

Parks and Natural Resources Committee Charter

Establishment

The Parks and Natural Resources Committee (the “PNRC”) has been established by the Mayor, according to Sections 13-1 and 149-5 of the Town of Somerset Code, in order to educate, and protect, preserve, and beautify the Parks and Natural Resources of the Town. The PNRC shall remain in existence, until terminated by the Mayor.

Composition and Appointment Terms

The PNRC shall consist of an odd number of members. There shall be a minimum of 3 and a maximum of 9 members. Members, and the committee chairperson, shall be nominated by the Mayor and approved by the Town Council, according to Sections 13-2 and 13-4 of the Town Code.

All members shall serve at the pleasure of the Mayor.

The PNRC shall have one Councilmember liaison and one Councilmember alternative, according to Section 13-5 of the Town Code. Liaisons are not voting members of the Committee.

Officers. From among the PNRC members, the Mayor shall appoint a Committee Chair, or such other officers deemed necessary by the Mayor.

Duties

The Committee shall perform the following duties:

- 1) Review, advise and make formal recommendations to the Town Council related to the landscape plans for Town property and the maintenance of newly planted Town trees and landscaping projects, including the enrichment and beautification of entrances to the Town;
- 2) Engage in ongoing discussion and budgeting for the above, including ongoing conservation landscape maintenance;
- 3) Encourage greenspace stewardship with the Town and other activities that impact residents' enjoyment of Town amenities;

- 4) Periodically review, clarify and seek to improve the Town Code with regard to tree removals; and otherwise seek to improve and revise the tree removal permitting process;
- 5) Interface with other Town Committees, to which the landscape, trees and particularly protecting the tree canopy, may be considered part of the Town's solution;
- 6) Generate and make recommendations to make the Town and its parks more pedestrian- and bike-friendly;
- 7) Support the development and maintenance of a Town tree registry;
- 8) Organize an annual event in honor of Arbor Day, and/or in conjunction with Earth Day celebrations, as part of the Town's commitment as a designated Tree City;
- 9) Provide relevant budget recommendations and requests.

Meetings

Meetings of the PNRC shall be conducted in compliance with the Maryland Open Meetings Act. With the assistance of the Town Manager, public notice and an agenda shall be issued prior to the holding of a meeting. Minutes of the meeting shall be promptly prepared, as required by the Act. Once approved by the PNRC, the meeting minutes shall be given to the Town Manager.

As required by the Act, at least one member of the PNRC shall complete the online training offered by the Open Meetings Compliance Board. The trainee shall inform the Town Manager once the training has been completed. All members are encouraged to complete the training.

The training is available here:

https://www.igsr.umd.edu/VLC/OMA/class_oma_title.php.

Records

Records of the PNRC shall be retained in accordance with the Maryland Public Information Act. PNRC members shall review the Town's Document