

Governor's Snowmobile Council
May 11, 2022

Draft Minutes

Present:

Pat Poulin, Chairman
Gary Nolan, VAST Law Enforcement Committee
Dick Jewett, Governor Appointee
Shannon Fassett – Vermont DMV
Mike Mustachio (in for Ken Gammell)
Cindy Locke, VAST Executive Director
Becca Washburn, Vermont Parks & Recreation

VAST Staff Present:

Ken Brown, Trails Manager & LVRT Project Manager
Matt Tetreault, Trails Administrator
Mandy Dwinell, Office & Programs Manager

Guests:

Stan Choiniere, VAST Safety Committee
Jeff Haplin, Central VT Representative (Temp)

The meeting was convened at 3:06PM via Zoom by Pat Poulin.

Approval of Minutes

Cindy Locke moved to approve the April minutes as presented; Gary Nolan seconded. Motion carried.

Approval of SSTP Financial Report, Matt Tetreault

Not a lot of changes. The main expenses for March were law enforcement and plowing invoices. The administrative expenses were normal. Currently \$52,006.62, onboard with expenditure range.

Agency Reports

Vermont State Police, Trevor Carbo
N/a

Fish & Wildlife, Jenna Reed
N/a

Sheriff's Association
N/a

Southern VT Wilderness Search & Rescue, Chief Paul Doucette
N/a

Department of Motor Vehicles, Shannon Fassett

Vermont Registrations Update:

- 2022: 21,576 registrations, 15,755 Vermont
- 2021: 21,516 registrations, 15,496 Vermont

Forest, Parks & Recreation, Becca Washburn

Introduction as interim representative as Forest, Parks & Rec is awaiting new staff members. The finance department has been experiencing turnover. Becca is working on reviewing the budget and on the grant agreement. There may be possible delays. Reach out to Becca for help with grant transitions during the process.

VAST

VAST Financial Request to Governor, Cindy Locke

Language Bill for extra VAST 750K, 50k made it through the legislature and is awaiting the Governor's signature. Money from the budget is distributed from Transportation as 1-time money. There were \$80million of requests over what they had to spend, and we're doing well so far with the funding. There are stipulations, and we're working on reviewing them.

Questions on regulations for funds. Cindy shared that those expenses would need approval. There will be guidelines provided by the state and VAST, more so for equipment funds. Discretion by BOD and Gov Council to supplement funds. More details to come.

Law Enforcement Committee, Gary Nolan

- Y/E reports from L/E

Working on gathering year-end invoices and reviewing them. Currently missing 1-2 invoices and will reconnect soon after the committee meets.

VAST AORRG Insurance Update, Cindy Locke

Moving closer to approval and hoping to know more soon. Renewed 3-month extension for insurance for directors & officers. Liability insurance is up for renewal in September. Will have updates by then.

VAST will attend Snowmobile Congress next month while there, Mark will be representing the Risk Retention Group in a trade show booth. Eventually we may open our insurance program to additional associations. We would like to

have a year with the program as a trial first prior to broadening out to other organizations.

Other

Jeff Haplin's application is in the process of being finalized for the Governor's Council representation for central VT. As well as renewing Star Poulin's position as it was up for renewal in February.

VAST Safety Committee, Stan

Upcoming meeting in June. Task the members to give some thought to programs for next year and, we wanted to get prepared for the Internationals Snowmobile Safety Week. Stan reached out to the manufacturer's association about that package of information and marketing support material, and they told him they don't offer that program anymore. Looking at other venues or avenues for some supporting material. Would like to schedule for law enforcement for next year when we do have that week that our safety ambassadors are out at high visibility and maybe work with law enforcement for some increased visibility on their part as well. New signs came up this year and will be brought to the VAST annual meeting and will be available to clubs.

SSTP Trail Report, Matt Tetreault

A draft version of the proposed FY 23 budget was presented to the council along with FY 22 actuals and year end projections.

The FY 22 budget was based on 15,000 resident and 5,500 nonresident registrations. The DMV report as of April 3rd shows 15,755 resident registrations and 5,821 non-resident registrations. This provides a bit of additional revenue.

Overall expenses in FY 22 are close to what we had budgeted. Many line items are projected to come in under budget primarily due to the shorter season experienced this past year.

There will be approximately \$10,000 to carry forward out of fiscal year 22. This carryforward amount is reflected in the FY 23 budget in the equipment line item.

The FY 23 budget will be based on a total of 20,500 registrations, 15,000 resident, and 5,500 nonresidents. This seems to be an accurate figure to base the budget on the revenue side.

Admin Services-A slight increase due to tax changes and COL increase.

Office Rent-No change

Office Supplies-Slight decrease. We are doing more online now which cuts down on office expenses.

Postage-Same as Office Supplies. Fewer items are mailed now so this line item can be decreased.

Registration Postage Reimbursement- There are fewer DMV agents in the program now and therefore less expense here.

*Telephone/Internet-*This line item is split between VAST General and SSTP Budget. We decreased this line item in SSTP and will take a bit more out of the VG budget to account for this.

*Travel Expense-*This expense is not paid out of VAST General and not SSTP.

*Snowmobile Lease/Purchase/Reg-*We are paying for this expense solely from the VAST General Budget now as well.

*Professional Audit & Services-*VAST no longer reaches the threshold for a single federal audit so there is less time/work and expense for the auditors. The line item was decreased as a result.

Professional Dues – Trails Administrator membership to the International Association of Snowmobile Administrators or IASA with \$500 fee to join that association.

*Equipment Grants-*The amount in here for the FY 23 budget is the carryforward amount from FY 22 as noted earlier.

Safety Education- Increased this line item on a speculation there may be an uptick with in-person classes that may need some more materials

Trails Program Publications- VAST may print some permission forms and bridge agreement forms and signing supplements for clubs. Printing costs are rising like everything, so it makes sense to increase this line item.

*Plowed Parking Areas-*Decreased this line item a bit to help balance the budget. If we have a good snow year if we might be taking a little risk with only \$16,000 to spend.

Liability and Volunteer Insurance- Keeping this line item at \$240,000 even as we move towards the RRG. We still felt this would be a solid number to use.

*Law Enforcement-*The projections for FY 22 are far below what was budgeted due to staffing shortages for Law Enforcement and sporadic winter conditions throughout the state. \$5 per registration is earmarked for law enforcement so any funding that is not spent will be placed in carryforward, which has a larger balance from past seasons.

Law Enforcement Equipment- 30,000 from carryforward in the line item. There's plenty of money in the law enforcement carryforward from years past so if there are equipment needs from law enforcement, we can certainly adjust this.

*Pat Poulin-*There is talk of the Vermont State Police and the Wardens ramping up their personnel. If this happens, we may need to take a look at how law enforcement funding is divided up.

*Cindy Locke-*More if we have a good snow year, we're going to want law enforcement visible on the trails. We have always worked closely with law

enforcement to provide them with additional funding if needed during the season.

Jeff Halpin-Washington County has been supporting the Washington County Sheriff's with snowmobiles maintenance and other snowmobile enforcement related items. Currently, their machines are old and tired. What is the best way to approach this issue and what funding source should they be seeking?

Cindy Locke-The line item that Matt was just talking about in the budget is for this exact purpose. There's a line item for law enforcement equipment. We give out grants (not 100%) for snowmobiles or trailers. There is a formal grant application process involving a committee that reviews the requests.

Construction and Equipment grant season.
\$844,000 was paid out in grooming so far this season. This is \$300,000-\$400,000 less than last year. Reporting on final numbers for next month. Working on RTP Grant for next month.

Email Matt or Pat with questions

Legislative Report

House Report, Brian
N/a

Senate Report, Jane
N/a

Appointee Reports

Northwest, Pat Poulin
Clubs are picked up, but not much with changes.

Northeast, Mike Mustachio
Routine with designing. Essex county is busy with details with the annual meeting.

Central, Jeff Haplin (Temp)
Few requests for tail position signatures for grants for maintenance and repair, trails are designed. Working on grants.

South, Dick Jewett
May 2, One club still has trail signs out and wasn't pleased. Asked for clarity on who to contact. Cindy advised that Patty could help connect with the club. Clubs working on construction grants.

Next meeting Wednesday, June 1, 2022 at 3pm via Zoom.

Question on ACT 250 clarification, and on if the hearing was vetoed. Difficulties shared on getting trail work done on the trail due to changes with ACT 250.

Cindy shared we're not currently in the ACT 250 bill. We're working on removing completely from ACT 250 program and asked for the original ACT 250 education clarification. Trails organizations need to take a step back to work on preparing educational materials. Very rare for VAST to be affected by ACT 250, VAST is very aware of the process. The focus has traditionally been more on mountain biking and not specifically on VAST. Frank Stanley watches this very closely. Jeff Haplin has been experiencing difficulties in the town of Fayston and has been receiving pushback.

Motion to Adjourn:

Cindy Locke moved to close the meeting at 4:10pm; motion second by Mike Mustachio Motion carried.

Respectfully submitted,
Mandy Dwinell
VAST Office & Programs Manager