

**City of Auburn
Conservation Commission
Meeting Minutes
May 17, 2016 - 6:00 pm**

Chairman Pete Preble brought the meeting to order at 6:01 pm.

1. **Roll call**

Members present: Tizz Crowley, Maurice Keene, Pete Preble, Bob Sipe, Jordan Tate, Leroy Walker, and Nichole White-Matson

Absent: Chuck Lafean

Others present: Tony Beaulieu, City Engineer and Sabrina Best, Recreation Director

2. **Minutes**

The minutes of 3-15-16 were approved at the 4-19-16 meeting. The final draft was included with the packet.

ACTION: Tizz Crowley seconded by Bob Sipe moved to accept the minutes of 4-19-16 as presented. The motion was unanimously approved.

The ABC guidelines were not forwarded because a staff member questioned if they were required or not and *follow up with the city clerk is needed before they are distributed.*

3. **Subcommittee Reports**

Parks Subcommittee

- ❖ There was an event at Sullivan Square April 24. 12 people participated, a tree was planted, and a picnic table was donated.
- ❖ Trail Day is June 4. The Conservation Commission was encouraged to participate. Information will be posted on the City's web site.

LACFB Update

- ❖ For Arbor Week, information tables will be set up at the Auburn and Lewiston City Halls and Lewiston Library (Auburn Library did not have space). There will be an event at the tree nursery to do some planting and maintenance and they are looking for volunteers. They received a new banner from Pepsi and are going to ask to hang it on Court Street next year.
- ❖ A special tree contest is being developed that will probably run until November 1 where people can submit photos if they have a unique or especially beautiful tree.
- ❖ The Tree Inventory will start in June, is a 4-5 week process, and the report will be ready by fall.
- ❖ Jordan Tate emailed the Mayor asking if he has any updates regarding the FERC relicensing and how the Conservation Commission can contribute. Pete Preble had also spoken to him about that and how they have not figured out what their top priorities are going to be.

- ❖ Eric Cousens sent Jordan the 2015 Lower Barker Electric Hydro Study. *She will forward it to everyone.*
- ❖ River Day probably will not happen until fall. The walkway/trail on Mill Street along the Barker Arm Trail will be paved next week.

Transportation & Environment Committee

There was nothing to report on. The next meeting is 5/17/16.

4. Public Comments:

Sabrina Best – Parks and Recreation Director

The Parks and Recreation Committee are going to be re-implemented. Once it is established, the plan is to open the lines of communication and clearly define tasks and responsibilities for that committee, the Parks Sub-Committee, and any other related committees.

5. Old Business

Project Canopy Update

The work is expected to begin June 1st.

Policies and Procedures Update

Pete Preble made the suggested changes to the policy and procedures, forwarded it to the committee for review, and hope to be able to take action at the next meeting.

Annual Report Update

A draft of the Annual Report was distributed for members to review. The plan is to make adjustments over the next few weeks and have it completed for the June meeting. Nicole White-Matson would like to include a picture of the Sub-Committee, Lake Auburn, and possibly Taylor Pond.

Priority Projects – Project Canopy, Barker Mill, Apatite Park, Trail Consolidation Efforts, Arbor Week, YMCA, LAWPC

Pete Preble started assembling information from different websites like the Mt. Apatite Trail Map, Androscoggin Land Trust Interactive Map, City of Auburn Park Finder, and Maine Trail Finder for the Trail Consolidation Efforts. All agreed it is important to put “Park Finder” on Parks page of the website.

ACTION: Tizz Crowley seconded by Bob Sipe moved to request that the city put a link to the parks finder link on the parks page of the city web site. The vote was unanimously approved

It was suggested to create a working calendar for the Conservation Commission that identifies special weeks, like Arbor Week, and other activities to help define the work plan for the coming year so they can plan in advance to do something to acknowledge the special weeks, prioritize, and follow up. *Bob Sipe will start to put together a work calendar.*

Jordan Tate does GIS for work and will communicate with the GIS personnel at City Hall to express their interest and offer to assist with moving forward with the consolidation efforts on trails and information on trails in auburn and surrounding area

All agreed to identify and make a list of priority projects, rank them in order of importance, decide how they will approach the project(s), and identify people who may be the most interested and helpful for the project(s). It was noted that as they plan they need to keep in mind the tremendous changes that will take place with technology in next 5-10 years and to consider aging issues as well. They will have the first draft of the calendar of events next month. They will be able to see what is coming up and start to focus their efforts from it.

6. **Other**
Miscellaneous Correspondence - None

Reappointments – No Action

Next Meeting

The next meeting is June 21 at 6:00 p.m. *Pete Preble will invite the Androscoggin Land Trust to the next meeting.*

It was requested that the city provide a paper copy of materials if requested as they do with other board and committees.

7. **Adjourn**

ACTION: Nichole White-Matson seconded by Jordan Tate moved to adjourn at 7:31 pm. The motion was unanimously approved.

Submitted by:
Tammy Thatcher