

**TOWN OF NORTHFIELD, VERMONT**  
**VOREC Grant Implementation Committee**  
**Minutes of May 22, 2023**

- I. Roll Call.** Vermont Outdoor Recreation Economic Collaborative (VOREC) Grant Implementation Committee Chair Deborah Zuaro, members Russ Barrett, Kimberly Caldwell, Melody Carrier, Lucas Herring, and Lydia Petty. Also present were Town Manager Jeff Schulz, Andrew Padilla (Director, NU Shaw Outdoor Center), Colin Bright, Jason Endres, and Mary Naden Scott. Committee member Colin O'Neil was absent.

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

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

- III. Approval of Minutes: May 8, 2023.** Motion by Committee member Petty, seconded by Committee member Herring, to approve the minutes. **Motion passed 6-0-0.**

- IV. Discussion of Signage for Wayfinding Plan (Vehicular and Pedestrian Street Signs, Welcome Sign on Common, Kiosks and Informational Signage, Trail Signs, and Parking/No Parking signs).** Committee Chair Zuaro said local graphic designer Jason Andres, who is assisting with this project, has provided some sample signage designs, which she considered quite interesting. Copies of these examples were provided to the committee members. The trail signs will have metal "toppers" with either the Northfield community logo or the Norwich University (NU) logo, depending on whether the trail is located in the Town Forest or on NU property. Some of these signs will have a slanted trails map attached while others will have directional signs indicating nearby points of interest. The trail name will be affixed to the sign. Committee member Petty was impressed with the visual impact of these signs. The Village Wayfinding signs will have the Northfield community logo, location text, and icons indicating nearby recreational options, i.e., hiking, swimming, etc. Committee member Petty thought it good that these matching signs to be scattered throughout the community will incorporate Northfield branding. Manager Schulz said the icons with directional arrows also could be installed on existing street signs provided they meet Vermont Agency of Transportation (VTTrans) standards. Committee member Herring feels it is important to add the mileage from the sign to the specific points of interest so people will know if they should walk or drive. Committee Chair Zuaro will provide project engineer Emily Lewis (DuBois & King) with tonight's feedback regarding the proposed signage. Mr. Endres then showed a proposed design of the slanted information display (i.e., "Welcome Sign") to be sited on the Common. It would include a community map that would indicate hiking trails and other points of interest. Committee Chair Zuaro thought it was a very attractive design. She then noted that the project also has budgeted funds for kiosks. Committee member Petty though there were a few places where larger kiosks would be more appropriate, such as the NU Shaw Outdoor Center and (perhaps) the Brown Public Library. Smaller kiosks, which would be less expensive and easier to maintain, would be sited at other locations. Committee Chair Zuaro believes the original plan was to purchase two (2) larger kiosks and five (5) smaller ones. This amount and distribution could be adjusted if the committee members choose. Committee Chair Zuaro felt it best to forward the current signage designs to Ms. Lewis and then resolve remaining concerns at a later date. There was no objection to her suggestion. Mr. Padilla said there is a faded trail map located by the Shaw Outdoor Center so he is looking forward to its replacement when this project is complete. He then warned that slanted maps might be more susceptible to sun damage than other designs. Mr. Padilla is now working on an updated list of existing NU trails as many previous trails have fallen into disuse.

Committee Chair Zuaro said another concern is the placement of parking/no parking signs near trail entrances. Manager Schulz said if these signs are to be placed on residential streets, the local parking ordinance must be observed. Committee member Herring thought it would be better to focus on telling people where they are encouraged to park (i.e., the Shaw outdoor Center) rather than where it is prohibited.

## **V. Updates**

- a. Invasive Species Removal and View Clearing.** Committee member Barrett and Committee Chair Zuaro met recently with Manager Schulz about putting a notice on Front Porch Forum about the herbicide applications. Committee member Barrett said the initial application has been done and a second one will be done in mid-July. The affected foliage has been dyed and it probably would be best to inform the public about this. Manager Schulz will post to Front Porch Forum as soon as possible.

## **VI. Other Business**

- a. Vermont Association of Snow Travelers (VAST) Trails.** Committee Chair Zuaro contacted VAST about whether they would like its trail system included in the new maps. They are not interested at this time.
- b. NU Trail System.** Committee Chair Zuaro has forwarded to Mr. Padilla GIS mapping of the NU trail system that had been stored in Montpelier.
- c. Recreational Equipment Lending Library.** Manager Schulz said information about this upcoming program has been posted on the municipal website as well as the municipal Facebook page. Committee Chair Zuaro was grateful for this and noted that space is now being cleared out at the Brown Public Library to install the equipment storage shelves, etc.
- d. Next Meeting.** Committee Chair Zuaro noted the next meeting will be held on Monday, June 12, 2023, and Ms. Lewis will be attending to discuss any remaining mapping and wayfinding project concerns.

**VII. Public Participation (Unscheduled)** There was none.

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

The meeting adjourned at 6:55 p.m.

Respectfully submitted,

*Kenneth L. McCann*

Kenneth L. McCann, Acting Clerk

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