

# Conservation Advisory Council | City of Newburgh, New York

The Heritage Center, 123 Grand St., Newburgh, NY 12550

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## **Council Members:**

Chuck Thomas, Chair

Ronald Zorrilla, Incoming Chairperson

Andrew Murphy, Treasurer

Betty Bastidas

Gail Fulton

Marianne Marichal

Mark Sanchez-Potter



## **Conservation Advisory Council**

**Minutes of Special Meeting**

**March 22, 2023**

**6:30 p.m. – Heritage Center (123 Grand Street)**

- **Roll Call**

**Present: Chuck Thomas, Chairperson, Ronald Zorrilla  
Betty Bastidas, Gail Fulton, Marianne Marichal,  
Andrew Murphy, Mark Sanchez-Potter**

**Also Present: Tallie Carter, Assistant Corporation Counsel  
J.K. Gentile, Secretary**

**Meeting called to order 6:36 p.m.**

- **Public Comment on Agenda Items**  
None

### **Administration**

- **Governance**

The City of Newburgh Code of Ethics and Code of Conduct were made matter of record.

The Assistant Corporation Counsel gave an overview of the City of Newburgh Code of Ethics and Code of Conduct.

The Assistant Corporation Counsel addressed the required City of Newburgh yearly training and provided the website to view the training video. She requested that each member view the video before the next

CAC meeting, April 3, 2023. She also asked each member to complete the distributed Training Acknowledgement Form for submission at the 4/3/23 CAC meeting.

The Assistant Corporation Counsel gave an overview regarding “Conflict of Interest”. She reviewed the role and responsibilities of public service including representing the CAC in public. All inquiries for interviews, opinions, public statements etc must be pre-approved by Law Dept. and Exec. Office. This does not apply when speaking personally, however, when the subject matter is CAC related, it must be reviewed first.

The Assistant Corporation Counsel discussed the implementation of a governance calendar to reflect a schedule for the 2023 Action Plan tasks.

- CAC 2023 Action Plan and Budget Schedule

The Assistant Corporation Counsel said in January 2023 the CAC elected Ronald Zorrilla as the CAC Chairperson. She explained the new chair must be approved by City Council and recommended making a request for the transition to occur July 1, 2023 with the submission of the annual report.

The Assistant Corporation Counsel said the vendor service agreement for the Environmental Justice Fellows is currently being prepared for Council approval.

Marianne Marichal gave an overview of the submitted tree planting plan. She said the Spring 2023 planting consists of 9 trees proposed for Broadway and 12 trees proposed for Renwick Street. She said planting locations for Wisner Avenue will be determined once an arborist is hired. She said the cost for the proposed Spring planting on Broadway and Renwick estimates at \$6,300.

The Chairperson confirmed that this plan is based on all tree plantings to be completed by DPW.

Mr. Murphy asked if the money budgeted for a service to plant the trees can be reallocated into the Environmental Justice Fellows budget to increase their hours.

The Assistant Corporation Counsel said any new budget proposal and contract changes require City Council review and approval. She said the \$15,000. budget line for Environmental Justice Fellows has been approved. Any changes to the budget and vendor contract will delay the start of their program.

Andrew Murphy made a motion to allocate \$6,300. towards the Spring tree planting on Broadway and Renwick Street.

Marianne Marichal seconded the motion.

The motion passed unanimously via roll call vote.

Ms. Marichal will request 3 quotes from tree nurseries for this planting.

**Ronald Zorrilla made Motion to Adjourn**

**Gail Fulton seconded**

**The motion passed unanimously.**

**Meeting concluded 7:49 p.m.**