

Town of Pendleton
Conservation Board

Meeting Minutes
Thursday, August 9, 2018 at 6:00 pm
Town Hall - Cafeteria

I. **Meeting was called to order at 6:00 pm by Chairwoman Sara Siracuse.** Members in attendance: Sara Siracuse, Victor Lemieux and Annmarie Reeb. Absent: Amanda Irons-Rindfleisch. Andrew Harrison arrived at 6:09 pm during Public Input. One member of the public.

II. **Amendments, Additions and Deletions to Agenda - None**

III. **Approve Minutes of July 12, 2018.**

Motion S. Siracuse; Seconded V. Lemieux; Opposed none; Motion carried.

IV. **Public Input -**

Resident, Greg Metzger thanked the committee for getting answers to his questions re: Erie Canal Maintenance in Pendleton and removal of Ash trees specific to his land lease with the NYS Canal Corp.

V. **Correspondence** – Email responses to Mr. Greg Metzger from Sara Siracuse who contacted both the Town Board Supervisor, Joel Maerten and the NYS Canal Corp. regarding canal maintenance and removal of ash trees.

VI. **Unfinished Business:** None

VII. **Current Business**

Halfmoon Template – Board agrees to use this template.

Motion A. Reeb; Seconded V. Lemieux; Opposed none. Motion carried.

Procurement Policy – to be signed by all members. A. Irons-Rindfleisch submitted her signed sheet to the Town Clerk earlier in the week. A. Reeb questioned the confliction between the 2nd and 3rd bulleted items under “All estimated purchases of:...”. A discussion was held and the other members agreed to postpone signing the policy until the Town Board or Town Attorney could provide information that would clear up the wording on these two conflicting bulleted items.

Current Business cont.d -

Open Space Mapping – V. Lemieux and A. Harrison will show computerized map updates at the next meeting. They are continuing to follow Halfmoon. Briefly spoke with David Britton, Town Engineer regarding cost of mapping and collaboration of resources.

NRI – A new draft copy of the Town of Pendleton NRI was provided to the members. A. Irons-Rindfleisch, S. Siracuse and A. Reeb split the information, at the last meeting, to verify what items, species, etc., were specific to Pendleton and provided links to maps, documents, etc. A. Reeb combined all the data into an excel spreadsheet. There is still some additional verification that may be needed as we proceed forward.

Budget with Don Bergman – At 6:30 pm the board was provided an overview of specifics on our budget. Members were prepared and asked multiple questions. Mr. Bergman answered all questions to the satisfaction of the board. Budget must be prepared and submitted to Mr. Bergman by no later than Midnight following our September 13, 2018 meeting.

VIII. **Board Member Discussion** – motion to skip due to time constraints.

Motion S. Siracuse, Second A. Reeb, Opposed none, Motion carried.

IX. **Expectations for Next Meeting**

Prepare budget for submittal. Review - Chapter 13 Policy & Procedure, Community Outreach – Facebook, etc. and Frontier Chemical. A. Reeb will contact Halfmoon re: Woodlots.

A. Reeb to contact Town Clerk re: Procurement Policy.

V. Lemieux and A. Harrison to provide mapping presentation.

X. **Adjournment at 8:00 pm**

Motion S. Siracue; Seconded A. Harrison; Opposed none; Motion carried.

Prepared by:

Annmarie Reeb
Administrative Assistant