

Town of Pendleton
Conservation Board
Meeting Minutes – February 16, 2018

Meeting was called to order at 6:00 pm by Chairman Sara Siracuse.

Members in attendance: Andrew Harrison, Amanda Irons-Rindfleisch, Deke Lemieux and Annmarie Reeb. No public.

Approve Minutes of January 19, 2018: Amendments to minutes – Page 1, New Business, Item 6 – Add “from 1976-2010”. Add Page 1, New Business, Item 7.

Motion A. Reeb; Second D. Lemieux; all were in favor and none opposed. Motion carried.

Public Input: None

Old Business:

1. Oath of Office for A. Irons-Rindfleisch and A. Harrison has been completed.
2. Resignations by Paula Hargreaves and David Hargreaves received by Town Board.
3. Reviewed templates for minutes and agenda. Approved minutes and the next month's agenda will be provided by Administrative Assistant to the Town Clerk after each meeting.
4. Draft minutes and agenda to be provided to board the Tuesday prior to each meeting.
5. Website email to be provided by Town Clerk as well as Pendleton emails for each member. (Pending)
6. Three board members attended the Planning Board Meeting and provided overview.

Board Member Updates:

1. D. Lemieux provided information about the Town of Elma Conservation Board.
2. A. Harrison – mapping – to be discussed at a future board meeting.
3. A. Irons-Rindfleisch – provided information on the Town of Lewiston Environmental Board.
4. A. Reeb provided information on emails, foil and quorums. A. Reeb to email Town Attorney re: quorums and conflicts of interest. A. Reeb provided NYSDEC contacts re: Frontier Chemical Site. A. Reeb to contact regarding monitoring reports to Town of Pendleton.
5. S. Siracuse provided official legal document on the establishment of this Board, dated: March 2, 1976.

Correspondence:

1. One email correspondence received from the public. Review of emails from Town Clerk and Town Board Supervisor.

New Business:

1. Board will stay at 5 members for 2018
Motion S. Siracuse; Second A. Reeb; all were in favor and none opposed. Motion carried.
2. Discussion of Stipend due to reduction of number of members.
3. Establish Treasurer position re: 2019 budget for August 2018 and other duties that may be assigned by the board.
Motion by S. Siracuse to appoint D. Lemieux as Treasurer; Second A. Reeb; all were in favor and none opposed. Motion carried.
4. Establish website coordinator/designer. Motion by S. Siracuse to appoint A. Harrison; Second A. Irons-Rindfleisch; all were in favor and none opposed. Motion carried.
5. S. Siracuse requested that all members need to review the Town Master Plan re: Open Space areas.
6. Code Chapter 13 Conservation Board 13-7 Powers and Duties – review by members for discussion at March meeting.
7. D. Lemieux to contact NYSDEC re: training opportunities and contacts.
8. Administrative Assistant to email Town Clerk with board information as requested.
9. S. Siracuse to obtain information on amount budgeted for the board.

Motion to Adjourn Meeting at 8:05 p.m. - A. Irons-Rindfleisch; Second – A. Harrison; all were in favor and none opposed. Motion carried.

Prepared by:

Annamarie Reeb
Administrative Assistant