

1 Essex Conservation and Trails Committee (CTC)

2 Regular Meeting Minutes

3 81 Main St. Essex Jct., VT 05452

4 January 13, 2026

5 *Draft meeting minutes prepared by Erin De Vries, submitted on January 20, 2026*

6 **Attendees:**

7 **Members present:** Ken Signorello (Chair), Erin De Vries (clerk), Paul Davis, Morgan
8 Kirk, Carrie Macfarlane, Sarah Salatino

9 **Staff Present:** Hans Nedde

10 **Public present:** None present online or in-person

11 **1. Call to Order 6:00 PM**

12 Chair Ken Signorello called the meeting to order at 6:04 PM.

13 **2. Agenda Additions/Changes**

14 None.

15 **3. Approve Agenda**

17 **4. Approve Minutes**

18 **Action Item:** The minutes from the December 9, 2025 meeting were presented for approval.

19 There were no changes to the meeting minutes. Erin agreed to add line numbers to future
20 drafts. They also discussed the need to document recommendations that were transmitted to
21 the Planning Commission, ensuring proper public record-keeping.

22 **Motion:** Moved by Sarah Salatino. Seconded by Paul Davis. Passed (5-0-1). Carrie Macfarlane,
23 new committee member abstained because she was not at the December 9, 2025 meeting.

24 **5. Public to be Heard**

25 None present online or in-person.

26 **6. Business Items**

27 **a. Welcome New Member Carrie Macfarlane**

28 The Conservation and Trails Committee welcomed new member Carrie, who shared her
29 background in municipal organizations and land use. Other members introduced
30 themselves to Carrie.

31
32 **Action Item:** No action.

33 **Motion:** None taken.

34 **b. Confirm Tree City Contact**

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36 Paul Davis has agreed to be the Tree City USA Contact for the Committee.

37
38 **Action Item:** Add Paul Davis to Tree City USA Contact List.

39 **Motion:** Ken Signorello moved. Erin De Vries seconded. All in favor. Passed 6-0-0

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41 **c. Executive session moved to the end of the agenda.**

42
43 **Motion:** Moved by Ken Signorello. Seconded by Sarah Salatino. All in favor. Passed 6-0-0.

44
45 **d. Approve Annual Report**

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47 **Action Item:** Reviewed Essex Conservation & Trails Committee 2025 annual report written by
48 Bino Cummings.

49
50 **Motion:** Moved to approve by Paul Davis. Seconded by Carrie Macfarlane. All in favor. Passed
51 6-0-0.

52
53 **e. Approved CTC comments on Executive Order 06-25**

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55 **Action item:** Erin De Vries presented a draft comment letter on Executive Order 06-25
56 concerning rulemaking changes as related to the Vermont Wetlands Rules. See attached
57 comment letter submitted on January 13, 2026. Committee members helped to edit the
58 document. Erin read the final draft.

59
60 **Motion:** Motion to approve was made by Erin De Vries. Seconded by Ken Signorello. All in
61 favor. Vote 6-0-0.

62
63 **f. Approve letter of support from CTC for the Recreational Trails Program Grant**

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65 **Action item:** Hans Nedde shared details on the Indian Brook Trail Improvement Project and
66 upcoming ANR Recreational Trails Program grant proposal for which Essex Parks & Recreation
67 is seeking funds to complete the improvement project. The conversation ended with the

approval of a letter supporting the Essex Parks and Recreation Trails program grant application for trail improvements at Indian Brook Reservoir.

Motion: Motion to approve was made by Paul Davis. Seconded by Ken Signorello. All in favor. Vote 6-0-0.

g. Comments on Fundraising and Donation Policy

Action item: Committee discussed fundraising and donation policy, including allowing donations to specify support for specific programs and events, and lowering the threshold for acknowledging donations from \$1,000 to \$400. Committee reviewed draft policy with comments and edits made.

Motion: Motion to approve changes was made by Sarah Salatino. Seconded by Morgan Kirk. Erin De Vries abstained. Vote 5-0-1.

h. Trail Caretakers Program Reboot Discussion

Action item: The Conservation Trails Committee discussed a proposal to revive the Trail Caretakers Program, with Morgan presenting a detailed plan for individual volunteers to maintain trails on their own time. The committee supported the idea of a formalized program, with plans to review an application process and potentially meet with interested volunteers as a group.

Motion: None.

i. Planning for Arbor Day

Action item: Discussed where we can plant a tree for Arbor Day in the Town of Essex. Ken Signorello is going to scope out planting a tree at the Town green.

Motion: None.

Motion to move to executive session and adjourn the meeting from the executive session. Ken Signorello motioned. Sarah Salatino seconded. All in favor. Vote 6-0-0.

5. Adjourn

- Meeting adjourned at 8:04 PM.

Meeting recording: <https://www.youtube.com/watch?v=qKJ6xx0IRcc>

Next meeting scheduled for February 10, 2026