

MINUTES OF A MEETING OF THE ENVIRONMENTAL COMMISSION
TUESDAY, MARCH 12, 2013

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

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

APPROVAL OF MINUTES

Chairperson Schmidt declared the minutes of the February 12, 2013 meeting approved as submitted.

COMMISSION MEMBER COMMENTS

Member James stated she had written a letter of support of the application for the Watershed Assistance Grant on behalf of the Boonsboro Environmental Commission and presented it to Chairperson Schmidt for signature.

Chairperson Schmidt stated there would be a Shafer Park stream clean-up on March 23 in honor of World Water Day. Various community organizations would be helping with the clean-up.

Chairperson Schmidt stated the BEC had been invited to host a booth, to be shared with representative from Sustainable Maryland, at the Boonsboro Green Fest on May 11 and asked Commission members to volunteer for at least an hour during that day.

Town Planner Clark stated she had been contacted by a representative of the Future Farmers Association (FFA) of Boonsboro High School, asking whether the students could participate in any BEC projects. Town Planner Clark suggested the organization could conduct a tree canopy study utilizing a program on the web, called I-Tree. The Commission agreed the organization could be helpful and suggested the Tree Committee contact the organization for a meeting.

Liaison Wetzel shared that a press release would be published for Arbor Day that details the various organizations and websites that offered Arbor Day specials for plantings.

UNFINISHED BUSINESS

STRATEGIC PLANNING GOALS AND OBJECTIVES FOR THE BOONSBORO ENVIRONMENTAL COMMISSION (BEC)

Chairperson Schmidt suggested that a special meeting be scheduled, either Tuesday April 2 or Thursday, April 15, to discuss the Strategic Plan, because there has not been enough time during regular monthly meetings due to the lengthy agendas.

Member James made a **MOTION FOR A SPECIAL STRATEGIC PLAN MEETING TO BE HELD ON TUESDAY APRIL 2 AT 7 P.M.** Vice-Chairperson Vesely seconded the motion. **THE MOTION PASSED UNANIMOUSLY.**

Town Planner Clark stated she would notify the other members via email.

NEW BUSINESS

SUSTAINABLE MARYLAND CERTIFIED: NEXT STEPS

Secretary Whitmore shared an example survey that other communities had used to identify the needs of the community relevant to sustainability efforts. The results of the survey would then be used to help prioritize what actions the Green Team would focus on for Sustainable Maryland Certified.

The Commission discussed the survey and suggested the survey is included with the next water bill and Town newsletter. The Commission agreed the survey and narrative in the newsletter would be a good introduction of the Sustainable Maryland program to the community and help form interest for the Green Team.

WATERSHED IMPLEMENTATION PLAN: 2014-2015 MILESTONES

Town Planner Clark shared the 2012-13 Watershed Implementation Plan (WIP) milestones the Town included in the Phase II WIP as goals to work towards in reducing the nitrogen and phosphorous loads. The WIP Committee has been asked to update the milestones for 2014-15; Town Planner Clark presented a proposed list.

The Commission discussed the proposed milestones and agreed the list would also help the Commission identify projects and goals.

Member James made a **MOTION TO RECOMMEND TO THE MAYOR AND COUNCIL APPROVAL OF THE 2014-15 WIP MILESTONES**. Vice-Chairperson Vesely seconded the motion. **THE MOTION PASSED UNANIMOUSLY.**

FY2014 PROPOSED BUDGET

Town Planner Clark presented a proposed budget for Fiscal Year 2014, beginning July 1, 2013. The proposed \$10,000 budget includes meeting pay, special projects, public education, and miscellaneous expenses. She stated the special projects line could be used for Sustainable Maryland implementation, grant matches, or other projects. The Commission agreed an amount should be set aside to implement projects as well as encourage public education.

Vice-Chairperson Vesely made a **MOTION TO RECOMMEND TO THE MAYOR AND COUNCIL APPROVAL OF THE FY2014 BEC BUDGET**. Secretary Whitmore seconded the motion. **THE MOTION PASSED UNANIMOUSLY.**

MARYLAND SMART ENERGY COMMUNITY APPLICATION

Town Planner Clark shared a grant application with the Commission from the Maryland Energy Association (MEA). She stated the Town is eligible for \$20,000 towards energy related projects provided the Town adopts two of three polices set down by the state to reduce energy consumption. She recommended the Town establish the policies regarding energy efficiency and renewable energy. Should the Town adopt the policies by December 31, 2013, funding would then be allocated in January 2014. Projects would have to be completed by May 15, 2015.

The Commission discussed different projects that could be completed, including retrofitting street lights with solar panels, energy audits, and ground and roof mounted solar systems on or near municipal facilities. Town Planner Clark stated she would email Commission members the application so they could come up with a list of projects. Chairperson Schmidt suggested finalizing the list of projects at the April 2 meeting. The Commission agreed.

Member McIlwee made a **MOTION TO RECOMMEND TO THE MAYOR AND COUNCIL TO PROCEED WITH THE MARYLAND SMART ENERGY GRANT APPLICATION**. Vice-Chairperson Vesely seconded the motion. **THE MOTION PASSED UNANIMOUSLY.**

DISCUSSION

Liaison Wetzel stated in 2003, the Town had a Revitalization Study completed for the downtown. She stated the study may provide useful information to be included in the Strategic Plan.

CITIZEN COMMENT

Cliff and Bonnie Pereschuk stated they appreciated the Commission's efforts and would be interested in getting more involved. Mrs. Pereschuk asked about a potential farmer's market in Boonsboro. Chairperson Schmidt stated the Commission had heard a presentation from the Valley Co-Op in January, and this organization is looking to expanding the Co-Op and possibly establishing a farmer's market. Mrs. Pereschuk stated she had reviewed the Sustainable Maryland Certification program and stated promoting an established market, such as Cronise Market, is also an option for the Town to consider.

ADJOURN

Chairperson Schmidt declared the meeting adjourned at 8:16pm.

Respectfully submitted,



Megan Clark,

Town Planner/Zoning Administrator