



ENVIRONMENTAL, CONSERVATION & SUSTAINABILITY COMMITTEE

Town Hall 2nd Floor Conference Room

January 13, 2026 – 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, Scott Herzog, Jennifer Haydon, Barbara Hudgens, Gretchen Roberts, Kenneth Scales, Dixie Thompson, Henry Fansler and Public Works Director Jon Hanna. Robert Smitherman was absent from the meeting.
- II. **Agenda Approval** – Kenneth Scales moved to approve the agenda. Motion was seconded by Dixie Thompson and passed unanimously.
- III. **Approval of Minutes** – Dixie Thompson moved to approve the minutes of November 18, 2025. Motion was seconded by Barbara Hudgens and passed unanimously.
- IV. **Old Business**
 - a. Community Day
 - i. Sub-Committee Mtg Update – Gretchen
 - 1. Next Meeting January 26
 - ii. Vendors
 - iii. ECSC Activities
- Gretchen Roberts provided an overview of the sub-committee meeting; spoke to venue location; to utilization of vendors for ECSC; outlined the purpose of the community day; highlighted committee and board representation; communication of the event; prizes and awards; Disc Jockey connection; and food options. Public Works Director Jon Hanna explained the goal for coffee and donuts by the Lewisville Civic Club and a hotdog lunch by the Vienna Civic Club. Discussion took place regarding individual board and committee activities; a scavenger hunt; encouragement of residents to visit various board and committees; signage for recycling; budget allocations; energy saving information; LED bulb give-a-way; the need for advertising the event and location; and the need for an updated budget for the committee. Gretchen Roberts recommended compostable or biodegradable/recyclable plates and napkins; reminded committee members to order t-shirts; and spoke to overlapping activities. Committee reviewed and discussed vendors; vendor locations; flyers; and Boy Scout participation.
- V. **New Business**
 - a. Energy Saving Improvements – Town Council Proposal – Kenneth Scales provided a handout (referenced here unto and made part of the minutes). Discussion took place regarding hot water heater timers and blankets; motion sensored lights; tree and plantings around town facilities; heating, ventilation, and air conditioning (HVAC) replacements with heat pumps; and installation of solar panels. Discussion continued regarding a timeline for Council presentation; and addition to the agenda for committee presentation.
- VI. **Staff Reports**
 - a. E-cycling – Director Hanna reminded everyone of the e-cycling event on Saturday.
 - b. Budget Request – Director Hanna reminded the committee that budget requests were need in February for the 2026-2027 budget season.
- VII. **For the Good of the Order**
 - a. Next meeting, if needed: February 10, 2026.
- VIII. **Adjournment** – Having no further business to discuss, Barbara Hudgens moved to adjourn the meeting at 7:35 P.M. The motion was seconded by Kenneth Scales and passed unanimously.

ATTEST:

Kay Smitherman, Chair

Angela Lord, Town Clerk