

**FOSTER CONSERVATION COMMISSION
MEETING MINUTES
January 28, 2008
Benjamin Eddy Building, 7:00 p.m.**

APPROVED

A. Call to Order

Scott Ulricksen, Vice Chair, called the meeting to order at 7:05 p.m.

B. Roll Call

- **Members Present:** Scott Ulricksen, Vice Chair; Marcia Bowden, Secretary; Chris Iozzi; Lucy Minturn; Sisan Smallman, new member.
- **Additional Participants:** Kathryn Zuromski, unsworn member.
- **Excused:** Mike Wood, Chair.

ACTION: Kathryn Zuromski will go to Town Hall to be sworn in as an official member of the Commission.

C. Election of Officers

Vice Chair Scott Ulricksen invited nominations for the positions of Chair, Vice Chair, and Secretary of the Conservation Commission.

MOTION: Marcia Bowden nominated Lucy Minturn as Chair; motion seconded by Chris Iozzi. Vote called. Scott Ulricksen: aye; Marcia Bowden: aye; Chris Iozzi: aye; Lucy Minturn: aye; Sisan Smallman: aye. **Motion passed unanimously.**

Note: From this point on, the meeting was conducted by the new Chair, Lucy Minturn.

MOTION: Chris Iozzi nominated Scott Ulricksen as Vice Chair; motion seconded by Sisan Smallman. Vote called. Lucy Minturn: aye; Scott Ulricksen: aye; Marcia Bowden: aye; Chris Iozzi: aye; Sisan Smallman: aye. **Motion passed unanimously.**

MOTION: Marcia Bowden nominated Sisan Smallman as Secretary; motion seconded by Lucy Minturn. Vote called. Scott Ulricksen: aye; Marcia Bowden: aye; Chris Iozzi: aye; Lucy Minturn: aye; Sisan Smallman: aye. **Motion passed unanimously.**

Note: From this point on, Sisan Smallman maintained minutes of the meeting.

D. Correspondence

- **Insignificant Alteration Permit from RI DEM for Frank Arnold.** Correspondence noted for informational purposes; no action required by Commission.
- **RIRRC Report for October.** Monthly status report noted for informational purposes; no action required by Commission as recycling responsibility has been transferred to Town Council and DPW.

- **RI Tree Council.** Request for donation reviewed. Discussion suggested that this item should be tabled pending review of the Commission budget.

MOTION: Sisan Smallman made a motion to table the request from the RI Tree Council pending review of the Commission budget, and to place the matter on next month's agenda; motion seconded by Marcia Bowden. Vote called. Lucy Minturn: aye; Scott Ulricksen: aye; Sisan Smallman: aye; Marcia Bowden: aye; Chris Iozzi: aye. **Motion passed unanimously.**

- **America the Beautiful Grants Program.** The possibility was discussed of having a member attend the informational meeting on February 15 for purposes of considering applying in the future for grant funds, but the general consensus was that the Commission is not in a position presently to apply. Paul Dolan, Deputy Chief of DEM's Division of Forest Environment and member of the Scituate Conservation Commission would be a potential informational resource for the future, to learn how this program might dovetail with existing forestry projects in town.
- **NRICD Request.** Marcia Bowden noted that her records show the town did donate \$1000 to the Northern RI Conservation District last year. New (unsworn) member Kathryn Zuromski (who has experience with the Southern RI Conservation District) asked where their educational programs are offered, and was informed that workshops can be made available in the community or in school. The Commission will consider the funding request after review of the budget.

MOTION: Marcia Bowden made a motion to table this matter and place it on next month's agenda; motion seconded by Scott Ulricksen. Vote called. Lucy Minturn: aye; Scott Ulricksen: aye; Sisan Smallman: aye; Marcia Bowden: aye; Chris Iozzi: aye. **Motion passed unanimously.**

E. Approval of Minutes

- **Minutes of September 17, 2007 Meeting.** No quorum is (or will be) available among members present at that meeting to approve the minutes.

ACTION: Sisan Smallman will send a letter to Tina Freeman to explain this issue.

POST MEETING ADDENDUM: Per Town Planner Anne-Marie Ignasher and Town Clerk Tina Freeman, the Commission should forward the minutes of that meeting to Town Hall with a notation to the effect: FOR INFORMATIONAL PURPOSES ONLY. MINUTES NOT APPROVED DUE TO CHANGE IN MEMBERSHIP

- **Minutes of October 15, 2007 Meeting.**

MOTION: Scott Ulricksen made a motion to adopt the minutes of the October 15, 2007 meeting; motion seconded by Chris Iozzi. Vote called. Lucy Minturn: aye; Scott Ulricksen: aye; Marcia Bowden: aye; Chris Iozzi: aye. Sisan Smallman abstained. **Motion passed.**

There were no meetings – and no minutes – in November and December of 2007.

F. Reports/ G. Old Business

By agreement, Marcia Bowden combined discussion of related topics from Reports and Old Business, as well as identifying the need to establish a liaison to the Planning Board. Discussion of the Environmental Inventory was shifted to New Business.

- **Route 6 Rezoning Workshops.** Three nodes have been identified for potential development. Press releases and informational letters to landowners are being prepared.
- **KeySpace Initiative.** At the last rezoning workshop, Planner Anne-Marie Ignasher presented a summary of this project, which she is spearheading, to secure assistance from the state to meet mixed use and affordable housing needs.
- **Liaison.** In addition, the Planning Board meets two Wednesdays per month, and a liaison from the Commission should attend at least one of them.
- **Recycling bonus.** Marcia Bowden reported that Helen Hardy Dixon is moving forward with the after school recycling program at Paine School. Mrs. Dixon is preparing a letter with budgetary requirements and will submit same for Council.
- **NERC** (New England Recycling) is starting up programs in Jamestown, Little Compton, and Foster. In each community, they are looking to identify two businesses and a school to participate in actively working to increase recycling.

Prospective member Kathryn Zuromski indicated she would be willing and available to serve as the liaison to the Planning Board.

MOTION: Marcia Bowden made a motion to appoint Kathryn Zuromski as the Conservation Commission liaison to the Planning Board, pending her formal swearing in as an official member of the Commission; motion seconded by Chris Iozzi. Vote called. Lucy Minturn: aye; Scott Ulricksen: aye; Sisan Smallman: aye; Marcia Bowden: aye; Chris Iozzi: aye. **Motion passed unanimously.**

H. New Business

- **Bluebird and bat house workshop.** Lucy Minturn will contact Scout Leader Edward Copp to see if he is interested in assuming the bluebird and bat house workshop with Commission sponsorship. Scott Ulricksen said he can get donations of wood. There is time to run ads in the FHJ for a date in March or April.

ACTION: Lucy Minturn will initiate contact with Mr. Copp to see if he would be interested in facilitating workshop construction again.

ACTION: Scott Ulricksen will follow up by telephone if Mr. Copp is interested, and will look into getting donations of wood.

- **Budget.** The Conservation Commission budget for FY '07-08 was \$2800. Note for record: Town budget workshops start February 16, 2008.

- **Establish New Committees.** After discussion, members agreed on the establishment of three Committees, as follows:
 - **Budget.** Lucy Minturn will head this Committee, with assistance as needed. She will gather specific budget figures from Town Hall, and will report regularly on expenditures and status of the budget.
 - **By-Laws/ Mission Statement.** Sisan Smallman will facilitate revision of the by-laws and development of a mission statement. Lucy Minturn volunteered to participate. The mission statement is intended to assist in clarifying the focus of the Commission and identifying its goals and objectives.
 - **Environmental Inventory.** Kathryn Zuromski volunteered to facilitate this Committee (pending swearing in as an official member of the Commission). Chris Iozzi and Scott Ulricksen will participate.

ACTION: Sisan Smallman and Kathryn Zuromski will take the initiative to schedule meetings of their respective Committees, and present reports at the next Commission meeting.

Note: Sisan Smallman indicated she will not be in town for the next meeting of the Commission. Lucy will report on By-Laws Committee activities at that meeting.

- **Additional Members.** Given the change in membership, an updated contact list is needed, and will be prepared by Sisan Smallman. Also, the article run in the FHJ several months ago about the Conservation Commission and its need for new members (written by Marcia Bowden) was an effective recruitment tool. It would be helpful to repeat it.

ACTION: Sisan Smallman will create and distribute a membership contact list. Pending notification to the Council, she will also contact Carol McCullough to discuss running the FHJ article again.

- **Membership Wrap-up.** Marcia Bowden noted that she will no longer be a regular participant in Foster Conservation Commission activities. Other members accepted her decision with regret, in recognition of her considerable contributions.

I. Future Agenda Items

Based on the outcome of this meeting and suggestions from members, the following items were identified as agenda items for the next and/or subsequent meetings:

- **RI Tree Council Request (tabled).**
- **America the Beautiful Grants Program (tabled).**
- **NRICD Request (tabled).**
- **Reports from the Budget, By-Laws and Environmental Inventory Committees.**
- **Reports from Liaisons to Planning Board and Land Trust.**
- **Potential development of a web presence for the Commission.**
- **Additional issues as appropriate.**

J. Adjournment

There being no further business requiring Commission attention, Chair Lucy Minturn called for adjournment.

MOTION: Sisan Smallman made a motion to adjourn; motion seconded by Scott Ulricksen. Vote called. Lucy Minturn: aye; Scott Ulricksen: aye; Sisan Smallman: aye; Marcia Bowden: aye; Chris Iozzi: aye. **Motion passed unanimously.**

Meeting was adjourned at 8:35 p.m.

Respectfully Submitted,

Sisan Smallman, Secretary

NEXT MEETING:

Monday, February 8, 2008 at 7:00 p.m.
Ben Eddy Building, Foster