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TOWN OF BURLINGTON

Meeting Minutes

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Minutes need to be posted within 30 days or 2 meetings of the board – Draft minutes can be posted and revised at a later date

DEPT./BOARD: General Bylaw Review Committee

DATE: May 18, 2021

TIME: 6:30 p.m.

PLACE: Virtual via Zoom

MEMBERS IN ATTENDANCE: Chair Scott Martin; Vice Chair Phyllis Neufeld; David Miller; Wendy Guthro Excused: Sandra MacKay

GUESTS: Shari Ellis, Zoning Bylaw Review Committee; Members of the Transportation Advisory Committee – David Van Camp, John Strauss, Mildred Nash, Patricia O'Brien, Eileen Stickler, Jen Gelinas

Minutes

After some technical difficulties connecting to Zoom, Scott called the meeting to order at 6:42 p.m.

Town Meeting Review

Scott reported that the Stormwater Article was approved by Town Meeting. He thanked the Subcommittee members who worked on the Article with the Conservation Department over several weeks of meetings.

The Article amendment to expand the GBRC to seven members was approved by Town Meeting. Scott said that membership on this Committee is open to any Town resident, and that anyone is able to nominate prospective Committee members to the Town Moderator for appointment.

Process of creating a new Bylaw or amending a current Bylaw

Shari asked that the Committee consider working with the Zoning Bylaw Review Committee to create a defined and consistent process that those who want to create or amend a Bylaw would follow. She described a situation of a working draft of an ZBRC Article that was presented to Town Meeting, instead of the final version, due to a lack of "version control." It was noted that this Committee had prepared a draft of a process that the proponent of the new/amended Article would fill out; a draft flow chart of the process; and a style guide that had been recommended by David Miller. Scott offered to work with Shari to discuss plans that could be incorporated by both committees.





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Transportation Advisory Committee

Scott welcomed David Van Camp and members of the Transportation Advisory Committee. David said he is requesting the help of the GBRC to create an Article to make this committee a standing committee, rather than an ad hoc committee as it is now. He said that the focus of the Transportation Advisory Committee was related to the work of the Sidewalk Advisory Committee and the Master Plan Steering Committee (both ad hoc committees also). He said the Transportation Advisory Committee recognized that there were “larger questions of access” involved in transportation in the Town, such as public transportation, roads, B-Line, traffic, sidewalks, and mobility questions, among others. He said that “we should all be working together” to put plans into action. He said that as an ad hoc advisory committee, the Transportation Committee does not have a “seat at the table” as standing committees do, and that becoming a standing committee would provide a greater ability to accomplish goals. He posed the question of what kind of committee restructuring could improve coordination among the committees mentioned, as well as with other Town departments and the Select Board.

The discussion among Committee members and guests included ideas such as: making all three committees (Master Plan, Sidewalk, Transportation) into one committee, or some combination of combining roles in order to achieve more coordination, focus, and action; including representatives from various Town departments on a standing committee so that all stakeholders would be represented; forming a study group to explore how these three committees should function together; having the master plan committee be the “umbrella” committee for the others; including residents (teens, elders, etc.) on the committee; focusing on the need for effective leadership; understanding that other aspects of Town are also involved (economic development, finances, etc.); creating a Town employee position with the title of Transportation Coordinator.

After extensive discussion, a consensus developed that the Transportation Advisory Committee should become a standing committee on its own, and possibly incorporate the Sidewalk Advisory Committee into it.

Scott offered to share with David Van Camp the Bylaw that created other standing committees, which the Transportation Committee could work on to adapt.

Solar Panels

Scott said that the solar panel discussion, begun at a previous meeting, will resume at a future meeting.

Conflict of Interest Bylaw

At the previous meeting, Barbara L'Heureux (Planning Board) had asked for the Committee's help in creating a more detailed Conflict of Interest Bylaw. Wendy, who had offered to help Barbara draft a proposal, reported that work was still being done to determine if the Article would apply to Town Meeting members (given the need for a quorum to conduct business) and how the Bylaw would be enforced, among other questions. Discussion to continue at future meetings.





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Committee member changes

Scott noted that some GBRC members would be rotating off of the Committee as their terms ended. He thanked members for their commitment and efforts in accomplishing the Committee's work.

Minutes of April 20, 2021 meeting

Upon a motion by Phyllis, seconded by Wendy, the minutes of the April 20, 2021 meeting were approved unanimously, 4-0-0.

Change in Committee meeting schedule

Due to difficulties for some members with meeting on the third Tuesday of the month, the Committee voted to meet on the second Tuesday in June, and to begin meeting thereafter on the first Tuesday of each month.

Next meetings: June 8, 2021 and July 6, 2021 at 6:30 p.m.

Adjournment

Upon a motion by Phyllis, seconded by Dave, the Committee voted to adjourn the meeting at 8:50 p.m. The vote was unanimous, 4-0-0.

