

## **NOTICE AND AGENDA MEETING**

**The Rail Trail Council for the Northwest Vermont Rail Trail will be meeting on  
Monday, May 12, 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/82376256482>

You may be prompted to enter a meeting ID: 823 7625 6482.

- Passcode: 973928
- By telephone: Dial +1 646 558 8656. When prompted enter the meeting ID: 876 5092 2829. 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 17, 2025 minutes enclosed**
3. **Financial Report - 1<sup>st</sup> quarter 2025 financial report enclosed**
4. **MVRT Management Plan – Public Meeting (in the planning stage)**
5. **RT Meet-Up Recap (K. Lavoie/J.Cassino)**
6. **Paddle/Pedal Event-July 12<sup>th</sup> (Karrie Thomas, Northern Forest Canoe Trail)**
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/B.Gray)**
  - **VAST (M. Bushey)**
8. **Other Business**
9. **Next Meeting – July 21, 2025 (Public Meeting)**

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

5/5/2025

*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](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

**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**  
Vacant  
**Highgate-LVRT**  
Ty Choiniere

**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, March 17, 2025

**Present/Introduction:** Kathy Lavoie (NRPC), Dave Stanley, Mark Bushey, Ty Choinier, Ellen Stanley, Jane Williams, Randy Chadburn, Bill Gray (VTrans), Joel Clark, Angel Larose, Robert Bessette.

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

Adjustment to the Agenda: None

### Meeting Minutes

Randy Chadburn moved to accept the minutes of January 13, 2025; seconded by Dave Stanley. Motion passed.

**Recognition of Don Mueller-** Recognition of Don Mueller, he resigned his position as an At-Large Member and is headed to KS to be with family. Mailing address will be given to members that request it. Amy Adams will also send a thank you card on behalf of the Council for his years of service. Don has been a huge part of the Council since 2005. Members expressed their appreciation and best wishes.

**Friends of the trails –** Dave Stanley recapped donations for 2024; 33 donations totaling \$2,295.00. For 2023, 34 donations totaling \$2,185.00. Amy Adams will be working on the first batch of letters asking for donations at the end of March.

### Green Up Day – May 3<sup>rd</sup> – Volunteers needed:

- St. Albans Trailhead/parking/picnic area
- Green's Corner parking lot
- Sheldon – near WestRock to Bourdeau Bros.
- Sheldon – from Abbey to Kane Road parking lot
- Enosburg – from Maplefields to past Bates Farm, Home & Garden
- Enosburg/Berkshire – from Boston Post Dairy to just past the Dairy Center
- Richford Trailhead parking lot

Mark Bushey explained the process that he and Amy Adams have used for MVRT cleanup over many years, and the changes that will need to be embedded to support LVRT cleanup. He explained the long hours and the areas with the most trash and problems. He encouraged the Council members to join in the effort. Council members discussed in detail the areas that they would cover and the problem areas where help is needed. Bill Gray discussed the good intentions of people collecting trash, but his concerns regarding them going off-trail to bring trash to trails' edges. Bill also discussed drop-offs and protocols. Council discussed the potential for increased trash collection due to increase of people on trails. Kathy Lavoie suggested specific marketing around what is/is not allowed when "helping" to keep trail free of liter.

## Updates

- **Sheldon Junction Trailhead Study** – No Discussion due to Amy Adam's absence; update to be given at May meeting.
- **Swanton Trailhead Community Grant (LVRT)** – Joel Clark informed that 5 bids were received for the Level 1 Trail Head and that Wright's Excavating was awarded the contract.
- **Highgate- LVRT Level 2 Trailhead** – Bill Gray informed that the lease has been signed with AOT for the Level 2 Trail Head which includes a pavilion.
- **Franklin County Trails Alliance VOREC Grant** – No discussion due to Andy Crossman's absence; RTC requesting update at May meeting.
- **LVRT/MVRT** – Bill Gray (AOT) discussed contract for mowing of both rounds, resurfacing of MVRT St. Albans to Richford, (no start date), MVRT extension long-term planning is lagging, LVRT flooding in Cambridge/Jeffersonville area. Jane Williams discussed signage that should be posted to help users understand all maintenance activities on trails. Mark Bushey discussed the great "snow year" on trails, but concern for snowplowing by (specific) businesses blocking trails; Bill Gray to followup with businesses. Kathy Lavoie (NRPC) discussed the presentations to be given at June's NVEDD meeting. AOT Jackie Cassino and (hopefully) Move Forward Together Vermont.
- **VAST-**

**Other Business – none**

### NEXT MEETING

Our next meeting will take place on Monday, May 19, 2025.

### ADJOURNMENT

The meeting adjourned at 6:49 pm.

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

## Amy Adams (NRPC)

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**From:** Ellen Stanley <estanley802@gmail.com>  
**Sent:** Sunday, May 4, 2025 9:20 PM  
**To:** Amy Adams (NRPC)  
**Subject:** Finances 2025Q1

Q1-2025	
Jan 1 - Mar 31	
Income	
Membership	\$200.00
Interest	\$1.51
Total	\$201.51
Expenses	N/A
Account Balances March 31	
RT Checking	\$2,184.62
RT MM Savings	\$20,602.76
Total \$	\$22,787.38