



**Minutes**  
**Moretown Legal Trail and Class 4 Road (LTC4R) Committee**  
**Wednesday, March 27, 2024**  
**-Draft-**

The meeting was held in person at the Moretown Town Office and online via Zoom.

**Members Present:** Martin Cameron, Colin Nohl, Craig Oshkello, Bob Sargent, John Schmeltzer, Dave Stapleton, Chris Stephenson, Callie Streeter (Vice-Chair)

**Staff Present:** Carol Chamberlin, Zoning Administrator

**Others Present:** Lori Bjornlund, Travis Blodgett, Deb Sargent

The meeting was called to order at 6:30 pm.

**Public Comment**

Travis Blodgett expressed concerns that the first meeting of the Committee was not announced publicly at least 48 hours in advance, and that the minutes of the first meeting had not been posted. He also noted that minutes and other documents that were part of an earlier Committee's meetings related to the same topics had been removed from the Town's web site.

It was agreed to reconfirm any motions taken at the March 13 meeting, and to hold off on approving the minutes for that meeting. It was explained that some of the information removed from the web site had been inaccurate, and that this group's intent was to begin with fresh discussion of the issues; it will be requested that Paula Mastroberardino-Woods (Chair) replace the documents which had been removed. Martin explained that the focus of the earlier group was primarily to determine which Class 4 roads were to receive regular maintenance, and that this new committee's scope is broader.

Travis confirmed that he was not interested in becoming part of the Committee.

**Officer Selection**

Paula was nominated to serve as Chair and was elected unanimously.

Callie was nominated to serve as Vice-Chair and was elected unanimously.

**Discuss Official Road Map for Moretown and Ancient Road information**

John Schmeltzer reported that he had been speaking with Johnathan Croft (VTrans) regarding the reporting by towns to the state of town road mileage; Johnathan had explained that all

roads must be included in the report, including Class 4 (C4) and Legal Trails (LT). He also noted that the state has a process to follow if/when new information regarding roadways is provided by towns. John explained that the exact location of all the C4 and LT roadways noted on the map is not necessarily definitive, and may need to be verified/clarified through a search of related land records. Martin noted that, while the report is used for allocation of state funds based upon town road mileage, no funds are provided for C4 or LT roadways.

Martin explained that maintenance levels provided for Moretown's C4 roads was handled in the past through a subjective decision-making process, but that a policy was put in place several years ago which includes classification of C4 roads into two categories, outlining the level of annual or less frequent maintenance to be provided. He also noted that the onus is on any potential purchaser of a property to be served by C4 or LT access to ensure that the roadway to be developed is on their property or in a deeded ROW.

It was indicated that Title 19 of the Vermont State Statutes is the source for regulations regarding roadways.

It was noted that the Ancient Roads program served to gather information regarding legal trails, and that Moretown had provided their road information through this program, but that it is possible that there are some in Town which at this point have not yet been identified.

It was agreed that the map provided to and used by VTrans should be used by the Committee for purposes of further discussion and decisions made regarding C4 and LT roadways, as it was the most accurate and relevant of the many maps available for Moretown.

**MOTION:** *Bob Sargent made a motion to recommend to the Selectboard that the Town adopt the VTrans map as presented. The motion was seconded by Martin. All voted in favor.*

Martin reiterated that no changes are intended for the maintenance schedule which has been established for C4 and LT roadways.

#### **Discuss Policies, Guidelines, Models for Class 4 and Legal Trail Policies**

Martin explained the process which has been followed to date for addressing maintenance needs of C4 and LT roadways, explaining that there are at times situations created whereby there is activity taken on outside of the parameters of the policy. One such example is work being completed on C4 roads (Lynch Hill and Brownsville) which was funded by CVRPC grant money; those roads have had some subsequent maintenance performed in order to maintain the work that was completed through the grant.

There was some discussion regarding the potential for upgrading small portions of C4 roads which are accessed by town vehicles to reach suitable turnaround locations for graders and plow trucks. It was agreed that the cost of improvements needed to bring these sections up to C3 standards and thus qualify for state aid payments may outweigh the increase in state funds received.

It was noted that no work on C4 roads is reimbursable by FEMA, but that statute indicates that any damage caused by a disaster must be addressed, and the road restored to pre-disaster condition. It was agreed that further discussion is needed on this topic, as suggestions such as replacing failed culverts with water bars need to be evaluated.

Martin had no suggested changes to the current classification of C4 roads into categories A and B, but it was suggested that the list be reviewed as it has not been updated since 2013. A further discussion took place regarding what level of development, if any, and associated road improvement would lead to the Town performing annual maintenance on a current C4 or LT roadway. Staffing levels need to be considered as well in these discussions, as well as inclusion of standards to be followed and subsequent property owner responsibilities if/when upgrades to these roadways are considered. Dave pointed out that upgrades may create opportunities for use by others which is not intended by the property owner(s).

Martin pointed out that there are permits required for work in the Town ROW, but that often these are not obtained. He also indicated that he does not act as an enforcement officer in these situations.

### **Review/discuss information regarding Motorized Vehicles and Bicycles on Class 4 Roads and Trails**

Callie advised that this topic not be taken up by the Committee without having an updated Road Policy in place first. It was pointed out that State statute regulates ATV use, and that the Town has the ability to close roads during mud season and at other times when additional traffic would be detrimental to road conditions.

### **Next Steps**

It was agreed that a work plan should be outlined in order to prioritize the tasks to be undertaken, which includes:

- Reviewing the existing policy, focusing on where changes are needed, and making recommendations for policy updates to the Selectboard
- Looking into any procedural changes to be recommended, such as who is responsible for evaluating sight lines for new driveway/private road access onto town roads
- Ensuring that potential property owners understand the need for due diligence in determining access to parcels via C4 or LT roadways
- Reviewing the current list of C4A/C4B roads, determining if any should be moved into or out of the more regular maintenance schedule

### **Adjournment**

The meeting adjourned at 7:50 pm.

Respectfully submitted,

Carol Chamberlin, ZA