

Draft

**Town of Boonsboro**

21 North Main Street, Boonsboro, Maryland 21713

Telephone: (301) 432-5141

**MINUTES OF A MEETING OF THE ENVIRONMENTAL COMMISSION**

**TUESDAY, November 14, 2023**

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**PRESENT:** *Commission Members:* Chairperson Cassandra Ladino, Kristen Disbennett, Laura Schnackenberg, Janeen Solberg, Kathy Vesely, Barbara Wetzel, Town Council Liaison Marilee Kerns (substituting for Terri Hollingshead)

**ABSENT:** Andy Watson

**Special Presentation preceding formal meeting:** Jason Middlekauff, Assoc. Director of Donated Goods for Horizon Goodwill Industries, Inc.

**PRESIDING:** Chairperson Ladino called the regular meeting to order at 7:55 PM.

**PUBLIC ATTENDEES:**

Jennifer Park

Renea Moran

Alicia Norris

**APPROVAL OF MINUTES:** The October minutes were reviewed and unanimously approved without corrections.

**OLD BUSINESS**

Compost bin updates from November 13, 2023, Mayor and Council meeting:

- Starting the trial period over, now running November 2023 to November 2024.
- Bin will be relocated to an alternative location with an enclosure near the community center, which was proposed by the BEC and approved by the Mayor and Council.
- Considering creating a “how to” flyer to provide those who reserve the community center. Janeen will reach out to Kim Miller at Town Hall.
- Considering discussion of a potential “welcome packet” for new residents at Town Mixer. It was noted by community members in attendance that renters would not get that information if sent to property owners; therefore, the BEC should consider alternative methods of reaching all community members, including those who rent.

**NEW BUSINESS**

January Town newsletter – Potential Topics:

- Announce Sustainable Maryland recertification
- Advertising for Farmer’s Market vendors
- Community Garden registration
- Zero Waste Workshop to be held at the Boonsboro Free Library.

**SUBCOMMITTEE REPORTS:**

**Energy:** The EV charging station located behind Town Hall is still being used with some consistency. New EV station is being installed near the Boy Scout building in Shafer Park. Construction will be completed before the end of the calendar year.

**Solid Waste Reduction:**

- Barbara Wetzel made contact with Michael Neese, Refuse and Recycle Director for the City of Winchester. The BEC is invited to tour the facility and glass crushing machine, possibly in January.
- The Fall Bulk cleanup at Shafer Park was successful.

- Green Fest Swap and Recycle is scheduled for May 11, 2024.
- Children in Need of Washington County, Inc., in Hagerstown, expressed appreciation for Boonsboro recycle events.
- Zero Waste Workshop to be held on January 17, 2024, from 5:30-7pm, at the Boonsboro Library, and is open to the public, which will include zero waste refreshments and swap items.

**Strategic Plan/Grants:**

- BEC members are asked to keep an eye out for grants that can be used toward future year compost costs, as well as grants for the town to purchase a glass crushing machine. Need to reach out to Town Manager and Planner for ideas.

**Beautification (Trees/Green Spaces/Gardening):**

- Tree Board meeting scheduled for November 16, 2023.
- Looking to secure more native trees and pollinator plants for Green Fest swap.
- There is currently a draft for a new beautification plan for the town including Shafer Park and the traffic circle. The BEC did not have any involvement with the beautification plan, however, the Economic Development Council does plan to coordinate with the Park Board on flower beds.

**Public Education/Outreach/Speakers:**

- The BEC hopes to invite Phil Westcott of Key City Compost for a return visit for Q&A about the new compost service; potentially in February.

**Sustainable Maryland Certified (SMC) Green Team:**

- Main focus is to expand members and involvement to include more of the community, such as local churches, businesses, and schools.
- Members intend to attend the Middletown Green Team meeting scheduled for December 19, 2023, from 5-6:30pm, to see how their team is organized.
- A form has been created to track actions items, documentation, and credits for Sustainable Maryland.

**Nominating Committee:**

- Slate of BEC officers for 2024 approved.
  - Cassandra Ladino, chairperson
  - Laura Schnackenberg, vice chairperson
  - Kristen Disbennett, secretary

**Community Garden:**

- An IFB is currently out for the perimeter fencing, bidding will close on December 15, 2023.
- The “Garden Rules” and “Application” have been created and will be posted on the Town community garden webpage before the end of November.
- Determined that November 15<sup>th</sup>, of each year, will be when each plot must be cleared out and cleaned up.

**TOWN UPDATE:**

- Sycamore Run has been conveyed to the Town and the local police can begin ticketing for traffic infractions.
- The Reservoir continues to have issues with significant water loss; financing needs to be secured to complete repairs/service.
- Old Tyme Christmas scheduled for December 1, 2023, at Shafer Park.
- Town Mixer scheduled for November 21, 2023.
- Mayor and Council consideration for “Adopt a Neighborhood” program for littler cleanup based on comments from BEC member Vesely at the Mayor and Council meeting.

**COMMISSION MEMBER COMMENTS:**

- In the past five years, the Farmers Market has had 21,000 customers, 8,000 of which were this year.
- BEC roster needs to be updated.

- BEC needs two additional members from the community to fill recent membership vacancies; vacancies to be listed in the town newsletter and on the website.

**ADJOURN:** The meeting was adjourned at 8:54 pm.

**Respectfully submitted by  
Kristen Disbennett**

**\*Next meeting: TUESDAY December 12, 2023 – Regular meeting at 7:00 at Town Annex.**

*Any person desiring a transcript of tonight's meeting shall be responsible for a competent stenographer. Items on this agenda are subject to change at the discretion of the Chairman.*

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