

**TOWN OF NORTHFIELD, VERMONT**  
**VOREC Grant Implementation Committee**  
**Minutes of June 27, 2022**

**I. Roll Call.** Present were Committee Chair Deborah Zuaro, committee members Russ Barrett, Kimberly Caldwell, Melody Currier, Lucas Herring, Nancy Peck, Lydia Petty, Erin Viera and Jeff Schulz. Committee member Colin O'Neil was absent.

Chair Zuaro called the meeting to order at 6:00 p.m.

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

**III. Discussion**

**a. Trail Restoration Project Bids.** Debbie Zuaro stated that the Committee is being asked to review the trail restoration bids and make a recommendation to the Select Board tomorrow evening. Debbie added that the Town received five bids: Gillespie Fuels, Apex Trailworks, Guilmette Landworks, G&N Excavation, and Capitol Earthmoving.

Next, Debbie suggested that each Committee member provide their thoughts and recommendations regarding the bids. First, Debbie did note that Committee member Collin O'Neil, who manages the Shaw Outdoor Center, provided a recommendation in writing. Collin recommends the bid award to Apex Trailworks because the price is one of the lowest and he is familiar with that company's work and with owner Zac Freeman. Also, Zac Freeman knows the product very well and is committed to doing quality work. Next, the Committee members provided their thoughts and recommendations on the bids and the overall consensus was to recommend the bid award to Apex Trailworks based on Apex's direct trail related experience, the bid is within budget, and Apex's bid document provides for the completion of more work than the low bidder.

Motion by Nancy Peak, seconded by Russ Barret, to recommend that the Select Board award the trail restoration bid to Apex Trailworks. **Motion passed 8-0-0.**

**b. Other Business.** Lydia Petty asked in regards to the timing of removal of the smaller trees prior to the contractor starting the trail restoration work. Jeff Schulz stated that he will reach out to the contractor after the Select Board awards the bid to notify of the award and to inquire about a start time.

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

**V. Adjournment.** Motion by Russ Barrett, seconded by Nancy Peak, to adjourn. **Motion passed 8-0-0.**

The meeting adjourned at 6:32 p.m.

Respectfully submitted,

*Jeff Schulz*

Town Manager

These minutes were approved at the regular meeting of July 11, 2022.