

# NOTICE AND AGENDA MEETING

The Rail Trail Council for the Northwest Vermont Rail Trail will be meeting on  
**Monday, May 18, 2026 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/81476611320>

You may be prompted to enter a meeting ID: 814 7661 1320

- Passcode: 471165
- By telephone: Dial +1 646 558 8656. When prompted enter the meeting ID: 814 7661 1320. 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](mailto: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](mailto:aadams@nrpcvt.com)**

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## **Agenda:**

1. **Introductions/Potential new members**
2. **Minutes** – March 9, 2026 minutes enclosed
3. **Financial Report** - 1<sup>st</sup> quarter 2026 (Jan-Mar) financial report enclosed
4. **St. Albans City Trailhead & Extension (Chip Sawyer)**
5. **Local Motion LVRT-Mini Grants (Richard Amore)**
6. **MVRT Management Plan Draft – J. Cassino**
7. **Updates**
  - **Green Up Day Recap (A. Larose)**
  - **LVRT Pause Place (J. Cassino)**
  - **Sheldon Trailside Mural -**
  - **Sheldon Junction Trailhead Study, Swanton Trailhead, Highgate & Other**
  - **Northern Forest Canoe – Paddle/Pedal Event July .....**
  - **LVRT/MVRT**
  - **VAST (M. Farmer)**
8. **Other Business**
9. **Next Meeting** – July 20, 2026

**If you cannot attend the meeting, please notify Amy Adams at [aadams@nrpcvt.com](mailto:aadams@nrpcvt.com).**

*In accordance with provisions of the Americans with Disabilities Act (ADA) of 1990, and Vermont's Open Meeting Law, the NRPC will ensure public meeting sites are accessible to all people or provide an opportunity to request*  
5/18/2026

*accommodations. Requests for free interpretive or translation services, assistive devices, designation of a physical meeting location, electronic access to a meeting, 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 2 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

Bryan Derry

### Swanton-MVRT/LVRT

Joel Clark

### Bakersfield-LVRT

Vacant

### Fletcher-LVRT

Aimee Tinker

### Highgate-LVRT

Vacant

### VAST

Mike Farmer

### At Large

Andy Crossman

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, March 9, 2026

**Present/Introduction:** Ellen Stanley, Jane Williams, Richard Stahl, Bryan Derry, Jackie Cassino (VTrans), Dave Stanley, Mike Farmer, Joel Clark, Andy Crossman, Matt Walker, Bill Gray (VTrans), Shaun Coleman and Amy Adams.

Vice Chair Richard Stahl called the meeting to order at 6:02 p.m.

Adjustment to the Agenda: None

### Meeting Minutes

Bryan Derry moved to accept the minutes of January 20, 2026; seconded by Jane Williams. Motion passed.

**Friends of the Trails** – 2025 season donations brought in \$1,045 compared to 2024 season at \$2,295, donations were down primarily from the trail being closed for part of the season. Donations are primarily from visitors and active members.

**Green Up Day – May 2<sup>nd</sup> Volunteer to Lead** – Angel Larose will take the lead for the Green Up season. Amy Adams will work with A. Larose in reaching out to Towns to help coordinate volunteers, locations, drop-off locations and other logistics and work with Jackie and Bill for trail specific logistics.

**Wayfinding Signage Update** – J. Cassino has been working with VHB with the feedback. VHB is updating the design prototype, may include POI. RPC's have updated the list of businesses and the online map is being updated, once completed a link will be shared. No significant changes in the proposed locations of sign locations.

**MVRT Management Plan Draft**– J. Cassino updated the Council that the State is wrapping up the process, she read through the Vision Statement, Goals and Strategy/Action steps. She asked that Council members review the draft and provide feedback by March 20<sup>th</sup> directly to her.

### Updates

- **Sheldon Junction Trailhead** – This project is going out to bid in the next week for the Design/Permitting work.
- **St. Albans City Trailhead** – A. Adams shared a message from Chris Hunt regarding the current amenities of the picnic table, bench, bike rack and bike repair station that will need to be dismantled from the current location in preparation for the Extension project. The Contractor will be using that area for rail tie storage. A. Adams will reach out to the Council on their recommendation for the items and gather feedback.

- **Swanton Trailhead Community Grant (LVRT)** – Joel Clark announced there will be a opening ceremony in mid May and will let the Council know when a date is confirmed.
- **Highgate- LVRT Level 2 Trailhead** – No update
- **Franklin County Trails Alliance VOREC Grant** – No update
- **Events** – Maplefields is hosting a Big Change Roundup on April 18, 2026. The event will be a 2 mile walk or a 5K run, starting on the rail trail behind Maplefields in Enosburg with a 9 am start.
- **LVRT/MVRT** – B. Gray is hoping for a normal maintenance season ahead. J. Cassino mentioned that last season they were able to complete inventory for over 700 culverts and the goal is to continue this annually with a 33% goal. A sign inventory will also be conducted this season to understand existing signs (location, condition) retire poor condition signs, implement newer standards for roadway directional signs.
- **VAST-** M. Farmer updated that they had 4 weeks of grooming in February by the Fletcher Rough Riders and other 2 clubs. The season may be over with the warm up. B. Gray mentioned for next winter season he would like VAST to groom all the way to the trailhead at Robin Hood Drive and for a turn around to be established now that the Swanton Trailhead is completed and plenty of parking. Grooming this season near Bates in Enosburg was a great improvement. Will need to work with Enosburg Town or Village for snow dumping/banks off their sidewalks.

**Other Business** – A. Adams shared a description for a brochure holder to replace the current ones at the kiosk. The current ones are not waterproof. B. Gray recommended removing the old ones when the replacements are installed. Waiting for a sample to arrive.

**NEXT MEETING-** May 18, 2026

**ADJOURNMENT**

The meeting adjourned at 7:00 pm.

Minutes Approved: \_\_\_\_\_

## Amy Adams (NRPC)

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**From:** Ellen Stanley <estanley802@gmail.com>  
**Sent:** Tuesday, April 28, 2026 6:17 PM  
**To:** Amy Adams (NRPC)  
**Subject:** Re: Northwest VT Rail Trail Council meeting reminder

Northwest Vermont Rail Trail Council	
Q1-2026	
Jan 1 - Mar 31	
Income	
Membership	\$835.00
Interest	\$1.54
Total	
Expenses	
Account Balances March 31	
RT Checking	\$3,184.62
RT MM Savings	\$20,885.33
Total \$	\$24,069.95

Le lun. 27 avr. 2026 à 14:46, Amy Adams (NRPC) <[aadams@nrpcvt.com](mailto:aadams@nrpcvt.com)> a écrit :

Please mark your calendars for May 18<sup>th</sup> at 6 PM for a Northwest VT Rail Trail Council meeting. I will send out the agenda and zoom link around May 11<sup>th</sup>.

Thank you,

Amy Adams  
*Office Administrator*