

Cabot Trails Committee
Draft Meeting Minutes
April 19, 2023

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

Next Meeting: **May 17**

Approval of Minutes

Draft minutes of March 8 approved as written.

Public Comment

None

Administrative Matters

No expenditures in previous month. Under the trails grant, we will be able to get reimbursed for several expenditures we have made in the past (back to 2021), such as tools, chainsaw training, and kiosk materials. We overspent this year's budget by \$670.10, which will be deducted from the new budget starting July 1. We also still have \$270 being held by CCA.

Volunteer hours for the month:

Kris – 5

Dana – 8

Chuck – 4

Monique – 3

Paul – 2

Gary – 12

Michael – 8

Trails Grant Update

We have a final signed trails grant. There are a lot of details and accountability/reporting requirements. Invoices for reimbursement are to be submitted quarterly with progress reports. Gary, Kris, and Michael, as well as the Project Administrator will manage the grant.

Trails Updates and Review Workplan/Timeline

Trails Grant Related Tasks:

Focus on purchasing the mower and trailer in the coming month. Gary will get specs for mower so that the sizing of the trailer can be determined. Need to check on whether mower needs to be purchased online or purchased through DR Power dealer in the area. Dana will check into trailers.

Possible purchase locations are Tractor Supply, Dad's 4-By, Lucky's, and the equipment dealer in West Danville. Paul said we can use his truck and trailer for mower pickup if needed.

Project Team Meeting – **Gary will organize the first quarterly Zoom meeting of the grant Project Team. Members include Chris Duff, Conservation Committee; Mary Saggerson, Recreation Committee; Peg Elmer, Economic Development Workgroup; Johanna Thibault, Harry's Hardware and The Den; Kathleen**

Hoyne, Cabot Library. It was suggested that a member of the Select Board be asked to participate. Gary said he would check with Mike Hogan.

Parking Improvements – **Gary and Dana will work on specs for informal bid process on parking areas. We will need to check with Cabot Zoning Administrator and State stormwater program if any permits are required. Also need to check on any permits for kiosks. Move bid process to May on the timeline. Dana and Gary will work on it.**

Langone and Eister Trails – **Paul and Dana will redo the gpx files needed for new trail maps.**

Burt's Orchard – Michael has sent a materials list to Farmway. He hasn't received a quote yet and will call tomorrow. We need to find out about delivery. **We will need to get informal bids on the fence and gate installation at Burt's Orchard. Michael and Gary will put together the specs to bid on. We can advertise on Front Porch Forum and Cabot Connects.**

Non-Grant Related Tasks:

LVRT – A contractor has been hired to do an amenities plan for the trail between St. J and Hardwick. There was a kickoff meeting yesterday and there is a schedule that includes meeting with each town, holding a local concerns public meeting, developing alternatives, followed by public meetings, and then a final report by the end of September.

Cabot Chronicle – Given our new meeting schedule of the third week of the month, it will be after the mid-month deadline for Chronicle articles when we meet. This means we will have to plan/discuss further in advance for articles (for example, at this April meeting we will be discussing the article for June, rather than May (since we are past the May deadline of the 15th). **Dana and Gary will collaborate on an article to submit by the May 15 deadline.**

Talbert's to Cross Vermont Trail

Sarah Harding met with Manny Sainz to discuss trail options through their respective properties. There has been no resolution of a trail route. There was a suggestion by Sarah that an alternative route could be along Ducharme Rd to Brook Rd. **Kris, Michael, and Dana will try to arrange an on-site meeting the weekend after this on April 29 to discuss options for a route to Marshfield Village. We need to revisit the Voigt property to determine a route.**

McQueeney Trails – **Kris and Dana will walk the trails to check out drainage, erosion, and wet areas and check out the fence/gate situation at the Cabot Plains Rd end.** It appears that horses use the trails, so there may need to be access at the Cabot Plains end. Currently there is a path around the fence.

Glinka Trail – **Gary will arrange a meeting with Steve Hogan to discuss the trail route. Dana will join. Possibly schedule for next week.**

Trails Project Administrator Status and Next Steps – Gary explained that a candidate was interviewed and offered the position but then declined due to personal issues. Gary, Kris, and Dana then informally approached a few individuals whom they thought might have an interest in the position. Lori Augustyniak submitted a letter of interest and resume and will be interviewed this week. Gary invited her to participate in tonight's meeting to get an idea of the committee's work.

Volunteer Service Agreement – The agreement was approved at a Select Board meeting after comment was received from the town attorney. The language in the agreement is the same as in the VLCT model agreement. **All committee members will be asked to sign a Voluntary Service Agreement and it will be used for trail stewards.** A question was asked about individuals helping with trail maintenance who have not signed an agreement. It was suggested that all individuals performing trail maintenance need to sign an agreement. This is what the Select Board has agreed to.

Trail Maps and Apps – nothing to report.

Public Outreach – see previous discussion under Cabot Chronicle

Future Meeting Schedule: In-Person and Remote – A motion was voted on to resume in-person meetings. The vote was 3-3, so the motion did not pass. A second motion was voted on to resume in-person meetings with a remote option if requested by a committee member. The vote was 3-3, so the motion did not pass. **As a result, the May meeting will be remote only.**

New Business – Gary reported that the Select Board reappointed all current members to one-year terms. At a subsequent meeting, the Select Board requested that the Trails Committee propose a staggered term approach next year, so that not all terms expire each year.

There was a discussion of celebrating National Trails Day to bring attention to our trails network. There was concern that this date in April is too early to encourage use of our trails when they may still be wet. We will revisit this issue.

Concern was expressed by the Road Commissioner that cars are parking at the end of Dubray Rd which is used as a town truck turnaround. **It was suggested that sign be placed there in winter to discourage parking when snow plowing is occurring.** This is not an issue in the summer/fall if cars park by the Eister driveway.

Kiosk building is scheduled for May 7 in the afternoon at Dana's property. We plan to have materials for 4 kiosks but plan on constructing two. Dana will get materials at Larrabees in Danville. Kris and Paul may have some roofing materials that can be donated.

Paul will send Dana a materials list for 4 kiosks.