

**Town of Monkton  
Agricultural & Natural Areas Committee  
MEETING MINUTES  
13<sup>th</sup> June 2018, 7:00pm  
Monkton Town Hall  
(Approved 10<sup>th</sup> October 2018)**

Members in attendance: Laura Farrell, Susan Mahony, Jaime Schulte, Sam Burr

Members absent: John Mejia, Nora Woolf

Minutes Taker: Jaime Schulte

- 1) Laura called the meeting to order at 7:05pm.
- 2) Susan nominated Jaime Schulte as the Secretary for ANAC (note-taker). Seconded by Jaime Schulte. Unanimous vote in favor from Laura, Susan, & Jaime. Sam joined the meeting soon after the vote.
- 3) Updates
  - a. Full Belly closing update
    - Projected closing in the first week of August
- 4) Approve May minutes
  - a. Need to correct the date to 9<sup>th</sup> May 2018
  - b. Sam moved to approve the minutes as amended. Susan seconded. Unanimous vote in favor.
- 5) Finalize draft official appointment letter, and vote on Adoption
  - a. Amended to replace “or” with “and”: “Such information shall remain confidential during the term of appointment ~~or~~ and thereafter without prior clearance conveyed from the Chair.
  - b. Amended to add “You are expected to attend each meeting unless you notify the Chair in advance.” The paragraph now reads: “By accepting this appointment you will be expected to allocate sufficient time to prepare for each meeting and meet the demands of the role. You are expected to attend each meeting unless you notify the Chair in advance.”
  - c. Amended to remove “of time” from the following: “We are excited to welcome you to the Agricultural and Natural Resources Committee (ANAC) and appreciate your commitment ~~of time~~ to this important endeavor.”
  - d. Sam moved to approve the official appointment letter as amended. Susan seconded. Unanimous vote in favor.
- 6) ANAC Official Documents Review
  - a. ANAC Documents review and amendments.
    - ANAC\_Criteria and application.Rev1;
      - o Review postponed until the next meeting.
    - ANAC Site Visit Checklist;
      - o Slight edit to the checklist wording “trail less” to “trail-less” and “road less” to “road-less”.
      - o Jaime moved to accept the document as amended. Susan seconded. All were in favor (Sam need to leave early prior to this vote).
    - Reapplication Policy092210

- Corrected wording for the policy. Laura to send out the final draft.
  - Susan moved to accept the document as amended. Jaime seconded. All were in favor.
- ANAC appointment letter draft
  - Approved as noted above in #5
- b. Dropbox or Google Docs or house these on town website? (John)
  - Postponed this topic until next meeting
- c. Add Conservation Easement info pages—something we can leave at Town Hall?
  - The VLT document is a starting point for discussion. Can we create something over the summer that has the content and tone we are looking for? Something that demystifies the process.
- 7) Website management discussion – What goes up? When?
  - a. Topic postponed until next meeting
- 8) Past projects archives subcommittee – Laura
  - a. Topic postponed until next meeting
- 9) Other business
  - a. Sam brought up a new item of business regarding a development project involving subdivision of a parcel which is located in the Forest District and Ridgeline District off of Mountain Road.
- 10) Confirm dates for July and August – to be cancelled if nothing arises
  - a. The meeting dates through August were confirmed and are as follows: July 25 and August 8 (if needed).
- 11) Review minutes
  - a. Completed.
- 12) Adjourn
  - a. Susan moved to adjourn the meeting and Jaime seconded. All were in favor. Meeting adjourned at 9:12 pm.

Respectfully submitted,  
Jaime Schulte