



Auburn, Maine

Conservation Commission

60 Court Street | Auburn, Maine 04210

www.auburnmaine.gov | 207.333.6601

Minutes - August 18, 2020

6:00 pm

The Meeting was called to order at 6:00pm by Conservation Chair Jordan Tate. The meeting was held outside at the Auburn Community Center in Pettengill Park, Auburn.

1) Roll Call

- a) Present: Jordan Tate (Chair), Commissioners: Rhyanna Larose, Tizz Crowley, Sam Boss, Michelle Melaragno. Guest, Dave Griswold.
- b) Absent: Jane Costlow (excused), Tony Beaulieu (Staff)

2) Public Comment/Guest Visitors.

3) Work Completed

- a) Maurice Keene's term ended in June, vacancy to fill.
 - i) Tizz Crowley recommended three things
 - (1) Praise Maurice for his service on the Conservation Commission and overall work on conservation matters in Auburn
 - (2) Nominate Mr. Keene as an Emeritus member (no voting rights) Tizz offered to look into this. Tizz and Sam would draft recommended wording and procedure.
 - (3) Have the chair request an acknowledgement directly from City Councilors on Keene's service about Mr. Keene's service related to Agriculture, Conservation and his time on both the Planning Board and the Conservation Commission for the City of Auburn.
 - (4) All, Sam motioned, Tizz seconded, unanimously approved.

4) Work in Progress

a) Strategic Plan

- i) Because most of 2020 has been inactive and the plan needs to be finalized, it was recommended by the chair to shift the 5-year plan to 2021-2025
- ii) The goal is to complete the document by the end of 2020, practice and test plan elements for a few months, then approve the plan no later than May to have it active for the start of the 2021 fiscal year
- iii) The chair will redistribute the current draft version

b) Annual Report

- i) The chair requested that any suggested edits to the annual report be provided prior to the September meeting, and vote on it at the September meeting.
- c) Policies and Procedures
 - i) There is currently no city standard for Agencies, Boards, and Committees policies and procedures
 - ii) Tizz motioned that we hold off on policies and procedures until October, and have the most recent version included in the October agenda packet
- d) Proposed changes to Ordinance
 - i) Tizz suggested that the commission take a vote on the ordinance changes at our September meeting since noone had submitted changes to the proposed document as provided to the Commissioners.
- 5) Subcommittee/Related Interests Updates
 - a) Parks/Cemeteries
 - i) Tizz submitted a written report for the Parks Subcommittee and the Cemeteries Workgroup. Tizz motioned to extend the cemeteries workgroup for another 90 days, Jordan seconded, unanimously approved
 - ii) The next parks meeting is to be held in September, location to be determined
 - iii) The Cemeteries Workgroup hopes to host a program in the fall.
 - b) Lewiston Auburn Community Forest Board
 - i) An update on LACFB was provided by Dave Griswold. The group last met in February. Dave worked with Tony to develop a project canopy grant application, that was awarded, which provides \$8,000 to educate the community about emerald ash borer and replace damaged ash street trees.
 - ii) Dave Griswold also applied to be reappointed to the Forest Board, Jordan motioned that the Conservation Commission appoint David Griswold as an Auburn member of the LACFB. Rhyanna seconded, the motion was unanimously approved
 - i) Tizz motioned for Sam to be appointed for the remainder of a one-year term, Rhyanna seconded, unanimously approved. One vacancy for an Auburn non-Conservation Commission member remains to be filled for the Forest Board. Commissioners are encouraged to seek volunteers for the open seat.
 - c) Agriculture Commission
 - i) Tizz requested that all the Conservation Commission members be added to the agriculture commission distribution list
 - ii) Michelle to provide contact info for the Agriculture Commission
 - d) LA Trails. No report.
 - e) Mt. Apatite Group

- i) The chair will reach out to the city manager regarding the status of the Friends of Mt Apatite Group
- f) Littlefield Dam
 - i) No update
- 6) New Business/Commissioner Comments
 - a) Discussed how to handle grant opportunities.
- 7) Adjourned at 7:30

Respectfully submitted by Jordan Tate, Auburn Conservation Commission Chair

Next meeting is scheduled for September 15, 2020, location to be determined