

COMMISSION ON THE ENVIROMENT MINUTES
Potomac Building
Minutes of February 4, 2009

COE Members present were Barne Wheeler, Chairman; Larry Hartwick, Judy Gilman, Marta Kelsey, Troy Hanson, Bill Shreve, Daryl Calvano, and Caroline Miller. Susan Blake and Sandy Neville were excused. Sue Veith was also present.

- I) **Call to Order:** Mr. Wheeler called the meeting to order at 7:05 p.m.
- II) **Discussion & Approval of January Meeting Minutes:** A motion was made and seconded to approve the minutes of January 7, 2009 as presented.

III) **Continuing Business**

a. **March COE Forum Discussion**

1. **Attendees to Date:** None
2. **Prizes:** Mr. Wheeler stated we will have two to eight prizes and give them away in pairs of two every 30 minutes. Mr. Wheeler stated prizes to date include two green brochures on how to save money (Sue Veith will compile and prepare these for handout) and two SMECO energy audits. Ms. Miller will attempt to get donations from The Greenery and Mr. Hartwick from Lowes. Mr. Wheeler stated last year vendors contributed items to give away. Mr. Wheeler stated he does not mind this however maybe they need to be informed that the prizes need to be a value above a set number. Ms. Veith recommended allowing vendors to give away whatever they want but from their own table rather than having us give them away. The group agreed with Ms. Veith.
3. **Advertisement:** Mr. Wheeler stated he has already sent out a notice to Karen Everett. Mr. Hanson stated he has contacted Maryland Bank and Trust who will run the same banner ad as last year. Mr. Wheeler asked about the Wildwood sign. Mr. Hanson stated he would try and contact Wildwood. Ms. Kelsey asked about having a sign placed in the median. It was decided to have a sign at the entrance of Airport Drive. Ms. Kelsey recommended having several signs throughout the County. After discussion it was decided due to the budget Ms. Veith would create a flier like last year to be posted on all public bulletin boards in the County. Ms. Miller stated she would look into the price of one single banner to place at the entrance. Mr. Hanson recommended placing banner sign on the inactive list so that it is not forgotten next year.
4. **Agenda:** Mr. Wheeler stated we will attempt to have an agenda for the break-out sessions this year. Ms. Gilman asked for direction on drafting the agenda. Ms. Veith recommended placing the question on the vendor form thus giving us the information to produce the schedule. Mr. Wheeler recommended having the vendor forms turned in prior to the March meeting. Mr. Wheeler stated this will give us time to draft the agenda and everyone agreed.

Mr. Hartwick suggested inviting specific groups for the break-out presentations such as the St. Mary's River Watershed Association. Ms. Veith stated this would be fine if none of the vendors request presentation time. Ms. Veith recommended posing the question to each vendor and inviting specific groups and see how many want break-out sessions. Ms. Veith stated COE could then self select who gets the break-out time. Ms. Miller reiterated the plan to include the option on the application and have applications submitted no later than February 28, 2009. Mr.

Wheeler said he would see if a presentation on Climate Change and Its Effect on the Bay could be scheduled. Ms. Kelsey said she would see if the Patuxent River Keeper could present.

5. **Food:** Ms. Veith indicated she has not ordered the food to date.
 6. **Audio/Visual:** Ms. Kelsey stated there are a TV and a projector in the break-out room. Ms. Kelsey stated if we want a PA system all we have to do is let them know in advance so they can have one ready.
 7. **Set-up/Tear-down:** Mr. Wheeler discussed the set up time. After discussion it was decided that COE members would set up from 7:00 a.m. to 9:00 a.m. and vendors could set-up from 9:00 a.m. to 10:00 a.m. Ms. Kelsey stated all we have to do is take out the trash and sweep the floor for the tear down.
 8. **Layout of Area:** Ms. Gilman, Ms. Kelsey and Mr. Hartwick will prepare a floor layout as vendors respond.
- b. **Member Departure Discussion:** Mr. Wheeler stated the plaque will cost anywhere from \$30 to \$60. Mr. Wheeler asked if the Committee wants to get into the habit of giving gifts like this. Mr. Shreve stated proclamations are nice because they are signed by the County Commissioners. Ms. Kelsey agreed. Mr. Shreve indicated he would be willing to draft a proclamation for Mr. King. Mr. Wheeler indicated he would provide proclamation formatting to Mr. Shreve.
 - c. **LUGM Critical Area Update:** Ms. Veith stated this has been pushed back due to the Comprehensive Plan Review and she is also waiting for more direction from the County Commissioners.
 - d. **Fluorescent Bulb Disposal Issue:** Mr. Wheeler stated he would like the Committee to review the draft letter. Mr. Shreve stated the letter should be sent. It was the consensus of the Committee to send the letter on letterhead and invite them to the forum to speak on solid waste issues.
 - e. **Environmental Concern Survey Results Compilation:** Mr. Wheeler stated he would like to have a short discussion at the next meeting regarding the results and make a decision on what information/graphics should be placed on the website.

IV) **New Business**

V) **Inactive Issues**

1. **Climate Change – Presentation for '09**
2. **Solid Waste Issues – Television Disposal**
3. **Green Building Subcommittee**
4. **Rapid Transit for the County**
5. **Menhaden Problem**

VI) **Adjournment:** The meeting was adjourned at 8:16 p.m.