

Cabot Trails Committee
Draft Meeting Minutes
June 21, 2023

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

Next Meeting: **July 19**

Approval of Minutes

Draft minutes of May 17 approved with one change: add 2 hours volunteer hours for Chuck.

Public Comment

None

Meet and Greet Intern Bryce Hird

Bryce is one of two CCA interns that will be working until the beginning of August, and one of his areas of focus will be to assist the Trails Committee with promoting the trail network through trail apps and social media. He assisted in writing an article for the July issue of the Cabot Chronicle on trail stewards. He has an undergraduate degree in journalism and is pursuing graduate studies in the field.

Administrative Matters

The new budget starts July 1. Our \$670 overspending for this year will not be taken out of the new budget of \$2000.

Volunteer hours for the month:

Kris – 12

Dana – 14

Chuck – 5

Monique – 11

Paul - 5.5

Gary – 23

Michael – 5

Total volunteer hours for the year to date are about 660 hours.

\$348.99 spent at Larrabees for kiosk materials.

Kris and Gary will discuss how to allocate this to the grant budget categories.

Trails Updates and Review Workplan/Timeline

Trails Grant Related Tasks

We will continue to discuss purchases of equipment that are budgeted in the grant. One possibility is to purchase another string trimmer since Monique has been using her own gas-powered trimmer.

Landowner Appreciation – This is on Lori’s plate for the fall.

First Project Team meeting scheduled for June 29 via Zoom.

Parking area bid solicitation will be worked on by Dana and Gary for Elm Street Cemetery, Old Center, and Town Forest. We should hold off on kiosk installation at Old Center and Town Forest until parking upgrades are completed.

Langone and Eister Trail Mapping – Dana has remapped but is still attempting to download from his phone app. **We will need to redo this trail map.**

Trail Bench Design – we have a few benches to build. We will need plans for this. **We should either take a photo of the bench on Langone Trail to work off or ask Paul to design the benches.**

Langone Trail Route Change – we should discuss with the landowner this summer or fall.

Old Center Trail – **Kiosks will be needed at both ends. A gate will be placed at the old center cemetery (we have a 14-foot gate to use there).** This expense can be reimbursed under the grant.

Burt’s Orchard – contract for fence and gate installation and trail landscaping has been awarded to Greg Burt. Contract has been approved by Select Board. We are awaiting delivery of materials. **Volunteers to help with some of this work,** though not essential, would be helpful to Greg.

Town Forest – **one kiosk to be installed at trailhead when parking improvements are completed.** Kiosk at Town Garage is dependent on gaining access from private landowners. Gary will discuss this issue with the Select Board. This kiosk would likely not be installed until next year.

Temporary Village Trail Map – **We will continue to explore placing a temporary map in the village, possibly on the platform. We will seek input next week from the Grant Project Team.**

Lori is working on zoning permit applications for kiosks.

Non-Grant Related Tasks

Chronicle Articles – Lori and Bryce are taking the lead for now

Kiosk sponsorship on hold – let’s bring this up at the second quarterly Grant Project Team meeting

Voluntary Service Agreements – **All committee members should sign and return to Lori or directly to Town Clerk**

Trail Maintenance – Talbert Farm Trail generally in good shape. **Need to visit McQueeney Trails – at least the end at Cabot Plains Rd needs mowing. Need to install gate. Dana will look into gates for this location.**

Old Center Trail – **Monique will go back with weed trimmer.**

Mowing at Burt's Orchard – **Discuss with Greg Burt whether we will need to mow and which areas will be in need of mowing.**

DR Power Mower – **Decide on which trails and trail segments we will use the brush mower. Gary would like to get the mower out in the field next week. Some of the potential areas to mow include Old Center Trail behind Willey Building, Dubray Rd, Town Forest, Peter Gray property, and parts of McQueeney Trails. Langone Trail on Dawn Andrew's property may not need mowing by us at this time.**

Trail to Cross Vermont Trail – We will not be using Ouweleen or Sainz properties, but will access the Cross VT Trail from Ducharme Rd, Carpenter Rd and Creamery St.

Voigt Property – **This summer we need to finalize the route from West Hill Pond Rd through the Voigt property to Talbert's, while avoiding the pasture and finding a reasonable access point from West Hill Pond Rd. Need to confirm location of Pilbin property regarding trail location.**

Town Forest – Map is good. **Need to place End of Trail signs where the trails exit the Town Forest onto private property.**

Glinka Portion of Old Center Trail – **Need to get landowner permission form from Justin Hale. Need to get metal signs: Dogs on Leash, Stay on Trail, and Trail Closed During Deer Rifle Season. Note: probably need two signs of each for both ends of the trail.**

Rec Field to Burt's Orchard – **Although there is verbal permission for use of this trail, we will not pursue written permission at this time.**

Trail Maps, Apps and Social Media

Bryce will be looking into Trail Finder. **A goal will be to get all of our trails up on the TrailFinder web site in the near future.** Bryce mentioned AllTrails, Avenza, and Hiking Project as three apps that we may want to put our trails onto, despite being crowd-sourced apps. It may be better for us to be proactive on these apps rather than having the public initiate their own trail maps. **Bryce will call around to other local trail organizations to find out their experience with trail apps.**

Bryce talked about some preliminary ideas to use social marketing tools for the trails such as Instagram and video logs that are posted to the town web site and Instagram, as well as FaceBook. Bryce said that he can develop an outreach guide or instruction guide that can make it easy for us to post trails information. If CCA decides to implement a social media platform for the community, then this process can be simplified further.

Public Outreach

For the next issue of the Cabot Chronicle, it was suggested that we have an article that covers our new trails, such as Old Center Trail, Town Forest, and Burt's Orchard.

Fourth of July Parade

We will participate in the parade with the banner. Other arrangements may be made. Dana and Gary will participate and take the lead.

Kiosk Workday – **Dana will send out an email when he has all the kiosk materials.**

Poetry on the Trails – **Dana and Gary are continuing to pursue this** and have made a contact to the Cabot School. It was generally agreed that this should be an effort that involves both the school and community.

New Business

Gary will check on status of Vermont's Open Meeting Law and the allowance of remote only public meetings.

Talbert Farm Trails and Trail to Sugar House – Although it has been assumed that this section of trail crosses only the Mitchell and Talbert properties, this has been questioned by the zoning administrator. **The zoning administrator will be contacted to clarify land ownership and rights-of-way along this portion of the trail.**

Tick Warning Signs – **Gary has some tick warning signs (permanent on plastic backing).** Dana said he will post these on kiosks.