



**Tuesday, February 10, 2026, 5:30 PM, 645 Pine St., Front Conference Room or Remotely via Zoom**

**5:30 pm, 645 Pine St., Front Conference Room or Remotely via Zoom:  
Please click the link below to join the webinar: <https://zoom.us/j/95463588547>  
Or one tap mobile : +19292056099  
Webinar ID: 954 6358 8547**

## **1. Agenda**

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### **1.1. Motion to amend/adopt agenda**

## **2. Consent Agenda**

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### **Subject 2.1. January Meeting Minutes**

Meeting February 10, 2026 - Parks Commission - Tuesday, February 10, 2026, 5:30 PM, 645 Pine St., Front Conference Room or Remotely via Zoom

Category 2. Consent Agenda

Department Parks, Recreation, & Waterfront

Type

Recommended Action

### **Subject 2.2. Roosevelt Park Special Use Permit Request**

Meeting February 10, 2026 - Parks Commission - Tuesday, February 10, 2026, 5:30 PM, 645 Pine St., Front Conference Room or Remotely via Zoom

Category 2. Consent Agenda

Department Parks, Recreation, & Waterfront

Type

Recommended Action

### **Subject 2.3. Calahan Park Special Use Permit Request**

Meeting February 10, 2026 - Parks Commission - Tuesday, February 10, 2026, 5:30 PM, 645 Pine St., Front Conference Room or Remotely via Zoom

Category 2. Consent Agenda

Department Parks, Recreation, & Waterfront

Type

Recommended Action

### 3. Public Forum, Time Certain 6pm

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<b>Subject</b>	<b>3.1. Verbal Comments</b>
Meeting	February 10, 2026 - Parks Commission - Tuesday, February 10, 2026, 5:30 PM, 645 Pine St., Front Conference Room or Remotely via Zoom
Category	3. Public Forum, Time Certain 6pm
Department	Council and Board
Type	

### 4. Deliberative Agenda

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<b>Subject</b>	<b>4.1. Comprehensive Plan Update</b>
Meeting	February 10, 2026 - Parks Commission - Tuesday, February 10, 2026, 5:30 PM, 645 Pine St., Front Conference Room or Remotely via Zoom
Category	4. Deliberative Agenda
Department	Parks, Recreation, & Waterfront
Type	Information

<b>Subject</b>	<b>4.2. Conservation Legacy Fund Nature Based Solutions Grant Recommended Awardee Slate</b>
Meeting	February 10, 2026 - Parks Commission - Tuesday, February 10, 2026, 5:30 PM, 645 Pine St., Front Conference Room or Remotely via Zoom
Category	4. Deliberative Agenda
Department	Parks, Recreation, & Waterfront
Type	Action

<b>Subject</b>	<b>4.3. Wetland Walk Legacy Request</b>
Meeting	February 10, 2026 - Parks Commission - Tuesday, February 10, 2026, 5:30 PM, 645 Pine St., Front Conference Room or Remotely via Zoom
Category	4. Deliberative Agenda
Department	Parks, Recreation, & Waterfront
Type	Action

<b>Subject</b>	<b>4.4. Penny for Parks - Community Requests</b>
Meeting	February 10, 2026 - Parks Commission - Tuesday, February 10, 2026, 5:30 PM, 645 Pine St., Front Conference Room or Remotely via Zoom
Category	4. Deliberative Agenda
Department	Parks, Recreation, & Waterfront
Type	Action

<b>Subject</b>	<b>4.5. Appendix D, Sections 5 &amp; 7</b>
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Meeting February 10, 2026 - Parks Commission - Tuesday, February 10, 2026, 5:30 PM, 645 Pine St., Front Conference Room or Remotely via Zoom  
Category 4. Deliberative Agenda  
Department Parks, Recreation, & Waterfront  
Type Action

**Subject 4.6. Budget FY27 Process Update**

Meeting February 10, 2026 - Parks Commission - Tuesday, February 10, 2026, 5:30 PM, 645 Pine St., Front Conference Room or Remotely via Zoom  
Category 4. Deliberative Agenda  
Department Parks, Recreation, & Waterfront  
Type Information

## 5. Standing Items

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**Subject 5.1. Parks Foundation Update**

Meeting February 10, 2026 - Parks Commission - Tuesday, February 10, 2026, 5:30 PM, 645 Pine St., Front Conference Room or Remotely via Zoom  
Category 5. Standing Items  
Department Parks, Recreation, & Waterfront  
Type  
Recommended Action

**Subject 5.2. Director's Report**

Meeting February 10, 2026 - Parks Commission - Tuesday, February 10, 2026, 5:30 PM, 645 Pine St., Front Conference Room or Remotely via Zoom  
Category 5. Standing Items  
Department Parks, Recreation, & Waterfront  
Type  
Recommended Action

**Subject 5.3. Commissioner's Items & Volunteer Hours**

Meeting February 10, 2026 - Parks Commission - Tuesday, February 10, 2026, 5:30 PM, 645 Pine St., Front Conference Room or Remotely via Zoom  
Category 5. Standing Items  
Department Parks, Recreation, & Waterfront  
Type  
Recommended Action

## 6. Adjournment

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<b>Subject</b>	<b>6.1. Motion to adjourn</b>
Meeting	February 10, 2026 - Parks Commission - Tuesday, February 10, 2026, 5:30 PM, 645 Pine St., Front Conference Room or Remotely via Zoom
Category	6. Adjournment
Department	Council and Board
Type	
Recommended Action	

Parks Commission Meeting

January 13<sup>th</sup>, 2026 at 5:30pm

645 Pine St., Front Conference Room & Zoom

Commissioners in attendance: Lantieri, Davis, Etter, Bergman, Mobley, Johnson & Boehm

Staff in attendance: Lewis, Sauve, O'Daniel

Public in attendance: n/a

**1. Agenda**

Lantieri opened the meeting at 5:33pm. Davis made a motion to accept the agenda, Bergmann seconded. All were in favor, none opposed.

**2. Consent Agenda**

Etter made a motion to accept the consent agenda. Bergmann seconded. All were in favor, none opposed.

**3. Public Forum, time certain at 6pm**

Public forum opened at 6pm. With no one present in person or on Zoom, it was closed at 6:01pm.

**4. Deliberative Agenda**

**4.1 Appendix D, Sections 5 & 7**

Lewis opened by sharing the document on his screen and noting that section 5 was primarily done except for the one question around how to allow for permitted use for vehicles in the park without allowing public access. This opened up more of a process of updating the language about vehicles in parks in general, not just 1 out of 39 properties, so Roach asked for more time to prepare this for next month's meeting.

Boehm asked if it would go to the City attorney after for review.

Lewis confirmed yes. He continued by touching on section 7, about dogs, sharing that he went through both documents he had received and began reviewing them with the group. He noted that there were some differences between the two in the proposed amendments for additional review and wanted to make sure everyone was on the same page about them. The first, Section A, had minor differences in the last two sentences, and Lewis assumed the version the City attorney had shared was the most up to date.

The group had no concerns and agreed.

Lewis continued by touching on a section that was originally in the policy section, but moved to the ordinance and he wanted to confirm that everyone was okay with this change. He continued that he could ask if there are any benefits to including this here as opposed to just having it in the general park portion of the ordinance.

Sauve noted that this section was in place so that the Director had the authority to close dog specific sections of parks instead of needing to close the entire park, if it was every needed for any reason.

The group felt that keeping it in this section of the ordinance made sense and were curious about what the City attorney would say.

Etter asked for clarification about the difference between policy and ordinance.

Lantieri answered that typically things that are in the ordinance are more set in stone and things in the policy are more geared towards the operations of things, so there is more flexibility.

Lewis continued by reviewing the policy, including hours of operation, which can be adjusted by this group as needed. He noted one highlighted part, the Program in the Parks participant line.

O'Daniel explained to the group what this was, sharing that it is a way for businesses/organizations to operate their programs in the parks by paying an annual fee with an application in addition to other fees depending on group size for each use. She continued that this was put here in case there are ever dog trainers etc. who are interested in doing this in fenced or unfenced areas.

After updating that line, Lewis shared that he would do an internal review with staff and the City attorney and with the goal of bringing back a final version for the group to vote on next month.

Lantieri and Boehm expressed interest in the City attorney's opinion on what is in the Ordinance vs. the policy.

#### **4.2 Budget FY27 Process**

Lewis began by noting that a lot of the information he would be sharing has been shared at the last two Board of Finance meetings. He then began explaining the budget overview process, including that the Council needs to adopt the budget before July 1<sup>st</sup> and that currently Departments are building out their budgets and going through the process of sharing information and asking for input from staff, Council and other appointed/elected bodies to make sure there is a strong document moving forward. Lewis continued by sharing that there is a 10-12 million dollar gap in the FY27 budget and that all of the Departments are working with DFA (Department of Finance & Administration) to verify the revenues and operational expenses and estimates by looking at historical data, trends and where things are at currently and what is anticipated going into next year.

Mobley asked what the entire City budget was.

Lewis answered 107 million, and the gap is specifically in the General Fund. He shared that the Mayor's office is looking into options for how to bridge this gap including increasing the police and fire property tax, a reduction of government expenses, voluntary furloughs, utilize one time

revenue, and potential for selling City property strategically. He then dove into each of those deeper. He continued that the police and fire tax would be a 5% increase and if referred to the public by the Council and approved by voters, would raise about 3 million. He continued that each Department was asked to provide a 5% (\$253,000) and 10% (\$506,000) reduced budget out of what BPRW uses from the general fund and that they are currently going through this cost savings process. He noted that the goal of this is to adjust things in a way that the Department can still provide as high of a level of service as possible. Lewis continued by touching on voluntary furloughs, which would include Departments paid out of the general fund, like BPRW. There is a survey asking employees about this and 54% of people who have responded so far (roughly 25% of all City staff) have said that they would potentially be interested in taking a voluntary furlough, which at this point would save between \$100,000 and \$190,000. Lewis then touched on one-time revenue, such as dedicated tax balances leftover from previous years and various outstanding fees owed to the City. He then discussed the selling of City properties, noting that the process of this would be complex and involve criteria such as vacant properties that do not have a strategic value for the City. Lewis closed by touching on next steps, including the Council voting on the proposed tax increase, further engagement with staff, unions and elected/appointed bodies, the Mayor's budget presentation is scheduled for April which is earlier than usual to allow for additional time for the Council and the community to look at the different options and give feedback before deadline.

Etter asked if there were things Lewis was already anticipating cutting.

Lewis answered that not being here through the last process that the BPRW team went through, he is hoping to emphasize the people and positions as much as possible, so he is going to be looking at vacancies first. He shared that the goal with this would be to adjust things structurally so that those remain open while still being able to provide expected services and support remaining staff. He continued that this Department has already been through the process of looking at cuts and making really hard decisions and unfortunately they are at the point of making really hard decisions again. With that in mind, they are looking at it equitably and holistically and strategically so that if the Department does need to lower the number of full-time staff that services can be provided at the highest level possible, so trying to minimize the negative impacts of this as much as possible.

Mobley noted that this Department was deeply impacted by the last round of cuts and she hopes that the decision makers in this process keep this in mind moving forward. She continued by offering the Commission's support and help through this.

Lewis appreciated this and shared that he was grateful that this group is established in a way that they can provide feedback and what these impacts really means for the community, which is a different lens than other bodies and staff can.

Lantieri offered the Commission's support in the way of feedback and shared that this Commission has typically been more reactive to things as they are happening, so he's not completely sure what their role could be.

Lewis noted that each Department presents on their budget and having Commissioners there for support could be helpful.

Lantieri continued by asking for more details about the potential furloughs.

Lewis answered that in theory it would be a full time employee taking unpaid time off but they would still retain health care and all benefits and that there would be policies and coordination to make sure services continued.

Boehm asked how many vacancies there are in BPRW currently.

Lewis answered 3.5 by the end of the month.

Lantieri asked if they are roles that need to be filled quickly.

Sauve answered some of them, yes.

Lewis continued that the internal conversations around this have been focused on how to re-work the service delivery in a way that makes sense given the available resources. He shared that once the impacts are known, they will assess and put together strategies for navigating that impact.

Boehm asked if there are services that can be stopped without also losing the positions that have been doing them.

Lewis answered that things like this are the discussions that are being had – are there things that we could do differently, or not do, and what would create the lowest impact from those decisions.

Sauve added that it's not really a one for one scenario and there are no easy solutions.

Davis asked about raising fees for programs and reservations.

Lewis noted that equity and participation are big factors in consideration when thinking about raising rates. He continued that capacity building for existing programs is something that is being looked at, with a focus on scaling up effectively while creating opportunity.

Etter asked about sponsorship opportunities.

Lewis answered that it's a question of how do we balance the aesthetic with revenue producing advertisements, but that all of this is being considered, such as maximizing sponsorship for events and signage at parks and facilities.

Boehm asked if there has been or will be process to engage BPRW staff.

Lewis answered yes that has started. He shared that there was an all-staff meeting last week where the budget process was discussed, the surveys are available for all City staff to fill out and working with staff to come up with ideas for cost saving.

Lantieri noted that staff feeling like they were not engaged as cuts were made last time was a big problem that emerged, so he felt that this was great to hear.

Mobley shared that she was grateful for the longer runway for engagement this time around.

Lewis responded that there is sensitivity to the individuals who might be impacted, so trying to balance the transparency with the anxiousness that can come with all of this.

The group thanked Lewis for informing them and offered to be sounding boards and advocates at any point in the process.

#### **4.3 Penny for Parks – Community Requests**

Sauve opened by sharing that this is being brought to the Commission later than usual because they have been trying to get more community requests. She continued that there is \$35,000 - \$40,000 allocated annually for these and the goal is to support requests from across the City of all different project sizes. She asked Commissioners to help get the word out about this opportunity and any ideas about how to increase awareness of the program in the hopes of having more requests for them to review next month. Sauve continued that people and organizations who know about this opportunity come put requests in regularly, but the hope is to start reaching people who do not know about it to increase equity and accessibility. Sauve continued that Calahan requested seating and benches in the park and they helped build them, which is a great example of a request that can also get community members involved in “their” park.

Boehm asked where they haven’t really seen any applications.

Sauve answered the Old North End and not too many in the New North End.

#### **4.4 Comprehensive Plan Update**

Sauve shared that they are working towards the end of finalizing scope with the consultant team and internally the larger plan BTV has been working on public outreach strategies by thinking about who are the harder groups to reach out to and coming up with creative ways to involve them. She shared that she has been meeting BPRW managers to let them know this is happening and to discuss what would be helpful to direct their and their team’s work moving forward.

#### **4.5 Visioning: Parks & Recreation Commission 2026**

Lantieri opened by sharing that this is the best time to take a step back and think about priorities that Commissioners would like to focus on. He continued that he is thinking about volunteering and what the scope of that in the Parks & Rec world is and how Commissioners can support that.

Davis had the list from last year, which Lantieri read aloud: vendors in parks, clarifying the permitting process, reviewing meeting laws, creating a volunteer structure for active engagement, reviewing code of conduct during meetings, having a board retreat and building a stronger relationship with the Conservation Board. He noted that some of those were accomplished and some can continue to be worked on.

Davis asked how they can support BPRW staff and if that could be added to this year’s list.

Boehm felt that this could be combined with the idea of increasing volunteering. She offered the example of bringing seltzers to staff on a busy day in the summer.

Lewis answered that anyone who is recognized in any form is appreciated. He continued that the thoughtfulness for how they can do this is also appreciated.

The group then discussed ways that they could interact with staff more to increase morale.

Mobley and Davis agreed that they would stop by February vacation camp at the Miller Center!

Sauve suggested that offering opportunities for Commissioners to interact with staff could be presented at the meetings.

The group felt that this was a great idea.

Mobley shared that she felt like communication and outreach have been a theme and was curious if this could be incorporated into the Commission's goals for 2026.

Boehm noted that this could be a nice tie-in to the Comprehensive Plan.

Lantieri offered that it could be framed as what is the Commission's role in communicating information out to the community. He continued that he would like to re-visit the idea of a retreat for the group in the Spring to work on these goals.

Boehm offered the idea that maybe the group could also visit some of BPRW's locations and meet staff that day as well.

## **5. Standing Items**

### **5.1 Parks Foundation Update**

Lantieri shared that there was a meeting in December and that they have put out their annual report so encouraged everyone to check out their website to see that.

Sauve shared that they are looking to have an event at Pomeroy Park to celebrate breaking ground on the new playground, which could be a nice opportunity for Commissioners to interface with them.

### **5.2 Director's Report**

Lewis wanted to highlight the monthly report and that he and the leadership team are looking at the organizational structure of the Department and how they can appropriately structure things to provide the highest level of service. He closed by sharing that he's continuing to onboard and if there are any community connections that Commissioners would like to make, he would be happy to receive them.

Lantieri asked if it seemed like there would be a Recreation manager.

Lewis answered that they are working on a strategy for that now and they recognize that group has been disproportionately impacted, so how to provide support for them is being discussed.

### **5.3 Commissioners Items & Volunteer Hours**

Johnson began that he didn't have any hours to report, but shared that there was circulation on his Front Porch Forum about the cat licensing, which people seemed to be unaware of.

Bergmann didn't have any hours to report.

Mobley shared that she participated in the process of reviewing and awarding Conservation Legacy Fund Grants and that she really appreciated the opportunity to participate. She estimated 10 hours of volunteering throughout that process.

Davis also participated in that and estimated 9 hours of volunteering throughout that process.

Boehm reported 1 hour of volunteering for planning the agenda for this meeting.

Lanteri didn't have any hours to report.

Etter left before this portion of the meeting.

### **6. Adjournment**

Davis made a motion to adjourn the meeting, Boehm seconded. All were in favor, none opposed. The meeting was adjourned at 7:07pm.



## MEMO

**Date:** February 10<sup>th</sup>, 2026  
**To:** BPRW Commission  
**From:** Meghan O'Daniel, Community Garden & Parks Outreach Coordinator  
**RE:** Jackie Robinson Day Special Use Permit for April 15<sup>th</sup>, 2026

Request for a Special Use Permit at Roosevelt Park and the rental fees to be waived.

The Thomas Clairmont Baseball Foundation is looking to host a Jackie Robinson Day at Roosevelt Park on April 15<sup>th</sup>. The organization's mission is to instill and promote the values of kindness and respect of all through baseball related activities.

The event will take place from 3:30pm – 5:30pm and free food and beverages will be served. They are coordinating with the local little leagues and the Boys & Girls Club to involve as many youth as possible. This event is free and open to the public.

Contact for the event is Greg Clairmont.

It is on a day with no conflicting events.

**Staff Recommendations:**

Allow for Special Use Permit.



## MEMO

**Date:** February 10<sup>th</sup>, 2026  
**To:** BPRW Commission  
**From:** Meghan O'Daniel, Community Garden & Parks Outreach Coordinator  
**RE:** GBGSL Special Use Permit for June 6<sup>th</sup>, 2026

Request for a Special Use Permit at Calahan Park for a waiver to allow amplified sound.

Greater Burlington Girls Soccer League (GBGSL) will be holding their annual end-of-season Jamboree at Calahan Park on Saturday, June 6th. GBGSL has been using the Calahan Park soccer fields for their Spring and Fall seasons since 1997. At some point during the Jamboree, all of the players and their coaches plan to get on the field and dance to current pop songs and the Macarena together, usually resulting in a very long conga line.

The amplified sound will take place between 8am and 1pm, and will consist of music from a playlist and announcements. They will be informing the surrounding neighborhood via Front Porch Forum ahead of the event.

Contact for the Jamboree is Kristine Johnson.

It is on a day with no conflicting events.

**Staff Recommendations:**

Allow for Special Use Permit including a waiver for amplified sound.



## MEMO

**Date:** Wednesday February 4th, 2026

**To:** Parks Commission

**From:** Dan Cahill, City Land Steward, Scott Gustin, Principal Planner

**RE:** Conservation Legacy Fund Nature Based Solutions (CLF NBS) Grant: recommendation for funding

On January 6 and January 12 a review committee composed of three Conservation Board members (Rebecca Roman, Dale Azaria, and Kelly Edwards) and two Parks Commission members (Katie Mobley and Halle Davis) met to deliberate and recommend funding disbursements for the 2026 CLF NBS Grant. The committee reviewed and scored applications individually prior to arriving at review meetings. The process was facilitated by Rebecca Roman with staff support from Dan Cahill and Scott Gustin. The results of the review process and recommendations for funding by the committee are enumerated in the table below.

		Total Score	Request Amount	Award Amount	% of request awarded
Vermont Garden Network		390.5	\$ 12,500.00	\$ 12,500	100%
VYCC		391	\$ 30,000.00	\$ 0	0%
Intervale Center		456.50	\$42,145.20	\$ 29,502	70%
Burlington Wildways		465	\$ 12,463.00	\$ 12,463.00	100%
BLUE BTV		378	\$15,000	0	0%
Rock Point Commons		428.50	\$ 13,535.00	\$13,535.00	100%
Total			\$132,426.2	\$68,000	51.3%

**Proposed Action:** Recommend slate of funding as identified by the review committee to be moved forward to City Council for adoption.



**Action of the Conservation Board 2/2/2026:** Recommend the slate of funding as identified by the review committee and move to City Council for approval.



## MEMO

**Date:** Wednesday February 4th, 2026  
**To:** Parks Commission  
**From:** Dan Cahill, City Land Steward, Scott Gustin, Principal Planner  
**RE:** Wetland Walk Funding Request

The Wetlands Walk North (WWN) at the Ethan Allen Homestead, a 370' elevated boardwalk, built in 1992, has served thousands of visitors as a place of refuge, scientific study, and connection to the natural world. Normal deterioration and a flooding/freeze event in the winter of 2018 severely compromised the structure prompting its closure. This project is for reconstruction of the WWN, ensuring accessibility and longevity for the next generation of outdoor recreationalists and naturalists to enjoy.

See attachments for further detail.

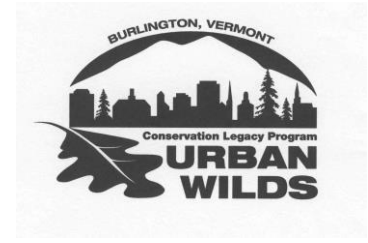
- [Burlington Conservation Legacy Fund Application Wetlands Walk North 10.15.24](#)
- [BTV Legacy Fund Application Narrative Wetlands Walk North 10.15.24](#)
- [City Attorney's Office pinion on use of fund for Conservation Infastructure](#)
- [January 6, 2025 Conservation Board Minutes](#)

**Proposed Action:** Recommend funding of the Wetland Walk North rehabilitation as described in the attached documents and proceed to City Council.

**Action of the Conservation Board, 1/25/2026:** The Conservation Board supports an exception for the Conservation Legacy Fund to fund this particular project and to proceed to the Parks Commission and the City Council.

**Burlington Conservation Legacy Program**

Department of Parks, Recreation, & Waterfront  
645 Pine St, Suite B  
Burlington, VT 05401  
www.enjoyburlington.com  
Telephone: (802) 864-0123



**Burlington Conservation Legacy Program Fund Application**

**Property Owner Name** Winooski Valley Park District

**Owner Address** 1 Ethan Allen Homestead (permit address: 820 North Avenue)

**Owner Phone** 802-735-5892 day same evening

**Contact Person Name** Nick Warner

**Contact Address** same

**Contact Phone** same day same evening

**CLP Grant Funds Requested** \$173,375

**Property Address & Acreage** 1 Ethan Allen Homestead, 284 acres

*(Please attach map of your property, include location map and major property features such as wooded areas, developed areas, wetlands, etc.)*

**Please describe the proposal** *(Attach extra sheet as needed.)* \_\_\_\_\_

WVDP seeks funding to complete reconstruction of "Wetland Walk North", a highly popular boardwalk located in the heart of Ethan Allen Homestead Park. A detailed description of the project and its context is attached to this application. State permitting and regulatory clearances have been obtained, and a local building will be pulled before work commences.

**General Property Characteristics:**

Do you wish to sell the property outright or continue to own it and establish a conservation easement? N/A: the property is conserved via LWCF and TNC Easements

Who will own the property or conservation easement? N/A

What other funding sources and partners are committed to this project?

WVDP will contribute \$25,764 worth of labor – and leverage volunteer time mostly during the demolition phase (removal of old Boardwalk)

What's the fair market value as determined by a professional appraiser? N/A

Is the land contiguous with other conserved land? If yes, briefly describe that parcel.  
The project is located on a 284-acre parcel that is contiguous with the Intervale Center's land, and the Winooski River.

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What threats, if any, face the land? Flooding, invasive species, overuse, erosion

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What is the current use of the property? Public park/natural area (use will not change)

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What is the intended use of the property? Public Park/natural area (continued use)

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Is the title to the property free of encumbrances that would defeat the conservation goals of the transaction or subject the City of Burlington to undue legal risk? \_\_\_\_\_  
Deed restrictions are in place via LWCF and the Nature Conservancy, ensuring that the entire 284-acre property remains accessible to the public for outdoor recreation, and protected as a natural area in perpetuity

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Are there other legal issues surrounding the transaction that would subject the City of Burlington to undue financial costs or risks? N/A

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Does the property contain any hazardous waste sites, significant trash dumps, fire hazards, polluted water courses or bodies that would present legal risk or burden to the City of Burlington or defeat the conservation purposes of protecting the property? No

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**Open Space Land Values:**

*(Check all that apply.)*

Natural Values

- Forest Community
- Other Natural Communities
- Important Plant Habitat
- Important Wildlife Habitat
- Lake or River Shoreline
- Wetland
- River/Wetland Buffer Zone
- Important Geological/Soil Features
- Wildlife Travel Corridors
- Natural Heritage Program Sites
- Unique Topography
- Floodwater/Stormwater Treatment
- Potential Restoration Area

Working Values

- Agricultural Potential
- Current Agricultural
- Working Forest

**Open Space Types:**

*(Check all that apply.)*

Is all or a portion of the property identified in the city's Open Space Inventory?

- Yes
- No
- Unknown

Does the property include one or more of the following features or locations?

- Lake Champlain Shoreline
- Winooski River Corridor/Intervale
- Englesby Brook/Watershed
- Centennial Woods/Brook
- Vermont Natural Heritage Site
- Neighborhood Green Space
- Urban Waterfront
- Recreational Linkage
- Community Garden

Scenic Values

- Vista
- Viewshed
- Greenway

Recreational & Educational

- Public Park
- Trails
- Passive Recreational Activity
- Educational Resource

Historical, Cultural, Archaeological Values

- Archaeological Site
- Historic/Cultural Site
- National Register

Other Urban Open Space Values

- Access/Connectors to Protected Areas
- Greenbelts
- Community Open Space
- Stormwater Retention
- Community Garden

**For assistance contact:**

Dan Cahill, Land Steward  
 Burlington Conservation Legacy Program  
 Burlington Parks, Recreation, & Waterfront  
 645 Pine Street, Suite B  
 Burlington, VT 05401  
 dcahill@burlingtonvt.gov

## Budget Sheet

### Project Budget

- **CLP grant funds requested: \$171,875**
- **Values of other funding sources (optimally 60% of total): \$22,264**

**Winooski Valley Park District: Restoration of the Wetlands Walk North Boardwalk**

### Project Budget

Project Activity	Project Activity Description	Funding Proposal		Total Project Activity Cost
		WVPD	BTV Legacy Fund	
Permitting	City of Burlington Zoning Permit and Building Permit Fees	\$1,500		\$1,500
Materials	Helical Anchor Foundation System, Pressure Treated Framing, Black Locust or White Oak Decking, Curbing and Railing Sytem, Vinyl Coated Wire Mesh Railing infill, Galvanized metal brackets and fasteners		\$122,375	\$122,375
Contracted Services	Contracted on-site labor including professional contractors/work crews, and services (mobilization, construction work, clean up and demobilization). (Labor cost of conrtacted services will be reduced by WVPD and volunteer labor, details will be worked out when a contractor is selected)		\$42,000	\$42,000
Construction Equipment Rental	Material Hauler, Helical Anchor Installation Equipment, Generators		\$7,500	\$7,500
WVPD Labor	WVPD staff time for construction (est. 4 weeks/40 hours: Tim Lamed, WVPD Parks Superintendent/Project Manager @ \$37.73/hour; Three WVPD seasonal parks staff @ \$21.50/hour)	\$16,357		\$16,357
Project Management	WVPD staff time for grant admin & associated reporting (est. 40 hours/staff: Tim Lamed, WVPD Parks Superintendent/Project Manager @ \$37.73/hour; Nick Warner, WVPD Executive Director @ \$38.62/hour; Lauren Chicote, WVPD Operations Manager @ \$33.80/hour)	\$4,407		\$4,407
<b>TOTALS:</b>		<b>\$22,264</b>	<b>\$171,875</b>	<b>\$194,139</b>

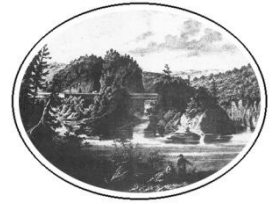
- **Total cost of project: \$194,139**



# Winooski Valley Park District

Ethan Allen Homestead  
Burlington, Vermont 05408

Tel: (802) 863-5744 Email: [info@wvpd.org](mailto:info@wvpd.org) [www.WVPD.org](http://www.WVPD.org) Fax: (802) 865-0647



## Request for Funding Support: Restoration of the Wetlands Walk North Boardwalk Ethan Allen Homestead Park, Winooski Valley Park District

### Project Team:

Tim Larned, Park Superintendent  
(802) 373-0743  
[Timlarned@wvpd.org](mailto:Timlarned@wvpd.org)

Nick Warner, Executive Director  
(802) 863-5744  
[nickwarner@wvpd.org](mailto:nickwarner@wvpd.org)

Lauren Chicote, Operations Manager  
(802) 863-5744  
[laurenchicote@wvpd.org](mailto:laurenchicote@wvpd.org)

### Project Description

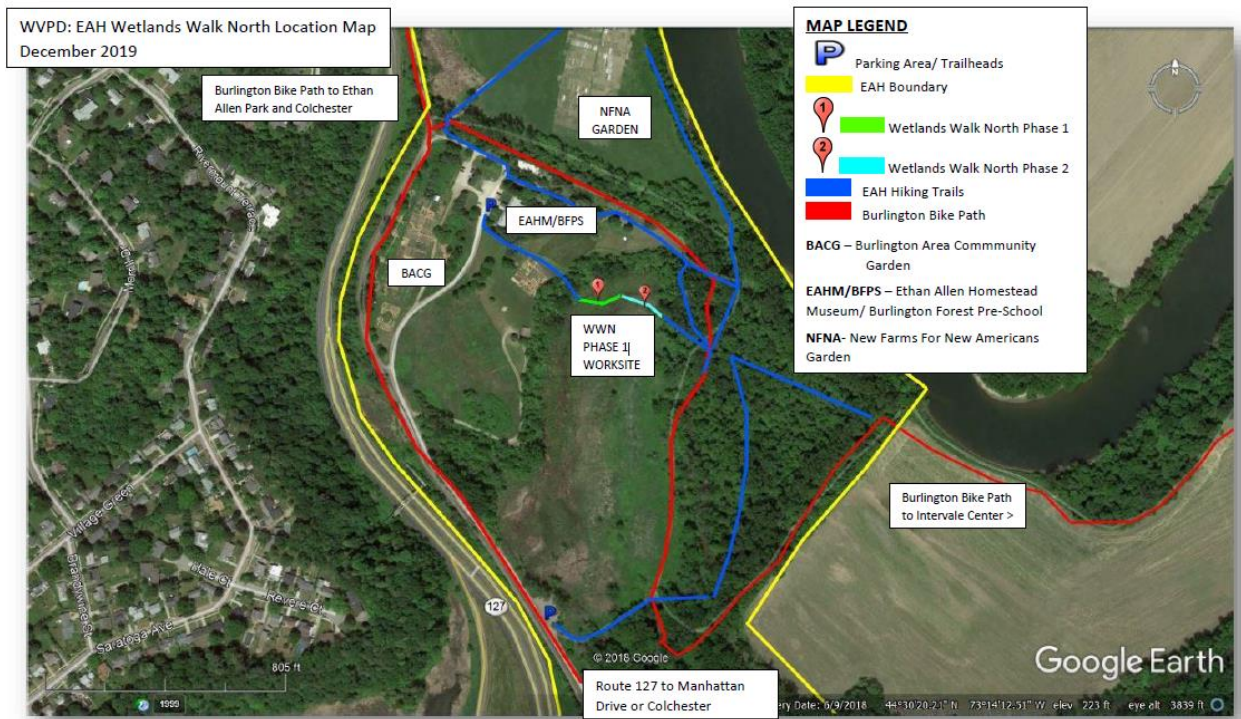
The Wetlands Walk North (WWN), a 370' elevated boardwalk, built in 1992, has served thousands of visitors as a place of refuge, scientific study, and connection to the natural world. Normal deterioration and a flooding/freeze event in the winter of 2018 severely compromised the structure prompting its closure. This project is for reconstruction of the WWN, ensuring accessibility and longevity for the next generation of outdoor recreationalists and naturalists to enjoy.



### Rationale for Project

Located in Vermont's most populous City, and bookended by low-income neighborhoods, the Winooski River, and Burlington's 700-acre Intervale, WWN is located at the hub of multiple trails, bike paths, and outstanding natural features. Many who live in the area have had limited opportunities to experience outdoor recreation, and this boardwalk provides an entertaining and

engaging place to have that experience. Moreover, WVPD has long understood the connection between public access and support for conservation, ecological stewardship, and community connection. This project provides safe, low impact access to the natural world while accommodating public demand for recreation and environmental education. This is achieved by ensuring robust public access to the wetland with a physical structure that provides protection for the fragile wetland ecology. Local schools, universities, youth groups, and camps utilize and visit the site each year as a field trip and service-learning destination to use as an outdoor classroom.



### WWN Trail and Path Connectivity

- Ethan Allen Homestead Park (EAH) hosts 6 miles of trails that follow the Winooski River used daily for running, walking, dog-walking, bird watching, access to the river for fishing, kayak/canoe access, and wildlife viewing. The Burlington Bike Path has two sections that run through EAH: the paved bike path that follows Rt. 127 to Ethan Allen Park; and the natural surfaced Cycle the City trail that connects from the Intervale Center. These bike routes are used daily by both commuters and recreationalists year-round.
- A section of the Burlington Wildways Trail meanders through the EAH. The Wildways trail connects the existing trails to provide a more welcoming user experience from WVPD’s Salmon Hole Park in Burlington, though the Intervale Center trails to the City of Burlington’s McKenzie Park, onto WVPD’s EAH and Burlington’s Ethan Allen Park

the trail then continues to and around the Rock Point trails currently ending on the Burlington Bike Path. This 9+ mile connected trail in the heart of Vermont's largest urban area is almost entirely through natural areas with only one road crossing.

- The Winooski River borders the eastern edge of the property, and WVPD manages a canoe/kayak launch that is directly off the main trail that runs through the park near the access for the WWN.

### **Site Control**

WVPD owns and manages the Ethan Allen Homestead, the 288-acre property where the WWN is located. The park is open at no charge, year-round, from dawn to dusk. The site is deed restricted by LWCF and TNC, ensuring that it is conserved in perpetuity.

### **Permitting**

WVPD has consulted with regulators and verified Act250 is not required & elevated boardwalks are permitted use of the wetland rules. It will require a local building permit only.

### **Project Management**

Tim Larned, Parks Superintendent will serve as Project Manager overseeing all aspects of the project including removal of the old structure, construction of new boardwalk, supervising contractors, managing permits, and volunteer coordination. He will supervise WVPD seasonal maintenance staff who will assist in construction aspects of the project. Contractors will be hired for installation of helical piers, while WVPD staff and volunteers will work on deconstruction. Construction of the new boardwalk will be a collaboration between contractors, WVPD staff, and volunteers.



Nick Warner, Executive Director will oversee contractor selection, grant management, and project management as needed.

Lauren Chicote, Operations Manager will assist with grant and project management as needed. After construction, she will promote/advertise the WWN for inclusive use, and coordinate with local education institutions and groups to arrange visits to utilize the reconstructed WWN for educational purposes.

## **Project Scope**

WVPD plans for the full replacement of the WWN boardwalk structure that will be more accessible for everyone to enjoy for the next 30+ years. The new structure will follow the existing path of the boardwalk through the wetland but will be updated for better access and using materials that will ensure a long life. The current 4' wide pressure treated boardwalk will be replaced with a 5' wide structure, making it more accessible to individuals with mobility assistance needs, and easier for educational programs to be conducted on it. Naturally rot resistant hardwoods such as white oak or black locust will replace the current pressure treated materials. Helical piers will be used in the new design allowing the structure to withstand the natural fluctuation of the wetlands water level along with larger flooding events and continuous freezing/thawing in the winter.

## **Project Partners**

Partners will support the project by volunteering during construction, help to promote use and access, and utilize the WWN for programming after reconstruction.

The *Burlington Wildways* partnership connects and protects the wild places and paths of Burlington, VT. Their mission is to maintain a world-class shared trail network; conserve biodiversity; and provide equitable access to the city's natural areas. The Wildways trail connects through the Ethan Allen Homestead and Wildways has identified the restoration of the WWN as a high priority.

*The Ethan Allen Homestead* (EAH) is home to several partner organizations that will benefit from and utilize the WWN. The *Ethan Allen Homestead Museum* interprets Ethan Allen's original 1787 farmhouse which overlooks the wetland where the WWN is located, welcoming thousands of visitors each year. *Alnôbaiwi*, a non-profit preserving Abenaki cultural, has a classroom/meeting space and holds cultural events in the Abenaki Village. The *Burlington Forest Preschool* operates two nature-based classrooms and will use the WWN daily for nature explorations. The site also hosts several community gardens managed by numerous partners including two BPRW gardens, the *Vermont Garden Network* and *Janet S. Munt Family Room* teaching gardens, and the *New Farms for New Americans* 60+ family farm.

## **Project Funding History**

WVPD received \$50k in a 2022 VOREC Grant as part of the City of Burlington's "One Burlington: Committed to Accessible and Affordable Outdoor Recreation & Nature based activities for our City" project. Additional funds were sought by WVPD from VOREC in 2023 to cover the full cost and ensure completion of the WWN, however the application was not successful.

WVPD had also applied for VT Recreation Trail Program (RTP) funds with unsuccessful applications in 2017 and 2020. While the project scored high overall it was not funded due to the high cost for a short section of trail. WVPD also applied for funding from the Lake Champlain Basin Program in 2019 but was unsuccessful due to not having other funds secured to complete the project at the time of the application.

In partnership with Burlington Wildways, WVPD sought private donor support for a portion of the project in 2023. While the was very interested and supportive of the project, their focus for funding support has shifted to other recent global issues.

The combination of these unsuccessful applications, and a backlog of post-pandemic projects and continued repairs after three major flood events, WVPD found itself with an expiring VOREC grant and was preparing to mobilize a more limited scope this fall to get the project rolling before funds expired. However, in consultation with BPRW, it was decided that the most appropriate action was to reprogram the \$50k allocated to WVN to another project in the VOREC partnership, and to re-set the fundraising effort for this important project.



### **Project Issue and Urgency**

People need safe and well-maintained access to the outdoors not just in the remote mountains and areas of the state, but in urban areas close to where people live and work – providing the steppingstone to outdoor recreation. WVPD has been providing free, high quality outdoor recreational access to the public for over 50 years through its 18 regional parks in eight member communities in Chittenden County, with WVN one of the most popular components in the system.

### **Public Benefit and Equitable Access**

The WVN boardwalk provided the unique opportunity of direct access through a Class II wetland in the heart of the most densely populated and culturally diverse low- and moderate-income neighborhoods (as defined by HUD) in Burlington (Census Tracts 3 & 6), Colchester (Census Tract 22.04) and Winooski (Census Tract 24).

Burlington school children are bussed out of the city for wetland explorations and nature-based field trips. In a city that is almost 50% open space, with 40% of its land area in floodplain, children should have places to see and explore the wetlands and natural areas of their own backyard – that they can come back to time and time again. The repaired and modernized trail infrastructure of the WVN will allow area children, teachers, families, and the public, to have an extraordinary platform for understanding a rich, varied, and productive freshwater marsh close to many Burlington schools and neighborhoods. The WVN is a powerful way for the next generation to have a unique experience in their hometown wetland.

Recent flooding events put a sharp focus on the importance of conserving riparian and wetlands systems as we prepare to face more frequent flood events due to climate change. The new WVN will be designed to better withstand flood events with the use of helical piers and naturally rot resistant materials. The boardwalk with its observation platform will serve as a unique tool for education on how wetlands play a role in climate resiliency. Giving people direct access to a wetland will promote an increase in understanding for the pressing need to conserve and manage our natural resources.



## Project Budget

### Winooski Valley Park District: Restoration of the Wetlands Walk North Boardwalk

#### Project Budget

Project Activity	Project Activity Description	Funding Proposal		Total Project Activity Cost
		WVPD	BTV Legacy Fund	
Permitting	City of Burlington Zoning Permit and Building Permit Fees	\$1,500		\$1,500
Materials	Helical Anchor Foundation System, Pressure Treated Framing, Black Locust or White Oak Decking, Curbing and Railing System, Vinyl Coated Wire Mesh Railing infill, Galvanized metal brackets and fasteners		\$122,375	\$122,375
Contracted Services	Contracted on-site labor including professional contractors/work crews, and services (mobilization, construction work, clean up and demobilization). (Labor cost of contracted services will be reduced by WVPD and volunteer labor, details will be worked out when a contractor is selected)		\$42,000	\$42,000
Construction Equipment Rental	Material Hauler, Helical Anchor Installation Equipment, Generators		\$7,500	\$7,500
WVPD Labor	WVPD staff time for construction (est. 4 weeks/40 hours: Tim Lamed, WVPD Parks Superintendent/Project Manager @ \$37.73/hour; Three WVPD seasonal parks staff @ \$21.50/hour)	\$16,357		\$16,357
Project Management	WVPD staff time for grant admin & associated reporting (est. 40 hours/staff: Tim Lamed, WVPD Parks Superintendent/Project Manager @ \$37.73/hour; Nick Wamer, WVPD Executive Director @ \$38.62/hour; Lauren Chicote, WVPD Operations Manager @ \$33.80/hour)	\$4,407		\$4,407
<b>TOTALS:</b>		<b>\$22,264</b>	<b>\$171,875</b>	<b>\$194,139</b>

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Assistant City Attorney  
ERIK RAMAKRISHNAN, ESQ.  
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& Transactional Servs.  
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CITY OF BURLINGTON, VERMONT  
OFFICE OF  
THE CITY ATTORNEY  
AND  
CORPORATION COUNSEL

To: Scott Gustin, Principal Planner & Zoning Division Manager  
Dan Cahill, City Land Steward

From: Hayley McClenahan, Assistant City Attorney

Re: Allowable Uses of Conservation Legacy Fund

Date: December 12, 2025

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**Question Presented:** Does the current framework for the Conservation Legacy Fund permit the use of Fund dollars for physical infrastructure projects related to conserved areas?

**Short Answer:** Likely yes, so long as the infrastructure is related to one of the identified purposes of the Fund.

**Council Authority to Establish a Fund; Funding Sources; Voter Approval**

Per the Burlington City Charter, the City Council has the authority to, “provide for the care, preservation and improvement of public grounds ...”. 24 App. V.S.A. ch. 3, §48(17). Pursuant to such authority, in September 2004, the Council resolved to establish the Conservation Legacy Fund. See C.C. Resolution 10, FY ’05. The stated purpose of the fund is to, “... facilitate the acquisition and long-term stewardship of Burlington’s significant natural areas, important open spaces, and urban greenspaces for permanent protection.” *Id.* Specifically, the Council resolved to support the acquisition and stewardship of conservation land by the City and to support ongoing operation of the Conversation Legacy Program through the Fund.

In order to stand up the Fund from a financial perspective, the Council resolved to seek voter approval to raise the so-called splinter tax rate<sup>1</sup> by one (1) cent upon each dollar of the property grand list to create revenue for the Fund, the stated purpose of which as in the ballot question is, “the purchase and protection of important natural areas and open space”. The voters approved such a tax in November 2004, although due to property reappraisals conducted by the City, such amount has likely been proportionally ‘factored-down’ in order to adjust for such an increase in property valuation. *See* 24 App. V.S.A. ch. 3, §98 (requiring the tax rate to be reduced proportionally to valuation after a reappraisal).

In order to provide ongoing financial support for such a Fund, and presumably to offset the burden on taxpayers, the Council also indicated upon its creation that the goal of such funds would be to leverage funding from other non-city sources to facilitate acquisition and long-term stewardship of Burlington’s significant natural areas, important open spaces, and urban greenspaces for permanent protection. This stated goal lends itself to the inference that the Council is directing the use of tax-payer dollars directed into the Fund for the purpose of stretching those dollars – through potentially matching grants, public-private partnerships, and other financial opportunities outside of the direct grand list revenues.

As to the question of whether physical infrastructure is an allowable use of the Fund without further voter approval, the analysis turns on whether such infrastructure is consistent with the stated purpose in the ballot question of promoting the purchase and protection of important natural areas and open space. To use the example of a wetland boardwalk as raised by conservation staff, a boardwalk may be an allowable use if it is in furtherance of protection of a natural area by allowing public use and access while minimizing erosion. However, a boardwalk for purely recreational purposes, may not be in alignment with this purpose. Each physical infrastructure project under consideration should be carefully reviewed to ensure a nexus between it and the voter approved purpose.

### **Conservation Legacy Fund Policy Document: Nature Based Climate Adaptation Update**

In addition to resolving to create the Fund, and to fund it by placing a tax increase on the November 2024 ballot, the City Council also at that time approved a Policy Document governing the financial management of the Fund, as well as designating the Conservation Board and Parks and Recreation Commission to monitor the operation and activity of the Fund. This Policy Document was prepared by the Conservation Board in collaboration with the Parks Commission. It also reiterates the Fund’s purposes of land acquisition, long-term protection and stewardship, and support of the Conservation Legacy Program. Additionally, this Policy Document outlines that a specific percentage of such Fund is to be used for each of these sub-purposes, specifically capacity of the Conservation Legacy Program, and acquisition of land, including costs associated with permanent protection of any new assets.

In 2023, the Council approved an amendment to this Policy Document, further clarifying how the percentage of funds designated to be used for capacity of the Conservation Legacy Program. C.C. Resolution 6.49, FY ’24. This clarification includes a specific call out to support the 2022 Nature-Based Climate Solutions addendum to the 2000 Open Pace Protection Plan. In addition to the general voter approved purpose as outlined

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<sup>1</sup> *See* 24 App. V.S.A. ch. 3, §99 – authorizing the City Council to tax property upon the grand list for any Charter purpose not provided for in a specific tax (such as here - §48(17)) provided it does not exceed a certain rate, after which voter approval is necessary.

above, conservation staff should review any planned physical infrastructure use of the Fund to ensure that it is compliant with the delineated fiscal distribution and use of the Fund.

The City of Burlington will not tolerate unlawful harassment or discrimination on the basis of political or religious affiliation, race, color, national origin, place of birth, ancestry, age, sex, sexual orientation, gender identity, marital status, veteran status, disability, HIV positive status, crime victim status or genetic information. The City is also committed to providing proper access to services, facilities, and employment opportunities. For accessibility information or alternative formats, please contact Human Resources Department at (802) 540-2505.

## Burlington Conservation Board

645 Pine Street  
Burlington, VT 05401  
<http://www.burlingtonvt.gov/DPI/CB>  
Telephone: (802) 865-7189

*Rebecca Roman, Chair  
Caryn Connolly, Vice Chair  
Zoe Richards  
Don Meals  
Ryan Crehan  
Hannah Brislin  
Leslie Spencer  
Kyle Tansley  
Ethan Ely  
Elizabeth Cunningham, Student*



## Conservation Board Meeting Minutes

Monday, January 6, 2025 – 5:30 pm  
Remote & In Person Meeting

### Attendance

- **Board Members:** Zoe Richards (ZR), Caryn Connolly (CC), Rebecca Roman (RR), Leslie Spencer (LS), Don Meals (DM), Ryan Crehan (RC), Hannah Brislin (HB), Kyle Tansley (KT), Elizabeth Cunningham (EC)
- **Absent:** Ethan Ely (EE)
- **Public:** Owen Milne (Sailing Center), Susan Ogden, Sharon Bushor (Public Comment), Nick Larned, Nick Warner, Lauren Chicote (WVPD), Jill Dixon (Open Space Plan)
- **Staff:** Scott Gustin (Permitting & Inspections), Dan Cahill, Daniel Schmidt (Parks & Rec)

RR, chair, called the meeting to order at 5:31 p.m.

### Minutes

October 7, 2024 minutes

A MOTION was made by KT and SECONDED by DM:

Approve the October 7 minutes as written.

Vote: 8-0-0, motion carried.

### Board Comment

RC mentioned he's the Conservation Board member on the Long Range Planning Committee. We had our first meeting last week since joining the Committee. The city is doing a lot of planning – New North End, 127 Path Scoping Study, Preservation Burlington, Open Space plan, and Comprehensive Plan due by end of 2026.

### Public Comment

Sharon Bushor mentioned the Land and Water Conservation Fund as something that was used for the Schmanska barn. It may be a consideration for the WVPD. She agrees with the need and value of WVPD's boardwalk project, but not with use of the Legacy Fund for it. She also mentioned the Community Sailing Center. She values the mission of the Sailing Center, but could not find dimensional info for the land being asked for. She's concerned with the other project for Derway Island shoreland erosion mitigation. Has the US Army Corps of Engineers looked at this? Is this a smart thing to invest in, in light of climate change? There's an upcoming discussion of the Conservation Legacy Fund as part of the Open Space Plan work. She thinks it would be prudent to have someone with financial expertise involved in this discussion. When talking about long term funds, it may be good to have an expert without any skin in the game to provide advice. When the Legacy Fund was established, there was consideration

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of funds needed for management. She'd like open space to provide balance for species other than just humans.

Susan Ogden (author of deer email sent to the Board) commented to the Board. The deer are here and are continuing to come into the city. We've seen their numbers and impacts increase with some pretty negative results. There are no predators here. She feels its only a matter of time before we see more deer/vehicle collisions and more pronounced impacts on other wildlife species. Is this item on the Board's radar? RR said the Board has talked about deer, especially as related to Intervale farms. The Board has talked to Intervale Center staff as to potential management strategies. City ordinance is currently an obstacle to some forms of management. The Conservation Board is advisory and cannot make any requirements. DM said its been on the Board's radar but has seemingly dropped off as of late. Something does need to be done. Public perception may generate substantial outcry unless management proposals are carefully developed and considered. Having conversations with neighbors may help make progress. ZR mentioned participation in the Open Space outreach process. Deer have potential to substantially impact the city's long term tree canopy health. Susan Ogden said we really need a public education campaign as to the pretty serious consequences of high deer densities. She mentioned the Rock Creek Park controlled hunt in Maryland used to control deer numbers there. RR said something similar has been done in Pittsburgh. RR, do you know what happened with the information from the UVM student project? Dan Cahill, we still have the data. It could be used to move forward with an effort here in Burlington. ZR mentioned the Cornell deer management strategy.

### **Open Space Subcommittee**

No meeting today.

### **Update & Discussion**

#### **1. Community Sailing Center**

Overview of zoning amendment request to enable boat storage in the Urban Reserve

Owen Milne appeared for this item.

Owen Milne said there have been a couple of events to inform and solicit public comment as to the Sailing Center's proposal to use an area of the Urban Reserve (UR) for boat storage. He noted community services provided by the Sailing Center such as floating class rooms, summer camps, lake stewardship, and kayak and boat rentals. One of the services that used to be provided was storage for folks to use for their boats. Up to 200 people used this service. The last year we could do it was 2019. With completion of the Moran FRAME project, the city made the former storage space lawn area. Our current storage area is limited just to the Sailing Center's fleet. There is a public desire for this service to be reestablished. We are considering an area in the UR just to the north of our facility. It is city property. We are looking to prioritize kayak and paddle board access. He noted the recent shoreline access improvements and showed a slide of the potential storage area in relation to the existing facility. We've had UVM Rubenstein students do an ecological assessment of this proposal. He noted there are two wetlands in this area. They are presently considered class 2 wetlands. We may have a reassessment done. VHB will do a hazardous materials assessment of the area. We don't anticipate doing any building or paving. The area would be surfaced with crushed rock.

DM, how large are the trees that would be removed? Owen Milne, there are two trees in particular that are mature. The rest is dense low growth. We would do new plantings to mitigate the clearing. DM, what do you envision as the final surface? Owen Milne, crushed rock, not sur-pac. We would keep the surface permeable. DM, have you evaluated alternatives to this site? Owen Milne, no. We would not provide the service if lit were located on a different property. Its fine if the city wants to provide it elsewhere. DM, possibly make it smaller. DM, what would the plan be if a delineation confirms the class 2 wetlands? Owen Milne, does not yet know. DM, this is the UR. The intent is to preserve it for the future. We are at most 40 years from its establishment.

RC has worked in, and is familiar with, the Urban Reserve. He noted the lakeshore buffer zone in addition to the wetlands and their 100' wide buffers. This area is also affected by the lakeshore flood hazard zone. The UR district standards says that no additional lot coverage is permissible, along with no permitted or conditional uses. The area is public trust land because it is filled – brings with it requirements for public access. He noted the interim waterfront management plan. The UR was conserved with an easement requiring a 100' wide shoreline buffer. RC is not sure where to start among these concerns. SG noted that there is no application yet. The Sailing Center is aware that the rules need to change to allow for this. Owen Milne said that the project would be approvable per the conservation easement. RC said the city is the easement holder and would need to concur. ZR asked for clarification of the process here. SG replied that the Sailing Center has requested a zoning amendment to allow the boat storage use in the UR. The Planning Commission will consider it for the first time January 28. If they support the amendment request, then it would go to public hearing with the Planning Commission. From there it would go to the City Council and basically repeat the process. The Conservation Board can weigh in now and additionally in the future if it wishes. RR said she was surprised to hear the VHCB found this compatible with the easement. She thinks the service is great, but not at this location. RR recommended a motion.

A MOTION was made by RC and SECONDED by DM:

The Conservation Board does not support a zoning change in the Urban Reserve because it is not in keeping with the intent of the Natural Resource Overlay District, the Urban Reserve District, PlanBTV, Waterfront Urban Reserve Interim Use & Stewardship Plan, or the intent of the conservation easement or public trust standards.

Vote: 8-0-0, motion carried.

## **2. Open Space Plan**

Project update and solicitation of comment

SG provided a status update and overviewed the history of the Open Space Plan and some of the major related accomplishments. The effort to comprehensively rewrite the plan began this past summer. It includes the formerly separate Urban Forest Plan and includes a team of UVM's Spatial Analysis Lab, Agency Landscape & Planning, Dan Cahill, Sophie Sauve, Sarah Morgan, myself, and Zoe Richards. We hosted stakeholder meetings this past November and are gearing up for a first round of public outreach and engagement this month and next. We'll have a presence at the January 25 winter farmers market and also at the January 23 New North End plan event. We're aiming for an ad hoc event such as skating at the ice caves and also to have a presence at Wintervale. The initial outreach is aimed at gathering public input to help build a framework for the new Open Space Plan. This coming spring and summer, we'll host a second round of stakeholder meetings and public outreach and engagement. The second round is aimed at fleshing out a draft and, ultimately, a final Open Space Plan for adoption by the City Council.

Based on initial outreach and stakeholder discussions, emerging themes include:

- Connectivity and supportive frameworks
- Communities of care
- Balance and flexibility to do the work
- Challenges to successful open space

Some key considerations that have been identified include:

- Whether and how to revamp the Conservation Legacy Fund to support conservation infrastructure
- How best to shape our changing landscape in the coming years
- Climate change and resiliency
- Basis for a new Tree Ordinance

- Green design standards

SG, what comments does the Board have at this time?

DM said we should have some open spaces to be largely natural, not to emphasize public access and use. ZR noted the robust conversation that needs to be had in figuring that out. Jill Dixon said Kim Chapman, ecologist, is on the project team. His work will help to balance these needs of conservation and accessibility across the community. RR to DM, what do you mean by unmanaged? DM, areas that are not organized for human access. DC, Arms is a great example of an area with spaces for wildlife that had informal trails. It took active management to modify the trail network and to improve its natural function. RC, thinks its great and looks forward to seeing some of the connections. Connect more kids with nature and natural areas in and around their schools. LS, how were location outreach locations decided? Jill Dixon, the Farmers Market is likely a better way to connect with the community than a stand-alone event. We'll have info boards and activities for folks to engage with. Daniel Schmidt asked about the website. SG replied that its up and running. It will be updated with information as the project moves ahead. Currently, there's a way to sign up for project updates and events on the website. Dan Cahill mentioned an online component for outreach may be worthwhile as well. It worked well for the Open Space Addendum during Covid. CC, will there be an online survey? Jill Dixon, yes. RR emphasized the importance of engaging with the Conservation Board. ZR, especially as a draft emerges.

### **3. Winooski Valley Park District**

Continued consideration of Conservation Legacy Fund application

Nick Larned overviewed the boardwalk reconstruction project. It involves infrastructure. He's hoping as the Open Space Plan changes, then projects like this one can become fundable. He knows of the Nature Based Climate Solutions grant program. Burlington is one of 8 municipalities within the Park District. In a way, the subject property (with the boardwalk) is city land. We've applied 2 or 3 times for the recreational trails grants and were denied. Its an expensive project due to its location within a wetland. The area is high visibility right off Rte. 127 and the bike path with a number of community garden plots nearby.

RR, the original Legacy Fund language is prescriptive and makes consideration of this request challenging. This application hits on the education and stewardship pieces. There's not an easy, clear path forward with the current language. Long term, we would like to develop a framework to enable funding of conservation infrastructure projects.

DM looks favorably on the application but wants to know how this aligns with the standards. RR said that the project is not acquisition. Stewardship standards refer to lands conserved with the Legacy Program. Consideration of a variance may be warranted due to the project's alignment otherwise with stewardship. (ZR mentioned that we should really revisit Urban Wilds as part of the Open Space Plan). RR mentioned thirdly the Legacy Fund's support of conservation education supported by the Legacy Program. CC, does it connect to an educational area? Nick Larned said it's a 300' long boardwalk through a wetland that is publicly accessible. CC said its an important access point. DM said he's uncomfortable with asking for a variance from the policy standards. He'd rather see a comprehensive reevaluation of the role of the Legacy Fund. CC, we don't want to see much infrastructure built in these areas. In this case, an existing pathway would be repaired. DM said there would still be Conservation Board and Parks Commission oversight. RR said she's looking for a motion to bring this application forward with a request for variance and to continue policy discussion around conservation infrastructure. SG summed up the prior Open Space Subcommittee discussions that the project does not really fit into the "box" of the current Legacy Fund standards but also that the Subcommittee felt that it doesn't hurt to ask now, especially in light of the continuing policy discussions that will take place with the Open Space Plan. ZR said that there is a lot of activity and educational opportunities at the Homestead right here in Burlington. The project will be great if we do it now or if we wait ~18 months for the Open Space Plan and possible Legacy Fund changes.

A MOTION was made by DM and SECONDED by CC:

The Conservation Board supports an exception for the Conservation Legacy Fund to fund this particular project and to proceed to the Parks Commission and the City Council.

Vote: 8-0-0, motion carried.

Dan Cahill said he'd like to see a resolution from the Conservation Board to support/articulate addressing the conservation infrastructure concept of this item in the new Open Space Plan. He supported Sharon Bushor's suggestion to bring a financial professional into the discussion and evaluation. We are in a city without a whole lot more land to conserve, but we are seeing progress in conservation education and seeing a need for conservation infrastructure in the community.

A MOTION was made by RR and SECONDED by ZR:

Conduct a comprehensive review of the Conservation Legacy Fund as it is written with periodic consultation with a conservation finance advisor to review how to achieve a healthy balance for fund acquisition and also to support conservation infrastructure and conservation education programs (not limited to Urban Wilds).

Discussion: DM, what do we want a financial advisor to do? Dan Cahill, to advise on how to support conservation infrastructure initiatives while also keeping sufficient reserve for acquisition. CC, maybe its just periodic advice – now and maybe every 5 years from now.

Vote: 8-0-0, motion carried.

**4. 2025 Board Meeting Schedule**

Review and approve 2025 meeting schedule

A MOTION was made by RR and SECONDED by ZR:

Approve the 2025 meeting schedule as presented.

Vote: 8-0-0, motion carried.

**Adjournment**

7:32 PM.

## Penny for Park Community Requests – FY2026

### Project Ranking Summary

Total budgeted: \$40,000

Total approved: \$40,000

Following are short descriptions of each project request with staff notes and recommendations for FY26's qualifying Penny for Parks (PFP) project requests in their ranked order. Full PFP Request applications are attached as an appendix to this report.

#### 1) Burlington American Little League Scorer's Booth

**Application Summary:** The Burlington American Little League is requesting funds to purchase materials to construct a scorer's booth for the middle infield at Calahan Park.

**Estimated Project cost:** \$7,000 (requester's estimate)

**Staff Notes:** The Little League approached staff requesting permission to construct the scorer's booth last year. Staff approved of the project and provided support with filing local permits, while the Little League was planning to fundraise for materials and provide the labor for construction.

The requester noted in this year's application that their fundraising efforts have come up short and they are hoping PFP funding can close the gap. Staff overall support the request, but have asked for clarity on whether the Little League has matching funding and for an updated cost estimate to ensure that there is adequate funding to ensure the scorer's booth can indeed be constructed in the coming spring.

Staff recommend allocating up to an additional \$1,000 in funding, in anticipation that the updated cost estimate will be higher than when first estimated a year ago.

**Recommendation:** If confirmation of match funds and the updated cost estimate verify that the project can successfully be completed, award up to \$8,000 for purchase of materials to support the construction of the scorer's booth.

#### 2) Soccer Goals at Appletree Park

**Application Summary:** Two separate requesters submitted requests to put nets on existing soccer goals at Appletree Park.

**Estimated Project cost:** \$350 (staff estimate)

**Staff Notes:** BPRW Staff looked into the condition of the existing goals at Appletree Park following these requests and determined that the existing frames were in too poor of condition to repair. The goals have been temporarily removed while staff worked on identifying whether additional goals need to be purchased or if there are existing goal frames in storage that can be repurposed.

Two 10-foot-wide goal frames have been located by staff, but need replacement nets.

**Recommendation: Allocate \$350 for this request for the purchase of new nets. Goals will be placed in the park as soon as the new nets are received and installed.**

### **3) Light the Tennis Courts at Calahan Park**

**Application Summary:** Request for adding lighting at the Calahan Park Tennis Courts. The requester notes that they and multiple park visitors use the tennis courts for playing pickleball or tennis, but that during the shoulder season's there isn't adequate lighting to play into the early evening. An additional request was received for general lighting of Calahan Park.

**Estimated Project cost:** \$100,000 (staff estimate sourced from engineer's cost estimate for Calahan Courts design)

**Staff Notes:** Lighting of the tennis courts is a project that was identified as part of the 2022 Calahan Park Comprehensive Plan and is currently in preliminary stages of design as part of the Calahan Park Courts and Stormwater project. We notified the requester that this design process is currently underway and that the estimated cost of lighting the tennis courts was well above the available PFP Community Request funding made available.

Despite this request being over the budget for Community Requests, staff think this request could serve to support the larger project. The current estimated cost for the entirety of the courts and stormwater project is above the currently available funding, so staff are currently working on reprioritization of available capital funds to support the reconstruction of only the tennis courts. We are also exploring creative ways to bring down the cost of lighting using in-house labor for wiring, and pole and fixture installation, similar to the approach that was used to install the lighting at the Leddy Park Tennis Courts.

The only remaining concern from staff is that as the courts in Calahan have not historically been lit. As such, staff will integrate outreach with adjacent neighbors to ensure there's a workable path forward regarding the time and duration that the lighting would be on.

**Recommendation: If community outreach supports adding lighting to the tennis courts, allocate \$32,650 of funding toward the project.**

## Max Madalinski

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**From:** noreply@civicplus.com  
**Sent:** Monday, May 12, 2025 10:32 AM  
**To:** Max Madalinski  
**Subject:** Online Form Submittal: Penny For Parks Submission

[ WARNING ]: This email was sent from someone outside of the City of Burlington.

### Penny For Parks Submission

#### Submit Your Ideas

As always, thanks for your parks project suggestions - keep 'em coming! So, if you have an idea, please let us know.

Just complete the online form below (or use the [PFP Project Request Form \[PDF\]](#)).

Submissions for projects are accepted on a rolling basis. We will review submissions in October and may add your ideas to the following year's project plans!

If you have any questions, please [email our Parks Project Coordinator, Max Madalinski](#).

Date	5/12/2025
Name	Renee Lauber
Address	46 Appletree Point Rd.
City	Burlington
State	VT
Zip Code	05408
Phone Number	802-373-8072
Email Address	renee_lauber@hotmail.com
Organization / Volunteer Group (if applicable)	<i>Field not completed.</i>
Project Name	Soccer nets for Appletree Park
Park Location	Appletree Park

Cost Estimate (if known)	a few hundred dollars or so (a guess)
Project Description	The soccer goals at Appletree Park have no nets. The nets have been missing for years. When families or teams practice, they need to bring their own nets. It seems to be such a shame to have perfectly good goals sitting on the side of the field like trash, with no nets on them. The field would be so much more useful with functional nets.
File Upload	<i>Field not completed.</i>

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## Max Madalinski

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**From:** noreply@civicplus.com  
**Sent:** Monday, April 21, 2025 10:15 AM  
**To:** Max Madalinski  
**Subject:** Online Form Submittal: Penny For Parks Submission

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### Penny For Parks Submission

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If you have any questions, please [email our Parks Project Coordinator, Max Madalinski](#).

Date	4/21/2025
Name	Robert Sand
Address	216 Lake Street
City	Burlington
State	VT
Zip Code	05401
Phone Number	8025856633
Email Address	rsandvt@gmail.com
Organization / Volunteer Group (if applicable)	<i>Field not completed.</i>
Project Name	Trash
Park Location	North End of Waterfront Park

Cost Estimate (if known)	?
Project Description	The idea is to put trash bins at the north end of waterfront park. There is a great deal of foot and bike traffic on Depot Street and a bin would meet their needs. Also, maybe we dont need two dumpsters by the dog park.
File Upload	<i>Field not completed.</i>

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## Max Madalinski

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**From:** noreply@civicplus.com  
**Sent:** Friday, September 26, 2025 8:25 AM  
**To:** Max Madalinski  
**Subject:** Online Form Submittal: Penny For Parks Submission

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### Penny For Parks Submission

#### Submit Your Ideas

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Just complete the online form below (or use the [PFP Project Request Form \[PDF\]](#)).

Submissions for projects are accepted on a rolling basis. We will review submissions in October and may add your ideas to the following year's project plans!

If you have any questions, please [email our Parks Project Coordinator, Max Madalinski](#).

Date	9/26/2025
Name	Nancy Stetson
Address	88 Locust St
City	Burlington
State	VT
Zip Code	05401
Phone Number	8029894140
Email Address	ngstets@gmail.com
Organization / Volunteer Group (if applicable)	City of Burlington
Project Name	Calahan Tennis Court Lights
Park Location	Calahan Park

Cost Estimate (if known)

*Field not completed.*

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Project Description

Hi Max! Over the past few months my friends and I have started playing pickleball at Calahan Park. None of us had played much, if at all, before, but it's proven to be a great way to get together and create community. As weeks have gone by we've added friends and now have a solid little league going. However! It is almost October. We have to play after work, and the hours between work and dark are quickly disappearing. Last week we played until we couldn't see the ball well, but that point will come earlier and earlier. It seems like it would be possible to play even into the winter, if it's not too snowy or wet, but the dark will make it impossible to play in the afternoons.

So with all that said, we are requesting that the Parks Department install lights at the tennis courts so that we, and the many other neighbors that play both pickleball and tennis, can continue to get together into the fall and winter to play. Even as climate change continues to make our winters more mild, we will always have limited daylight in the late fall. More lights in our parks could help counter the isolating and depressing early dark of November and December.

I do not know how much this would cost, but I do think it is possible that we could raise some funds for the project both ourselves and from other interested neighbors.

Thanks for considering!

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File Upload

*Field not completed.*

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## Max Madalinski

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**From:** noreply@civicplus.com  
**Sent:** Friday, May 9, 2025 8:00 AM  
**To:** Max Madalinski  
**Subject:** Online Form Submittal: Penny For Parks Submission

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If you have any questions, please [email our Parks Project Coordinator, Max Madalinski](#).

Date	5/9/2025
Name	William Tobey Horn
Address	58 Nottingham Lane
City	Burlington
State	VT
Zip Code	05408
Phone Number	8024978807
Email Address	Tobeyhorn@gmail.com
Organization / Volunteer Group (if applicable)	<i>Field not completed.</i>
Project Name	Soccer Goals at Appletree Park
Park Location	Appletree Park

Cost Estimate (if known)	<i>Field not completed.</i>
Project Description	I would like to see soccer goals with nets at Appletree Park.  Currently, there is only some frames but no nets.  Lots of kids around here would love it!
File Upload	<i>Field not completed.</i>

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## Max Madalinski

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**From:** noreply@civicplus.com  
**Sent:** Thursday, November 6, 2025 12:59 PM  
**To:** Max Madalinski  
**Subject:** Online Form Submittal: Penny For Parks Submission

**Follow Up Flag:** Flag for follow up  
**Flag Status:** Completed

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### Penny For Parks Submission

#### Submit Your Ideas

As always, thanks for your parks project suggestions - keep 'em coming! So, if you have an idea, please let us know.

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Submissions for projects are accepted on a rolling basis. We will review submissions in October and may add your ideas to the following year's project plans!

If you have any questions, please [email our Parks Project Coordinator, Max Madalinski](#).

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Date	11/6/2025
Name	Krissy Kuhlmann
Address	88 Linden Ter
City	Burlington
State	VT
Zip Code	05401
Phone Number	3153913279
Email Address	krissy.u.kuhlmann@gmail.com
Organization / Volunteer Group (if applicable)	<i>Field not completed.</i>

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Project Name	Light up the park!
Park Location	Calahan Park
Cost Estimate (if known)	unknown
Project Description	This is such a beautiful park that brings so many people in our neighborhood together. As soon as the weather turns and daylight savings happens, the park is pretty empty after 5pm. It would be great to setup lights over the tennis courts, basketball courts and playground to continue the vibrancy into the darker, colder months. The prohibiting factor for me to take my children to the park after dinner is the lack of proper lighting. Happy to do some fundraising across the my neighborhood and the 5 sisters, I know of many supporters who I've talked to.
File Upload	<i>Field not completed.</i>

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## Max Madalinski

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**From:** noreply@civicplus.com  
**Sent:** Monday, November 3, 2025 8:07 PM  
**To:** Max Madalinski  
**Subject:** Online Form Submittal: Penny For Parks Submission

**Follow Up Flag:** Flag for follow up  
**Flag Status:** Completed

[ WARNING ]: This email was sent from someone outside of the City of Burlington.

### Penny For Parks Submission

#### Submit Your Ideas

As always, thanks for your parks project suggestions - keep 'em coming! So, if you have an idea, please let us know.

Just complete the online form below (or use the [PFP Project Request Form \[PDF\]](#)).

Submissions for projects are accepted on a rolling basis. We will review submissions in October and may add your ideas to the following year's project plans!

If you have any questions, please [email our Parks Project Coordinator, Max Madalinski](#).

Date	11/3/2025
Name	Nate Yager
Address	129 Spruce Street
City	Burlington
State	VT
Zip Code	05401
Phone Number	8028256545
Email Address	nyager@hotmail.com
Organization / Volunteer Group (if applicable)	<i>Field not completed.</i>

Project Name	BA Scorers Booth
Park Location	Callahan Park
Cost Estimate (if known)	7,000
Project Description	<p>Hi Max,</p> <p>As you know we have a permit to build a scorer's booth at Callahan. We just had a board meeting. Everyone is very eager to help build the booth (we have qualified contractors lined up) but our fund raising for materials has fallen short. We would love to request penny for parks funds for the materials. The permit has an estimated cost of 7k but we have not priced a detailed materials list for a while. I can certainly provide an updated cost.</p> <p>We have a verbal commitment from Rice Lumber for a discount on materials. Dave Wark from DW Construction is assisting us with the project.</p> <p>Please let me know if you have any questions.</p> <p>Thank you for your consideration!</p> <p>Burlington American Little League</p>
File Upload	<i>Field not completed.</i>

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