

TOWN OF NORTHFIELD, VERMONT
VOREC Grant Implementation Committee
Minutes of July 22, 2024

- I. Roll Call.** Vermont Outdoor Recreation Economic Collaborative (VOREC) Grant Implementation Committee Chair Deborah Zuaro, members Russ Barrett (absent), Colin Bright, Kim Caldwell (absent), Melody Currier (absent), Jason Endres, Lucas Herring, Andrew Padilla, and Lydia Petty.

Committee Chair Zuaro called the meeting to order at 6:05 p.m.

- II. Public Participation (Scheduled):** None.

- III. Approval of Minutes: June 10, 2024.** Motion by Committee member Herring, seconded by Committee member Petty, to approve the minutes.
Motion passed 6-0-0.

- IV. Updates**

- a. Kickoff Meeting with Wood & Wood.** Committee members Bright, Enders and Zuaro attended the meeting last week with Wood & Wood and reported that various options for sign construction were discussed. This included using pressure-treated wood in order to reduce costs, increasing the post sizes, using more durable materials for the signs to make them more weather resistant, etc. Quotes for these various options will be provided in the near future. Committee member Bright said a price for sign installation was not provided given it is not known how much work volunteers would be able to provide beforehand. Committee Chair Zuaro would like the various signage options discussed further at the next meeting (08/12/24) so the committee members will be able to provide Wood & Wood with their final decisions. Committee members Bright & Enders plan to meet virtually with Wood & Wood later this week in order to further discuss signage options. Colin is also willing to work with other committee members in order to finalize the map showing where the new trailside signs will be installed. The committee members then discussed various signage options and the possibility of saving money by using different materials than originally planned. This could allow for the purchase of additional signage. Committee Chair Zuaro asked about the installation of the large informational sign on the Town Common. There is an ongoing study of possible rehabilitation of the Common features and that might affect where the new sign might be placed. The committee members then discussed possible locations with an emphasis on a location that would be visible to travelers on Main Street. Committee member Petty noted that another possible factor would be where the kiosk/bus stop would be eventually placed. After some discussion, the preferred location appeared to be the northeast corner of the Common interior but other alternative sites are possible. Board member Petty noted that the trailside signage certainly is needed as she recently had an experience with someone who was having difficulty reaching the Cheney Farm from the Shaw Outdoor Center. It was thought that the new signage should help eliminate such problems (along with the online Town Forest trail maps that hikers would be able to access with their mobile devices).

- b. Programming.** Committee Chair Zuaro said we now have a good model for publicizing these events locally through the Brown Public Library website, the Northfield municipal website, Facebook, Front Porch Forum, etc. It was noted that about a dozen people attended the most recent yoga hike. Committee Chair Zuaro said she has written an article for the next edition of the *Northfield News* that will discuss the various events scheduled for the next month.
- c. Data Collection for Economic Impact Study.** Committee Chair Zuaro said she has not received an update from the SE Group about the latest survey results. It was noted that about seventy (70) trailside surveys have been received so far. Committee member Petty has seen the business surveys made available at local establishments. Committee member Padilla thought it would be good if at least thirty (30) business surveys were filled out. Committee Chair Zuaro said the surveys would end on July 31, 2024. In addition, the trail counters will be collected soon.

V. Other Business.

- a. Next Meetings.** Committee Chair Zuaro said the next meeting will be held on Monday, August 12, 2024 and as previously indicated, the various signage options will be discussed at that time. At that point, the committee probably will be holding monthly meetings with the next one on Monday, September 9, 2024. These remaining meetings would be used to focus on wrapping up the grant and expending any remaining grant funds. The final meeting will probably be held on Monday, December 9, 2024 and at that time a final grant report should be prepared for public distribution. This report should include photographs showing all the achievements resulting from the grant program. Committee member Herring suggested creating a list of grant work that needs to be completed before the grant is closed out. It was suggested that any remaining grant funds could be used to purchase roadway signs to be situated near trailheads in order to indicate where public parking is and is not permitted.

VI. Public Participation (Unscheduled). There was none.

VII. Adjournment. Motion by Committee member Petty, seconded by Committee member Herring, to adjourn. **Motion passed 6-0-0.**

The meeting was adjourned at 7:17 p.m.

Respectfully submitted,

Kenneth L. McCann

Kenneth L. McCann, Acting Clerk

These minutes are subject to approval at the next regular meeting.