

Cabot Trails Committee  
Draft Meeting Minutes  
March 8, 2023

Members Present: Dana Glazier, Kris Schmitt, Gary Gulka, Michael Socks, Paul Wade, Monique Gerbex  
Public Present: Brain Wagner

Next Meeting: April 19

Approval of Minutes

Draft minutes of February 8 approved as written.

Public Comment

None

Administrative Matters

No expenditures in previous month. Budget of \$2000 approved for Trails Committee.

Volunteer hours for the month:

Kris – 3

Dana – 4

Chuck – 4

Monique – 2

Paul – 2

Gary – 7

Michael – 6

It was decided that we would change our meeting to the third Wednesday of the month at 6:30 pm. We will first check with Chuck on his availability.

Trails Project Administrator – Hiring Process

Applications are due on March 13. Kris, Monique, and Gary will be on interview panel. A list of interview questions will be generated. Dana would like to provide input interview questions. Interview panel will provide recommendations to the full committee.

Volunteer Service Agreement

The draft Volunteer Service Agreement was presented to the Select Board at their last meeting and they have passed it on to the town attorney for review and comment. We did present our draft to VT League of Cities and Towns and we incorporated their comments in the draft that went to the Select Board. There was no discussion about using this agreement beyond the Trails Committee.

Trail Maps and Apps

Nothing to report. **Chuck needs to contact Upper Valley Trails Alliance.**

Public Outreach

Dana volunteered to draft an article for the Chronicle based on comments received on the log sheets at trailheads. Gary will check on the next deadline for Chronicle articles.

### Trails Updates and Review Timeline

#### Grant-Related

Forests, Parks & Recreation is in the final stages of finalizing the grant agreement and there is a good chance we can have the agreement to present to the Select Board at their March 21 meeting.

Project Team Meeting – move this forward a month, with first meeting in May, after we have the grant agreement in place and have hired a Project Administrator.

Tools and Equipment – **we should focus on purchasing brush mower and trailer in the coming months.**

Parking Improvements – **Elm Street, Town Forest, Old Center, and Burt's Orchard are the parking areas to focus on. Begin preparing Request for Proposal. Gary and Dana will work on. Gary will get some sample RFPs.**

#### Langone Trail – **redo gpx and map**

Old Center Trail – We now have landowner permission (Glinka). Kiosks would be at beginning of trail behind Willey Building on town property and on the other end on town property by the Old Center cemetery.

Burt's Orchard – We met with Greg Burt about month ago and have realigned the trail, which is now about 1.4 miles with about a mile of fencing and eight 12 foot gates. **We will share the map with Greg Burt for his approval. We may not need to modify our existing materials list, but we will check in with Greg. We can order materials after the grant agreement is signed. We will then need to issue an RFP for the installation of fencing and gates.**

#### Non-Grant Related

LVRT – A contractor will be hired in the next month or so. The contractor will want to gather input from us. We may want to invite to one of our meetings. It would be beneficial if some committee members walked the new section on the LVRT to familiar ourselves with it after the snows melt.

#### Eister Trail – **redo gpx and map**

### Talbert's to Cross VT Trail Connector

We met with Sarah Harding to review the options for passing through the Ouweleen property to get to Marshfield Village. The preference is to also use the property owned by Manny Sainz to access Creamery Street in Marshfield Village – this will keep the trail further away from the Ouweleen house and the various trails that lead in the direction of the house. **Sarah will meet with Mr. Sainz to discuss a route that would also use his property. She has been given the landowner permission form. We will wait to hear back from her.**

Town Forest Trail – We should **meet with Grace Cookson to seek permission to access the Town Forest through the town garage property.** This may be our only option.

Glinka Property Trail – **Coordinate with Steve Hogan for signs and trail reroute.**

Rec Field to Burt's Connector – It was questioned whether this trail is needed. It was agreed that this is not a high priority and will be discussed at some future time.

#### New Business

It was agreed that **we should have a kiosk work day in the early spring (mud season) and build the 4 or 5 kiosks that we plan to place this year.**

Temporary village kiosk – **We should plan on placing a temporary kiosk in the village by June after we find a suitable location.** It could be one of the kiosks we build, or it could be a flat board that is hung.