

MINUTES OF THE DEC. 11, 2018, MEETING OF  
THE PUTNAM VALLEY COMMISSION FOR THE CONSERVATION OF THE ENVIRONMENT

In Attendance: Wendy Whetsel, Mia Azcue, Julie Ruben, Mike Usai, Eileen Reilly, Friedel Muller-Landau and Glenn Sapir

The meeting began at 5:10 at the Putnam Valley Library. Wendy had prepared an agenda, which guided much of our discussion.

Roll call was taken and is reported above.

Minutes of the last meeting—Aug. 14, 2018—were approved.

Mike Usai was unanimously elected to succeed Friedel Muller-Landau as chair of the CCE.

Glenn Sapir agreed to continue undertaking the responsibilities of secretary, and Julie Ruben later agreed to serve as the backup to Glenn.

Glenn will regularly contact town webmaster Glen Baisley to post minutes of our meetings as well as notice of our next meeting date.

Wendy reported that she had spoken with Michelle Babnik, Planning Board clerk, about the best procedure for offering our comments to the Planning Board regarding any development plans submitted to the Planning Board. Michelle will put any newly submitted plans in our commission's box at town hall. Eileen Reilly volunteered to check the box weekly for plans. Wendy obtained a copy of the form used by the Architectural Review Board in their review process for such plans, and suggested that we might use that as a guide for our own form. This led to a discussion on at what point the CCE should get involved in this review process. By the time several drafts have been submitted and revised and then shared with the CCE, suggestions by the CCE could be difficult and expensive to implement. The CCE should probably be involved earlier in the approval process. It was suggested that we try to get Tom Patterson, chairman of the Planning Board to come to our next meeting to help establish when the CCE can be most helpful in the process. We then scheduled our next meeting Tuesday, Jan. 8, at 5 p.m. in the library, and Wendy Whetsel was asked to extend the invitation to Tom.

Wendy was also asked to discuss with Bruce Barber, the town's wetlands inspector and town planner, to establish when the CCE would be contacted regarding any zoning code proposals.

Following up on Wendy's presenting the Architectural Review Board's form, Mike Usai volunteered to come up with a form for our purposes. He mentioned that his employer, the NYC DEP, uses a similar form that might serve as guidance.

We discussed topics that we would like to address in educating the public regarding conservation of our natural resources. Two of the topics mentioned were invasive vines and road treatment for snow removal. In addition, it was reported that the town will no longer accept electronics for recycling, because China, which had been the customer for these goods, is no longer buying them. Friedel mentioned that Best Buy will accept one electronic item for recycling with each visit to the store.

Glenn encouraged each member of the committee to decide on a topic for which they would be willing to take charge and put together an education project. That project might wind up being: a link on the town website to an existing or newly created video; a report posted on the website; a live forum or presenter

that would be videoed and put on the town website and TV station; et al. Mike, as the new chairman, endorsed the idea and asked that each member come back to the next meeting with a topic they would like to handle and a self-proclaimed deadline when they can complete their project. Glenn volunteered to coordinate the scheduling and monitor the progress of these projects. Mike reminded us that Jennifer Lerner of Cornell Cooperative Extension might be of assistance in creating videos. The idea of frequently posting “eco tips” on the town’s website could prove to be a popular and productive form of communications from the CCE to town residents. Mia Azcue said she would be happy to coordinate the creation of posting of the eco tips.

Wendy said she would contact Glen Baisley about giving the commission’s contributions prominent placement on the home page of the town’s website.

Julie Ruben suggested that the minutes reflect action items, and those action items are listed near the end of these minutes.

Glenn reminded the commission that a short annual report must be submitted to the Town Board regarding the CCE’s actions during the year. He agreed to write that short report and submit it to Wendy for distribution to the board members. Julie asked that Glenn distribute the draft of the report to the CCE members for review. He jokingly refused. The draft, however, will be shared with all of the members.

At 6:50 p.m., Julie moved to adjourn and Mia seconded the motion, which was passed unanimously.

#### **ACTION ITEMS:**

**Glenn** will regularly contact town webmaster Glen Baisley to post minutes of our meetings as well as notice of our next meeting date.

**Wendy** will invite Tom Patterson, chairman of the Planning Board, to our next meeting (Tuesday, Jan. 8, at 5 p.m. at the PV Library) to help establish when the CCE can be most helpful in the review process.

**Wendy** discuss with Bruce Barber, the town’s wetlands inspector and town planner, when the CCE should—and would--be contacted regarding any zoning code proposals.

**Mike** will develop, for the next meeting, a draft form for CCE in reporting its review and approval of plans put before it

**Each** member, for the next meeting, will report on a topic for which they will take responsibility as an educational effort to be presented live or on the town website and/or television station, along with a date of when they can have it presented.

**Wendy** will contact webmaster Glen Baisley about giving the commission’s contributions prominent placement on the home page of the town’s website.

**Glenn** will write a short annual report on the CCE’s activities in 2018 and distribute it to the CCE members for their review.

**Glenn** will contact Glen Baisley to post these minutes and our next meeting date on the PV website.

Respectfully submitted,

Glenn Sapor, Secretary CCE