

NOTICE AND AGENDA FOR REMOTE MEETING

**The Rail Trail Council for the Northwest Vermont Rail Trail will be meeting remotely on
Monday, September 19, 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/89976385025>

- You may be prompted to enter a meeting ID: 899 7638 5025.
- By telephone: Dial +1 646 558 8656. When prompted enter the meeting ID: 899 7638 5025.

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. **Minutes** – May 16, 2022 minutes enclosed
2. **LVRT update**– B. Remmers
3. **Financial Report** - 2nd quarter 2022 financial report
4. **Updates**
 - **MVRT T-Shirts**
 - **Summer Season**
 - **VAST (M. Bushey)**
5. **Other Business**
6. **Next Meeting** – November 21, 2022

If you cannot attend the meeting, please notify Amy Adams at 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, 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, May 16, 2022 Zoom Meeting

Present: Dave Stanley, Carol Hickey, Ellen Stanley, Randy Chadburn, Jane Williams, Mark Bushey, Richard Stahl, Bill Gray (Vtrans), Jackie Cassino (Vtrans) and Amy Adams.

Chair Dave Stanley called the meeting to order at 6:02 p.m.

MEETING MINUTES

M. Bushey moved to accept the minutes of the March 21, 2022; seconded by C. Hickey. Motion passed.

UPDATES

MVRT-Shirts – E. Stanley is working with Mountain View Printing to finalize the logo, color and shirt type. A. Adams will share the logo's for a final review.

Trail Friendly Business Update – There are about 64 confirmed businesses that are participating in the Trail Friendly Business program and have been added to the interactive map. These businesses are on the Business Directory and all kiosks are filled with the directories in the appropriate towns. A. Adams is checking the database monthly for new business submissions. D. Stanley suggested having a QR code available to share with trail users to access the website more easily.

Paddle/Pedal Event – July 16, 2022 – Volunteers needed as crossing guards, if you interested and A. Adams will pass details along to the Northern Forest Canoe Trail. D. Mueller and J. Williams volunteered.

Renew Ride w/GPS/Interactive Map – Yearly subscription of \$499 is due in May, need an approval for Council to pay for the renewal. *C. Hickey made a motion to approve the payment of \$499 for the renewal fee, D. Stanley seconded the motion. Motion passed.*

Spring Season – Thanks to all that helped green up the trail, we were able to do all 26 miles. B. Gray updated the work that Vtrans is doing, the mowing contract is in place for the summer. A few culverts have needed some work and the repairs to the trail have been completed. He is working on clearing down trees and cutting back as much as possible prior to the first mowing in June. B. Gray reminded Council members if they are on the trail and come across a problem area to notify him or A. Adams and if at all possible to mark the area with a tree limb so that it is easy to locate.

VAST – M. Bushey updated the TMA membership for the season: 24,000 statewide, 5,251 were non-residents and 750 for Franklin County.

OTHER BUSINESS –

- R. Chadburn has reached out to the Town of St. Albans regarding the large potholes as you enter the driveway to the trailhead access in St. Albans to see if they can fill the holes. B. Gray would like an update of the response.
- E. Stanley is working with C. Scott to transfer the Treasurer's responsibility over. There is some issues with transferring the responsibilities with TD Bank, D. Stanley suggested to choose a bank in E. Stanley's location and he, A. Adams and E. Stanley will meet at the location to get the responsibilities in place.

NEXT MEETING

Our next meeting will take place on Monday, July 18, 2022 in person location TBD.

ADJOURNMENT

The meeting adjourned at 6:48 pm.

Minutes Approved: _____