



CONSERVATION COMMISSION

Meeting Type:..... **Special Meeting**
Date:..... **Monday , November 14, 2016**
Time:..... **6:30 p.m.**
Place:..... **Department of Planning and Economic Development**
Address:..... **43 Bombardier Road Milton, VT 05468**
Contact:..... **(802) 893-1186**
Website:..... www.miltonvt.org

MEETING MINUTES

1 **1. CALL TO ORDER**

2 The Chair called the meeting to order at 6:35 p.m.
3

4 **2. ATTENDANCE**

5 **Members Present:** Dan Gaherty, Chair; Laurie DiCesare, Clerk; Bonnie Pease.

6 **Members Absent:** Judy Kinner, Vice-Chair

7 **Staff Present:** Jeffrey Castle, Town Planner

8 **Public Present:** None
9

10 **3. AGENDA REVIEW**

11 The following items were added to the end of the agenda: Discussion of prospective new members,
12 the Selectboard meeting schedule, and sharing the results of a walk with Erin Demers in the Town
13 Forest for engineering advice.
14

15 **4. PUBLIC FORUM**

16 None
17

18 **5. BUSINESS**

19
20 **5(A). Engineering Support for Town Forest Trail/5(B). Wetland Permit for Town Forest**
21

22 Castle shared that he discovered trail design plans for the construction of an ADA accessible trail on
23 the existing Town Forest trail. These plans have been sent to Brock Freyer for comment on if the
24 trail designs would be acceptable for state wetland permitting approval. These plans can also be
25 used as the basis for the RFP for trail construction. Castle will avoid the need for engineering
26 support and press forward with preparing the wetland permit in-house. Castle also found evidence
27 in historic aerial photos that the existing trail had previously been used as a farm access. This
28 information has been forwarded on to the State for an opinion if th maintenance of the trail is an
29 Allowed Use for portions of the proposed trail.
30

31 Gaherty shared that his visit with Erin Demers to get her engineering advice on the Town Forest
32 trail project was very useful. Recommendations were given for the structure of the RFP. Gaherty
33 will begin drafting the RFP while Castle finalizes the wetlands permit.
34

35 **5(C). RTP Mini Grant Closeout**
36

1 Castle will be producing the project narrative report to close out the RTP mini-grant. He will
2 coordinate with the Finance Department on the grant reimbursement.

3
4 **5(D). Recreational Trails Program (RTP) grant application**

5
6 Dan Gaherty will work on the development of a project scope and cost for the replacement of the
7 Lamoille River Walk bridge and additional signs for the Town Forest which are similar to the signs
8 installed at Eagle Mountain. There is a December 1 deadline for the submission of pre-application
9 information to be considered for a grant.

10
11 **5(E). VYCC support for Lamoille River Walk bridge replacement**

12
13 VYCC has been contacted and will be visiting the bridge site in order to supply a scope of work and
14 cost estimate for the project to be included with the pre-application materials. If this is not able to
15 be completed prior to the December 1 deadline, Castle has the specifications for the bridge when it
16 was originally constructed which will aid in cost estimation.

17
18 **Additional Items**

19
20 Laurie DeCesare has been in contact with several individuals that were interested in joining the
21 Conservation Commission. She encouraged them to attend a future meeting and get to know what
22 the Commission does. The Commission is interested in advertising for new members.

23
24 The December meeting is tentatively rescheduled to December 20th.

25
26 Attendance at a Selectboard meeting to provide an update of the Commission's activities will be
27 moved to after the new year. This will allow for time to prepare for the meeting at the December
28 Conservation Commission meeting.

29
30 **6. Staff Updates**

31
32 The Conservation Commission and Castle discussed the changing role of Planning Staff support for
33 the Commission. Staff will be less hands-on with the implementation of the Commissions projects
34 and will be available for guidance and navigation of the Town systems and procedures. Projects in
35 processes, such as the Town Forest RTP grant will continue to be supported by Planning Staff.
36 There will be an increased focus within the Planning Department on planning related conservation
37 issues, such as water quality and stormwater. The Commissioners want to maintain a focus on trails
38 and maintenance of the Town's natural areas.

39
40 **7. MINUTES of September 27th & October 25th, 2016**

41 The signing of minutes was TABLED to allow for review by the Commission.

42
43 **8. ADJOURNMENT**

1 DiCesare motioned for the meeting adjournment at 8:45 p.m., SECOND by Pease, APPROVED
2 unaniously (3-0).

3
4 **Minutes approved by the Commission this _____ day of _____, 2016.**

5
6
7
8 **Dan Gaherty, Chair** _____ /jwc

9
10 **Draft filed with the Town Clerk this _____ day of _____, 2016.**

11
12 **Filed with the Town Clerk this _____ day of _____, 2016.**

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