



Action	1.3	Appoint a Climate Smart Community coordinator
Points Possible:	8	
Tiered Points?	No, not applicable.	
Points Description:	Full points awarded upon evidence of completion	
Eligibility Requirements:	Local government should appoint a staff member or volunteer to act in the role of CSC coordinator. The position must be currently filled to earn points.	
Types of Documentation to Submit:	Executive memorandum, resolution, meeting minutes, job description, or an organizational chart demonstrating that a staff member or volunteer has been appointed the local government's CSC coordinator (or similar title)	
Key Department(s):	Office of the highest elected official	
Current Status:	0	

Document Submittal Form

Enter name of your local government here

INSTRUCTIONS:

This section should be completed by the key department that is most familiar with the associated action. Please reference the information above when completing this section of the form. Once completed, this form should be emailed to the project coordinator who is collecting documentation for the local government (refer to the bottom of the page).

The coordinator should then submit the information to the DEC Office of Climate Change. If one document is being used to fulfill the requirements of multiple actions, there is no need to submit the document twice, but please **complete a submittal form for every action** for which you are requesting points (and refer to a previously submitted document, if applicable).

List Document(s) Included

Refer to the relevant types of documentation listed above. Include document titles and year released. Note any specific pages in documents where the required information can be found, if only a portion of the document is relevant for the action. Alternatively, paste in links to webpages where the information can be found; include the title and date accessed for each webpage.

Copies of two resolutions appointed Evan van Hook and Katie Palmer-House as Co-Coordinators of the Dover Climate Smart Task Force

List of 2017 Climate Smart Dover (CSD) Task Force Members

Sign-in sheets and 4/8/17 CSD meeting minutes to document attend of Mr. van Hook and KPH at CSD Task Force meeting

Describe How the Document(s) Submitted Satisfy the Requirements

Explain why the submitted document(s) meet the requirements for the certification action. Refer to the points description and eligibility requirements listed above. Describe how the documentation relates to any tiered points, where applicable.

The submitted documents provide Town Board authorization of appointments of Climate Smart Dover Task Force Co-Coordinators

and evidence that co-coordinators have attended and provided leadership in implementation of Climate Smart Communities certification.

Anticipated Points: **0** out of **Total Points Possible**

Once completed, please email the Document Submission Form to the Project Coordinator for Climate Smart Communities Certification:

Name: Katie Palmer-House
Email: townclerk@townofdoveryny.us
Phone: (845) 832-6111 Ext. 112



TOWN OF DOVER
126 East Duncan Hill Road
Dover Plains, NY 12522
Tel (845) 832-6111 Ext. 112
Fax (845) 832-3188

LINDA S. FRENCH
Supervisor

KATIE PALMER-HOUSE, Ed.D, CMC
Town Clerk

2017 Climate Smart Dover Task Force Members

(all Town of Dover residents)

Evan van Hook, Co- Chair

Corporate Vice President, Health, Safety, Environment and Remediation
Honeywell Corporation

Katie Palmer-House, Ed.D., Co-Chair

Town Clerk, Town of Dover
Funeral Director/Co-Owner, Hufcut Funeral Home

Greggory Mendenhall (retired)

Director, GS Maritime Holding, LLC
Former Special Counsel at Sheppard, Mullin, Richter and Hampton, LLC

Constance DuHamel

Financial Advisor, Drexel Hamilton, LLC

Janet Pickering

(retired)

Debra Kaufman

Computer-Assisted (CAD) Designer
Bibbo Associates

Tamar Roman

Inventory Control and Administrative Manager
Crown Maple/Madava Farm

Hon. Joshua Viertel

Town of Dover Councilman
President, Slow Food USA

Hon. Linda S. French

Town of Dover Supervisor

**TOWN OF DOVER TOWN BOARD REGULAR MEETING
WEDNESDAY, SEPTEMBER 28, 2016**

**RESOLUTION #2072016
APPOINT CONSERVATION ADVISORY COUNCIL MEMBERS TO CLIMATE SMART
DOVER COMMUNITY TASK FORCE**

The following Resolution was offered by Councilwoman Meunier, seconded by Councilman Palmer:

BE IT RESOLVED, that the Town Board of the Town of Dover hereby appoints the members of the Town of Dover Conservation Advisory Committee to the Climate Smart Dover Community Task Force; and

BE IT FURTHER RESOLVED, that Evan Van Hook is hereby appointed Co-Chairperson of the Climate Smart Dover Task Force; and

BE IT FURTHER RESOLVED that the members of the Climate Smart Dover Community Task Force shall serve at the pleasure of the Town of Dover Town Board.

The question of the adoption of the foregoing Resolution was duly put to a vote which resulted as follows:

Supervisor French	Voting <u>Aye</u>
Deputy Supervisor Yeno	Voting <u>Aye</u>
Councilman Palmer	Voting <u>Aye</u>
Councilwoman Meunier	Voting <u>Aye</u>
Councilman Joshua Viertel	Voting <u>Aye</u>

The Resolution was thereupon adopted on September 28, 2016.

**RESOLUTION #2082016
AUTHORIZE PARKING AT BOYCE PARK FOR MYCOLOGY CONFERENCE**

The following Resolution was offered by Councilwoman Meunier, seconded by Deputy Supervisor Yeno:

WHEREAS, the Radical Mycology Convergence is having its Fourth Annual Event from Thursday, October 6, 2016 to Monday, October 10, 2016 at a farm on Old Forge Road; and

WHEREAS, the Radical Mycology Convergence has requested to use the Boyce Park parking lot from Thursday, October 6, 2016 to Monday, October 10, 2016 for parking of cars in the event the field at the farm is too wet for parking or in the event of overflow.

NOW THEREFORE BE IT RESOLVED the Town Board of the Town of Dover hereby authorizes the Radical Mycology Convergence to use the northern portion of Boyce parking lot for parking for their fourth annual event from October 6, 2016 to October 10, 2016.

The question of the adoption of the foregoing Resolution was duly put to a vote which resulted as follows:

Supervisor French	Voting <u>Aye</u>
Deputy Supervisor Yeno	Voting <u>Aye</u>
Councilman Palmer	Voting <u>Aye</u>
Councilwoman Meunier	Voting <u>Aye</u>
Councilman Joshua Viertel	Voting <u>Aye</u>

The Resolution was thereupon adopted on September 28, 2016.

**RESOLUTION #2092016
AUTHORIZE TO SUBMIT AND EXECUTE THE GRANT APPLICATION FOR THE
"RESTORE NY COMMUNITIES INITIATIVE" MUNICIPAL GRANT PROGRAM**

**TOWN OF DOVER TOWN BOARD SPECIAL MEETING
WEDNESDAY, NOVEMBER 16, 2016**

**RESOLUTION #2612016
ACCEPT THE MINUTES OF THE TOWN BOARD REGULAR MEETING OF OCTOBER 26,
2016 AND THE TOWN BOARD SPECIAL MEETING ON NOVEMBER 2, 2016 (continued)**

The question of the adoption of the foregoing Resolution was duly put to a vote which resulted as follows:

Supervisor French	Voting <u>Aye</u>
Deputy Supervisor Yeno	Voting <u>Aye</u>
Councilman Palmer	Voting <u>Aye</u>
Councilwoman Meunier	Voting <u>Aye</u>
Councilman Viertel	Voting <u>Aye</u>

The Resolution was thereupon adopted on November 16, 2016.

**RESOLUTION #2622016
APPOINT TAMAR ROMAN AS A MEMBER OF THE CONSERVATION ADVISORY COUNCIL**

A motion to appoint Tamar Roman as a member of the Conservation Advisory Council for a term commencing immediately and ending on December 31, 2016 was offered by Councilman Viertel, seconded by Councilwoman Meunier.

The question of the adoption of the foregoing Resolution was duly put to a vote which resulted as follows:

Supervisor French	Voting <u>Aye</u>
Deputy Supervisor Yeno	Voting <u>Aye</u>
Councilman Palmer	Voting <u>Aye</u>
Councilwoman Meunier	Voting <u>Aye</u>
Councilman Viertel	Voting <u>Aye</u>

The Resolution was thereupon adopted on November 16, 2016.

**RESOLUTION #2632016
APPOINT KATIE PALMER-HOUSE AS CO-CHAIR OF THE CLIMATE SMART
DOVER TASK FORCE**

A motion to appoint Katie Palmer-House as co-chair of the Climate Smart Dover Task Force was offered by Councilman Viertel, seconded by Councilman Palmer.

The question of the adoption of the foregoing Resolution was duly put to a vote which resulted as follows:

Supervisor French	Voting <u>Aye</u>
Deputy Supervisor Yeno	Voting <u>Aye</u>
Councilman Palmer	Voting <u>Aye</u>
Councilwoman Meunier	Voting <u>Aye</u>
Councilman Viertel	Voting <u>Aye</u>

The Resolution was thereupon adopted on November 16, 2016.

**RESOLUTION #2642016
RESOLUTION TO AUTHORIZE TOWN SUPERVISOR TO SIGN DECLARATION OF
NON-DISTURBANCE RESTRICTIVE COVENANT**

The following Resolution was offered by Councilwoman Meunier, seconded by Deputy Supervisor Yeno, to wit:

WHEREAS, the Town of Dover Planning Board had a subdivision application before it entitled, "O'Mara Properties" for property on Johnson Road; and

WHEREAS, the Town of Dover Planning Board granted final subdivision approval conditioned on the Declarant filing a Non-Disturbance Restrictive Covenant over the preserved open space in order to assure the Town of Dover that it will be maintained as open space in its natural condition and that the conservation value of the open space, including the wetlands and historical stone walls will be preserved.



TOWN OF DOVER
126 East Duncan Hill Road
Dover Plains, NY 12522
Tel (845) 832-6111 Ext. 112
Fax (845) 832-3188

LINDA S. FRENCH
Town Supervisor

KATIE PALMER-HOUSE, Ed.D. CMC
Town Clerk
townclerk@townofdovery.us

**KICK-OFF MEETING OF THE
DOVER CLIMATE SMART COMMUNITY TASK FORCE
OCTOBER 8, 2016
10:30 a.m.
Town Dover Hall**

Name

Email Address

Linda S. French

Supervisor@TownofDoverNY.us

Claret Pickering

pickering.j2@gmail.com

Evan van Hook

hseev@live.com

Gregory Mendenhall

gregory@mendenhall-nyc.com

Katie Palmer-House

townclerk@townofdovery.us

Sign in

March 11, 20

Name	Email
JOSH VIERTEL	JOSH.VIERTEL@GMAIL.COM
Claret Pickering	Pickering.j2@gmail.com
Evan van Hek	evan.vanhack@honeywell.com
Gora Mendenthal	gora@mendenthal-nyc.com
Tamar Roman	tamar913@gmail.com
Josh Palay & Hara	hara@ad.com
Jude & Stacey	founder@founder.com
Stacey Duttam	Dupevura@TownofDoverNY.com
	Staceyduhamel@gmail.com



**Conservation Advisory Council and
Climate Smart Dover Task Force
April 8, 2017
Dover Town Hall**



**Climate Smart
Communities**

Present: Evan van Hook, Stancy DuHamel, Gregory Mendenhall, Janet Pickering, Tamra Roman, Linda French and Katie Palmer-House

Congratulations were given to Stancy DuHamel and the Harlem Valley Appalachian Trail Community on their selection as finalists of a 2017 Dutchess Tourism Outdoors Award of Distinction.

Minutes: A motion was made by Greg Mendenhall, seconded by Tamar Roman, to accept the March 11, 2017 minutes with two minor changes and unanimously approved.

Climate Smart Communities Certification: Katie Palmer-House reported agreements with Hudsonia, Ltd. and Housatonic Valley Association (HVA) for Climate Smart Communities (CSC) grant-related reports would be executed by the end of the month. Linda will forward Carolyn Klocker's PPT presentation on HVA's upcoming CSC-related work on road-stream crossings and reviews of community plans and policies. She mentioned Gretchen Stevens from Hudsonia would contact Evan VanHook to schedule a meeting with the CAC to begin collaborating on the natural resource inventory.

Town-related CAC Informational Updates: Linda French updated members on the progress of the Comprehensive Plan Update Technical Committee's meeting with the Dutchess County Dept. of Planning Commissioner and staff to discuss revised zoning. She reported on Olivet University's RESTORE NY grant, demolition at Cricket Valley Energy Center and efforts of the Great Thicket Refuge to identify additional land in Dover without reducing the property tax base. The Town's Adopt-A-Highway and Community Clean-up event was scheduled for Saturday, April 22nd.

CAC and Town Land Use and Development Projects: Janet Pickering and Tamar Roman reported they had agreed to alternate attending the two monthly Planning Board meetings and circulate notes to CAC members.

Invasive (Plant) Species Treatments in Wingdale: Stancy DuHamel provided background on the NY-NJ Trail Conference's initiative to perform herbicidal treatments to combat an invasive species, Saliva Glutinosa, (aka sticky sage or Jupiter's distaff) on some Wingdale properties that bordered the Appalachian Trail.

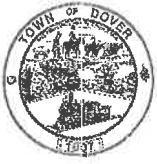
Impact of the CAC in Helping Local Businesses: Evan VanHook shared information about a talk he recently gave at the Socially, Ethically, Environmentally Responsible (SEER) Business Strategy Symposium at Pepperdine University. He invited members to view the talk on You Tube at <https://youtu.be/dFZE2GmnNRM>.

CAC and Community Education about Climate Adaptation Strategies: Members reviewed a list of possible ideas for CAC projects that would achieve outcomes toward CSC certification. After thoughtful discussion, members decided to host a climate change educational seminar or conference with the Dover School District. Evan mentioned the possibility of obtaining a climate change art exhibition to display at school before the conference. Janet and Tamar offered to help implement opportunities for students to participate through multi-media, essays, panels and speakers. Stancy offered to contact the school district to present the idea and invite Asst. High School Principal Kevin Murphy to the next meeting.

The meeting adjourned at 11:30 a.m. The next meeting will be held Saturday, May 13, 2017 at 10 a.m. at Dover Town Hall.

Respectfully submitted,

Katie Palmer-House



CONSERVATION ADVISORY COUNCIL AND CLIMATE SMART DOVER TASKFORCE

May 13, 2017
10 -11:30 A.M.
DOVER TOWN HALL

MEETING SIGN IN SHEET

Evan van Halbe

BB Mendenhall

Gretchen Stevens, Hudsonia

Debra Kaufman

Janet Pickering

Linda French

Hal Palotta



**CONSERVATION ADVISORY COUNCIL AND
CLIMATE SMART DOVER TASKFORCE**

**June 10, 2017
DOVER TOWN HALL**

MEETING SIGN IN SHEET

Suzanne French

John Kelly

Janet Bickney

Evan van Hark

Gorge Mendenhall

Tamas Roman
