



One Burke Village Infrastructure and Visioning and Economic Development Meeting

November 23, 2020

Online via Zoom

Dufresne Group
481 Summer Street, Suite 8
Saint Johnsbury, Vermont 05819
Tel: (802) 748-8605

On November 17, 2020 at 5:00 pm, a meeting was held via Zoom video conference to discuss the Burke Visioning and Economic Development Study and Water and Wastewater Study. The following individuals attended:

<u>Individual</u>	<u>Representing</u>
Dan Flanagan	One Burke
Des Hertz	One Burke
Tammy Wagner	One Burke
Linda Lotti	One Burke
Tom Manges	One Burke
Christine Emmons	Town of Burke Select board
Laura Malieswski	Burke Chamber of Commerce
Lynnette Claudon	VT DEC
Peter Fairweather	Fairweather Consulting
Greg Gossens	gbA
Amy Macrellis	Stone Environmental
Andrea Day	Dufresne Group

Andrea Day has prepared the following summary of notes taken at the meeting. Please notify me if you have any corrections or additions to these minutes. Tasks to be completed as a result of this meeting are underlined.

- I. The minutes from October 27, 2020 meeting were approved.
- II. **Visioning/Economic Development Study – Fairweather Consulting**
 - a. Submittal of Phase 1 report (Can be downloaded at this link: <https://cp.sync.com/dl/77bb22040/yq9wt93z-cbgeifgs-nfekwbfx-n2dfw2jd>)
 - b. Update on community outreach
 - i. The posters from the Pig Roast were not able to be displayed on Election Day to prevent people from

congregating. They also were not displayed at the Town office since meetings are likely going remote and the office won't be open to the public.

- ii. A survey containing the same information as the posters was prepared by Peter in Survey Monkey. After the meeting Laura shared the Survey Monkey survey on the Burke social media accounts.
 - iii. Peter asked the best way to present the draft report to the community. Suggestions included to have Mike Harris share the report with the Burke resident email list he is developing. A community zoom meeting was also suggested.
- c. Update on outreach to landlords & next steps on contacting them
- i. **Linda will coordinate with Mike on outreach to landowners.**
 - ii. It may be difficult to coordinate with the owners of some properties due to outstanding zoning issues.
 - iii. A study of property potential may be partially funded through a grant from the VT Preservation Trust.
 - iv. The approach to landowners needs to be made showing the potential as a positive outcome for the landowner and Village.
 - v. **Peter will contact Ben Doyle of the Preservation Trust of VT to discuss attendance at the next meeting (week of Dec 14-18) to discuss potential funding for properties in the Village that may benefit from revitalization. Peter will share background documents with Ben.**
 - vi. Linda will research the avenues used by the Peacham Café for funding and organization.
 - vii. Attendance by Christine Emmons was requested at the meeting with Ben Doyle to provide representation from the Town.
- d. Path to completing the report
- i. Check back in with SE Group and Kingdom Trails on the status and findings of their study.
 - ii. Create detailed renderings – after coordination with property owners.
 - iii. Final review and comments
 - iv. Final Vision document.

III. Water/Wastewater Study

- a. West Burke Wastewater Study

- i. UVM Consulting Archaeology Program (UVM CAP) needs to come do test pits at the Town office site.
- ii. **Andrea will contact UVM CAP to determine schedule for completing test pits and locations. Dig safe to be refreshed prior to digging pits.**
- iii. UVM CAP test pits would be 2-3 feet by 2-3 feet and be excavated down in 10cm increments.
- iv. Des asked that the school be involved if schedule allows.
- v. **Andrea will coordinate with Des and Sophie at Burke Town School as soon as a schedule for the test pits is known.**
- vi. Properties also need to be reviewed for historic structures. All areas of disturbance are either previously disturbed or in the case of the School street site, mowed grass.
- vii. **Andrea will send photos of Mike's gas to Lynnette for the Division of Historic Preservation to review.**
- viii. **Lynnette will send the Environmental Information Document (EID) to Christine Emmons for signature.**
- ix. **Andrea, Lynnette and Amy will meet separately to discuss the test pit excavation contract.**

b. East Burke

- i. **Andrea will contact Mike Harris to begin outreach to East Burke property owners so the environmental clearances process can begin for those properties.**

IV. Next meeting?

- a. Date will be determined after checking with Ben Doyle on availability so he can attend. Goal to meet sometime between December 14-18.

AGENDA

- a. Submittal of Phase 1 report
- b. Update on community outreach
- c. Other thoughts about additional community outreach
- d. Update on outreach to landlords & next steps on contacting them
- e. Path to completing the report

Submittal of Phase 1 Report

West Burke will be a mixed-use pedestrian-friendly village center providing goods and services to area residents as well as visitors in such sectors as hospitality & dining, services, outdoor recreation and housing to meet the needs of all residents.

The Village's physical development pattern will revive, reinforce and build upon West Burke's historic character while providing connections to historic features and recreation opportunities.

Figure 1. Preliminary Draft Development Concept for Burke Village.



Update on Community Outreach

Any luck on Election Day?

Any survey responses?

How do we present draft vision to community?



Figure 1. Preliminary Draft Development Concept for Burke Village.

Update on Outreach to Landlords

Have any been contacted?

Any responses?

Next steps?



Path to Completing the Report

Circle back to SE Group & Kingdom Trails

Create detailed mapping/renderings of the vision for West Burke

Committee makes final review/comments

Finalize Vision document, incorporating

- market analysis
- summary of community visioning
- Renderings
- action plan & funding sources

