

**TOWN OF WELLESLEY  
NATURAL RESOURCES COMMISSION  
MEETING MINUTES  
July 30, 2014, 7:30 PM  
NRC Office, Town Hall**

Attending: Heidi Gross, Chair, Stephen Murphy, Vice Chair, Lise Olney, Raina McManus,  
Joan Gaughan (arriving at 7:45 p.m.) and Janet Hartke Bowser, NRC Director  
Guest: Scott Szczebak, HR Director

**Public Voice**

No one attending the meeting spoke at Public Voice.

**Review and Approval of NRC Meeting Minutes of June 9, 2014**

Document reviewed for this discussion:

- *“Draft NRC Meeting Minutes of June 9, 2014, prepared by Janet Hartke Bowser, NRC Director.”*

**After review of the draft minutes, a motion was made and seconded and the NRC voted 4-0 to approve the NRC Meeting Minutes of June 9, 2014 with minor edits.**

**Discussion/Vote Regarding NRC Meeting Minutes**

Ms. Olney stated that, under the Open Meeting Law, all public meeting minutes must be made available to the public within 10 days upon request, whether they have been approved or remain in draft form. She voiced concerns that, as a result of the 10 ten day rule, the NRC’s meeting minutes may be requested and distributed in draft form without the NRC’s review. She proposed that the draft minutes of any meeting of the NRC Board be distributed within three (3) business days of the meeting and the members discussed this proposal. **After a motion was made and seconded, the NRC voted 5-0 that a draft of the minutes of any meeting of the NRC Board be distributed to the NRC Board within three (3) business days of the meeting. Any delay in distribution must be explained in a written memo to all Board members.**

Ms. McManus suggested that the minutes be posted on the website by the end of the second business day after approval at an NRC public meeting. **After a motion was made and seconded the NRC voted 5-0 to require that the NRC minutes be posted on the website by the end of the second business day after approval.**

**Approval of NRC FY14 Annual Report**

Document reviewed for this discussion:

- *“Draft NRC FY14 Annual Report prepared by NRC Director Janet Hartke Bowser with the Trails Committee section of the report prepared by Miguel Lessing, Chair of the Trails Committee.”*

The NRC reviewed and discussed the draft FY14 Annual Report and concluded that they would like to see the report be no longer than four (4) pages and currently it is five (5) pages. The NRC

stated that they will work on further editing the report and Ms. Olney, Ms. McManus and Ms. Gaughan will work on this effort.

### **New NRC Alternate Member to the North 40 Steering Committee**

Mr. Murphy requested that Ms. McManus replace him as the NRC Alternate Member to the North 40 Steering Committee and Ms. McManus agreed to do so.

### **Executive Session**

**After a motion was made and seconded, the NRC voted 5-0 to convene in Executive Session for the purpose of discussing the discipline of an employee related to the drafting of the NRC's North 40 Report and each member was individually polled and voted as follows: Ms. Gross – yes; Mr. Murphy – yes; Ms. Gaughan – yes; Ms. Olney – yes; Ms. McManus – yes. Ms. Gross stated that the NRC Meeting will not reconvene in open session and will adjourn following the conclusion of the Executive Session.**

### **Adjournment**

**After a motion was made and seconded, the NRC voted 5-0 to adjourn the meeting.**

### **Next Scheduled NRC Meeting**

The NRC's next meeting is scheduled to be held on August 14, 2014 at 7:30 p.m. in the NRC Office.

Respectfully Submitted,

*Janet Hartke Bowser*

Janet Hartke Bowser  
NRC Director