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2016



## Huntington Conservation Commission

Minutes for November 10, 2016

\*APPROVED\*

**PRESENT:** Sheri Lynn (Co-Chair), Rebecca Ryan (Co-Chair), Jenna Koloski, JB Bryan, Maggie Mae Anderson, Darlene Palola

**ABSENT:** Guthrie Smith, Roman Livak

**OTHERS PRESENT:** None

**CLERK:** Natalie Beckwith

**Call to Order:** Ryan called the meeting to order at 19:12.

**Public Comment:** No public was present.

**Minutes of September 8, 2016:** Palola moved to approve the minutes, Koloski seconded. Passed unanimously.

**Mail:** No mail.

### **Work Plan:**

Due to the lighter agenda for this and personal scheduling conflicts, the group decided to keep the meeting short and aim to end at 20:00 instead of at 21:00.

### **Review budget and work plan – vote on discretionary funds**

- The group reviewed the previous context for this item and decided to move on without a vote. It was discussed at the last meeting that while it might be convenient to give the cho-chairs a small sum to use as discretionary funds, there is not enough need or enough money in the budget.

### **Storm water project – school update**

- Palola stated that elementary school students at Brewster Pierce would be visiting the stormwater site on Wednesday 11/16 at 8:30am. Palola will attend.

### **Crossing guard brochure – vote on printing expense**

- Rebecca asked Beckwith to pull up the email she sent to the group that included a quote for the cost of using Winooski Press to print the crossing guard brochures. Beckwith read the figures in the quote aloud. The group discussed whether to order 500 or 1000 prints and decided on 500.

**MOTION:** Lynn moved to purchase 500 printed brochures for \$178.00 from Winooski Press, Koloski seconded. Approved unanimously of attendees.

**ACTION:** Ryan will follow through with the brochure printing through Winooski Press.

### **Invasives**

- Invasives workshop- Anderson will attend one of Mike Bald's workshops this weekend and report back on the value and what it's all about. The HCC will use that information to help inform the decision of whether to pay for Mike Bald's workshop services or use the State provided presentation option.

#### **Events**

- The members that attended the Town Appreciation Event filled those who did not attend in with a brief summary of the event.
- Ryan updated the group on a possible future event proposed by a member of the public. The event would be a 3 hour workshop presented by Brad Materick and the cost is \$200. The workshop is titled "The History of the Winooski." Ryan noted that the HCC would want to collaborate with another group to co-host the event and share the cost. The group agreed to pursue next steps in arranging this event.

**ACTION:** Ryan will reach out to Ann at the Huntington Historical and Community Trust (HHCT) to inquire about co-hosting the Brad Materick event.

- Palola provided a summary of some of the highlights and takeaways from the annual Conservation Summit, which she attended. Palola thought that the meeting was very useful and said that there is an opportunity to apply for a small grant from the Association of Vermont Conservation Commissions.

#### **Outreach**

##### **Website process and next steps**

- Due to Livak's absence the agenda item about website process and next steps will be discussed at the next meeting.

##### **Website updates**

- Ryan said that she has requested that Anderson and Smith's names be added to the website and has requested several other updates be made to the HCC landing page.
- Palola said that at the Conservations Summit it was discussed that the Vermont Association of Conservation Commissions might be able to host town commission websites.
- Lynn brought up that Livak had commented that the town isn't likely to give access to the website in order for the HCC clerk to maintain the HCC page. Ryan reiterated that the information on the website is very out of date and they will continue to seek a solution to keep the page updated.

##### **Times Ink Column**

- Ryan suggested reaching out to the Richmond Conservation Commission to share a column in the Times Ink. If it was a column we would need to provide content regularly.
- After discussion, it was decided not to coordinate with Richmond on a column. At the next HCC meeting the group will discuss article topics and determine a firm plan for who is writing what when.

#### **Budget and Other Business:**

##### **Impromptu Items**

- Bryan shared his belief that the focus of the HCC should be to involve community children in conservation issues.
- Palola let everyone know that the Huntington Energy Committee is looking for new members.

##### **Clerk Job Description**

- Lynn told the group that based on an email response from the Selectboard, it seems that the budget proposal for the following fiscal year had been denied. Lynn expressed concern that changing the clerk to hourly would not work because that line item will not change.
- The group was not certain that the email from the Selectboard had indeed implied rejection of the budget changes so Lynn read the email aloud. The group discussed it to try to understand the message and how to proceed.
- Based on the language in the email it seems unclear whether the budget is not being approved but after discussion, the group came to the conclusion that the Selectboard was not rejecting the budget but asking for more information about the HCC Clerk job description before they are able to approve.
- The next step is to draft a job description and send it to Barbara. Beckwith had already started a draft and the group reviewed that draft and added their edits and comments.

**ACTION:** Beckwith will send the draft job description to the group and to Barbara, saying that everyone has looked at it but it is in draft form and has not been formally approved.

**Topics for Next Meetings Agenda:**

- Website process (Roman) and next steps (can HCC clerk access to update & maintain HCC page)
- Review the topics and schedule for Times Ink articles

**Adjournment:** Ryan moved and Palola seconded to adjourn the meeting at 20:01. Passed unanimously.

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November 10, 2016: HCC monthly meeting at the Huntington Public Library

November 16, 2016: Draft/unapproved minutes sent to Town Clerk for website posting

December 8, 2016: Final/approved minutes approved

December 13 2016: Approved minutes sent to Town Clerk for recording & website posting