

Burlington Conservation Board

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Matt Moore, Chair
Scott Mapes
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Jeff Severson
Miles Waite
Ellen Kujawa
Zoe Richards
Stephanie Young
Sean Beckett



Conservation Board Meeting Minutes

Monday, November 6, 2017 – 5:30 pm
Planning & Zoning Conference Room – City Hall Lower Level
149 Church Street

Attendance

- **Board Members:** Zoe Richards (ZR), Miles Waite (MW), Jeff Severson (JS), Matt Moore (MM), Scott Mapes (SM), Sean Beckett (SM), Stephanie Young (SY)
- **Absent:** Don Meals (DM), Ellen Kujawa (EK)
- **Public:** John Shappy (3163 North Ave)
- **Staff:** Scott Gustin (Planning & Zoning), Dan Cahill (Parks & Rec), Kim Sturtevant (City Attorney's Office)

MM, Chair, called the meeting to order at 5:44 p.m.

Minutes

A MOTION was made by MM and SECONDED by MW:

Approve the minutes of October 2, 2017 as written.

Vote: 6-0-2, motion carried.

Board Comment

MM stated that he received a complaint of an open meeting law violation for the January 9 meeting. City staff is looking into the potential violation. The Board will need to hold a special meeting within 10 days and take action to decide whether there was a violation of the open meeting law or not. At issue is physical access to the meeting. The doors may have been closed.

MW, why not address it now? MM, there needs to be notice.

ZR, what does the special meeting do? MM, it's a procedural review to decide whether the meeting law was violated or not. ZR, if we decide it was violated, then what?

Kim Sturtevant, then the Board would need to decide on a remedy.

MW, how do we find out? Kim Sturtevant, we will review the facts and present them to the Board.

MM, this is an important item, and we need a quorum.

SY, why now? SG, learned of it today. MM said he received an email in October but had not yet looked at it.

MM, the complainant is a member of the Board. Can that member vote? Kim Sturtevant, we will need to look at the law.

Seven members can attend next Monday 11/13 @ 5:30 PM. Special meeting day and time.

The programs and services of the Dept. of Planning and Zoning are accessible to people with disabilities. For accessibility information call 865-7188 (865-7142 TTY).

Public comment

None.

Project Review

1. 17-1150CA; 3163 North Avenue (WRL, Ward 7N) John Shappy

Amendment to include existing seawall in addition to the concrete pad and deck

John Shappy appeared on behalf of this application.

SG overviewed the project – that it's an amendment to the application for a concrete pad that the Board saw recently. The seawall was omitted from the prior site plan.

The applicant concurred with staff's overview.

JS asked what repairs would entail. Mr. Shappy said that the cracked concrete would be repaired with concrete filler.

SM, is the seawall out of the water now? Mr. Shappy, yes.

A MOTION was made by JS and SECONDED by MW:

Recommend approval of the project as presented.

Vote: 7-0-0, motion carried.

Update & Discussion

1. BCLF Application Revisions

JS asked what's different. SG stated that the project budget section is new. It is in response to the Board's requests to know more detail about how requested monies will be used.

MM suggested adding "improvements/construction" to understand if trails, parking lot, or other items will be included. Also include "other," "resource assessments," and "feasibility or design work."

MW, could put "optimally 60%" next to "values of other funds." Include itemized "other" sources.

Dan Cahill, may need to put together a separate budget sheet. Board members concurred.

ZR to Mr. Cahill, do you see these as value-added changes? Mr. Cahill, yes.

SB, it would be helpful to put a line to address previous BCLF requests and dollar amount. He'd like to see provision for explaining the intended use of the conserved property, if land acquisition is requested. Who will be the owner/easement holder?

2. Conservation Trails Initiative

ZR, there is a steering group leading the initiative – the Burlington open and natural lands connection initiative. The effort is going to be more complicated than initially thought. There is some resistance to trails and public use. The summit will be December 6 at Rock Point (Bishop Booth Conference Center) from 9:00 AM – 2:30 PM. We will share and develop draft initiative, discuss challenges and potential opportunities and solutions. We will follow with a public listening process. JS, may want to publicize with a news report following the summit. Consider reintroducing biodiversity to Burlington's sustainability portfolio.

SG said that the summit may need to be notices as a public meeting depending on who attends and what actions are taken.

Open Space Subcommittee

1. Parks Foundation funding request re: 925 North Avenue

Enter executive session at 6:26 PM.

Exit executive session at 7:02 PM.

Adjournment

The meeting adjourned at 7:03.