

Wilmington Trail Committee
Minutes for June 13, 2024

Members present: Bob Fisher, Chair; Joanne Yankura, Jeff Menges, Carol Bois

Alternates present: Alan Baker, Matt Danzico

Absent: Julie Koehler

Guests: Gretchen Havreluk, Economic Development Consultant; Scott Tucker, Town Manager

Meeting called to order at 6:04 pm by Bob Fisher

Scheduled Agenda:

1. Changes to the agenda: consider joining VT Trails & Greenways
2. Public comments: none
3. Approval of May 9th minutes: Joanne made a motion to approve the May 9th minutes. Alan seconded. All in favor.
4. Financial Report: deferred as Julie has stepped down from filling recorder duties. She had also tracked WTC expenses and balance from 1% fund allocation. Members discussed working with Jessica D. and Christine Richter to improve awareness of WTC expenditures and account balance, including donations and invoices received and paid to W&S for the HT&W project. Carol offered to work with Town Hall staff to keep WTC finances up to date, organized, and reportable at meetings. Bob mentioned receiving a mowing invoice by email from White Acre Farm that didn't contain an attachment. He noted that Jessica D. and Christine R. also received the email and wanted to be sure the invoice was received and paid.
Action: Carol will follow up with Jessica D. and Christine R. to track and report WTC account balances. Joanne will contact Jessica D. and Christine R. to verify receipt and payment of the mowing invoice.
5. HT&W project updates: Carol provided updates on the W&S bid documents, project maps and spec drawings. Doug Gerber is moving on from W&S; Jack Grieshober and Dan Biggs will assume project management. Gretchen reported that a clean copy of the VOREC grant agreement is expected back within one week for Scott Tucker's signature. A timeline was reviewed for issuing the project RFP, performing a contractor site walk, and the deadline for receipt of bids. After a lengthy discussion regarding pros and cons of differing selection methods for choosing a bidder, the decision was made to select the lowest, reasonably qualified bidder. Two items in the W&S bid documents were identified for editing.
Action: Carol will email Dan Biggs with the needed bid doc edits and request a prompt turn around to maintain the RFP publication timeline. Gretchen will place the RFP in the DVN and post on the Town of Wilmington website.

VDHP: Carol provided an update on discussions with GRH regarding Hartgen's ARA which was deemed insufficient by Scott Dillon at VDHP. Suzanne Cherau, the consultant from PAL who oversees GRH cultural and historic resources survey for FERC compliance, will provide a bullet point list of items missing from the ARA and provide them to the Town and to W&S for forwarding to Hartgen. Next steps may include updating or creating an addendum to the ARA report in order to move forward with VDHP. WTC still needs a final comment and guidelines regarding the Segment 6 project work which includes an ASA area. Carol has emailed Jennifer Griffin for an update on when the bullet point list will be

completed and is waiting for a reply.

ANR permit: Carol reported that Dori Barton is reviewing the ANR project requirements with ANR and should be submitting the wetlands permit application any day. Doug will inform WTC when the application is filed.

Erosion in Segment 1: Jessica Roberts and GRH staff were consulted regarding erosion on a property abutting the trail in Segment 1 in order to work with the landowner to prevent further erosion. ANR may perform a site visit and provide consultation.

Action: Carol will continue to communicate with GRH regarding the ARA and VDHP; will follow up with W&S on the ANR permit timing; and will work with Joanne on the trail erosion area.

6. Work Bees: Carol suggested keeping an accessible spreadsheet for tracking and prioritizing a list of trail maintenance needs. Alan offered to create and post a spreadsheet on the WTC Google drive. Carol listed three current issues: cables cut on the Ware Hogback trail, 2 trees down on HT&W, and repairs to the broken Chimney Hill kiosk. Joanne added trees down and a bridge in need of repair on the Primitive trail. Bob mentioned needing to complete the HT&W bridge work. Jeff reported that Travis Wendall offered to repair the Chimney Hill kiosk and donate his time and materials. Bob suggested asking the Town Highway Dept. to temporarily move the kiosk onto the Town garage property. Work bee times were considered and decided upon. Friends of Trails will be invited.

Action: Alan will create a trail work spreadsheet on the WTC Google drive and send a link to the document. Joanne will contact Marshall Dix and request help from the Town Highway staff in moving the kiosk for repairs. Alan offered to remove the downed trees on HT&W if a more precise location can be provided. Carol will contact Emily for more accurate information on the tree location. Joanne will invite "Friends" to both work bees.

Scheduled Work Bees:

- #1) HT&W bridge will be disassembled and reassembled on **Tuesday, June 25th starting at 1 pm.** (Estimated work time 4-5 hours with 5-6 helpers)

Action: Jeff and Joanne will make a list of hardware and wood needed and obtain from WW in advance. Everyone should bring drill sets and other needed tools.

- #2) Weed whacking the HT&W "New Trail section/Segment 3" behind the future parking area on **Monday, July 8th at 4 pm** in preparation for the construction bid site walk.

Action: meet up at the future parking area on Fairview Avenue with weed whacking tools, chain saw, and loppers.

7. Vermont Trails & Greenways: discussion deferred until next meeting.

New Business:

8. National Trails Day: Carol, Matt, Alan and Jeff provided very favorable reports about the Lisle Hill trail hike on National Trails Day. Further discussion included planning ahead for a more elaborate hiking event and offering more frequent, similar opportunities. Matt suggested that if there were sufficient enthusiasm, Friends of the Trails might be interested in offering regular group trail hikes.
9. VOREC press release: Joanne reported attending the VOREC grant press release event with Gretchen Havreluk on May 29th. Gretchen sent the release to local papers.

10. Matt announced his need to step down from WTC. He pledged to remain involved via the Friends of Trails group and expressed the plan to rejoin in the future when circumstances allow. Bob and others expressed regret and thanked Matt for his above and beyond efforts and many contributions to WTC over the past several years.

The meeting concluded at 7:45 pm.

Next Meeting:
July 11th at the Town Offices

Respectfully submitted,
Joanne Yankura