



MILTON CONSERVATION COMMISSION MEETING MINUTES

Meeting Type:.....**Regular Meeting**
Date:.....**Tuesday, January 26, 2016**
Time:.....**6:30 p.m.**
Place:.....**Municipal Building Community Room**
Address:.....**43 Bombardier Road, Milton, Vermont 05468-3205**
Contact:.....**802.893.1186 ♦**
Website:.....**miltonvt.org**

1 **1. CALL TO ORDER**

2 The Vice-Chair called the meeting to order at 6:33 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:** None
10

11 **3. AGENDA REVIEW**

12 **Additions:** Discussion of leading the upcoming snowshoe excursion to Eagle Mountain as a part of
13 the Recreation Department's Winter Festival.

14 **Deletions:** None
15

16 **4. PUBLIC FORUM**

17 None
18

19 **5. OLD BUSINESS**
20

21 **5(A). Conservation Commission Bylaws**

22 The Commission was pleased with the edits incorporated into the bylaws. A MOTION by Bonnie Pease,
23 SECOND by Dan Gaherty to approve the amendment to the Bylaws of the Milton Conservation
24 Commission. Unanimously APPROVED (4-0).
25

26 **5(B). Town Forest Map and Brochure Printing**

27 The Commission reviewed quotes for the printing of 500 full color brochures to be available to the public.
28 One estimate was significantly less expensive than the other 2, and the Commission unanimously agreed
29 that the least expensive option is the best. Castle said that he will look into if the printing of the text side of
30 the brochure in black and white would decrease the total cost, and will report back to the commission. It was
31 noticed that the picture of the lake on both sides of brochure is redundant, and one should be replaced. The
32 Commission agreed to send some photos to each other and agree on a replacement.
33

34 **6. NEW BUSINESS**
35

36 **6(A). Eagle Mountain Trail Signage**

1 The Commission discussed the new signs needed for Eagle Mountain. A list of needed signs created last
2 summer was reviewed and edited to ensure clarity. Gaherty agreed to visually summarize the sign designs
3 and send them to the Commissioners to look at. He also agreed to contact the sign maker to determine
4 availability and cost. The benefits of smaller signs were discussed, including a reduction of their visual
5 impact to the natural setting and cost. The use of metal snow fence style posts instead of wooden posts was
6 favored due to their durability, cost reduced visual impact. Gaherty agreed to look into cost of metal posts.
7 The Commissioners worry about vandalism and theft of the new signs due to past issues. They agree that
8 adding cement around the base of the posts will help keep the posts from being removed.
9

10 **6(B). Town Forest Major Recreational Trails Program Grant Update**

11
12 Castle updated the Commission on the status of the Town Forest RTP grant. The planning staff is working
13 on a draft RFP for the project. Castle would like to have Roger Hunt, the Public Works Director review the
14 RFP given his past experience. The goal is to present the draft RFP to the Selectboard at end of February or
15 early March. The timeline for the project is:

- 16 • Prior to February Conservation Commission meeting:
 - 17 ○ Staff will create a new draft of the RFP using the previous draft. The new RFP will include the
 - 18 wetland delineation and permitting as well as trail construction as part of the scope of
 - 19 proposals. All proposals must be capped at the \$ amount we have available, BUT the scope of
 - 20 the work may be based on phases identified in the RFP. (This allows the bids we receive to
 - 21 dictate the scope that can be reached given the expected wetland delineation and permitting
 - 22 costs).
 - 23 ○ Roger Hunt look over the RFP and supply feedback.
- 24 • February Conservation Commission Meeting
 - 25 ○ Present RFP to Conservation Commission for comments and approval
- 26 • Present RFP to Selectboard for approval
- 27 • RFP Bid Period (leave open for ~6 weeks)
- 28 • Selectboard approval of contract with winning bidder.
- 29 • Change of scope (if needed) with Grant Administrator based on the scope of the winning bid.
 - 30 ○ *if no bids successful, we will handle delineation and wetland separate from RFP. RFP and
 - 31 scope will be revised based on known costs after delineation. New RFP would then released
 - 32 for bids.
- 33 • Delineation begins May 2016. (cannot happen before beginning of the growing season)
- 34 • Wetland Permitting June - July 2016...August?. (can take a long time to be processed)
- 35 • Construction begins September 2016 -completion (or until winter halts construction).
- 36 • Contingency Construction Period Spring 2017 (if construction not complete by end of Fall 2016)
- 37 • All construction must be complete by July 2017
- 38 • Grant must be closed out by December 31, 2017

39 **7. STAFF UPDATES**

40 **7(A). General Update**

41
42 The Conservation Commission will be leading a snow shoe excursion at Eagle Mountain on Saturday,
43 February 13 at 11:30 - 1:30 PM as part of the Recreation Department's Winter Festival. Anyone attending the
44 event will be meeting at the Henry Road parking lot.

45 A UVM Natural Resources student is interesting in making a podcast nature walk for the Milton Town
46 Forest as part of a service learning project. There was some concern about the muddiness of the Town Forest
47

1 Access Trail, and if it is a good idea to attract more visitors before the trail project is complete. The
2 Commission would like to speak with the student to learn more about what they are proposing.
3 Castle shared that there has been no commitment by the Selectboard in this year's budget for work on the
4 Milton Pond Dam. No further study or maintenance is proposed.
5

6 **8. MINTUES OF December 15, 2015**

7 The Commission unanimously consented to TABLE until next meeting to allow for time for review.
8 Staff omitted the draft from the meeting materials which did not allow time for review.
9

10 **9. ADJOURNMENT**

11 Pease MOVED to adjourn the meeting at 8:47 p.m., SECOND by DiCesare. Unanimously
12 APPROVED (4-0).
13

14 **Minutes approved by the Commission this _____ day of _____, 2016.**
15
16
17 _____

18 **Judith Kinner, Chair**

19 /jwc
20

21 **Filed with the Town Clerk this _____ day of _____, 2016.**
22