



MIDDLEFIELD TOWN HALL
CONSERVATION COMMISSION
MEETING MINUTES
2022/07/06

Members present: Chair Carol Waag, David Fuller, Wayne Main and alt Barry Bernard. Regrets: Kim Baker and Mitch Feldmesser

Meeting began at 7:03

MINUTES: Motion made and seconded. Voted unanimously to approve the 6-1-2022 minutes.

MEETINGS: After confirmation of the previous meeting's discussion of scheduling, a motion was made and seconded to schedule meetings on the second Wednesday of the month. Voted unanimously to approve. **Postings:** David agreed to post the upcoming meetings.

PROCEDURES: Carol emailed DEP Rep Mary Grover about the correct procedures to follow concerning emailing. Mary believes that how commissions communicate internally is up to the commission. Mary quoted from the MACC handbook. "Conservation commissions need to be certain that their use of emails complies with the open meeting law, electronic communications can not be used to deliberate about a matter in the commissions jurisdiction. Emails can be used for scheduling meetings or site visits and the distribution of materials prior to the public meeting. Email communication are public records and must be maintained as such, etc." To be further discussed when Mitch is present.

NOI: The Town of Middlefield requested that Carol write an NOI concerning the eradication of Japanese Knotweed at Skinner's Pitch. A public meeting will be posted on August 10th to review the NOI. The final draft will be presented to the Selectboard for their approval and ultimately be received by DEP to show that a public meeting was held.

NEXT MEETING: August 10th at 6:30

ADJOURNMENT: A motion was made and seconded to adjourn at 7:26. Motion approved.

Respectfully Submitted,

Suzanne C. Lemieux