

Topsham Conservation Commission

Minutes (Approved at the Feb. 9, 2021 meeting)

January, 12, 2021 at 5:30

Remote Meeting on Zoom

In attendance: Shana Stewart Deeds, Victor Langelo, Rod Melanson, Steve Pelletier, Raija Suomela

I. Approval of December 8, 2020 minutes

Steve made a motion that Victor seconded to accept minutes as written. Minutes unanimously accepted.

II. Election of Officers - Chair and Secretary

Steve made a motion that Victor seconded that we keep the officers as currently elected. Motion accepted. Victor remains Chair and Shana Secretary.

III. Review priorities for 2020

A quick review of last year's Action List was reviewed by TCC to prepare for 2021 planning.

IV. Review action items from 2020

Open Action Items carried over from 2020 were reviewed by TCC.

V. Discuss TCC 2021 Work Plan and priorities

1. Our wish lists

The TCC members looked at the 2020 TCC annual plan and edited it for 2021.

2. Identify 2021 priorities and leads for each

3. Comp Plan implementation Matrix

Raija and Angela Twitchell are the TCC liaisons to the Comp Plan Implementation Committee (CPIC). Raija presented an overview on the Comp Plan implementation Committee and planned work.

There is a Strategy Matrix at the end of the Comp Plan with actionable items that identify action items to facilitate realizing the 2019 comprehensive vision. The Planning Dept. is a key resource to oversee this work. TCC is identified as the lead or support organization for 30+ initiatives in natural and open space planning. The initiatives have been assigned a timeline: 1=short term, 3=medium, 5 is longer term. These are general guidelines, and we can add comments to the Comp plan implementation matrix.

The Energy Committee is new since the matrix was created, so that Committee can be added to the implementation strategies.

TCC members looked through the Comp Plan Implementation matrix and wrote notes for ourselves. We created 2021 priorities and added these to our 2021 TCC Annual Plan.

#### VI. Planning needed for the 2021 TCC Annual work plan

This planning occurred in the agenda items above. TCC is working on finalizing a 2021 work plan.

#### VII. Budget

1. 2020 updates, remaining funds
2. Updates on the procedures for use of funds
3. Develop 2021-22 CC budget
  - a. MEACC membership \$175
  - b. Purchase of educational material
  - c. Hire licensed herbicide applicator
  - d. Materials and refreshments for public presentations.

We discussed the budget in order to submit our next request. TCC annual budget ask is around \$400 budget. COVID disrupted our activities in 2020. New items to add include \$200 for a sign at the Town Complex about the bioswale and energy savings. Budgets are July to June.

Action item: Victor will get the MEACC invoice to Rod.

We will update the budget expenditures so far this year, and revise the budget request for Rod.

Action Item: Submit 2021-2022 budget for approval

#### VIII. Updates

1. Angela Twitchell and the BTLT Lands committee would like to discuss the Davis Dr. property with TCC in February.

2. Deer Run/David Dr parcel walk - Steve drafted a site walk document. We will consider adding conservation value and TCC recommendations to the draft document after next month's meeting. We will then pass it along to the Select board.

Steve made a motion to adjourn, that Victor seconded. We unanimously agreed.

Meeting adjourned at 7:12pm