

Town of Montville
Conservation Commission Garden Club Subcommittee

Meeting Minutes
July 20, 2023, 5:00 PM
Room 102

- 1) Meeting called to order 5:00
- 2) Roll Call – member present Elaine Hess, Jessica LeClair & Tim May
- 3) Election of Conservation Commission Subcommittee officers
 - Elaine Hess was nominated by Jessica Leclair and seconded by Tim May for Chair of the sub committee, members voted in favor.
 - Jessica LeClair was nominated by Elaine Hess and seconded by Tim May for Vice Chair the sub committee, members voted in favor.
 - Tim May was nominated by Jessica LeClair and seconded by Elaine Hess for Secretary the sub committee, members voted in favor.
- 4) Conservation Commission Garden Club Subcommittee members discussed the basic framework to startup and form a Garden Club.
 - Garden Club to be a community lead organization, not part of part of the town government.
 - Garden Club to be a non profit (501c) type organization.
 - Garden club to have an affiliation with the Montville Conservation Commission
- 5) Discussion of garden club’s roles and responsibility, possible leadership
Garden Club to help and assists with the maintenance and upkeep of the following town garden areas:
 - ◆ Town Hall & Old Town Hall
 - ◆ Public Safety Building
 - ◆ Senior Center
 - ◆ Transfer Station
 - ◆ Conservation Center Garden
 - ◆ Community Center - Fair Oaks
 - ◆ Town-owned Property located Near the Library
 - ◆ Others, to be determined by the Garden Club
- 6) Action Items for next meeting:
 - Reach out to garden clubs and request by-laws, roles, responsibilities, membership requirements, etc. Elaine Hess will reach out to Ledyard, Stonington; Jess will do Western side of state.
 - Confirm with Montville town staff the process to engage with the town - what are the timelines, expectations, budget/in-kind support (Tim)
- 7) Discussion of the next meeting date
To meet prior to the 01 August 2023 Regular Conservation Commission meeting.
Conservation Commission Garden Club Subcommittee Meeting time 5:00 pm Room 102
- 8) Subcommittee Chair adjourned meeting at 5:45