

Meeting Minutes

Meeting #1



Date: September 25, 2023
Project: #23-181
Client: NRPC
Project: Richford Re-Connect Trail Project
Richford, VT

ATTENDEES:

Jennifer Desautels P.E. TCE
Andrea Poulos P.E. TCE

Michael Olio, Town Administrator
Alton and Cindy Dunakin
Dan Seeley
Annette Goyne
Kiley Deuso, Town Clerk

The purpose of the meeting was to serve as a kickoff meeting for the Richford Re-Connect Trail Project.

Agenda:

1. Project Needs
2. TCE's Scope of Work
3. Review Trail Network & Wetland Maps
4. Next Steps & Schedule

Action Items:

1. Project Needs:
 - Town wants to know, what can be done with the land, and what is feasible?
 - Should the project be phased?
 - Would like to provide the entire community with an improved network of trails (kids, adults, school, cross country/running, walking, dog walking, birding, fishing, school field trips, canoe access, cross country skiing)
 - Want to utilize existing trails along the banks of Missisquoi River
 - Educational signage in coordination with conservation commission
 - Possible secondary connection on Intervale Ave by basketball courts to increase visibility – might need to clear brush & trees – might need staircase due to steep slope
 - The 20-acre meadow is owned by the town and could provide a nice space for walking or a future fenced dog park
 - Concerns about Route 105 crossing from school to Sewer Plant Rd
 - Route 105 crossing might need a flashing light at the crossing
 - Noted concerns about the elementary school being disconnected from downtown/playground – trail network provides opportunities for more connection
 - A new sidewalk is planned from South Main St. to the school through a separate panning grant
 - Possible connection / easement across land owned by Parsons
 - Possible cross-country circuit – need coordination with school/students/Mr. Marlow about width & distance – might be a way to attract others outside of the community

2. TCE's Scope of Work:

- Kickoff meeting
- Wetland fieldwork and mapping
- Community outreach/meetings
- Conceptual trail options and cost estimating
- Final trail network map & final cost estimate

3. Review Trail Network & Wetland Maps:

- Reviewed NRPC concept plan trail network
- Reviewed TCE's preliminary wetland delineation map
- Reviewed preliminary wetland delineation map with NRPC trail overlay
- Discussion about Sewer Plant Rd. shared access – possible path with barrier to the right of existing road to separate walking and vehicle traffic

4. Next Step & Schedule:

- Finalize wetland delineation
- Confirm delineation with state wetland ecologist
- Conceptual trail options layout
- Community outreach meeting
- Site walk with conservation committee, town representatives, student representatives to walk possible trail route
- Site walk – October 30th, 4:00pm
- TCE to send trail/wetland video to Michael Olio for distribution

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