

Town of Monkton
Conservation Commission
DRAFT MEETING MINUTES
Monday, October 25th, 2022 7:00pm
Meeting via Zoom/Phone

Members Present: Ann Johnston Miller (Chair), Caroline Alves, Debra Sprague (Treasurer), Jaime Schulte (Clerk)

Members Absent: Nancy Wilson (Vice-Chair), Janet Schwarz

Guests Present: Ivor Hughes (Planning Commission)

Ann called the meeting to order at 6:00pm.

Mapping proposal vote

- **Caroline moved to accept the proposal of Jeff Howarth and to recommend the same to the Selectboard. Debra seconded.** Caroline described that map products and interaction with the vendor would seem to be best from her perspective. Howarth would involve his Middlebury class in the project as well. **The vote was (1-3-1).** Caroline was in favor. Jaime, Ivor, and Debra were opposed. Ann abstained. At our previous meeting Ivor was included by the Conservation Commission as a voting member for matters pertaining to this project (after previous Selectboard approval to include active participants in the RFP project as we saw fit).
- **Jaime moved to accept the proposal of Arrowwood Environmental and to recommend the same to the Selectboard. Ivor seconded.** There was no further discussion. **The vote was (4-0-1),** with Caroline abstaining.

Mapping contract timeline and process details

- Draft contract is in progress. Ivor and Caroline are working through the specifics and deliverables. Anticipate having the draft ready for the RFP group to review by early next week. Feedback will be sent individually to Ivor and Caroline to include as appropriate.
- Additional discussion of contract terms:
 - Discussed payment schedule
 - Will request e911 and surface water plots. Will request a separate layer for connectivity/corridors.
- Will add an addendum to reference the Monkton-specific data sources we can share with the selected vendor. Jaime to assemble links to content and share with Ivor.
 - Two recent field naturalist graduate student studies
 - Geologic survey - John Van Hoesen
 - Well output study (Ivor to inquire with Planning)
 - Conservation Commission maps that were provided to the Planning Commission in 2021.
 - Additional presentations/resources as posted on the Conservation Commission web page.
- Ann will call the chosen vendor tomorrow, following the Selectboard meeting. After the call she will send an acceptance letter via email to the vendor and arrange a contract discussion for a week or two out. She will also send emails declining the other vendors.
- Discussed our meeting with the Selectboard this evening. Ivor will lead the discussion for this group.

Adjournment

- Caroline moved to adjourn. All were in favor. Adjourned at 6:49pm.

Respectfully submitted,
Jaime Schulte
Clerk