



**ENVIRONMENTAL, CONSERVATION & SUSTAINABILITY COMMITTEE**  
**Town Hall Conference Room 201**  
**September 10, 2024 – 6:00 PM**

- I. **Call to Order** – Chair Smitherman called the meeting to order at 6:00 PM. In attendance were Kay Smitherman, Henry Fansler, Barbara Hudgens, Gretchen Roberts, Kenneth Scales, Robert Smitherman and Public Works Director Jon Hanna. Chelsea Blount and Jennifer Haydon were absent.
- II. **Agenda Approval** – Kenneth Scales moved to approve the agenda. Motion was seconded by Gretchen Roberts and approved unanimously.
- III. **Approval of Minutes** – Barbara Hudgens moved to approve the August 13, 2024 minutes. Motion was seconded by Gretchen Roberts and approved unanimously.
- IV. **Old Business**
  - a. Fall Clean Sweep (collaboration with Beautification Committee) – Fall Clean Sweep is September 14, 9 AM-Noon. All volunteers will meet at the Town Hall annex and must complete a waiver. Waivers also must be signed by a parent/guardian of minors.
  - b. Special Recycling event – The fall special recycling event is October 26 at Shallowford Square. Messaging for the event on the Town’s Facebook and website will begin soon. A foam recycling trailer will be at the event. It was noted that the company providing the trailer would like to find a site whereby a trailer could stay indefinitely. It was suggested the recycling center in Pfafftown might be an option. Mr. Hanna will research. Mr. Scales presented a written proposal that could be submitted to Council for their consideration. Mr. Hanna stated he would share the request with the Town Manager.
  - c. Earth Day
    - i. Swap event – Ms. Blount was not in attendance so this was not discussed.
    - ii. Vendor solicitation – Ms. Roberts shared the potential vendor list. The committee will reach out to the Coffee Mill, Great Wagon Road coffee shop, and Antonio’s to see if they would like to set up. Mr. Hanna noted there is a donut truck that frequently sets up in town on weekends that is well-attended.
- V. **New Business**
- VI. **Staff Reports**
  - i. Charter updates for all committees were approved by Council on August 8. Most changes were general cleanup. Below is an overview of notable changes:
    - a. Committee membership capped at 8.
    - b. Only one person per household/family shall serve on the committee. (NOTE: This does not impact current membership and would only be considered should more than eight applications be received at appointment time. This statement was included to encourage a wide representation on all committees.)
    - c. There is no minimum times per year the committee is required to meet allowing committees to meet as needed.
    - d. Five (5) members, one of which must be the Chair or Vice-Chair, constitute a quorum.



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**VII. For the Good of the Order**

- a. Next meeting: October 8, 2024

**VIII. Adjournment** – Having no further business to discuss, Robert Smitherman moved to adjourn the meeting at 7:02 PM. The motion was seconded by Barbara Hudgens and motion passed unanimously.

ATTEST:

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Kay Smitherman, Chair

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Dora K. Moore, Town Clerk