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October 18, 2016



Town of Huntington — Huntington Conservation Commission (HCC) Meeting

Thursday, 8 September 2016—7:00

Huntington Library

APPROVED MINUTES

<b>Agenda</b>	7:00 Review and approve the minutes & review mail 7:05 Public Comment 7:10 Work Plan - HCC Priority Efforts <ol style="list-style-type: none"><li>1. Storm Water: Darlene</li><li>2. Review Conservation fund criteria and process in preparation of applications this year</li><li>3. Town Forest Survey<ol style="list-style-type: none"><li>a. Finalize Survey (Sheri and Jenna)</li><li>b. Prize Donations (Maggie Mae)<ol style="list-style-type: none"><li>i. Vote on budget if necessary</li></ol></li><li>c. Next steps</li></ol></li></ol> 7:50 Work Plan <ol style="list-style-type: none"><li>1. Discuss content/text of the herps brochure (Rebecca)</li><li>2. Invasives: Continued discussion and assignments<ol style="list-style-type: none"><li>a. Discuss co-sponsor workshop with Hinesburg (Maggie Mae)</li><li>b. Emerald ash borer discussion</li></ol></li><li>3. Events: HHCT coordination to take on Sugar Makers (Sheri)</li><li>4. Outreach Discussion: review website and decide what to update and other outreach items (e.g., Times Ink, Front Porch Forum, etc.)</li></ol> 8:30 Budget and Other Business 8:45 Set next meeting's agenda 9:00 Adjourn
<b>Members present:</b>	Sheri Lynn (Co-Chair), Rebecca Ryan (Co-Chair), Jenna Koloski, Maggie Mae Anderson, Darlene Paola, Roman Livak
<b>Members absent:</b>	Guthrie Smith, JB Bryan
<b>Staff/Officials present</b>	Natalie Beckwith, Clerk
<b>Others present</b>	None
<b>Call to order</b>	Ryan called the meeting to order at 19:03.
<b>Agenda</b>	<b>Discussion</b>
<b>Topic:</b> <b>Review and approve the</b>	<b>MOTION:</b> Livak moved to approve the minutes, Koloski seconded. Passed unanimously of attendees.

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minutes, review mail	No mail
<b>MOTION</b>	
<b>Topic: Public Comment</b>	None
<b>Topic: Work Plan - Priority Efforts</b>	<p>Storm Water- Storm water has been on the Selectboard agenda for two meetings but the vote has not passed due to concerns from the Rec Committee. There was concern that the plan could impact future renovations. The Selectboard pushed off the vote to 9/19/16 so that the Rec Committee may present their concerns and have them considered; however no concerns have been communicated yet. Paola pointed out that it would be great to pass this now because a lot of other towns won't have proposals ready so there is less competition for grant funding. The group agreed to announce and educate the community about the storm water regulations and the changes to come once the grant is approved, around November. Livak expressed thanks to Darlene for taking this on and keeping it moving forward.</p> <p>Review Conservation Fund criteria and process- Ryan reviewed the Fund application criteria and process for reviewing applications to orient new members. Ryan noted that they HCC revised the application process when Maple Wind applied for a grant in 2014. Ryan pointed out that the HCC's role is to make recommendations but the Selectboard must approve the grant. Ryan walked the group through the Town of Huntington Conservation Fund Application Process document and noted that a proposal does not need to meet every criterion. Several members noted that the document they were looking at was different from the one that Ryan was reading from. It was determined that the document on the website is not the most recent version and needs to be updated.</p>
<b>ACTION</b>	<p><b>ACTION:</b> Ryan will make sure that the updated Conservation Fund Process document is posted to the website.</p> <p>Lynn asked if someone submits an application and the HCC decides to recommend denying the application, does it still need to be shared with the Selectboard. According to the document, if significant criteria is not met the HCC does not have to share the application with the Selectboard. If significant criteria is met and the HCC still would deny the application, they would make that recommendation to the Selectboard but the Selectboard would ultimately decide. Ryan shared a recent application that was well done and used the requested format.</p>
<b>ACTION</b>	<p><b>ACTION:</b> Ryan will send the review document to Beckwith. Beckwith will post on the HCC Shared folder for members to access easily.</p> <p>Town Forest survey- Lynn provided a draft of the survey and asked the group to review the two options for how to ask Question 5. Lynn read aloud the two options for how to ask the question. After discussion, the group determined that the original format would be used. The group also discussed the order of the questions and the introductory paragraph.</p>

<b>ACTION</b>	ACTION: Lynn will add an option 'd' to Question 5 for "undecided" or "I don't know." Lynn will also decapitalize town forest in Question 3. Lynn will reorganize the survey and send it to Koloski to review before the next meeting.
<b>ACTION</b>	ACTION: Anderson will send Lynn a list of the businesses/individuals who agreed to donate survey prizes.
<b>Topic: Work Plan - Other Efforts</b>	<p>Discuss the herps brochure- Ryan reminded the group that the HCC decided at a recent meeting to switch from a brochure to a rack card, and recommended that they also have a 2 page informational document with a map and instructions for amphibian crossing guard volunteers. The rack card will have contact information for sign up. Lynn asked if the individuals coordinating volunteers would be the ones providing the information about how to be a crossing guard. Lynn asked for clarification on the roles for the project. The goal is to get amphibians across safely. Cindy and Wally are collecting data and getting volunteers to help collect data. The card is to get people interested and engaged.</p> <p>Ryan suggested having a training in the winter to get people engaged and review how to help them cross. The group agreed to discuss and plan this event when it gets closer.</p>
<b>ACTION</b>	ACTION: Ryan will email Wally and Cindy and ask how many people they had submitting to the database last year and how many on their listserv.
	Invasives- Koloski made a cover for Smith's Vermont invasives binder and will collaborate with Smith to get the binders prepared.
	Anderson contacted Mike Bald of GotWeeds? and found that St. George is also interested in having him do an invasives workshop. St. George is interested in co-sponsoring with the HCC. Anderson said that Bald had stressed that invasives are a 3 season issue, and recommends both Spring and Fall events. Livak recommended maybe doing an identifying workshop in the Fall and a removing one in the Spring. Paola asked if HCC identifies the invasives for the workshop and where to go, or if Bald would do it. It was agreed that more clarity is needed on how the workshop would work. The next steps are to confirm that St. George is on board, reach out to Hinesburg to see if they are also interested in co-sponsoring, pick a date, and firm up details.
	Koloski made a cover for Smith's Vermont invasives binder and will collaborate with Smith to get the binders prepared.
	Events- The HHCT does not want to take over the communication and outreach for the Sugar Makers event. Lynn recommends that they add this item to the agenda earlier this time than last time.
<b>ACTION</b>	ACTION: Lynn and Ryan will make sure that the Sugar Makers item goes on the January agenda.

<b>MOTION</b>	<p>Outreach- Ryan recommends we help sponsor the HHCT's Sue Morse talk with a \$150 contribution. The information was shared with HCC members prior to the meeting.</p> <p>MOTION: Livak moved and Lynn seconded to approve a \$150 donation to be taken out of the Workshop/Programs budget line. Passed unanimously of attendees.</p>
<b>ACTION</b>	<p>ACTION: Ryan will follow up to get the donation to the HHCT.</p>
<b>ACTION</b>	<p>Website- Ryan would like to update multiple items on the website. The group agrees that Ryan will update the webpage over the next two months. Ryan will ask Barbara who to work with to get this done. The group determined that the website should be updated on at least a quarterly basis. Lynn said that she would like to have more clarity on how to have things posted on the website.</p> <p>ACTION: Livak will reach out to find out what the website protocol is and what the process should be to get something posted/updated.</p>
<b>Topic: Budget and other business</b>	<p>Ryan suggested that somewhere down the road we have a contest for an HCC logo. The group agreed to discuss this at a later date.</p> <p>Ryan informed the group that the Regional Planning Commission may be reaching out to the HCC to get input on bike and pedestrian planning.</p>
<b>ACTION</b>	<p>The group reviewed the budget planning sheet that Barbara sent for planning for FY 2018. All line items will remain the same except the Clerk and Workshops/Programs. The Clerk budget will increase to \$850. The Workshops/Programs budget will increase to \$400.</p> <p>Livak said the HCC will need to discuss changing the Clerk's payment to hourly or keeping it as a stipend. The group agreed to discuss at a later date.</p> <p>ACTION: Livak will reach out to HR to determine the process to move the Clerk to hourly from stipend.</p>
<b>MOTION</b>	<p>MOTION: Lynn moved and Livak 2nd to approve the budget. Passed unanimously of attendees.</p>
<b>Topic: Set next meeting's agenda</b>	<p>Topics for the next meeting:</p> <ul style="list-style-type: none"> <li>● Discuss setting aside a small sum for education and authorize the chairs to use their discretion. Would make sense to help collaborate with or cosponsor events.</li> <li>● Ryan said the regional planning commission may be reaching out to HCC to get input on bike and pedestrian planning weekend.</li> </ul>
<b>Adjourn MOTION</b>	<p>MOTION: Livak moved and Lynn 2nd to adjourn the meeting at 21:02. Passed unanimously.</p>
	<p>8 September 2016 – HCC monthly meeting at the Huntington Public Library  13 September 2016– Draft/unapproved minutes sent to Town Clerk for website posting</p>

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	13 October 2016 – Final/approved minutes approved
	17 October 2016 – Approved minutes sent to Town Clerk for recording & website posting