



**TOWN OF BURLINGTON**  
*Conservation Commission*

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**MINUTES**

**Conservation Commission Subcommittee – OS&R Plan Consultant Selection**

**March 19, 2018 at 3:00 PM**

*Approved June 28, 2018*

**Present:** Conservation Commission Vice-chair William Boivin, Conservation Commissioner Ed LoTurco, Conservation Administrator John Keeley, Assistant Conservation Administrator Eileen Coleman, Recreation Director Brendan Egan

The subcommittee discussed the single proposal received for updating the Town's Open Space & Recreation Plan. The proposal was submitted by the Horsley Witten Group. Each member had evaluated the proposal in advance using an evaluation form provided by Burlington Purchasing Analyst Kate Moskos.

The Committee was not aware of the proposal price, but agreed that if the Horsley Witten Group could do the project within the allocated budget for the project that they should be selected to coordinate and write the Open Space & Recreation Plan update.

*Minutes respectfully submitted by:  
John Keeley, Conservation Administrator*