

NOTICE AND AGENDA FOR REMOTE MEETING

**The Rail Trail Council for the Northwest Vermont Rail Trail will be meeting remotely on
Monday, January 15, 2024 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/83180494097>

- You may be prompted to enter a meeting ID: 831 8049 4097.
- Passcode: 433752
- By telephone: Dial +1 646 558 8656. When prompted enter the meeting ID: 831 8049 4097. 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

Agenda:

1. **Minutes** – November 20, 2023 minutes enclosed
2. **Financial Report** - 4th quarter 2023 financial reports enclosed
3. **Council Memberships/Resignations**
4. **Annual Meeting** - Elections of Officers and Members at-large
5. **Updates**
 - **Sheldon Junction Trailhead Study Public Meeting**– January 22, 2024 -Sheldon Town Office
 - **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>
 - **NWVT Rail Trail Council Bylaws & Articles (K. Lavoie)**
 - **LVRT (Jackie C.)**
 - **VAST (M. Bushey)**
6. **Other Business**
7. **Next Meeting** – March 18, 2024

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

Minutes of Board Meeting held Monday, November 20, 2023

APPOINTED

Berkshire-MVRT
Carol Hickey

Enosburg Falls-MVRT
Ellen Stanley

Enosburgh Town-MVRT
Robert Gervais, Sr.

Richford-MVRT
Vacant

St. Albans City-MVRT
Richard Stahl

St. Albans Town-MVRT
Randy Chadburn

Fairfield-MVRT/LVRT
Jane Williams

Sheldon-MVRT/LVRT
Vacant

Swanton-MVRT/LVRT
Joel Clark

Bakersfield-LVRT
Vacant

Fletcher-LVRT
Vacant

Highgate-LVRT
Sharon Bousquet

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

Present: Dave Stanley, Ellen Stanley, Mark Bushey, Jane Williams, Don Lamont (Vtrans), Jackie Cassino (Vtrans), Richard Stahl, Randy Chadburn, Don Mueller, Sharon Bousquet, Kyle Grenier (NRPC) and Amy Adams.

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

LVRT UPDATE/STAFF – J. Cassino introduced Don Lamont as the newest staff member to the Rail Trail Program with Vtrans. D. Lamont will be working alongside B. Gray to maintain all the trail systems. LVRT NW sections are still open. They are working on the last 15 miles of trail that is still closed. With 4 more projects to repair: bridges, culverts and culvert repairs, in hopes of completion in the spring.

MEETING MINUTES

R. Stahl moved to accept the minutes of the September 18, 2023; seconded by M. Bushey. Motion passed.

FINANCIAL REPORT-

E. Stanley presented the 3rd quarter 2023 financial report (Jul-Sept 2023). M. Bushey moved to accept the 3rd quarter report as presented; seconded by R. Stahl. Motion passed.

Updates

- **Trail Counts** - K. Grenier, NRPC Transportation Planner shared the bike/ped counter data that was collected this past season on the MVRT in several locations (St. Albans Trailhead, Green's Corner -West, Sheldon Jct – East on bridge, Richford Trailhead, Green's Corner – East), data was emailed to Council and Vtrans. K. Grenier is working on building a base for counts and in the future planning to continue counts on the MVRT and LVRT as well. Permanent data counters will be installed on both trails by Vtrans.
- **Season Wrap-up:**
 - Vtrans was able to accomplish 2 mowings by Summit Contracting as well as a heavy cut-back from mm 10 to mm 26 (Sheldon-Richford). Vtrans is in hopes of a resurfacing project for the entire MVRT in the next season, possibly. The new picnic tables, cement pads and bike racks are holding up well. The box on the St. Albans Trailhead kiosk has broken off, Council will re-attach it in the spring, it is currently stored in the NRPC garage.
 - J. Cassino updated on the meeting with the Bates concern from May. Bates agreed to move some equipment, RT staff revisited the site last week and no physical changes have occurred. Next steps will be to serve Bates with an encroachment legal letter and AOT will survey that area. Barrier items will need to be addressed in that area prior to resurfacing project. J. Cassino asked that VAST keep them updated if there are any issues with the season. M. Bushey commented that is a dangerous area with grooming with the trailer so close to the crossing and they also plow snow onto the trail, making it difficult to clean the trail.

- J. Cassino recommended inviting Chris Hunt to the January or March Council meeting to discuss the resurfacing project specifics and timeline.
- **VAST-** M. Bushey reported the VAST clubs are out putting up trail stakes for the opening of the trail on December 15th. From the July flood their estimated 2 million in damages to the VAST trail network.

OTHER BUSINESS –

- J. Cassino updated on the Sheldon Junction Trailhead Study with VHB. Project kickoff meeting was on Nov 15th, Steering Committee consists of VHB, Vtrans, NRPC, Bourdeau Bros, Randy Chadburn and RT Council. VHB was on site today and they are scheduling a local concern meeting tentative January 22, 2024.
- Grant opportunities: LVRT Community Grant, open to LVRT towns for scoping and feasibility study, trailhead, design construction. VOREC has funding available for same types of projects, but for all trails. LVRT won the People’s Choice Award, AOT received \$10,000, which will be donated to the Vermont Community Foundation’s Flood Relief Fund to support communities along the LVRT that sustained flood damage in July!

NEXT MEETING

Our next meeting will take place on Monday, January 15, 2024.

ADJOURNMENT

The meeting adjourned at 6:51 pm.

Minutes Approved: _____




SHELDON JUNCTION Trailhead


Local Concerns Meeting



 **Monday, Jan. 22, 2024**

 **6:00 pm**

 **Sheldon Town Office**
1640 Main Street
Sheldon, VT 05483

 For comments or questions
please contact Branden Roberts
at broberts@vhb.com

Please join us for the first public meeting of the LVRT/MVRT Sheldon Junction Trailhead project. Come share your thoughts about potential improvements to the trailhead in Sheldon Junction and your ideas for improving safety and connectivity for all trail users.



Northwest Regional
Planning Commission
SERVING THE MUNICIPALITIES OF
FRANKLIN & GRAND ISLE COUNTIES

