



TOWN OF MILTON CONSERVATION COMMISSION MEETING MINUTES

Meeting Type:.....**Regular Meeting**
Date:.....**Tuesday, July 14, 2015**
Time:.....**6:30 p.m.**
Place:.....**Planning Department**
Address:.....**43 Bombardier Road, Milton, Vermont 05468-3205**
Contact:.....**802.893.1186 ♦ planning@town.milton.vt.us ♦ miltonvt.org**

1 **Note:** The meeting was displaced from the noticed location of the Municipal Building Community Room due to a
2 double-booking of that space.

3 4 **1. CALL TO ORDER**

5 The Chair called the meeting to order at 6:34 p.m.

6 7 **2. ATTENDANCE**

8 **Members Present:** Judith Kinner, Chair; Laurie DiCesare, and Dan Gaherty

9 **Members Absent:** Bonnie Pease and Jay Maurice

10 **Staff Present:** Jacob Hemmerick, Planning Director

11 **Public Present:** None

12 13 **3. AGENDA REVIEW**

14 **Additions:** None

15 **Deletions:** None

16 17 **4. PUBLIC FORUM**

18 None

19 20 **5. STAFF UPDATE & ROUNDTABLE**

- 21 • Hemmerick stated that the Lake Champlain Land Trust has accepted most of the edits
22 requested by the Conservation Commission for the Eagle Mountain Natural Area kiosk, and
23 will be getting in touch with Staff about the aluminum panel cost, in case the Commission
24 would like to allocate funds to have a matching panel at the Cold Spring Rd. Kiosk, in
25 addition to the Henry Road kiosk.
- 26 • DiCesare said that she received her packet in the mail on Saturday and requested that
27 packets be sent earlier. Hemmerick stated that the Planning Office cannot accommodate the
28 request due to short staffing and available resources, but he stated that the Department will
29 be bringing a new Planning Assistant on board the 20th of July and the search/hire process
30 is underway for the Town Planner opening. Kinner inquired if the Commission would
31 continue to be staffed by Hemmerick. Hemmerick explained that it will depend on whether
32 or not the new Town Planner is a good fit for the Conservation Commission, with the
33 Planner's primary role being to administer development review.
- 34 • Hemmerick announced that the Commission's Mini-Recreational Trails Program Grant
35 application to the Vermont Department of Forests, Parks and Recreation (authored by
36 Gaherty) was approved to fund way-finding and interpretive signage at the Lamoille

1 Riverwalk and Eagle Mountain in the amount of \$884. Hemmerick said that the next step is
2 to get the grant agreement finalized and determine when funding will be available.

- 3 • Hemmerick said that the *Independent* plans to do a story on the \$50,000 RTP grant award and
4 its relationship with the 25th anniversary of the Americans with Disabilities Act this month
5 in the 7/23 edition. He directed the Indy's staff to contact the Commissioners for quotes.
6 Gaherty said it would be good to emphasize the need for volunteers.

8 6. BUSINESS

10 6.1. Commission Organization

11 Staff requested that the Commission elect a Chair, Vice-Chair and Clerk/Secretary pursuant to the
12 Commission's Bylaws for Fiscal Year '16. **MOTION** by Gaherty, **SECOND** by DiCesare to table the
13 item due to low attendance. Unanimously **APPROVED** (3-0). Gaherty noted that he will be absent
14 next meeting, but may be able to vote by proxy.

15 [Note: Electronic participation is a possibility given the Commissioners' vacation schedules].

17 6.2. Chittenden County Stream Team

18 Staff requested that the Commission identify a preferred outreach activity proposed by Winooski
19 Natural Resource Conservation District (WNRCD) at the last meeting. **MOTION** by DiCesare to
20 identify the rain barrel workshop as the Commission's preferred outreach activity to be undertaken
21 by WNRCD in cooperation with the Conservation Commission, **SECOND** by Gaherty.
22 Unanimously **APPROVED** (3-0).

24 6.3. Lamoille Riverwalk

25 The Commission discussed fatigued trail conditions along the Riverwalk. Commissioners
26 expressed concern about the condition of trail infrastructures, such as bridges and puncheons, as
27 well as vegetative clearing that is occurring adjacent to a stream course, which appears to be on
28 Green Mountain Power (GMP) and homeowner association common land (the trail passes over this
29 land via within an easement). Kinner agreed to reach out to GMP's Mike Nichols to see if they are
30 aware of the activity. Hemmerick said that he would make the Zoning Administrator aware of the
31 cutting, noting that Zoning Regulation Section 692 requires that trees and ground cover along the
32 shore of a fully carrying spring flood waters be maintained for a distance of 25 feet from the
33 shoreline to protect against erosion. Staff stated that softer educational actions are the best at this
34 stage, particularly for partners like GMP. The Commission further asked that the Staff make them
35 aware of any grants to maintain or replace aging infrastructure in the coming year.

37 6.4. Milton Pond Dam Engineering Report

38 The Commission discussed the Dam Inspection Report by DuBois and King, Inc. dated June 5, 2015,
39 which makes recommendations to stabilize the dam currently in poor condition. Hemmerick stated
40 that Public Works intends to act on the recommendation that vegetation be trimmed away from the
41 earthen embankment and within 15 feet of the dam toe as required by Vermont Dam Safety as soon
42 as the terrain is dry. Staff further explained that Public Works intends to use engineering cost
43 estimates to designated funding in the Capital Improvement Plan for dam improvements, and
44 welcomes feedback for the Department's technical consideration. The Commission requested that

1 they be kept informed of actions as this project progresses. Hemmerick was unclear on the status
2 of access easement negotiations between the Peases and Public Works. DiCesare expressed a
3 willingness to flag sensitive fern and perennial wildflower species for consideration when clearing
4 takes place. Gaherty **MOVED** that the body's position is that the engineering solution should
5 maintain the existing Milton Pond water level to support the stability of the Pond's long-term
6 ecosystem, **SECOND** by DiCesare. Unanimously **APPROVED** (3-0).
7

8 **6.5. Recreational Trail Program Request for Qualifications/Proposals**

9 The Commission reviewed the draft document prepared by Kinner and Pease. Gaherty had
10 prepared some edits for further consideration that he would e-mail to Kinner for review. Gaherty
11 generally asked for language that more tightly defines expectations based on his past contracting
12 experience, particularly the requirement for detailed construction drawings. The Commissioners
13 agreed that it would be beneficial to require a pre-bid meeting and tour of the site. DiCesare
14 requested that stakeholders consider repurposing the fir trees. Hemmerick said that he would be
15 meeting with the wetlands permitting specialist at 2:00 p.m. on 7/21 to get a better sense of the
16 permitting program and obligations, which might inform construction dimensions for the access
17 boardwalk and viewing platform. Once Kinner has reviewed Gaherty's revisions for consistency,
18 Hemmerick will send the revised version to the Public Works Director for feedback and further
19 investigate the grant and contracting particulars to better refine the timeline. In reviewing the
20 timeline, the Commission found that it would be best to request that the work be done in the
21 spring, instead of fall, to ensure that the bid process attracts qualified and competitive bidders.
22 There were concerns that the fall is too soon, and the grant award was announced two months later
23 than was advertised. The Commission **UNANIMOUSLY CONSENTED** to table the item for
24 finalization at a later meeting after more information is gathered and considered. Hemmerick said
25 that he is providing FPR with the Town's DUNS number and Certificate of Insurance to enable the
26 administrator to send the Town a Grant Agreement Form.
27

28 **6.6 Town Forest Map and Brochure**

29 Staff requested the Commission review and approve draft content revisions prepared by Pease and
30 edited by Hemmerick. Given the late hour, Gaherty **MOVED** to table the item to the next available
31 meeting, **SECOND** by DiCesare. Unanimously **APPROVED** (3-0).
32

33 **7. MINTUES OF JUNE 23, 2015**

34 DiCesare **MOVED** to approve the Minutes of June 23, 2015, **SECOND** by Gaherty. Unanimously
35 **APPROVED** (3-0).
36

37 **8. ADJOURNMENT**

38 DiCesare **MOVED** to approve adjourn at 9:15 p.m., **SECOND** by Gaherty. Unanimously
39 **APPROVED** (3-0).
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Minutes approved by the Commission this _____ day of _____, 2015.

Judith Kinner, Chair
/jmh

Filed with the Town Clerk this _____ day of _____, 2015.

DRAFT