

**East Greenbush Conservation Advisory Council**  
**APPROVED Meeting minutes**  
**February 28, 2022**

**Attendees**

Members: Jennifer Dean (JD), Chair; Fred Henson (FH); Jennifer Hixon (JH); Adam Tobey (AT);  
Victoria Manieri (VM);  
Secretary: Terri Romano (TR)

Chair called the meeting to order at 7:00 p.m.

Resolution Designating Terri Romano as the secretary for the Town of East Greenbush  
Conservation Advisory Council

- WHEREAS, the Town Board created the East Greenbush Conservation Advisory Council (the “CAC”) by adopting Local Law 2 of 2020 on May 26, 2020; and
- WHEREAS the CAC has identified a need for a non-CAC member to record minutes of each monthly meeting
- WHEREAS the CAC created a position description and advertised on the town website and Facebook page
- WHEREAS Terri Romano has applied for the secretary position and has experience as a legal secretary and interest in the town’s natural resources
- now, therefore, be it RESOLVED, that the CAC designates Terri Romano as the CAC Secretary, which appointment is conditional upon approval by the Town Board
  - Motion moved by: Adam
  - Motion seconded by: Fred
  - All members in favor; motion approved.

Review and Approval of Meeting Minutes

The minutes of the January 26, 2022, were unanimously approved.

Review and Approval of 2021 Annual Report

Motion made by Victoria to approve the annual report. Seconded by Adam. Report is unanimously approved. Jennifer Dean will forward onto the Town Board.

Business Items

- Secretary position is filled, Victoria will remove position off the town website
- Budget - no new updates. Continue to submit ideas.
- Approval for CAC laptop, which has been received. Dylan from the SMB will setting it up with user accounts for each CAC member
- Ersi - no updates
- Important items to note from Board agendas and minutes

## Reports of Board agendas/minutes

- JH - Representatives of ZC are getting stipends
- AT - Environmental form with iron clad language so the developer doesn't have a way to get out of the stipulation. Tree planting and clearing. Using the word should gives them an out. Open up dialogue with Adam Y for that.
- JD - Zoning board of appeals Hayes/Benoit project - SEQR had no significant findings
- Benoit project splitting a five acres project. Might be building on one.
- Sewer upgrades
- Do we need to look into the sewer project on Third Avenue (check with AdamY)?
- Special Meeting on the Temple Lane project. Check in with AdamY.

## Project presentation - Nancy Kupiec

- Nancy Kupiec (special guest) - recently purchased building across from True Value at 40 Iroquois Avenue
- Wants to put an electric bike store in the garage
- She wants to put her office in the building
- Mixed use project
- Solar assisted but not on the roof (maintain historical character).
- Phase II not sure what people want to use it for...community room, spa, Cider Belly donuts, pickleball courts, pavilion. Pickle ball and pavilion on the back burner,
- Shared parking a possibility with True Value
- Recreational green buffer
- Looking for ideas from CAC

## Projects for CAC review and Project Review Process

The CAC has been developing a checklist to help guide the review of project proposals for impacts to natural and historic resources in a standardized way. This process will continue to improve as time goes on Each member used the current draft to evaluate two projects proposed in the town. The projects reviewed are:

- **E.W. Birch Builders Application Package**
- **E.W. Birch Builders Proposed 4 lot Subdivision Plan**
- **Immanuel Church Application Package**
- **Immanuel Church Site Plan**
  
- How can we improve this process. Checklist needs revisions. Question regarding the meadow language.
- What is the surficial geology? Yes or no question. Refine it
- Do we need an N/A column?
- Consistent on how we do the checklist
- Header a spot for the brief description
- Agricultural question regarding farmland or drainage (make the distinction or change the question)
- If drained do we put no or put a note? Get Adams opinion or keep it simple

- NRI natural resources inventory - Victoria is going to reread

#### Birchbuilders assessment checklist comparisons

- Yes for unconsolidated aquifer (but unsure about development in the area)
- Add language to mapped wetlands are there wetlands on or the adjoining site
- Build standard language to the questions we are unsure. Preconstruction, water management, split into two assessments. Maybe we can have two documents one preliminary assessment and then a more detailed assessment.
- Keep it to the questions that we can provide the information for
- Keep viewshed open to interpretation (not a sub-bullet)
- Do we need an open slot at the end for impairments on property?
- Preservation of natural features will have less of an impact

#### Immanuel Church project

- Onderdonk area
- Retention pond. Didn't see it on the plans
- Adjacent to it looked like wetlands or surface water
- Recommendation flag for valuable trees

#### Discussions

Vegetation guide is being worked on by VM

- Plant finders and other resources also being gathered

#### 1970s Wetland Law

- CAC will help update the language
- Ecode online database - town is transitioning to this online, publicly accessible database for local codes and regulations

#### Carver Ct development - Tree Clearing

- Tree clearing by 3-31; developers need to do a field visit with CAC needs to be scheduled ASAP. Victoria and JD will do field visit.
- Ask Adam about the supplies

#### Carver Ct - tree plantings

- Species recommendations needed in next couple of months
- Waiting to receive locations and growth form requirements from developers
- Can suggest Homeowners association replace dead trees

Tree seedling giveaway - JD will try to call Saratoga Tree Nursery to inquire about availability

#### Action Items

- Next draft of checklist
- Create budget folder
- Cover letter with recommendations - Adam T will write for Birch Builders, JH will write for Immanuel Church
- Look into best recommendations for parking lots

- Check with Jack or Adam on terms of CAC members
- Send annual report onto Town Board
- Send motion for approving Terri as secretary onto TB

Public Comment - David Terpening:

- Do any members attend other board meetings? AT- yes, as needed, or directly communicate with other board chairs
- Wanted to know what viewshed means - lots of interpretation of this term; for CAC purposes, it is a large scenic view, often looking from a high point.
- Which map is the official map 2008, MJ Engineering zoning map, or November 2010 is on google search
- Will email additional questions

Adjournment

- Meeting adjourned at 9:08 pm