

Minutes of the May 19, 2020 Meeting of the Putnam Valley Commission for the Conservation of the Environment

Note: The meeting was conducted via *Zoom* videoconferencing.

Present:

CCE Members: Eileen Reilly (chair), Mia Azcue, Pat Grove, Ben Lowder (student member), Julie Ruben, Glenn Sapir

CCE Liaison from the Town Board: Wendy Whetsel

Guest: Ralph Smith, PV Town Board; Climate Smart Community Coordinator

Absent: Mike Usai

Chair Eileen Reilly called the meeting to order at 6:05 pm.

I. [PV Town Board](#)

Town Board member Wendy Whetsel reported that the Town Board plans to develop guidelines for siting of potential major renewable energy facilities in Putnam Valley. She requested that the CCE assist by forming a “siting board” that would facilitate the formulation of said guidelines by the Town Board. Other local environmental groups may also be able to act as resources in this endeavor. CCE members requested information about the potential role of the CCE. It was recommended that Bruce Barber, PV Wetlands Inspector and Town Planner be invited to attend a future CCE meeting.

II. [Putnam Valley Climate Smart Community](#)

Town Board member Ralph Smith reported that Putnam Valley is truly a Climate Smart Community since he has finished submitting the necessary paperwork. The next step is the formation of a Task Force. He suggested that any CCE member who might be interested in joining this Task Force contact him. It was noted that neighboring Peekskill and Philipstown as well as Putnam County have been active as Climate Smart communities and may be of assistance to Putnam Valley as we begin.

III. [Areas of Importance: Committee Updates](#)

Climate Smart CCE Liaison: The position is currently vacant.

Open Space Inventory: Julie Ruben reported that the Hudson Highlands Land Trust is willing to assist us in this project, but we will have to secure the necessary grant funding for the OSI. Julie will continue to monitor the availability of NYS grants for OSI preparation.

Master Plan: Bruce Barber informed Eileen Reilly that the Master Plan project is currently on hold.

PV Project Reviews: Eileen attended the May Planning Board meeting that was conducted via *Zoom* videoconferencing. She reported briefly on the status of the submissions that had been discussed.

Members reported a recent social media post that described apparent violations of Putnam Valley environmental regulations. Eileen advised that the PV Building Inspector had addressed the matter, and that a stop-work order had been issued. It was noted that

such potential violations should be reported to Richard Quaglietta, Putnam Valley's Building, Zoning, Fire & Gas Inspector.

Educational: Wendy is preparing a posting about invasive vines for our Facebook site.

IV. PV CCE Proposed New Member(s)

Eileen will circulate the resume from a potential candidate for the vacant CCE seat to current members, and suggested that the candidate be invited to attend our next CCE meeting.

Julie mentioned that she also knew of someone who was interested in joining this group. Eileen requested that his resume be submitted.

V. PV CCE Proposed Rules of Order – E. Reilly

There were no member comments regarding the Rules of Order that had been circulated by email. It was noted that the sentence regarding a seven-day review of the draft meeting minutes by members had been inadvertently left out, and would be added to the document. The amended document is included as Attachment 1.

VI. NYS Association of Conservation Commissions (NYSACC) Membership Status

Wendy reported that the CCE membership application and dues check have been mailed.

VII. NYSDEC Webinars

The NYS DEC has been sponsoring webinars; announcements of these have been circulated to CCE members. It was expressed that this should continue, and that members who attend these webinars might provide brief summaries for the benefit of those who were not able to attend.

Eileen reported on her participation in the May 6th countywide *Zoom* meeting, hosted by HHLT. Representatives of Putnam County and town Environmental Commissions, as well as private environmental organizations were in attendance. All participating groups provided information regarding activities they were pursuing. A copy of the attending groups and their contact information was forwarded to the PV-CCE members along with a recording of the meeting. The next such meeting is planned in 4-6 months.

VIII. Additional Areas of Interest; Open Discussions

CCE Members spoke about the role of CCE in Putnam Valley governance, and some activities in which the members would like to pursue going forward.

The meeting adjourned at 7:45 pm.

Respectfully submitted,

Patricia A. Grove, Ph.D.
Secretary, CCE

The next CCE meeting will be on June 23, 2020 at 6 pm via *Zoom* videoconferencing.

Attachment 1.**Rules of Order for the Putnam Valley Commission for Conservation of the Environment**

- 1) The primary responsibility of the Commission, (CCE) members is to serve the public interest and to conduct themselves in a manner that will maintain public confidence in the Commission and the conduct of business.
- 2) Members of the Commission are encouraged to be prompt in attendance at all scheduled meetings.
- 3) All Commission members are to behave and speak in a professional manner, with respect afforded to all members. If proper decorum is not maintained, the Chair will request that the offending parties come to order. If that is not possible, the Chair shall adjourn the meeting.
- 4) Cross talk is not acceptable at any time during meeting discussion.
- 5) Monthly Meetings will be on the third Tuesday of every month, begin promptly at 6:00 PM, and end at 7:30 PM. The date and times may change with the consensus of all members.
- 6) The Chair is responsible for the development of the monthly meeting Agenda, and distribution to Commission members, two days prior to the monthly meeting. Commission members will request in writing, to the Chair, any item for discussion they would like to include on the meeting Agenda prior to the monthly meeting.
- 7) The Chair shall include the names and affiliation of guest speaker attendees on the meeting Agenda, and assign time limitations for each guest speaker.
- 8) The Chair shall schedule the monthly Commission meeting at the conclusion of every monthly meeting, and assure that the selected date is available to all members that are present.
- 9) The CCE meeting minutes are prepared by the Recording Secretary and will include the following:
 - Names of CCE members and guests in attendance, as well CCE members not present.
 - Project status, and how the projects are moving forward.
 - Record new projects and/or possible additional assignments.
 - Include the date, time, and location of the next monthly meeting.
 - The Secretary will forward draft meeting minutes to members for review. Member comments will be returned to the Secretary within seven days, and incorporated into the draft minutes for final distribution by the Secretary.

Attachment 2.



**PUTNAM VALLEY
COMMISSION FOR THE CONSERVATION
OF THE ENVIRONMENT
Putnam Valley NY 10579**

**May 19, 2020, 6:00 PM – MONTHLY MEETING
AGENDA - ZOOM**

PV Town Board -Wendy Whetsel, Liaison – 10 Minutes

PV Climate Smart Community - Ralph Smith – 10 Minutes

Areas of Importance – Committee Updates

- **Climate Smart CCE Liaison -**
- **Open Space Inventory – Update J Rubin**
- **Master Plan – Update – M Usai**
- **PV Project Reviews – Update E Reilly**
- **Educational – M Azcue, W Whetsel, E Reilly**

CCE Proposed New Member(s)

PV-CCE Rules of Order

NYS Association of Conservation Commissions (NYSACC) Membership

Upcoming Webinars:

- **NYSDEC Webinar Hudson Valley Forest Condition Index 5/20/20, 12:00 PM**
- **Cary Inst Webinar, Forests Adrift: The Future of NE Forests 5/21/20, 7PM**

Additional Areas of Interest – Open Discussions