

Draft

Town of Boonsboro

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**MINUTES OF A MEETING OF THE ENVIRONMENTAL COMMISSION
TUESDAY, December 12, 2023**

PRESENT: *Commission Members:* Chairperson Cassandra Ladino, Laura Schnackenberg, Kathy Vesely, Barbara Wetzel, Andy Watson, Town Council Liaison Terri Hollingshead

ABSENT: Kristen Disbennett, Janeen Solberg

PRESIDING: Chairperson Ladino called the regular meeting to order at 7:05 PM.

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

OLD BUSINESS

- Action item to discuss grant opportunities with Town Planner is still pending
- Subcommittee Roster needs minor formatting revisions
- Commission member Solberg term has been fulfilled, the BEC needs to submit her nomination for the new term to the Mayor and Council for approval.

NEW BUSINESS

- January Town newsletter articles submitted:
 - Community Garden registration
 - Zero Waste Workshop to be held at the Boonsboro Free Library

SUBCOMMITTEE REPORTS:

Energy:

- The January federal tax credit for EV's is coming to the point of sale. Buyers will no longer need to wait on filing taxes to get reimbursed.
- The new EV charging station in Shafer Park can be found on the ChargePoint and PlugShare apps, but the location marker is currently incorrect.

Solid Waste Reduction:

- Commission member Wetzel followed up with Michael Neese, Refuse and Recycle Director for the City of Winchester. Neese confirmed that any time in January during the day is preferred for a tour and Monday and Friday is the regular glass crushing day. Advanced notice should be given to schedule an evening tour. The BEC will pick 2 dates to propose to the Mayor and Council before January 8th. Committee members suggested the 3rd or 4th week of January would be best.
- The new structure near the community center in Shafer Park to contain the compost bin was completed by Town Maintenance and looks great.

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):

- The Town Manager will share an official list of plants for the downtown beautification plan.
- The Town needs to renew the ESRI GIS software license before the tree inventory and current contract can move forward.

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.

- January tour of City of Winchester glass crushing facility.

Sustainable Maryland Certified (SMC) Green Team:

- 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.
- Next meeting is January 3rd at 7pm at Town Hall.
- Green information goal – Suggestion to make flyers for Green Fest Swap and Recycle event a 2 fold format so that information about other green events and activities around town can be included.

Nominating Committee:

- No updates

Community Garden:

- An IFB is currently out for the perimeter fencing, bidding will close on December 15, 2023. Several bids have been received already.

TOWN UPDATE:

- Council member Kerns expressed her appreciation of the BEC efficiency in operations and providing the meeting agenda in advance.
- San Mar Family and Community Services has plans to renovate the San Mar campus to offer housing and services to transitioning young women (ages 18 to 24) who are bridging into adulthood and working through trauma. Fifteen newly renovated apartments are planned to be provided.
- Divers plugged the drainpipe at the Town Reservoir and a positive significant difference in water level has been observed. The Shafer Park Spring has been turned off as a result.
- Fletcher’s Grove – Chase 6 realignment had been approved by State Highway and the project plans to begin in 2024.
- Lakin Avenue will be extended with 5 lots zoned for single family homes.
- Ribbon cuttings occurred at ACE Hardware and Boonsboro Upper Cervical Chiropractic center.
- Thursday 12/14/2023 is “Guys Night Out”.
- The Town Manager noted that they are working on a “Welcome Folder” for new residents.

COMMISSION MEMBER COMMENTS:

- Commission member Vesely requested that the Town’s volunteer application should be updated to add a checkbox specifically for Green Team in addition to the existing BEC option.
- Farmers Market – Commission member Vesely spoke with Assistant Mayor Nally. The issue of how funds are handled in Town accounts will be raised with the Mayor and Council. Currently, Farmers Market funds get reabsorbed into general fund, but the Farmers Market needs that money for various cost during the preseason planning and end of year wrap up. Opening a specific Farmers Market account has been proposed, but compliance with liability and insurance policies needs to be verified. As a side note, it was mentioned that Green Fest had a separate account and was umbrellaed under Town policies.

ADJOURN: The meeting was adjourned at 8:00 pm.

**Respectfully submitted by
Cassandra Ladino**

***Next meeting: TUESDAY January 09, 2024 – 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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