

Town of Pendleton  
**Conservation Board**

Meeting Minutes  
**Thursday, September 13, 2018 at 6:00 pm**  
Town Board Room

- I. **Meeting was called to order at 6:00 pm by Chairwoman Sara Siracuse.** Members in attendance: Sara Siracuse, Amanda Irons-Rindfleisch, Victor Lemieux and Annmarie Reeb. Absent: Andrew Harrison. No public.
- II. **Amendments, Additions and Deletions to Agenda**
- III. **Approve Minutes of August 9, 2018 w/Amendments:** 1. Change Erie Canal Corp. to NYS Canal Corp. 2. Add “Briefly spoke with D. Britton regarding cost of mapping/collaboration of resources.” at end of **Open Space Mapping** paragraph. 3. Add “copy” and remove last line under **NRI**. 4. Under **Expectations for Next Meeting** add “Procurement Policy – Follow up with clerk” and “Deke and Andrew – Mapping Presentation”.

Motion S. Siracuse; Seconded A. Irons-Rindfleisch; Opposed none; Motion carried.

- IV. **Public Input** – None.
- V. **Correspondence** – Cornell Cooperative Extension 8/13/18. Letter from Amanda Henning regarding Consolidation to Agricultural District 7. Board received after deadline date. A. Irons-Rindfleisch to research process.
- VI. **Unfinished Business:** Procurement Policy – all members present signed the new policy and will email Town Clerk as well.
- VII. **Current Business**

**2019 Proposed Budget:**

A vote was held to add two additional members to the board for a total of seven for 2019.

Motion V. Lemieux; Seconded A. Irons-Rindfleisch; Opposed none. Motion carried.

The budget was adjusted from 2018.

Personal Services was increased by \$1,200 to adjust for the two additional members.  
Requested amount: \$4,200.00

Equipment - \$0.00

**Current Business – Proposed Budget cont.d -**

Contractual Expenses was increased a total of \$3,950 from \$0.00 to cover items such as map printing, office supplies, trainings, public mailings, etc.  
Requested Amount: \$3,950.00

The administrative assistant, A. Reeb, was directed to submit the 2019 proposed budget to Don Bergman, by email, no later than midnight as of the date of this meeting.

**Community Outreach – Facebook, etc. -** A request was made to pend this discussion to the October meeting.

Motion A. Irons-Rindfleisch; Seconded V. Lemieux; Opposed none. Motion carried.

**Frontier Chemical –** A. Reeb – no update.

**V. Lemieux and A. Harrison: Open Space Mapping – computer presentation –** V. Lemieux and A. Harrison to email all completed maps to members.

**Woodlots –** A. Reeb provided information on woodlots.

**Chapter 13 Policy & Procedures –** a discussion was held and the Chairwoman provided documentation from NYS General Municipal Law– Conservation Board and Conservation Advisory Council. There was contention on how to proceed and whether we should go to our liaisons, the attorney or directly to the Town Board regarding the conflicting issues.

**Invitation to Liaisons –** possible invite to November meeting.

VIII. **Board Member Discussion –** None

IX. **Expectations for Next Meeting –** Not discussed

X. **Adjournment at 8:38 pm**

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

Prepared by:

Annamarie Reeb  
Administrative Assistant