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Call to Order
Present: Tom Harbinson, Chairman
       Bill Dyer, Vice-Chairman
       Sherri Dutkanicz, Commissioner
       Jim Tate, Commissioner
       Jim Goodman, Commissioner
       Joe Welsh, Commissioner
       Ed McCreery, Commissioner
Also
Present: Teresa Gallagher, Conservation Agent
       Marianne Chaya, Clerk

A. Call to Order/Pledge of Allegiance
Chairman Harbinson called the meeting of the Conservation Commission to order at 7:05p.m. All in attendance recited the Pledge of Allegiance.
B. Approval of Minutes
Commissioner Dutkanicz MOVED to approve the minutes from the June 29, 2011 Regular meeting. SECONDED by Vice-Chairman Dyer. All were in favor, MOTION PASSED.

C. Public Portion (items not on agenda)
Terry Gallagher from the Trails Committee will speak on the appropriate items during the Trails Committee report.

D. Shelton Lakes Recreation Path, upgrade to handicapped accessible standards. Status.
Vice-Chairman Dyer reported that the contractor has completed basically all of the initial 4 phases of the contract for the Rec Path and has been paid. The only part he has not been paid for is the 5% holdback. There were 3 tasks added to the contract. They were the construction on Lane Street extension, the moving of the Boy Scout bridges and finishing 3a out to the power lines. He has completed the first two items and has provided me with an invoice. Vice-Chairman Dyer asked Agent Gallagher if she got a purchase order. She said she never saw the signed contract. Vice-Chairman Dyer said that we’d have to get a purchase order and wondered if there would be a 5% holdback for this additional contract.

Commissioner Tate talked in detail about creating a “running budget”, appropriated funding line item. This would be an Excel spreadsheet created for this project so that you could draw on the money on a routine basis and not having to go through the purchase order process each time. This report should be updated and available every month to the Commission (like an AIA requisition). The Commissioners discussed this in detail.

Vice-Chairman Dyer MOVED to authorize payment to S.P. Pruzinsky & Sons for two of the three line items in the additional contract modification. One, for the Lane Street extension construction in the amount of $2550.00 minus retainage, and for moving the two Eagle Scout bridges in the amount of $1700 minus retainage. SECONDED by Chairman Harbinson. All were in favor; MOTION PASSED.

Commissioner Tate requested that for the next month’s meeting we have a budget of expenditures on the Rec Path.
Vice-Chairman Dyer said that they want to have a Rec Path celebration. Originally we talked about having it on September 10th. That date may not work out. Now we’d like to do it on September 24th.

Chairman Harbinson reported that he has 2 logo and 3 plain bollards stored at his company. Vice-Chairman Dyer said that by the next meeting the Trails Committee will decide where the remaining bollards need to be installed.
E. Trails Committee Report
Vice-Chairman Dyer reported that he has a person who has to put in 100 hours of community service and he has a few projects in mind. He is also getting calls from high school students needing projects. The problem is coming up with tasks that the students can handle alone because he can’t always be there. We will have a guided hike on Tuesday, August 16th at 7:30 P.M. It will be an evening hike. It will start at Huntington center and go up Lane Street. You need to bring a flashlight. There will be the Rec Path event on September 24th and then a hike on October 23rd at the Tahmore loop.

There are two expense items for reimbursement for Richard Skudlarek for various materials - $74.14. Sherri Dutkanicz for gasoline for a mower - $7.00. Chairman Harbinson MOVED to approve the reimbursement to Richard Skudlarek in the amount of $74.14 for various Trail materials and $7.00 to Sherri Dutkanicz for gasoline. SECONDED by Vice-Chairman Dyer. All were in favor; MOTION PASSED.

F. Perkin Elmer Recognition
Vice-Chairman Dyer said that Perkin Elmer has a volunteer program called “For the Better”. It allows each employee to pick a project of community service. We had anywhere from 6-16 people show up on the last two Tuesdays. They worked 5-6 hours each day putting mulch along the Rec Path and creating the dog park loop, which allows people to walk up the Rec Path and come around back to the dog park. It was a good variety of employees pitching in and helping. They did a great job. I sent them a letter of thanks from the Trails Committee.

Chairman Harbinson said that Agent Gallagher prepared something to acknowledge Perkin Elmer. He said he wants to acknowledge them because they help the community out in general, as well as with the high school and their experiment that went up on the space shuttle.

Agent Gallagher stated that Perkin Elmer got the “volunteer of the year” from Clean Sweep in the business category. They picked up 40 bags of garbage, 15 from Isinglass and 25 from Booth Hill Rd.

Chairman Harbinson said that when we give them the Conservation Commission’s recognition he wants some publicity, not necessarily for us for publicity but for other businesses to follow suit.

Agent Gallagher said that maybe it can be done at the Rec Path celebration. She will contact them and let them know of the activities on the Rec Path, such as the guided hikes.

Terry Gallagher said that he heard that Perkin Elmer has a poster in their employee lounge with a bunch of pictures of their community service event. He also mentioned that we’ve gotten several hundred hits on the trails blog since then and nearly 1700 hits on the trails blog this last month.

Vice-Chairman Dyer noted that this might be a good article for Shelton Life.
G. Dog Park and Planning for corner of Nells Rock Road & Shelton Ave
Vice-Chairman Dyer said that they are still planning to demolish the white house on the corner.
The port-a-potty has been moved to the rear of the property.

H. Community Garden
Agent Gallagher reported that the gardens are going well and producing a lot of produce. The second location (Soundview Ave) is working well. We did lose a lot of people who originally signed up for the Soundview location because it didn't open until late.
The Commissioners asked about the income from the garden and where it goes. Agent Gallagher explained that it is a revenue account and that Conservation's budget was increased by the same amount.

I. Open Space Trust Account: Status
Agent Gallagher emailed the Commissioners a summary of the activity in that account. The Commissioners discussed the management of the account. Right now it either has a negative balance or a slight positive balance; we're not sure. The Board of Aldermen are the only ones authorized to withdraw from the account.

J. Budget Status
There has not been much expenditure since the beginning of the fiscal year so there is not much to report.
Chairman Harbinson asked Agent Gallagher to find and present final settlement of our year-end expenditures at the next meeting.

K. Open Space set-aside: Status of increase to 15% in subdivision regulations
Chairman Harbinson, Vice-Chairman Dyer and Agent Gallagher met with a sub-committee of the Planning & Zoning Commission recently regarding the change to the subdivision regulations to increase the set-aside of open space from the current 10% to 15%. Agent Gallagher emailed the draft created by Tony Panico to the Commissioners. They walked away with the idea that P&Z is moving forward in the process to see how they could include a greater set-aside of open space in appropriate locations.
Vice-Chairman Dyer said he raised some issues with the square footage requirement change from 40,000 sq. ft. to 34,000 sq. ft. with less frontage. So it's like you're getting more open space but increasing the density (perceived).
L. Review of PZC or IWC Applications for Subdivisions and/or Developments

1. Old Applications/Monitor/Follow-up
   None

2. New Applications (Applications received between agenda creation and our Regular Meeting may be amended to this Agenda at start of regular meetings by a vote from the Commission.)
   None

M. Communications

- Memo from Tony Panico (P&Z) regarding the 15% open space dedication issue as it relates to the subdivision regulations.
- CT Wildlife magazine
- CT Woodlands magazine
- 2011 Celebration of CT Farms being held at Jones Farm benefiting the CT Farmland Trust. It will be held Sunday, September 11. Honorary co-chair is Christine Baransky and Faith Middleton. A single reservation is $150.

N. Quality of Life – Executive Session (land acquisition and security issues)

Commissioner Goodman MOVED at 8:05 P.M. to go into Executive Session for the purposes of discussing potential land acquisition issues. SECONDED by Commissioner McCreery. All were in favor; MOTION PASSED.

Vice-Chairman Dyer MOVED to return to Regular Session at 8:20 P.M. SECONDED by Commissioner McCreery. All were in favor; MOTION PASSED.

Chairman Harbinson stated that no actions took place in Executive Session.
O. Comments by members
Vice-Chairman Dyer presented a cashier’s check made out to the Trails Committee for $76.00. This money was from a Boy Scout project where he did not spend all the money he raised. Agent Gallagher said that there is an account set up for donations to the Conservation Commission. She would take the check and take care of it.
Commissioner Dutkanicz pointed out and talked about the article in the CT Wildlife magazine about the mountain lion that was killed on the Merrit Parkway.

P. Adjournment
The meeting adjourned at 8:20 pm.
The next regular meeting is Wednesday, September 6, 2011.

Respectfully submitted,
Marianne Chaya
Clerk, Conservation Commission