

**CVTC MEETING 1:00 P.M. February 18th, 2022  
AT THE CARRABASSETT VALLEY TOWN OFFICE**

**AGENDA:**

1. **NOTES FROM PREVIOUS MEETING** (November 19<sup>th</sup>, 2022): Attached.
2. **FINANCIAL REPORT -Dave C.:** (Attached). This one-page report details the current finances and pending financial requests involved with all the various mountain bike trail development and maintenance accounts.
3. **TRAIL REPORT -Josh:** Update on accomplishments in 2021 and current work plan for 2022. The Committee should be on board with a plan for 2022.
4. **STATUS OF THE \$300,000 U.S.D.A. GRANT -Deb.**
5. **PURCHASING A MINI EXCAVATOR FOR THE MOUNTIAN BIKE PROGRAM:** Both the CV Select Board and CRNEMBA supported purchasing a new Cat 302 mini-excavator which is now moving forward with an estimated price of \$40,000 including attachments and extended warranty. We are also looking at renting a larger Cat 303 machine. Both the purchase and rental costs will be funded from the separate \$66,000 USDA equipment account that was transferred from the Town/Club account as the required share of the USDA grant.  
We anticipate expenses related to these machines (gas, repairs, insurance, etc.) will come from the \$66,000 equipment account. While the equipment is technically in the Town's name, the equipment is being paid for equally by the Town and the Club and going forward we may want to develop a brief MOU that lays out guidelines for both usage and operating costs of the equipment.
6. **DISCUSSION OF PURCHASING A USED PICK-UP TRUCK FOR USE OF THE TRAIL CREW:** Josh asked that this be discussed.
7. **SUGARLOAF UPDATES FOR 2022 -Brenna/Adam.**
8. **MH&T UPDATES FOR 2022 -Wolfe.**
9. **DISCUSSION OF FINALIZING A REVISED M.O.U.:** Ed has been working the parties involved to seek their input.
10. **APPOINTING A CHAIRPERSON FOR THE COMMITTEE:** The revised M.O.U. speaks to electing a new Committee Chairperson each year. As some of you may know, the Town Manager as acted has the "facilitator" of this Committee since the inception of the current mountain bike trail committee approximately ten years ago and needs to "step down" in this capacity going forward.
11. **OTHER BUSINESS? Update on winter fat biking; upcoming events**

## Notes from November 19<sup>th</sup> CVTC Meeting

- Josh provided a Trail Report including accomplishments for 2021 and related recommendations
- The Committee reviewed information on the three pending Grants (Franklin County T.I.F.—2020 for \$15K and 2021 for \$35K, the Northern Forest Center \$30K—now being used for trail development in the Stoney Brook trail pod, and the \$300,000 U.S.D.A. grant that needs to “authorized to proceed” and will be used in 2022 and beyond for Stoney Brook trail development and possible equipment purchase. The U.S.D.A. grant requires a \$66,000 match which may come from the “Town/Club” account.
- Dave gave the Committee a brief financial report on all trail accounts.
- Signage Work: Tom indicated that the Sugarloaf crew was able to install more the trail signage and more is needed. John Freeman indicated that he and Tim Flight were able to look at the new signage placement and are happy with the results.
- Winter Fat Bike Riding: There was a little discussion about providing new trails on the lower part of the Town Public Lot but no progress has yet been made.
- Brenna provided the Committee with an update on the MAXXIS Event which was very successful. Next year’s event will be held on August 15<sup>th</sup>.
- Dave Hughes indicated that this year’s Back Country challenge was very successful with 350 participants. More is expected in 2022.
- Purchase of Mini Excavators: There was considerable discussion regarding the Pros and Cons of purchasing one or two machines. There is money in the U.S.D.A. grant to purchase equipment (\$60K or more). New machines will cost in the \$30K to \$35K range depending on the size of the machine and related equipment. It was left that Josh will prepare a one-page summary involving needed information (length of time the machines will be needed in the development plan, amount of trail mileage anticipated, cost of rental versus equipment purchase, etc.). There did appear to considerable support for purchasing at least one machine. This matter will be discussed at the next CVNEMBA meeting and with the Select Board.
- The Committee briefly discussed the proposed revised M.O.U. regarding the Committee’s collaborative efforts. It was thought that if Committee members had input that they should share their thoughts (email) with either Ed or Dave C.
- Other:
- Deb and Josh to look at ‘Recreational Trail Grant’ opportunities for the Jones Public Lot.
- Other trail development opportunities could include looking at the south facing Sanitary District land.
- Tom discussed the need for trail related work over the next two years to be able to recertify the 2.5K Nordic ski race loop which would have some minor impact on the Stadium and other areas.
- It was mentioned that plans for a parking lot at the Stoney Brook Pod trailhead would accommodate approximately twenty-four vehicles. Although the State of Maine has supposedly committed \$10,000 to the project it will cost considerably more and it needs to be determined who will build this.

## 2022 Proposed Mountain Bike Trail Funding and Projects

Acct. #	Trail Fund/Project:	2021 Bal. For. And <u>Credits</u>	2021 Town <u>Approp.</u>	2021 Town Rec. Endow. <u>Fund</u>	2021 Club <u>Funding</u>	2021 MH&T <u>Funding</u>	2021 Sugarloaf <u>Funding</u>	2021 Expenses	Balance 12/31/2021 (Balance Forward Request)	2022 Funding Request
52-1-409	Town Lot(s) Trails	\$185	\$15,000					\$15,185	\$0	\$15,000
52-1-399	Trail Signage	\$7,126						0	\$7,126	0
52-1-405	Trail Planning	\$1,289						\$1,176	\$113	\$10,000*
90-1-653	MH&T Projects	\$19,397							\$19,397	0
52-1-403	Trail Maintenance	\$2,225	\$8,000		\$3,000	\$3,000	\$3,500	\$18,896	\$829	\$17,000**
	(plus in-kind volunteer work)									
52-1-408	Town/Club (50% Ea.)	\$114,134		\$15,000	\$15,000			\$26,505	\$117,629	\$30,000***
52-1-406	Wyman Project T.I.F.	\$78,958						\$78,767	\$191	0
52-1-402	Environmental Work				\$2,553			\$2,553	\$0	\$0
52-1-404	Northern Forest Ctr.	<u>\$25,000</u>						<u>\$6,180</u>	<u>\$18,820</u>	<u>0</u>
<b>TOTALS:</b>		<b>\$248,314</b>	<b>\$23,000</b>	<b>\$15,000</b>	<b>\$20,553</b>	<b>\$3,000</b>	<b>\$3,500</b>	<b>\$149,262</b>	<b>\$164,105</b>	<b>\$72,000</b>

### New for 2022:

U.S.D.A. New Equipment Account (Local match for \$300,000 U.S.D.A. Grant) \$66,000\*\*\*\*  
U.S.D.A. Grant Funding (with two crews could spend approximately \$130,000/yr.) \$300,000

### Notes:

\*\$10,000 to come from the Town/Club Account  
\*\*\$17,000 to come from \$8,000 Town approp. And \$3,000 each from Club, MH&T and Sugarloaf  
\*\*\*\$30,000 to come from \$15,000 each the Town and the Club  
\*\*\*\*\$66,000 to come from the Town/Club Account  
\*\*\*\*\*If all of the above is approved the Town/Club Fund balance will be \$71,629.

### 2022 Projects:

Continue to develop "Stoney Brook Trail Pod" (Wyman and CV): using Northern Forest Ctr. Fund and U.S.D.A. grant funding.  
Purchase a new Mini Excavator and rent one with Town/Club U.S.D.A. New Equipment Funding  
Planning New Trails on the Town's Jones Public Lot on hold until obtaining access of the Carriage Road?  
Town to also continue with trail bridges replacement multi-year project to be funded from the Town Lot Account.

NOVEMBER 2021



## MEMORANDUM OF UNDERSTANDING

The Town of Carrabassett Valley  
Carrabassett Region Chapter of the New England Mountain Bike Association  
Maine Huts & Trails  
Sugarloaf Corporation

## INTRODUCTION AND CONTEXT

While mountain bike trails have existed in the Carrabassett Region for several decades, a concerted effort to build a much expanded and sustainable destination trail network began in 2011 through efforts of the newly formed Carrabassett Region of the New England Mountain Bike Association (CRNEMBA) and the Town of Carrabassett Valley. Maine Huts & Trails (MH&T) and Sugarloaf Corporation joined these efforts shortly thereafter, laying the groundwork for the Carrabassett Valley Trails Committee and the collaborative efforts that have created the largest mountain bike trail network in the State of Maine and one of the very few true destination trail networks in the Northeast. Significant financial resources have been raised from within the community and from outside sources to support the construction and maintenance efforts necessary to create and operate the network. A Professional trail crew, partner donations of labor and equipment, and substantial efforts by dedicated volunteers have made Carrabassett Valley Trails (CVTrails) a reality.

It must also be acknowledged that CVTrails is made possible by the landowner permissions that have generously been granted by, and to, each of the parties to construct and maintain trails in the Carrabassett Region.

This MOU intends to outline a working framework for the four Carrabassett Valley Trails Committee (CVTC) members to continue their collaborative work with the common goal of developing and maintaining a world class mountain bike trail system that promotes the interests of the Carrabassett Region and the four parties.

## STATEMENT OF INTERESTS

Each of the CVTC members has a long history of demonstrated commitment to the Carrabassett region community. While this commitment clearly extends to CVTrails, each member also has interests specific to their organization.

- The Town of Carrabassett Valley seeks to provide additional recreational opportunities for its citizens, property taxpayers, and guests as well as promote additional economic activity in the spring, summer and fall seasons.
- CRNEMBA's goal is to create mountain biking opportunities for all age and ability levels and to create a significant trail system to help promote and support the Club and to promote the sport and the local economy.
- MH&T interest is to stimulate additional business activity for their Huts, their programs and the surrounding community particularly in the summer and fall seasons and to promote mountain biking and related trail development.
- Sugarloaf wishes to provide additional amenities for its guest and to develop additional non-winter business activity.

## VISION STATEMENT

The Town of Carrabassett Valley, CRNEMBA, Maine Huts & Trails, and Sugarloaf are committed to creating a world-class mountain bike destination in Carrabassett Valley and the surrounding area. We are working together to develop a mountain bike trail system of exceptional quality, sustainability, and diversity for the enjoyment of residents, property owners and riders that travel to our area. Our planning goals are to:

- Continue construction of new trails and maintain the extraordinary trails we have in place in order to remain at the fore-front of regional and national trail systems,
- Promote the trail system and the unique riding experience we offer in order to foster a vibrant community and economic activity aligned with the interests of each partner organization,
- Seek input from the community and ridership to guide us in the planning process,
- Ensure that our plans account for riders of all abilities and ages, and
- Recognize the importance of planning for the sustainability of our efforts.

We recognize that the interests among the partner organizations may not always entirely align and pledge to work together openly and respectfully for the benefit of all.

## AGREEMENTS OF PRINCIPLE

Through this Memorandum of Understanding, CVTC partners agree to the following principles that guide the Committee's operation and objectives.

### Commitment

Each of the partners pledges their general commitment to the continued collaboration necessary to develop and operate a trail network that provides a safe and fun riding experience for all levels of riders. However, no partner is under any obligation to commit financial or other resources, or to be otherwise involved, with any specific project or activity.

### Representation

Each of the four CVTC partners may nominate two representatives to participate as voting members of the committee.

### Committee Leadership

Committee members shall vote, at least annually, to select a Chairperson from the committee to guide the committee in setting meeting schedules and agendas.

### Meetings

Meeting shall be scheduled by the chairperson as necessary to carry out committee objectives. The chairperson shall endeavor to accommodate individual CVTC member schedules.

### Decision Making

While the CVTC strives for consensus in its decision making, decisions for which a consensus cannot be reached shall be resolved by majority vote.

### Subcommittees

The chairperson, or any other committee member, may propose subcommittees to address specific challenges or initiatives. Each subcommittee shall require authorization by the full committee and have a chairperson responsible for managing subcommittee activities and reporting to the full CVTC.

### Trail Access

Until such time as it is determined that the initiation of some sort of fee system (like the Vt. Kingdom Trails) is desirable to generate operating or trail development revenues, all parties agree access to the mountain bike trail network will be free of charge. This agreement will not prohibit CRNEMBA, MH&T, or the Town of Carrabassett Valley from soliciting donations from users to assist with trail development.

### Trail Development Priorities

The initial focus of the trail development was creation of both mountain bike specific and multi-use backcountry trails in the immediate area of the Sugarloaf Outdoor Center (Town public land) and MH&T's Poplar Stream and Stratton Brook Huts. Much has been accomplished through extensive collaboration of the parties and other contributors. Recently, the focus has begun to shift beyond those areas to include the development of trails in the area known as the Jones lot (Town public land) to the southeast, and to the Stoney Brook area on State lands to the northwest. Sugarloaf, largely through its own initiative, has begun efforts to add gravity trails to the network offering as well.

Future trail development shall seek to:

- Provide a mix of beginner, intermediate and expert options that reflects the preferences of the trail ridership.
- Use construction techniques and strategies consistent with the intended use of the trail.
- Offer the best possible riding experience, regardless of difficulty level.
- Construct trails that are environmentally sound and sustainable.

The CVTC shall endeavor to maintain a planning document summarizing overall trail plans in order to support discussion and decision-making regarding trail priorities, funding, etc.

### Trail Construction Standards:

Trail construction techniques and standards may vary to account for specific trail objectives (e.g., single track vs. connector, vs. gravity) and available resources. However, in general, trail construction should be of the highest quality possible and adhere to the latest best practices as established by industry groups such as the International Mountain Biking Association (IMBA). In all cases trail quality should be consistent with the surrounding network to provide a coherent riding experience.

### Promotion/Marketing

Through a process of community and partner input, and professional consultation, the trail network has been named Carrabassett Valley Trails. Each party agrees that all promotional efforts will recognize and acknowledge all parties in all promotional and informational displays, publications, etc. specific to mountain biking. It is agreed that all parties will determine if and how to develop a marketing and promotional plan that best achieves the mutual goals for all parties with respect to mountain biking for the Carrabassett Region. Past practice has been that the Club has funded the annual mountain bike trail map and MH&T has funded their own trail system map (their trail system covers all of their huts and trails and is also used for cross-country skiing).

### Funding

Current and past practice has been for the Town to provide funding for trail projects on the Town's Public Lot and for the Town, Club and MH&T to request matching funds from the Town's Recreational Endowment Fund to match Club and/or MH&T funding or grant funding to complete desired trail development projects. The Town's focus with Club and MH&T funds has been to use the Recreational Endowment Funds to match funding for projects outside the Town's Public Lot. However, decisions must remain flexible to determine the best utilization of this matching funding.

### Maintenance

As the trail system expands and ridership increases, it is imperative that continued substantial investment be made in trail maintenance. Trails will be maintained in the highest standard possible given staffing, funding and practical considerations. It is the goal for all parties to participate in this effort. Both the Club and MH&T continue to donate significant volunteer hours in this effort. An annual maintenance plan with recommended funding will be approved annually by the Committee and the parties involved.

## PARTNER AGREEMENT

The respective representatives of each hereby agree in principle to this MOU with the understanding that its purpose is to outline the framework to mutually work together to create and maintain the 'Carrabassett Region Trail System' with the understanding that the parties are not committed to any obligation or financial commitment to commit resources or to be involved with any trail development project they wish not to participate in. It is the intent that the parties review this understanding annually and make revisions as mutually agreed. Any party may opt out of this MOU upon written notification to the other parties.

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Town of Carrabassett Valley

Dated: \_\_\_\_\_

\_\_\_\_\_  
CRNEMBA

Dated: \_\_\_\_\_

\_\_\_\_\_  
Sugarloaf Mountain Corp.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Maine Huts & Trails

Dated: \_\_\_\_\_