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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: June 21, 2022

TIME: 6:30 PM

PLACE: Virtual via Zoom

MEMBERS IN ATTENDANCE: Scott Martin, Dave Miller, Susan Kadilak, Wendy Guthro
Excused: Phyllis Neufeld, Michelle Huntoon

GUESTS: Kerry Donahue, Eileen Sickler, Shari Ellis, Eileen Coleman

Minutes

Chair Scott Martin called the meeting to order at 6:35 PM.

Proposed Bylaw to create a Burlington Housing Partnership Committee

Kerry Donahue and Eileen Sickler (chair and vice chair of the Housing Partnership) presented a proposed bylaw which would make this partnership a standing committee. They noted that the Partnership has existed for many years as an advisory group, but that “we need to be formalized” to have a sustained impact. They said that an affordable housing coordinator has been hired by the Town, a housing assessment has been prepared, and that recent activity around housing in Burlington required an engaged committee of stakeholder members that would meet consistently.

Scott shared his screen of the proposal and members commented on sections of the proposal such as committee purpose, composition, appointments, terms, leadership, and members. Eileen said that the Partnership has been an advisory committee to the Select Board and would continue to advise the Select Board under the proposed bylaw. One member of the proposed committee would be a member of the Select Board. Other members would be homeowners, renters, and others with experience/interest in housing issues.

Shari asked who would appoint committee members – town moderator, town administrator? Kerry said that the Select Board would appoint the members, as the committee will report to and make recommendations to the Select Board. Wendy said there should be some provisions about what would happen in the event of a vacancy on the committee, and that the purpose should be intentionally broad – such as reviewing and making





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recommendations about “all matters related to housing needs in Burlington.” The committee members made suggested changes in the draft re. content, organization, bulleting, paragraph structure, and edits that were suggested for greater clarity/consistency/conciseness. Kerry noted that some wording in the draft bylaw follows the language that the U.S. Dept of Housing & Urban Development (HUD) uses.

After a consensus was reached regarding changes, and upon a motion by Wendy, seconded by Dave, the committee voted unanimously, 4-0, to recommend this proposed bylaw. Scott advised the Partnership to prepare background material to support the proposed bylaw at Town Meeting.

Report of Stormwater Subcommittee

Susan, chair of the Stormwater subcommittee, presented the subcommittee’s report of proposed amendments to the Stormwater Article, and said the subcommittee members were in favor of recommending the Article as amended. She said that the subcommittee held three meetings to review and suggest edits to the amendments with Conservation Assistant Administrator Eileen Coleman. Susan presented a synopsis of the amendments, noting that the purpose is to control water runoff, design and implement drainage to keep water on the property, set thresholds for requirements (including engineered plans) depending on the size of the development/impervious surface changes, and address new construction as well as additions.

Wendy commented that the Article was complex and lengthy, and thanked the Conservation Dept. and the subcommittee members for completing the review – “this is admirable on both of your parts.” Upon a motion by Scott, seconded by Dave, the committee voted unanimously, 4-0, to recommend this Article with committee changes noted.

The two members of the subcommittee who were present (Susan, Dave) voted to approve the minutes of the June 7, 2022 subcommittee meeting, 2-0.

Report of the Hybrid Meetings Subcommittee

Scott reported that the Hybrid Meetings subcommittee was following State action regarding the Open Meeting Law and possible provisions for hybrid meetings. noting that only 35 communities in MA have a representative Town Meeting form of government. He said that the subcommittee would meet again in July, when there may be more information about changes on the State level and how that would impact the possibility of, and requirements for, hybrid meetings in Burlington. Because of the complexity of this issue, he said that there would probably not be something fully prepared for the September Town Meeting this year.

Dave commented that the Town of Brookline has filed a home rule petition and is exploring funding of infrastructure, finding that there was overwhelming support in that town for hybrid/remote meetings.





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Approve minutes of previous meeting

The minutes of the committee meeting on May 17, 2022, we approved 3-0-1. (Scott, Dave and Susan in favor, none in opposition, Wendy abstaining because she was not present at that meeting).

Adjournment

Upon a motion by Dave, seconded by Susan, the committee voted unanimously, 4-0, to adjourn the meeting at 8:35 PM.

