

HINESBURG CONSERVATION COMMISSION

*Rob Farley, Dave Hirth, Melissa Levy,
Bill Marks, Nancy Plunkett, Gerry Livingston (Chair)*

MINUTES 08January2007

The meeting was brought to order at 7:30PM.

Present: Nancy Plunkett, Bill Marks, Rob Farley, Melissa Levy, Gerry Livingston

Absent: Dave Hirth

Initial discussion focused on the Commissions interactions with the other Town Boards, Commissions and the public. It was recognized that we need to take action to strengthen those ties by fostering communication and to improve our effectiveness in addressing the tasks before us by better prioritizing efforts and working in teams when possible. We have significant expertise on the Commission; we need to take better advantage of it.

ACTION:

In recognition of its responsibilities to the public, the Commission will post the minutes of its meetings on its Town web site and in the Clerk's office within five days of meeting. Commission members will rotate the responsibility to record the minutes. Melissa volunteered to begin the cycle.

In recognition that the Commission's web site is long outdated, it was also decided the Commission would assume responsibility for the site's maintenance in collaboration with the Town's current web master (Karen Cornish). To this end information contained in the site will be updated and the minutes of our meetings will be made available. Melissa agreed to assume responsibility to maintain the site and update information as required.

Old Business

Annual Report. Gerry distributed copies of the Commission's annual report that was submitted to the Town's FY2006-2007 Annual Report.

Budget. Limited funds remain in the Geprags Park and Education line items of our budget that remain to be committed before June 30th. We need to prioritize requirements for those funds.

Preparation of a draft Request for Proposals. At the request of the Planning/Zoning Office, we have begun to draft an RFP to seek contractual support in preparing a greenspace and cultural resources plan for the Town. Discussion was focused on the tasks outlined in the draft and what contractual requirements should be identified. It was decided that the current draft should be updated before it is formally submitted to Alex.

Greenspace & Cultural Resources Plan

Overall plan. Discussion of the current status of the draft plan was opened. It was agreed that from this point on we would work on the draft both as individual teams and as a Commission. Individual teams would assume specific assignments, whereas we as a Commission would begin reviewing the draft section by section, identify gaps, and work towards a consensus and finalizing a draft. It was agreed we would formally begin to review the Introduction section at our next scheduled meeting. It was also agreed that we would communicate the status of our efforts and present draft sections of the plan to the Planning Commission (PC) as development of the plan progressed. We agreed to try to schedule an initial meeting with the PC in late Feb or early March.

It was decided that two sections of the draft plan would be addressed in detail at this time, one focused on water and water quality and one outlining zoning concerns. In preparation of each section the following information will be compiled as appropriate: background and regulatory information including ANR guidelines, Hinesburg's current guidelines, other town's guidelines, recommendations for the

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Commission's consideration, and the justification or rational supporting those recommendations. Detailed review of remaining sections will be assigned at a later date.

ACTION: Current data gathering and writing tasks were agreed to as follows:

Updating and editing of current draft: Nancy

Resource inventory. Gerry and Melissa will review the GIS data layers and maps compiled to date and begin to outline additional requirements and an informal presentation to the PC.

Surface waters. Melissa

Wetlands. Gerry

Groundwater/well-head protection. Rob

(Dave Hirth will be contacted to contribute in this effort.)

Zoning concerns: Bill, Nancy

New Business

Development proposal response. It was agreed that the Commission needs to assume a more progressive stance in reviewing proposed developments. As a first step to this end, it was agreed that we would begin to draft guidelines to aid us in reviewing proposed developments and, for those proposals we feel strongly about, to work towards submitting a written response to the Planning/Zoning Office in the early stages of the DRB review process.

ACTION: It was agreed that draft responses will be prepared for selected current proposals and brought forward for discussion at the next scheduled meeting. This effort, in turn, will contribute to drafting generic guidelines applicable to future proposals. Bill and Nancy (with Dave's assistance) agreed to draft written responses for two of the larger proposals currently in the review process.

Recruit new members. It was decided that we need to take action to recruit new members to both improve representation and improve productivity. There are currently three open positions on the Commission. Additional volunteer support also will be sought for specific projects.

ACTION: Gerry agreed to draft a notice requesting letters of interest and to draft guidelines for interviewing potential candidates.

Gepnags Park. Through e-mail correspondence, it was brought to the Commission's attention that Ted's sledding hill was in need of maintenance. Because of the Commission's current work load it was decided that the Commission could not address this issue this winter. This maintenance issue will be reviewed and addressed if possible at the next scheduled work days later this spring/early summer.

ANNOUNCEMENTS

None at this time.

ADJOURNMENT: 9:05PM

NEXT MEETING: Monday, January 22, 2007, 7-9PM, Town Hall