

**Beacon Falls Conservation Commission**  
**10 Maple Ave.**  
**Beacon Falls, CT 06403**



**BEACON FALLS CONSERVATION COMMISSION**  
**Regular Monthly Meeting Minutes**  
**July 7, 2014**  
**(Draft Copy-Subject to Revision)**

**1. Call to Order/ Pledge of Allegiance**

Chairman Diane Betkoski called the meeting to order at 6:40 PM.

Commissioners present: Secretary Tanya Gutierro, Sophie Zyla, Michael Opuszynski

Commissioner absent: Chris Wilemski, Mike Bouchard, Jeff Kean

**2. Approval of Minutes – June 2 , 2014 - tabled**

Due to lack of quorum of commissioners the June 2, 2014 meeting minutes could not be approved.

**3. Correspondence**

- July-Aug Audubon magazine
- PO for back pack purchase Barker Advertising
- Board of Selectmen memo dated June 3, 2014 accepting N. D'Amico's resignation
- Board of Selectmen memo dated June 3, 2014 appointing S. Zyla
- PO for clerking fees for FY 2013-14

**4. Comments from the Public - none**

**5. Membership Update -**

Continuing information:

S. Zyla shared information on the CT Invasive Plant Working Group (CIPWG) symposium at UCONN on Tuesday October 7, 2014. She will attend and share that information at a future Conservation Commission meeting. M. Opuszynski noted that he might be able to attend for a half day session.

D. Betkoski added that there is Conservation Commission budgeted dollars to cover the registration fees and that members are required to attend at least one training event per year.

**ACTION:** Commissioners interested in attending symposium at UCONN on Tuesday October 7, 2014 are to bring registration form to the August 4 meeting for forwarding to the finance department for payment.

## 6. Budget Update

- Year end report, some Conservation Commission bills have not cleared yet
- Quote from Barker Advertising for \$466.75 for promotional items – back packs
- Requested the name on bank account be changed from Land Acquisition Fund to Open Space Preservation Fund; next year's budget line item will also be changed

## 7. Land Use Committee

- CC Representative Appointment Request  
D. Betkoski sent a note to First Selectman Bielik requesting the appointments of M. Bouchard as primary and M. Opuszynski as alternate representatives. Waiting for September meeting date from Rich Minnick.

## 8. Open Space Management

- Girl Scout Site Visit to Lantern Ridge June 22: D. Betkoski expressed her thanks to S. Zyla and M. Opuszynski for also meeting and greeting the girls for their clean up day. D. Betkoski was impressed with the troop's focus on safety and learning.
- Open Space Inventory & Future Planning  
Identify deed for each parcel of open space

### *Discussion:*

*How to research the deeds in the Town Clerk's office; daytime hours prevent easy access by commissioners. A question arose if the Town Clerk's office staff could access the deeds to the town open space parcels on behalf of the Conservation Commission.*

**ACTION:** Chairman D. Betkoski will send the spreadsheet list of town owned open space parcels and request copies of deeds for each parcel to Town Clerk Len Greene.

T. Gutierro and S. Zyla volunteered to help research deeds. It should be noted if the deed is for in perpetuity.

Maintenance schedule: M. Opuszynski noted that he and J. Kean have worked on a draft maintenance schedule and will email it to other commissioners. He also commented that it should be decided which sites have to be maintained and which ones would be left natural.

**9. Outreach Activities**

- Purchase of Promotional items – back packs purchased for giveaways.
- Notice in Citizen’s News Re: Book Purchases

**ACTION:** M. Opuszynski will submit a thank you letter for the Girl Scout troop’s clean up help at Lantern Ridge to be published in Citizen’s News.

*Discussion about providing informational boards at the open space parcel identifying trees, flowers, animals, species rather than have to rely on looking up on a computer. S. Zyla offered to create a sample.*

**10. Payment of Invoices - tabled**

- Clerical invoice – none this month, waiting for new PO numbers from finance office.

**12. Announcements/Adjournment**

The next meeting will be held on Monday, August 4, 2014 at 6:30 p.m.

Motion to adjourn the meeting at 7:17 PM: Opuszynski/Gutierro; all aye.

Respectfully submitted,

Martha Melville  
Clerk

CC: Conservation Commission members  
Board of Selectmen  
Planning & Zoning Commission  
Inland Wetlands Commission  
Park & Rec Commission