

Cabot Trails Committee
Draft Meeting Minutes
June 8, 2022

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

Next Meeting: July 13

Approval of Minutes

Draft minutes of May 11 approved without changes. Noted misspelling of Ouweleen.

Public Comment

None

Administrative Matters

We received a \$20 donation from a trail user and it has been deposited with CCA. Lori Augustyniak suggested we set up a Friends of Cabot Trails, similar to Friends of the Library. Should we check with the Select Board on this? We are on the June 21 agenda and can find out if we need approval of the Select Board at that time.

We have depleted our FY 22 budget and have \$276.48 remaining in the CCA account. On July 1, our town budget allocation is \$2500.

Volunteer hours for the month:

Kris – 12

Dana – 8

Chuck – 5

Monique – 4.5

Paul – 3

Gary – 3

Michael – 3

Starting next month, Kris will have a separate spreadsheet page for each month

Trail Updates and To Do List

The following list was discussed:

Trails To Do List – June 2022

Grant-Related

- Finalize grant agreement – Still waiting for grant agreement from State
- Winter access to Town Forest – meet with Paquins for permission. **Kris and Dana will approach the Paquins.**
- Complete loop trails in Town Forest – No action for now
- Meet with Steve Hogan to review Old Center of Town signage and gates – **Gary will contact Steve to see if we can schedule a time to meet.**
- Establish trail steward program and trail monitoring/trail usage – See later agenda item
- Contact grant project team and schedule first meeting – **Gary still needs to contact**

- Order fencing materials for Burt Orchard's trail – on hold until we get grant funding in place. Discussion about who will do the labor for fencing and gate installation. It was agreed that we would follow the town's purchasing policy on whether this work would need to go out to bid or not. Greg Burt might be considered sole source for the work.
- Advertise for grant administrative assistant – **need to finalize draft and circulate for review and comment**
- Chainsaw training – **Kris will follow up with Will Ameden**
- Explore village kiosk location and design – No action

Non-Grant Related

- Repaint trail signs – All of McQueeney trail blazes have been repainted. All of Talbert Farm trails redone **except for pink trail. There was discussion of re-routing the pink trail (heading toward the cemetery) from the sugarhouse because of pasture mowing. The re-routing would be out to Bothfeld Hill Rd and back through the gateway opening before entering the woods.**
- Replenish maps at kiosks – assign individuals **Kris has agreed to replenish maps at kiosks. Quality of color maps is not good from library copier. Dana will check on the Town Clerk's printer and whether we can use. Monique will check on cost at Staples.**
- Work on connecting trails from Talbert's to Cross VT Trail – meet with Ouweleens; other landowners. The Ouweleens would like to see the conceptual trail connecting Cross VT and LVRT. Michael presented a draft map. **Some changes will be made. We will first provide map to Will Ameden to check accuracy of possible trail locations. We also discussed Voigt property as a connection from West Hill Pond Rd to the Talbert Property. We have permission to scout out trail possibilities that would not interfere with the pasture. A group of committee members will visit the property soon.**
- McQueeney trail repairs; decide on need for wood chips. Minor ruts on Trautz property that can be fixed. **There is a wet area near the property boundary that will need some work. It was agreed that we would monitor other wet areas and possibly improve ditching – but no other improvements for now.**
- Hemlock slabs – where to place. No action at this time.
- Parking at Cabot Plains/Trautz – explore options. This is not a priority. Cars can park off the side of the road. **Gary will still check with the Trautz family about making parallel parking for a few cars.**
- Connect Old Center with Langone – signage No action at this point
- Connect Dubray to Cabot Plains to McQueeney – signage No action at this point. **We should check with the Select Board about placing trail signs along Class 3 and 4 roads.**
- Kiosk advertising/sponsorship – Deferred to later agenda item
- Monthly Chronicle articles – Deferred to later agenda item
- Continue to evaluate plowing and mowing needs. See discussion under New Business
- Meet with Ian Ackermann for connection to Burt's – No action for now
- Follow up with Hourihans – No action for now

Trail Steward Program - Update

Nothing to report

Trail Use Logs on Kiosk

It was agreed that we should get trail use logs in place at the kiosks as soon as possible. We can use the brochure holders we purchased to hold either a notebook, three-ring binder or clipboard with separate sheets. Information to include on the log. Name, town, number in party, date, comments.

Public Outreach

Chronicle article due on June 15. Dana asked everyone to send him four ideas for an article.

Chuck commented that trial users are wanting to know how they can find the trail maps online. **Chuck will make sure the maps are on Facebook. Paul is working on getting the maps on TrailFinder and this should be a priority. We also need to get the maps on the town web site.** They are on the CCA web site.

Kiosk Sponsorship/Advertising

It was agreed that we should allow up to 4 sponsors to advertise per kiosk and they would also be listed on the main village kiosk. The sponsor space will be uniform size (to be determined) and one option discussed was to place the ads down one side of the kiosk. Dana will put together the advertising specs.

Liability Waivers for Trail Committee Members and Volunteers

We reviewed the recommendations of the town's insurer concerning liability for volunteers. The recommendation is that volunteers receive training on the tasks they are to perform and that they sign liability waivers that hold the town harmless. Some questions arose such as: Would other volunteers affiliated with the town be required to sign a waiver? The town insurance policy includes \$50,000 accident coverage, so if we sign a liability waiver are we no longer eligible for this coverage? **It was agreed that this issue needs to be discussed with the Select Board and we will place this item on the next meeting agenda.** It was acknowledged that we were the ones that posed the question to the town about volunteers, and the town's insurer came back with recommendations, including a model liability waiver form.

New Business

We received a request from Cheryl McQueeney for \$200 to help cover trail mowing expenses. It was noted that we do not have a budget item to pay landowners to mow and that we intend to purchase equipment to do mowing where it is needed or not provided by the landowner. **It was agreed that we would put this item on the agenda for the next meeting.**