

Meeting Minutes

Meeting #2



Date: October 30, 2023
Project: #23-181
Client: NRPC
Project: Richford Re-Connect Trail Project
Richford, VT

ATTENDEES:

Jennifer Desautels P.E. (TCE)

Town of Richford Representative:

Kiley Deuso, Town Clerk

Conservation Committee Members:

Alton and Cindy Dunakin
Dan Seeley
Annette Goyne

Recreation Committee Members:

Hillary Derby
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Richford High School Student Athlete
Representative:

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*names to be added once available

The purpose of the meeting was to walk the site to observe the condition of existing trails, scope out proposed trail routes and discuss ideas for trail improvements and connections following the kickoff meeting held on September 25, 2023 for the Richford Re-Connect Trail Project.

Agenda:

1. Summarize work completed to date (kickoff meeting, wetland delineation, State confirmation of wetland delineation, wetland maps, existing trail locating & mapping, map with wetland delineation & existing & proposed trails)
2. Site Walk, Site Plan Markup & Discussion of Ideas

Items Discussed During Site Visit:

1. Need for "shovel ready" project for grant funding
2. Possible connection to Intervale Avenue from playground
 - Need for stairs due to steep grade
 - Location for possible stair connection reviewed
 - Suggestion of Island Pond covered staircase
 - Parking area on Intervale Ave. is not directly adjacent to possible staircase and is blocked off from public parking
3. Connection between Intervale Avenue future staircase back to Playground Access Rd.
 - Desire for 3' crushed gravel path similar to Georgia Elementary School walking path
 - Possible stormwater permitting implications
4. Walked through existing trails along river
 - Existing trails are in good shape/minor tree trimming may be required in some areas
 - Educational signage related to wildlife, wetlands, river corridor, floodplain could be used in this area
5. Walked through open field
 - Reviewed walking path loop as well as length of loop
 - Possible track & field use: Would it be allowed in floodplain? Parking concerns – not close enough to track. Not visible from other areas in town or even playground. Discussed Richford Elementary School (R.E.S.) as possible track & field area.
 - Would rec path/track be an allowed use in floodplain?
6. Discussed trail or boardwalk through large wetland vs. shared use trail/road along Sewer Plant Rd. to connect playground to R.E.S.
 - The group noted the thick/thorny wetland brush and difficult terrain, boardwalk would require significant clearing and require wetland permitting and possibly wetland impact fees.
 - Alternative discussed: Walking path along north/east side of Sewer Plant Rd., shared use may require bollards, guardrails, signage to separate vehicular traffic from pedestrian traffic.
7. VT Route 105 Crossing
 - Safety concerns with crossing busy road
 - Flashing light signage for crossing (similar to Sheldon school)
 - Daycare School busy stop and crossing adds to safety concerns
 - VTrans coordination required for approval, since road is controlled by State of Vermont

Action Items:

1. TCE's Scope of Work:
 - Floodplain Allowed Use Summary
 - Discussion w/ VTrans

2. Next Step & Schedule:
 - Finalize draft conceptual trail map, phasing & preliminary cost considerations (Jan./Feb.)
 - Schedule Meeting #2 with Committee (Feb.)
 - Finalize Master Plan (phasing, permitting needs, preliminary cost estimate)
 - Public Presentation of Finalize Master Plan (March)

END OF MEETING MINUTES

These minutes are intended to provide a fair and accurate summary of the items discussed. If this is not your complete understanding of what was discussed, please contact this office within ten (10) days, as no response shall indicate acceptance.

Prepared by,

Jennifer Desautels, P.E.
TCE, Inc. Director of Operations

cc: Andrea Poulos, P.E., TCE Environmental Engineer
Michael Olio, Town Administrator
Kiley Deuso, Town Clerk