

## **NOTICE AND AGENDA FOR REMOTE MEETING**

**The Rail Trail Council** for the Northwest Vermont Rail Trail will be meeting remotely on **Monday, November 21, 2022 at 6:00 PM**

### **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/86369558799>

- You may be prompted to enter a meeting ID: 863 6955 8799.
- By telephone: Dial +1 646 558 8656. When prompted enter the meeting ID: 863 6955 8799.

*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)**

### **Agenda:**

1. **LVRT Update (J. Cassino)**
2. **Minutes – September 19, 2022 minutes enclosed**
3. **Financial Report - 3<sup>rd</sup> quarter 2022 financial report**
4. **Updates**
  - **Season Wrap Up**
  - **VOREC-Trail Items to purchase**
  - **VAST (M. Bushey)**
5. **Other Business**
6. **Next Meeting – January 16, 2023**

***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, 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](mailto: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 MEMBERS

**St. Albans City**  
Richard Stahl

**St. Albans Town**  
Randy Chadburn

**Swanton**  
Vacant

**Fairfield**  
Jane Williams

**Sheldon**  
Dianne Crane

**Enosburg Town**  
Robert Gervais, Sr.

**Enosburg Falls**  
Ellen Stanley

**Berkshire**  
Carol Hickey

**Richford**  
Vacant

**VAST**  
Mark Bushey

**At Large**  
Don Mueller  
Alisha Sawyer  
David Stanley

## Ex-Officio

VT Agency of  
Transportation

Northwest Regional  
Planning Commission

VT Dept. of Forests,  
Parks, & Recreation

## Minutes of Meeting held Monday, September 19, 2022

### Zoom Meeting

**Present:** Dave Stanley, Carol Hickey, Ellen Stanley, Randy Chadburn, Jane Williams, Mark Bushey, Richard Stahl, Bill Gray (Vtrans) and Greta Brunswick.

Chair Dave Stanley called the meeting to order at 6:04 p.m.

Dave motioned to adjust agenda moving LVRT discussion to after committee updates. Richard Stahl seconded. Motion passed.

### MEETING MINUTES

*M. Bushey moved to accept the minutes of the May 16, 2022; seconded by R. Stahl. Motion passed.*

### FINANCIAL REPORT-

*E. Stanley presented 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> quarter 2022 financial report (Jan 1, 2022 – Sept 31, 2022). M. Bushey moved to accept the financial reports as presented; seconded by R. Stahl. Motion passed.*

### UPDATES

**MVRT T-Shirts** – T shirts and long sleeves. Logo just over heart. 5 people ordered. All distributed. Shop was open for month and 2 weeks. Asked question about future ordering. Could decide to do it again.

**Summer Season** – B. Gray updated committee on bridge work. Expecting to be done, but weather has caused some delay in finishing. Mowing contractors are doing private job and then Wed and Thurs going to start LVRT from Jeff to Morrisville, then mobilize to Sheldon junction where they will mow MVRT – likely starting mid-week next week. Have excavator coming in with bigger head on it to push back some bigger limbs and heavier brush. It looks a little rough when it's first done, but then it heals itself and looks better. What about woodvine. Attack on side of trail but not beyond. Completed the concrete pads at Kane Rd and Greens Corner and also moved the kiosk in Richford and stabilizing the kiosk at Sheldon Junction. R. Chadburn asked about cutting behind sign in parking lot. Bill confirmed they will not do that. Greta noted spending down the rest of grant. Can discuss mowing around parking areas in future contracts but will need to close parking areas while mowing happens. R. Stahl noted, not just mowing but growth coming in. It was noted also there are many potholes in parking areas.

**VAST** – M. Bushey updated that they are still in pause mode. Need to start getting landowner permissions again, which can be difficult.

**OTHER BUSINESS** – None

**LVRT Update** – G. Brunswick provided overview on potential sub-committee structure for LVRT. Asked for comments: Are there going to be mile markers? The ones that are out there now, some are correct and some are not. This summer there were 4 construction projects on LVRT over course of part of LVRT. Another project specific to big bridges. Scheduled to be wrapped up this year. Currently have in the works a contract for LVRT in its entirety which is a signage project. As part of that project, we will be replacing and resetting all new mile markers for entire trail. What about Sheldon Junction parking area. Nothing in the works right now. Just concept – but B. Gray is looking into a better parking area in that location that would serve both trails. M. Bushey – will they be putting Stop Ahead signs as well? E. Stanley – We have J. Williams, we are supposed to have Sheldon. It would be nice to have Sheldon and Swanton reps. E. Stanley has been talking with some folks from Swanton. Her hesitation is being able to address business as same and not have to have extra meetings. C. Hickey – We already discuss the LVRT at business meetings. Feels like we already have transitioned into it naturally. E. Stanley – Thinks it makes a lot of sense to roll into it. Would need to open to more towns? Confirm boundary of sub-committee as being just Franklin County. B. Gray believes the intent is to follow RPC boundaries. So, another subcommittee for Lamoille and NVDA. Confirmed new towns would be Swanton, Highgate, Fairfield, Fletcher and Bakersfield. C. Hickey – we are already familiar and very excited about. M. Bushey – where are they getting the topping for the LVRT, FW Whitcomb plant in Colchester.

**NEXT MEETING**

Our next meeting will take place on Monday, November 21, 2022.

**ADJOURNMENT**

The meeting adjourned at 6:55 pm.

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