

MINUTES OF A MEETING OF THE ENVIRONMENTAL COMMISSION  
TUESDAY, SEPTEMBER 10, 2013

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**PRESENT:** *Commission Members:* Chairperson Brigitte Schmidt, Vice-Chairperson Kathy Vesely, Laura Schnackenberg, Rosemary James, Bill Brady, and Mayor and Council Liaison Barbara Wetzel  
*Absent:* Jessica Renner, Scott McIlwee, and Secretary Amanda Whitmore  
*Staff Member:* Megan Clark, Town Planner

**PRESIDING:** Chairperson Brigitte Schmidt called the meeting to order at 7:00 p.m.

**APPROVAL OF MINUTES**

Chairperson Schmidt declared the meeting minutes of the August 13, 2013 Regular Meeting of the Boonsboro Environmental Commission approved as submitted.

**NEW BUSINESS**

**RECOMMENDATION TO THE MAYOR AND COUNCIL: ENERGY AUDITS**

Town Planner Clark presented the results from the Energy Audit proposals, previously requested and advertised in August. She stated she had reviewed and discussed the proposals with representatives from the Maryland Energy Administration regarding qualifications to look for and the types of methodology used in the audits. Based upon the qualifications and methodology Keres Consulting proposes, as well as after speaking with their references, Town Planner Clark recommended awarding the bid to Keres Consulting.

Motion by Vice-Chairperson Vesely, seconded by Member James, to **RECOMMEND TO THE MAYOR AND COUNCIL TO AWARD THE BID FOR ENERGY AUDITS TO KERES CONSULTING.** Motion carried unanimously.

**SMC CERTIFIABLE PROJECTS**

Town Planner Clark stated the Green Team had met on Monday, September 9, 2013 and was presented with a list of existing projects and programs that may be certifiable through Sustainable Maryland. They represent approximately two-thirds of credits necessary to achieve certification. All of the existing projects, however, must be documented in a form acceptable by SMC. The Commission discussed the projects. Chairperson Schmidt mentioned there may be opportunities for volunteers, who are not serving on the Green Team, to help with additional projects as well as gathering data to submit to Sustainable Maryland.

**MD GREEN REGISTRY**

Chairperson Schmidt presented the Commission with information on the Maryland Green Registry program, offered through the Maryland Department of the Environment. She stated she would be presenting information on the program at the Boonsboro Economic Development networking breakfast held in November to local businesses. The program offers resources to a variety of institutions and businesses. She recommended that the Town government enroll in the free program.

Motion by Vice-Chairperson Vesely, seconded by Chairperson Schmidt, **TO RECOMMEND TO THE MAYOR AND COUNCIL TO ENROLL IN THE MARYLAND GREEN REGISTRY.** Motion passed unanimously.

**NORTH AMERICAN ASSOCIATION FOR ENVIRONMENTAL EDUCATION CONFERENCE (NAAEE)**

Member James presented the Commission with information on the NAAEE Conference to be held in Baltimore on Oct. 9-12. She stated she thought the Commission could sponsor a teacher from one of the Boonsboro schools to attend the conference. The Commission discussed the process of working with the Washington County Board of Education and the amount to be given.

Motion by Member Schnackenberg, seconded by Vice-Chairperson Vesely to **SPONSOR A BOONSBORO TEACHER FOR UP TO \$600.00 TO ATTEND THE NAAEE CONFERENCE HELD IN BALTIMORE MARYLAND ON OCTOBER 9-12, 2013.** Motion carried unanimously.

**UNFINISHED BUSINESS****STREAM BUFFER**

Town Planner Clark stated the Council had approved the stream buffer area for Tributary 103, which runs behind the Community Center in Shafer Park. The Chesapeake Bay Foundation has offered to sponsor a planting on Sunday, Nov. 10 and will provide the plants. The Commission discussed fencing off the buffer area and installing an educational sign describing the buffer. The Commission agreed to offer up to \$2,500 for the fencing and pay some or all of the educational sign, upon Park Board approval of the structures.

**EVENT RECYCLING**

Member Schnackenberg stated the Park Board had approved to incorporate an event recycling policy into the regulations for Shafer Park. She stated there is a need for follow up discussions as to how the regulations will be implemented.

**STRATEGIC PLAN**

Member Schnackenberg presented a revised draft of the strategic plan the Committee had been working on. The revised draft organizes the plan into a mission and plan of action to be presented in a two-page format. The Commission discussed the revisions and agreed action verbs should be included in the action plan and a brief objective under each section. The Commission thanked Laura and the other members of the Strategic Plan Committee, and looked forward to discussing the plan revisions at a subsequent Commission meeting.

**TOWN UPDATES****INTERNSHIPS**

Town Planner Clark stated progress is being made on the Tree Canopy study and the intern, Ryan Wetzel, hopes to have the study completed by October or November. Town Planner Clark also stated she has been unable to contact Liam Regan, the intern for the walkability study. She plans to contact the University of Maryland if she does not hear from him within the next week.

**TOWN FARM**

Town Planner Clark stated the engineers are working on evaluating the well near the Waste Water Treatment Plant. A proposal by the Soil Conservation District had suggested that the well might be a source of drinking water for nearby cattle, so they wouldn't have to drink from the stream. Once an engineering recommendation has been made, she would get back in touch with the Soil Conservation District to discuss the next steps in conforming to the new Nutrient Management regulations effective January 1, 2014.

**COMMISSION MEMBER COMMENTS**

Chairperson Schmidt shared information on the DC Green Festival to be held on Sept. 21, 2013.

Liaison Wetzel shared information on the first year of recycling in the Town. She stated there is 14.7 tons less per month of garbage going to the landfill with the implementation of curbside recycling, which is a 15% reduction overall. The Town has saved nearly \$14,000 in trash tipping fees at the landfill, due to the curbside recycling program, which began in July 2012.

**ADJOURN**

Chairperson Schmidt declared the meeting adjourned at 8:25 p.m.

Respectfully submitted,

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Megan Clark,  
Town Planner/Zoning Administrator