

Town of Pendleton  
**Conservation Board**  
Meeting Minutes - January 19, 2018

Meeting was called to order at 7:00 pm by Chairman Sara Siracuse.

Members in attendance: Andrew Harrison, Amanda Irons-Rindfleisch, Deke Lemieux and Annmarie Reeb. Members Absent: Paula Hargreaves and David Hargreaves. No one else in attendance.

**New Business:**

1. Oath of Office for A. Irons-Rindfleisch and A. Harrison to be completed prior to February meeting. Email sent to P. Hargreaves and D. Hargreaves to see if they want to stay on Board or rescind appointment.
2. Establishment of Board positions -
  - a. Administrative Assistant (aka recording secretary) – Annmarie Reeb – Motion D. Lemieux, seconded A. Irons-Rindfleisch, all were in favor and none opposed. Motion carried.
  - b. Vice Chair – Amanda Irons-Rindfleisch – Motion A. Reeb, seconded A. Harrison, all were in favor and none opposed. Motion carried.
3. Meeting Dates and Times:

New meeting time of 6:00 pm

Dates of future meetings for 2018 – 2/16, 3/8, 4/12, 5/10, 6/14, 7/12, 8/9, 9/13, 10/11, 11/8 and 12/13.
4. Location of meetings:

All meetings to be held in the Town Board room except for the following dates that will be held in the Town Hall cafeteria – 3/8, 8/9 and 11/8.
5. Website – ease of use and other information – further discussion at a future meeting.
6. Review of previous board documents and discussion on conservation boards and laws from 1976-2010.
7. Review and discussion of Town Code Chapter 13.

**Other Business:**

1. Chairman provided email that was sent to Town of Pendleton Planning Board dated 1/16/18 and their email response on 1/18/18. Discussion on ways to assist them. A. Irons-Rindfleisch and D. Lemieux to attend the next scheduled Planning Board meeting.
2. Chairman to email Town Clerk and Town Supervisor regarding board budget and disbursements, access to Town Engineer, information on the board's email account, Conservation Board resolution and heat for the board room.

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**Board Member Updates for Next Meeting:**

1. Board members to research other similar boards and/or advisory councils and provide feedback at next meeting.
2. Board members attending Planning Session update.
3. Sara and Annmarie to get approval on meeting dates, times and locations.
4. Andrew to review mapping.
5. Board members to provide topics for next meeting agenda (optional).
6. Response from P. Hargreaves and D. Hargreaves regarding appointment.

**Correspondence:**

1. Received one email from public re: Council to integrate more enrichment programs in parks (news article).

Motion to Adjourn Meeting at 9:24 p.m. - A. Reeb; Seconded – A. Harrison; motion carried.

Prepared by:

Annmarie Reeb  
Administrative Assistant