



Town of Burlington

Library Lane Advisory Commission (LLAC)

Monday, November 15, 2021 at Burlington Town Hall

Meeting Minutes

1. **Call Meeting to Order** – Meeting was called to order at 7:07PM.
 - a. In Attendance: Vince Lambri, Allan Dodge, Stephen Melingonis, Michael NeJaime, Jennifer Caruso
 - b. Guests: David Minor (UCC), Kerry Brash (Burlington Chamber of Commerce)
 - c. Absent: Donald Riley, Caroline Brayne
2. **Public Comments**
 - a. David Minor – Union Congregational Church has met with By Carrier and has had preliminary discussions on how their property may be utilized in the future for the Library Lane Development. UCC still needs to have internal discussions to determine if membership is willing to sell a portion of the property to a future developer.
3. **Review/Approve Minutes of October 18, 2021 Meeting**
 - a. **Motion** made, seconded, and passed to review and approve minutes (NeJaime/Dodge).
4. **Discussion of Additional Survey Questions**
 - a. “Grocery Store” option to be added to existing question #3.
 - b. Three new questions on survey will included inquiries of participant age, number of people in household, and the willingness to increase taxes to pay for infrastructure improvements for Library Lane.
5. **Finalize Survey Content**
 - a. **Motion** made, seconded, and passed to adopt the three new questions from Agenda Item #4 (Dodge/Melingonis).
6. **Discussion of Survey Distribution Methods and Response Deadline**
 - a. LLAC will reach out to various town elected officials and organizations for the promotion of the LLAC survey on their various Facebook pages.
 - b. LLAC will work with the Town to send out survey via the Town’s email distribution for registered residents.
 - c. Depending on Board of Selectmen approval, LLAC will mail hardcopies of survey to senior citizen residents.
 - d. Target date for distributing survey will be Monday, November 29th, with a response deadline of Wednesday, December 15th.

7. Initial Discussion of LLAC Report to Board of Selectmen

- a.** LLAC to recommend the creation of the “Library Lane Development Committee” upon the end of the six-month term of the LLAC. The LLDC would be composed of members of various town boards, as well as resident members, that would oversee the development of Library Lane.
- b.** Other recommendations will include:
 - i.** Mixed-use development
 - ii.** Architecture should be blended with existing character of Burlington
 - iii.** Town should pursue all available grants through the State to fund necessary infrastructure projects
 - iv.** Town should procure engineer to complete feasibility study of interconnecting existing shopping plazas along Route 4
 - v.** Town should employ RFP (request for proposal) process for competitive bidding
 - vi.** Town should procure traffic engineer to complete a Traffic Management Plan ahead of securing grants

8. New Business

- a.** Next meeting, Monday, December 20, 2021 at 7:00PM (Town Hall – Senior Center).

9. Adjourn

- a.** **Motion** made, seconded, and passed unanimously to adjourn meeting at 8:21PM (NeJaime/Caruso).