

LAWRENCETOWN SOURCE WATER PROTECTION PLAN COMMITTEE

MEETING MINUTES

December 12, 2013

IN ATTENDANCE

COMMITTEE

Phil Milo – Chair

Anne Taylor – Vice Chair

Brian Reid

Lynette Gilks

Brian Sturney

Martha Roberts

STAFF

Kelly Rice

Jeff Hurlburt

Phil Milo called the meeting to order at 7:00PM.

ADDITIONS TO AGENDA

None.

MINUTES

Brian Reid moved to approve the minutes of September 19, 2013 as circulated. Seconded by Lynette Gilks. Motion Carried.

REVIEW OF:

1. Flow Chart - Brian Reid reviewed the flow chart with the Committee. After a discussion, it was felt that along with the appropriate agencies being contacted, the Village should always be notified at all times. Kelly Rice will fill in the contact numbers for all the agencies and Brian and Kelly will continue to work on the chart for review again at the next meeting.

2. Brochures – Kelly Rice reviewed the brochures and after discussions it was decided that the brochures should be mailed out twice a year (April & October) with the water bills. Also, the

brochures will be put up on the website and made available at the Library and the Village Office. Kelly will make the noted corrections and circulate to the members for a final review. Any comments/corrections should be forwarded to Kelly ASAP.

3. Village's Contingency Plan – Brian Reid circulated the Village's current plan and explained it was in the process of being upgraded as part of the System Assessment Report requirements. Once this document is completed by the Village, they will share it with the SWPP Committee.

AGENCY MAP REQUIREMENTS

After a review and discussion regarding what type of information that should be included in the map for distribution to the agencies involved, it was agreed that Map # 7 in the SWPP had all the information needed.

NEXT MEETING

Thursday, February 13, 2014 at 7:00PM at the Library.

As there was no further business to discuss, Lynette Gilks moved to adjourn the meeting at 8:06 PM.

Respectfully Submitted by
Kelly Rice
Clerk/Treasurer