gray, resurfacing is well underway, SD Ireland is making progress, currently in Enosburg Falls. Pace will increase in opening up sections, there has been some unforeseen issues in Berkshire/Richford along one of the side banks, which needs to be reinforced. J. Cassino updated that there are 2 trail counters in the north that have been installed. D. Stanley commented that the bridge in Berkshire needs some maintenance, some nails have surfaced on the east side down the centerline and Dave also asked about a solution for poison ivy in Berkshire, J. Cassino suggested we take inventory of these areas and find a solution for next season. J. Cassino has been working on assessing areas/intersections for the Wayfinding Scoping Study, hoping to have this wrapped up by late fall or early winter.
- **VAST**- M. Bushey said the Club has been working on getting landowner permission and they have been working on getting bridges inspected. B. Gray asked to be notified when the Clubs get ready to put up the signs for the season.

Other Business – Don McFeeters and Brian Derry from the Sheldon Historic Society were present to share their interest in the Sheldon Junction project as well as looking for support and input on a possible project at the Historic Society location in Sheldon. They may have a beneficator to supply funding for a project to support riders and trail users. J. Cassino and B. Gray will meet on September 29th to discuss options and review potential plan ideas, as well as share the process since it would be on state owned property.

NEXT MEETING- November 17, 2025

ADJOURNMENT

The meeting adjourned at 7:00 pm.

Minutes Approved: _____



Outlook

Q3 Treasurer

From Ellen Stanley <estanley802@gmail.com>

Date Mon 10/27/2025 2:29 PM

To Amy Adams (NRPC) <aadams@nrpcvt.com>

Q3-2025	
July 1 - Sept 30	
Income	
Interest	\$1.55
Expenses	
Account Balances Sept 30	
RT Checking	\$2,089.62
RT MM	
Savings	\$20,605.85
Total \$	\$22,695.47