



TOWN OF MILTON CONSERVATION COMMISSION MEETING MINUTES

Meeting Type:.....**Regular Meeting**
Date:.....**Monday, September 21, 2015**
Time:.....**6:30 p.m.**
Place:.....**Planning and Economic Development Office**
Address:.....**43 Bombardier Road, Milton, Vermont 05468-3205**
Contact:.....**802.893.1186 ♦**
Website:.....**miltonvt.org**

1 **1. CALL TO ORDER**

2 The Chair called the meeting to order at 6:37 p.m.
3

4 **2. ATTENDANCE**

5 **Members Present:** Judith Kinner, Chair; Dan Gaherty, Vice-Chair; Bonnie Pease and Laurie
6 DiCesare.

7 **Members Absent:** Jay Maurice

8 **Staff Present:** Jeff Castle, Town Planner

9 **Public Present:** Spencer Lane, Kelley Lane

10

11 **3. AGENDA REVIEW**

12 **Additions:** Pease requested to add a discussion of ADA trail access rules to the scheduled
13 discussion of the Town Forest Trail Grant.

14 **Deletions:** None

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16 **4. PUBLIC FORUM**

17 None

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19 **5. OLD BUSINESS**

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21 **5(A). FY2016 and Calendar Year 2016 Meeting Schedule**

22 The committee reviewed the proposed calendar for FY2106 and Calendar Year 2016. The
23 Conservation Commission will hold a joint meeting with the Recreation Committee on October 14
24 at 6:00 PM. Gaherty acknowledged that he will not be able to attend the joint meeting. It was
25 agreed that the regular Conservation Commission meeting on October 27 should also take place.

26

27 Spencer Lane and Kelly Lane arrived to the meeting at 6:48 to discuss a possible Eagle Scout project
28 in collaboration with the Conservation Commission. Commission members described several
29 opportunities for improvements to the Lamoille River Walk. The greatest need is thought to be a
30 replacement of the log bridge near the Richie Ave end of the trail. There is also a small stream
31 crossing in need of improvement near the Checkerberry Sq entrance. Spencer Lane described the
32 way Eagle Scout Projects work and that he would like to build something in the spring, giving him
33 time for planning, design, fundraising, and construction. The Commission expressed that they
34 would like open communication about plans and designs, and would like to approve the design
35 prior to construction. Spencer and Kelly Lane explained that the work will be done with a large
36 group of volunteers that will gather to help Spencer complete his project. Spencer shared that he

1 has helped other Scouts with similar bridge construction projects. A walk along the trail would
2 give Spencer a chance to see the areas that need the most improvement and gauge the scale of
3 project that would be appropriate. Commission members expressed a willingness to go show
4 Spencer the trail at a future date. Spencer and Kelly Lane exited the meeting at 7:08

5
6 Discussion of the Calendar continued. The November 22, 2016 meeting was rescheduled for
7 November 15, 2016. The December 27, 2016 meeting was rescheduled for December 13, 2016. No
8 other conflicts were identified.

9
10 **5(B). Conservation Commission Bylaws**

11 The Commission reviewed and provided edits to the Bylaws previously passed in 1994. Members
12 of the Commission questioned if this was in fact the most recent version of the bylaws. Staff
13 confirmed that this was what was filed as the current by-laws of the Commission. Minor edits were
14 made, including correction of regular meeting days, and adjustment of the administrative role of
15 the Town Planner.

16
17 Staff clarified elements of the by-laws. Questions arose as to what constitutes a quorum of the
18 Commission due to the variable number of members. Castle stated that he would do further
19 research on the matter to clarify. Castle also provided clarification of the Conflict of Interest policy.
20 He stated that it is up to the judgment of individual Commission members to determine if a conflict
21 of interest exists and if abstaining from discussion or action is appropriate. Castle stated that as
22 best practice, even if only a perception of a conflict of interest exists, it may be appropriate for a
23 member to abstain from decisions that involve their personal property.

24
25 Castle agreed to make the edits, provide additional information to the Commission, and confirm
26 what the next steps are for updating the by-laws

27
28 **6. NEW BUSINESS**

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30 **6(A). Town Forest Map and Brochure**

31 Final edits were made to the town forest map and brochure. Edits were made in order to reduce
32 labeling clutter on the map, as well as minor edits to the brochure language. Pease and Castle
33 agreed to meet separately to make adjustments to trail location. The final version will be presented
34 to the Commission for approval next meeting.

35
36 **6(B). Budget for FY2017**

37 Commission members requested that Staff provide information regarding prior year budgets and
38 where the current budget stands in order to make informed decisions for FY2017. The commission
39 unanimously **CONSENTED** to table the creation of a new budget until a future meeting.

40
41 **6(C). Major Recreational Trails Program Grant Permitting Status**

42 Castle updated the Commission on permitting status of the recreational trail for the Town Forest.
43 Castle stated that the new wetland permitting fee, for which the Town is no longer exempt, is
44 \$0.75/sq ft of impacted wetland and \$0.25/sq ft of impacted buffer. Given the classification by the

1 State of the wet meadow as a class II wetland, this may be a substantial cost. The ability to use the
2 wetland assessment included in the 2010 Bove Property Report is still unknown. If that assessment
3 cannot be used, the additional cost of a new delineation will exist. Castle suggested that it may be
4 possible to include delineation in the RFP for the project; however the ability to adjust the work
5 plan in any way will be up to the grant administrators. Castle agreed to have the specific
6 requirements and cost as soon as possible in order to determine what the next step is for the project.
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8 **6(D). Capital Improvement Plan Recommendation**

9 The Chair requested that discussion of the Capital Improvement Plan be tabled until next meeting.
10 The Commission unanimously **CONSENTED** to table this item.
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12 **6(E). Potential VYCC Grant for Lamoille River Walk**

13 Kinner suggested that a VYCC grant should be sought for the Lamoille River Walk. The grant
14 deadline was unknown and Castle agreed to look into the dates and requirements. The bridge built
15 previously by the VYCC is in need of improvement. The boardwalk in the horsetail section of the
16 trail is also in need to improvement.
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18 **7. STAFF UPDATES**

19 **7(A). Mini Recreational Trails Grant Program Status & Volunteer**

20 Castle shared that the Grant Agreement has been executed for the Mini Recreational Trails Grant
21 Program. The grant is to be used for interpretive and directional signage for the Lamoille River
22 Walk and Eagle Mountain. Supplies may be purchased when the Commission is ready. The
23 Commission discussed the need for volunteers to help with installation. Gaherty offered to
24 purchase supplies, likely when he returns from a trip at the end of October. Given the
25 unpredictability of the weather in late Fall, it was agreed that work of installing the new signs
26 should begin in the spring.
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28 **8. MINUTES OF JULY 14, 2015**

29 No changes to the minutes were requested. Gaherty **MOVED** to approve the Minutes of July 14,
30 2015, **SECOND** by DiCesare. Unanimously **APPROVED** by members present at the July 14, 2015
31 meeting (3-0). Pease **MOVED** to approve the Minutes of August 25, 2015, **SECOND** by DiCesare.
32 Unanimously **APPROVED** by members present at the August 25, 2015 meeting (3-0).
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35 **9. ADJOURNMENT**

36 Kinner adjourned the meeting at 9:40 p.m.

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Minutes approved by the Commission this _____ day of _____, 2015.

Judith Kinner, Chair
/jwc

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

DRAFT