



ENVIRONMENTAL, CONSERVATION & SUSTAINABILITY COMMITTEE

Town Hall 2nd Floor Conference Room

September 9, 2025 – 6:00 PM

- I. **Call to Order** – Chair Kay Smitherman called the meeting to order at 6:00 P.M. In attendance were Kay Smitherman, Jennifer Haydon, Barbara Hudgens, Gretchen Roberts, Kenneth Scales, Robert Smitherman, Henry Fansler, and Public Works Director Jon Hanna.

Logan Hollifield attended as a guest.

- II. **Agenda Approval** – Chairperson Kay Smitherman requested the agenda to be amended to include discussions on the appointment process. Ken Scales moved to approve the agenda as amended. Motion was seconded by Gretchen Roberts and passed unanimously.

- III. **Approval of Minutes** – Robert Smitherman moved to approve the minutes of July 8, 2025. Motion was seconded by Barbara Hudgens and passed unanimously.

IV. Old Business

- a. Earth Day Survey Follow-Up – Chairperson Smitherman reviewed survey responses; voiced concern with only receiving six; and highlighted interest to participate again. Discussion took place regarding inclusion of other events; ideas to attract youth; and timeline in survey distribution. *(Survey referenced is herein incorporated by reference into the minutes.)*
- b. Guest Speaker Follow-Up – George Santucci – Chairperson Smitherman commended the speaker; and highlighted suggested ideas. Discussion ensued regarding Council attendance and engagement; the recommendation for a phased plan of projects; suggestions of event reporting; conversion to light-emitting diode (LED) lighting; and projected lighting updates. Public Works Director Jon Hanna stated he would provide a listing of converted lighting.
- c. October 18, 2025 – Special Recycling Event discussions/planning - Discussion took place regarding event location at Shallowford Square; projected construction completion around the park within three weeks; advertisement banner updates; participation of volunteers; the need for boxes; collection of egg cartons, Styrofoam and wine cores; and changes in collection items. Chairperson Smitherman outlined the logistics of the event.

V. New Business

- a. 2026 Community Day Representative Nominations – Chairperson Smitherman spoke to the need for Community Day committee representation; and an upcoming Sub-Committee meeting in late September. Public Works Director Hanna explained the purpose of the Community Day; spoke to a collaborative event; to the planning status; and a tentative schedule to avoid other local community events. Gretchen Roberts volunteered to serve as the representative and requested a back up to which Jennifer Haydon volunteered. It was the consensus of the committee to appoint Ms. Roberts with Ms. Haydon as the backup
- b. Tentative Community Day Sub-Committee Meeting in Late September – Chairperson Smitherman referenced in the above item.
- c. Committee Vacancies – Chairperson Smitherman spoke to the two vacancies on the committee; and highlighted Logan Hollifield as an interested resident to apply in 2026. Discussion took place regarding other board and committee openings; the interview and appointment process; and term limits.

VI. Staff Reports

- a. Scribe for meetings – Motion by Barbara Hudgens to nominate Robert Smitherman with Jennifer Haydon to serve as back-up. Motion was seconded by Jennifer Haydon and passed unanimously. Committee discussed sending meeting notes to Town Clerk Angie Lord.



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Discussion continued regarding vacancies; ex-officio appointments; possible collaboration with the Public Arts Committee for art projects; the October 11, 2025 Repair Café (1PM – 4PM) at Shallowford Presbyterian Church; and an upcoming book sale.

VII. For the Good of the Order

- a. Next meeting – October 14, 2025

VIII. Adjournment – Having no further business to discuss, Gretchen Roberts moved to adjourn the meeting at 6:50 P.M. The motion was seconded by Jennifer Haydon and passed unanimously.

ATTEST:

Kay Smitherman, Chair

Angela Lord, Town Clerk