

MINUTES
Underhill Conservation Commission
April 11, 2016
Underhill Town Hall

Annual Organization Meeting

Present: Nancy McRae, Karen McKnight, Amy Golodetz, Pat Lamphere, Betsy Chapek, Laurie Graham, Dan Steinbauer, Peter Hiskes, Daphne Tanis

Opening Remarks: Nancy started by asking all members to review the 7 page Underhill Town Conflict of Interest document. All members reviewed document. Nancy asked for questions regarding conflict of interest document content. All were in agreement to the understanding and purpose of the Conflict of Interest document. All new and current members were asked to sign individual addendum of understanding signature pages. Nancy collected signed signature pages for Town record keeping.

Public Comment: No person(s) were present for public comment.

Introduction of new members: Nancy welcomed all new members. All members introduced themselves. Nancy then reviewed the planned agenda and then proceeded with formally opening the meeting.

Adoption of Rules of Procedure: Copies of Underhill Town *Rules of Procedure* were handed out by Nancy McRae to all UCC members. Rules of Procedures were presented, reviewed and discussed. All current UCC members signed ROP document signature page formally adopting the Rules of Procedure. Nancy collected signed document for recording purposes.

Election of Chair Members: discussion pursued. Existing chair members asked new members to come forward and take chair positions. Amy offered to be Vice Chair, but commented that she would need some mentoring from past chairs. Daphne inquired about the Treasurer /Secretary position, and it's requirements. Tasks were explained as:

TREASURER

- a. Monthly reporting to the Commission financial Income and Expense status.
- b. Receiving and accounting of all monies collected from ICC fund raisers and events.
- c. Delivering all incoming monies to the Town Clerk.
- d. Recording to the Town Clerk (Sherri Morin) of any cash outlays and expenses (as required)
- e. Assure all annual reporting required to the Town Clerk and Town Financial Advisor (RaMona Sheppard) as defined by Town by-laws.

SECRETARY

- a. Record monthly meeting minutes.
- b. Document and disseminate *draft* minutes to UCC members for edits prior to recording to Town.
- c. After 5 days of actual meeting date, minutes will be delivered to Town Administrator (Brian Bigelow) for inspection by any person and posted to the Town Website.

Betsy asked for an explanation of the Chair's responsibilities and tasks. All previous members helped to list tasks as:

- Receiver of information from the Town and other outside parties
- Distribution of information to all UCC members in a timely fashion
- Running monthly meetings
- Setting the monthly meeting agenda with detailed allotted time
- Signature authority for the UCC

Karen volunteered to be chair. Daphne volunteered to be Treasurer/Secretary. Nancy asked for motion to approve the following UCC chair members:

Karen McKnight	Chair
Amy Golodetz	Vice Chair
Daphne Tanis	Treasurer /Secretary

Motion Seconded by Dan and approved. Daphne asked for a definition of the Underhill Commission 's purview. Description from Town Plan as follows; The Conservation Commission is an advisory board to help the Town protect and enhance natural resources. The Conservation Commission performs a variety of projects like natural resource inventories, education outreach, and assists the Town with conservation and natural resource issues.

Projects

Discussion:

2016 Green-Up day Date: May 7, 2016.

Pat Lamphere kicked off discussion by showing the members the Poster he made with the help of a other organizations and a school-age student. Mountain Mamas will host a breakfast at Town Hall on Green Up Day starting at 8:30 a.m. Pat volunteered to acquire 10 of the finished posters. General consensus was that posters should be posted at all schools, town hall, library and local businesses. It is understood that Brian Bigelow will be setting out the signs. Amy offered to distribute signs to BRMS, ID School, and UCS. Betsy will post a sign at the Underhill Country Store.

Bags will be made available at Town hall and additionally, available at Jerry Hill Hardware, the Firehouse , and other local stores.

ACT 64 Watershed Lamoille Basin

Nancy made mention of an available Echo? System Restoration Grant and asked Peter if he would look into it. Peter has agreed to researching the grant and will get back to the UCC at the next meeting.

It was generally agreed, that at this point in time, no material work could be done on this project, until the state has completed their Lamoille Basin inventory.

Plant Sale Date: June 4th.

Karen briefly outlined how the Plant sale works for the understanding of new members. Karen mentioned that Blueberry plants were not ordered last year and were sorely missed. Also, Pat expressed the idea that it would be nice if the Blueberry plants were sourced from a party located in the state of Vermont. Nancy and others made suggestions of nurseries in the area that could be potential sources.

The group discussed plant sale advertisement sources as the following; Mountain Gazette, Seven Days, Front Porch Forum and Sandwich board placement. It was mentioned that Jay Letterman has volunteered to be auctioneer.

Karen explained that digging rights from donators needed to be recorded and organized. Other concerns about the Sale were raised, such as; invasive pests introduction from donators of the plants. Peter, Karen, Laurie, Betsy and Daphne all volunteered to be available to help on Sale day.

Invasive Species Ash Trees

Dan informed the ICC members that he would like to take 15 minutes at the next meeting to educate all about the pest and particularly the Emerald Ash Borer (EAB). Dan also welcomed future discussion about educating the public and driving awareness. He recommended that Wood Dealers in particular should be educated. Daphne volunteered to help with Invasive Species project.

Approval of previous minutes: Not applicable

New Business: Nancy discussed the upcoming Selectman meeting (scheduled for Tuesday evening April 12) regarding citizen concerns about the Vermont National Guard Range. She shared some of the details captured by Peter Bennet.

Concerns mostly centered around the increased frequency of noise nuisance. Also Nancy mentioned, there was a question of water testing. As understood, Roger Manet is the individual from the Vermont Guard/state responsible for environmental concerns from local citizens. Pat raised the concern of lead poisoning and other toxins in the soils and suggested that it should be explored.

Daphne and Karen plan to attend Tuesday's meeting.

Adjournment: The motion to adjourn was moved by Nancy and seconded by Pat Lamphere. The meeting was officially adjourned at 7:51 p.m.

Next Meeting: Monday, May 9, 2016, 6:30 p.m., Underhill Town Hall

Respectfully submitted, Daphne Tanis, 4-11-16 **DRAFT**