

NOTICE AND AGENDA MEETING

The Rail Trail Council for the Northwest Vermont Rail Trail will be meeting on
Monday, January 13, 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/85238327504>

You may be prompted to enter a meeting ID: 852 3832 7504

- Passcode: 996610
- By telephone: Dial +1 646 558 8656. When prompted enter the meeting ID: 852 3832 7504. 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 meeting. **If you have difficulty accessing the meeting, please email aadams@nrpcvt.com**

Agenda:

1. **Introductions/Potential new members**
2. **Minutes** – November 18, 2024 minutes enclosed
3. **Financial Report** - 4th quarter 2024 financial report
4. **Annual Meeting** - Elections of Officers and Members at-large
5. **Updates**
 - **LVRT Community Grant updates (Sheldon Gristmill, 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>
<https://www.epa.gov/smartgrowth/recreation-economy-rural-communities>
 - **LVRT/MVRT**
 - **VAST (M. Bushey)**
6. **Other Business**
7. **Next Meeting** – March 17, 2025

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, and Vermont's Open Meeting Law, the NRPC will ensure public meeting sites are accessible to all people or provide an opportunity to request 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

Vacant

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

Don Mueller

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, November 18, 2024

Present/Introduction: Dave Stanley, Mark Bushey, Don Mueller, Richard Stahl, Ellen Stanley, Joel Clark, Jane Williams, Randy Chadburn, Jackie Cassino (VTrans), Karen Sentoff (VHB), Grace Wehrle (VHB), Kyle Grenier (NRPC) and Amy Adams.

Chair Dave Stanley called the meeting to order at 6:00 p.m.

Adjustment to the Agenda: None

Meeting Minutes

R. Chadburn moved to accept the minutes of the September 16, 2024; seconded by M. Bushey. Motion passed.

Financial Report-

D. Stanley presented the 3RD quarter 2024 financial report (Jul-Sept 2024). M. Bushey moved to accept the 3rd quarter report as presented; seconded by D. Mueller. Motion passed.

VTrans Rail Trails Management Plan (VHB-Karen Sentoff) – VTrans has hired VHB to formulate a plan for all trails. LVRT was completed a few years ago. VHB had a kickoff meeting in September and the next steps are for Stakeholder engagement. They will host group meetings, interviews, and public meetings as well as utilize an interactive map to gather feedback. The project goal is to identify a unified, state-wide vision, identify unique, goal-oriented gaps and needs for each of the trails, identify strategies or projects to improve infrastructure, foster community and culture, and/or manage, maintain and operate each of the trails and the system as a whole. Develop a RT Management Plan with actionable implementation plans for each trail and refined systemwide prioritization of management and maintenance. The Council shared some feedback from safety concerns to trail opportunities. VHB will plan for a Public Meeting in January of February. VHB has produced a QR Code to gather public input.

RT Council Group Engagement Opportunity – J. Cassino proposed an opportunity to the Council to meet with other Councils in other Regions to meet, greet and discuss what is working or not working for the trail systems. Possibly a day meeting in a central location this coming spring.

Updates

- **Sheldon Gristmill Project** – No new updates.
- **Sheldon Junction Trailhead Study** – J. Cassino commented that she is waiting to hear about the funding, should know between Dec-Mar if full funding is available.
- **Swanton Trailhead Community Grant (LVRT)** – Joel Clark (Swanton LVRT Rep) sending out to bid in January, construction in the Spring of 2025.

- **Highgate- LVRT Level 2 Trailhead** – J. Cassino commented that the lease agreement has been completed.
- **Franklin County Trails Alliance VOREC Grant** – No new updates.
- **LVRT/MVRT** – J. Cassino said a planned culvert inventory is possible next season. The MVRT resurfacing project is planned to be completed by October 2025, a contractor has been selected. Vtrans plans to work with Bates Farm Home and Garden for a safer trail area as well as a trail realignment. MVRT Extension, earliest for construction would be in 2026, challenge is crossing Rte 7. K. Grenier commented that St. Albans Town and St. Albans City should intertwine the projects of the Extension and the Shared Use Path so that they work well together.
- **VAST-** Mark Bushey (VAST Rep.) commented that they are working on getting landowner permission for the new season. Prepping and marking trails. VAST membership is open and there is an incentive for Early Bird specials!

Other Business – Discussion about the January meeting being moved up a week because the normal scheduled date falls on a holiday. Council was ok with moving it up.

NEXT MEETING

Our next meeting will take place on Monday, January 13, 2025.

ADJOURNMENT

The meeting adjourned at 7:45 pm.

Minutes Approved: _____