

MEETING AGENDA
Williamstown ATV Trails Committee
Williamstown Public Safety Building, Williamstown, VT
September 10, 2019 – 6:30pm

1. Determination of quorum and open meeting.
2. Agenda revisions.
3. Committee members introduction.
4. Consent agenda.
 - a. Minutes from 08/20/2019 (in packet).
5. General public comments.
6. Committee goal.
 - a. Proposed motion: The Williamstown ATV Trails Committee will have a public presentation prepared no later than January 7, 2020. This presentation may or may not contain a proposal for an ordinance, policy, or other official town directive regarding the use by ATVs of town roads.
7. Review work performed by committee members outside the committee meeting.
 - a. Town wide mailing costs and will select board support with financing.
 - b. Communications received by town manager regarding other communities efforts on
 - c. Contents of town wide informational mailing.
 - d. Google map of current state of ATV trails proposal.
8. Continue work on the “Williamstown ATV Trails Committee Guidelines” document (in packet).
9. Future agenda items.
10. Assignment of non-meeting duties.
11. Committee round table.
12. Adjournment.

Rama Schneider, Chair
Williamstown ATV Trails Committee

Chair’s notes: The meeting is scheduled to last two hours, and I expect to adhere to that timeline unless the committee by majority vote decides otherwise. The consent agenda consists of routine items that can be handled with a single vote of the committee. The proposed motion in item #6 is for opening discussion, and the committee may at its pleasure not make a motion, make changes to the proposed motion, or not approve any motion at the committee’s pleasure.

MEETING MINUTES
Williamstown ATV Trails Committee
Williamstown Public Safety Building, Williamstown, VT
August 20, 2019 – 6:30pm

1. Determination of quorum and open meeting.

The following committee were present: Beth Allen (by phone), Shaun Boyce, Rich Chalmers, Lloyd MacCormick Jr, Mike Martel, Travis Pierce, Gordon Pirie, and Rama Schneider. A quorum being present, the meeting was called to order at 6:30pm.

2. Discussion of the role of the committee chair.

Rama Schneider gave a brief overview of what the chair's job and participation in the process would be.

3. Committee members introduction (name and why on the committee).

Individual committee members introduced themselves and their reasons for serving on the committee.

4. Discussion of Vermont's open meeting law and government transparency.

Rama Schneider gave a very brief overview of the open meeting law and need for individual effort regarding transparency in committee operations.

5. Public comments.

The committee heard from a number of persons present at the meeting on general and specific thoughts regarding opening Williamstown roads to ATV traffic.

6. Discussion regarding work already performed by the committee.

There was a brief update from the committee members regarding work performed to date. The committee discussed a draft of the "Williamstown ATV committee guidelines" and approved a number of items. Several were left for discussion at the next meeting.

7. Meeting schedule.

The following initial meeting schedule was agreed to: 09/10, 09/24, 10/08, 10/22, 11/05, and 11/19. All meetings are expected to be held at the Williamstown public safety building beginning at 6:30pm.

8. Assignment of non-meeting duties.

The following duties are to be performed outside the meeting:

Rama Schneider will research the cost of a town wide mailing and discuss with the town manager and select board chair the possibility of an informational mailing.

Rama Schneider will obtain from the town manager any communications with other communities that pertain to the committee's work.

Beth Allen will develop a draft proposal for the contents of a town wide informational mailing.

Shaun Boyce and Rich Chalmers will work together to update the draft "Williamstown ATV Committee Guidelines" document so it reflects committee discussion at this meeting.

Travis Pierce and Shaun Boyce will work together to create a google map representation of the current state of the trails proposal.

9. Committee round table.

Individual committee members expressed general thoughts.

Rama Schneider, Chair
Williamstown ATV Trails Committee

Williamstown ATV Committee Guidelines

As reviewed and edited at the 8/20/19 ATV Committee meeting

- The purpose of this committee is to make an unbiased determination of whether or not any proposed ordinance is in the best interest of the Town and if so, where it may be allowed, for whom and how it may be regulated.
- We recognize that members of the Committee have personal biases but will strive to make decisions in the best interest of the entire community.
- Expert witnesses may be invited to address the Committee but must sit in the audience and only speak when called upon.
- Adjacent residents and landowners must be notified by mail about this ordinance with a list of roads/map included. It should be clearly stated that questions/comments are welcome and should be sent to the town offices directly. **(This item is pending further discussion.)**
- The latest draft of the proposed ordinance and map, once reviewed by the town lawyer and the Committee, must be made available and clearly visible on the town website.
- Full disclosure of any funding and sources (including VASA), to determine and understand capacity of policing and construction, as well as goals and intent of organization, must be made available to the Committee.
- Discussions need to occur with public officials in other Vermont towns who have enacted or considered such ordinances.
- Clarification on roads and connecting trail networks, along with contacts, in surrounding towns and maps that can be verified by town officials must be provided to the Committee.

(The following items will be reviewed at the 9/10/18 Committee meeting.)

- Law enforcement outreach and testimony must be brought forward to the committee from the Town on capacity and impact within the Town.
- Testimony from the Town lawyer of current proposal must be provided to the committee for review.
- There must be a hearing and review process that allows for full disclosure of all studies, articles, and findings on behalf of the general public.