

Cabot Trails Committee
Draft Meeting Minutes
February 8, 2023

Members Present: Dana Glazier, Kris Schmitt, Gary Gulka, Chuck Talbert, Michael Socks, Paul Wade, Monique Gerbex

Next Meeting: **March 8**

Approval of Minutes

Draft minutes of January 11 approved with one typographical correction.

Public Comment

None

Administrative Matters

No expenditures in previous month.

Volunteer hours for the month:

Kris – 5

Dana – 17

Chuck – 6

Monique – 2

Paul – 2

Gary – 13

Michael – 4

Trails Updates and Review Timeline

We hope to have the grant agreement for review and approval at the next Select Board meeting on February 21. Gary has communicated with VT Forests, Parks & Recreation (FPR) and let them know that. However, there are no guarantees, as the grant agreement is still going through internal review.

Langone Trail and Eister Trail – it was agreed that we need to remap these trails due to recent re-routes, and that this can be done soon.

Gleb Glinka has been recontacted by Betty Ritter with a letter from the Committee and the landowner agreements – both our standard agreement form and the FPR form, suggesting that either form is acceptable to us.

Burt Orchard Trail – Met with Greg Burt on February 5 to finalize trail route and materials list. **Michael is preparing a revised trail map which we will provide to Greg for review.** We will then be in a position to purchase materials through Farmway (low estimate) once the trail route and materials list are finalized and the grant agreement is signed.

LVRT – Northern Vermont Development Association (NVDA) is developing an RFP for hiring a consultant to prepare an amenities and safety plan for the trail between St. J and Hardwick. We will have a role in

working with the consultant to identify parking and amenity opportunities on the Cabot portion of the trail.

Gary has been contacted by Greg Western, Executive Director of the Cross Vermont Trail (CVT), who is interested in learning of our progress in connecting the two rail trails and including our trails in their promotional materials.

Chuck said that he will be in touch with his adjoining landowner (Roes) this summer and will discuss trail possibilities.

Rec Field to Burt's Connector – the only landowner needing to be contacted is DiStefano.

Trails Project Administrator – The Select Board has granted approval to hire a temporary, part-time town employee in lieu of contracting. The argument was made to the Select Board that this position will be supervised and directed in work activities by the Committee, therefore contracting the work would not be allowable under IRS guidelines and State contracting requirements.

Dana and Gary prepared a draft job description for the Project Administrator position which was reviewed at the meeting. Under *How to Apply* it was agreed to add submission of a resume as an application requirement. **Gary will inquire about salaries for certain town administrative positions to use as comparison before we decide on compensation. The italicized statement regarding equal opportunity employment and non-discrimination will be checked with the town for appropriateness.** The Cabot Chronicle is willing to publish our job advertisement. **We need to get the position description approved by the Select Board**, possibly at their next meeting.

Voluntary Service Agreement – a draft was reviewed. **Next step is to send to Vermont League of Cities and Towns for review prior to Select Board review.** The current draft is tailored to the Trails Committee, but it was suggested that it could be made generic to apply to all town volunteers. It was suggested that this decision could be left up to the Select Board.

Trail Maps and Apps – Chuck is still in the process of trading phone messages with the Executive Director of Upper Valley Trails Alliance to learn more about Trail Finder and local administration of the website. **Chuck will continue to make contact.**

Public Outreach – There was a trails article in the recent issue of the Cabot Chronicle. Gary forwarded along our logo to the Cabot Chronicle for future use in articles that we write.

New Business – Gary mentioned a neighbor of his who is involved with Burlington Writers Workshop and inquired about posting poems about the natural world on our trails and having a poetry contest in Cabot. The Committee supports this, and we will be given more detail.