



**MINUTES OF A MEETING OF THE  
ALBEMARLE CONSERVATION EASEMENT AUTHORITY  
January 12, 2023 (Thursday)**

The Albemarle Conservation Easement Authority met in Room 241 of the County Office Building on January 12, 2023 at 4:45 p.m.

Members present were:

Sherry Buttrick  
David Emmitt  
Annie Izard  
Rose Emery  
Sharon Merrick  
Peter Taylor, Vice-chair

Members absent were:

John Moore  
Hamilton Moses, III

Staff members present were:

Scott Clark, Senior Planner  
Andy Herrick, Deputy County Attorney

**AGENDA**

1. Call to Order
2. Officer Elections (Chair, Vice-chair, Secretary)
3. Other Matters Not Listed on the Agenda
4. Approval of Minutes (December 8, 2022)
5. ACE Henley Proposal
6. New Business
7. Old Business
8. Adjournment

**1. Call to Order**

A quorum of five was present at 4:50 p.m. when Mr. Taylor called the meeting to order.

**2. Officer Elections (Chair, Vice-chair, Secretary)**

Ms. Merrick moved and Ms. Buttrick seconded to nominate Mr. Jay Fennell as Chair for 2023.

Ms. Buttrick then moved and Mr. Emmitt seconded to defer voting on the nomination for Chair

until the Authority's next meeting. The motion passed by a vote of 5:0.

Ms. Buttrick moved and Ms. Merrick second to nominate Mr. Peter Taylor as Vice-chair for 2023. The motion passed by a vote of 5:0.

Ms. Buttrick moved and Mr. Emmitt seconded to nominate Scott Clark as Secretary for 2023. The motion passed by a vote of 5:0.

### **3. Other Matters Not Listed on the Agenda**

No public comments were made. Mr. Taylor introduced Ms. Izard, the newly-appointed member of the Authority.

### **4. Review of Minutes**

Ms. Buttrick moved and Mr. Emmitt seconded to approve the minutes of the December 8, 2022 meeting, provided that they are corrected to show Ms. Buttrick abstained from voting on the Henley item, rather than being recused. The motion passed by a vote of 5:0.

### **5. ACE Henley Proposal**

Mr. Clark presented the proposed deed of easement for a 19.1-acre property owned by Joseph T. Henley III (Tax Map 40, Parcel 12A), and detailed additional restrictions agreed to by the landowner (a 500-foot dwelling setback and a prohibition on commercial events on the property).

The Authority discussed whether to defer consideration for further analysis, or to act based on the available information.

Mr. Emmitt moved to have staff prepare an analysis of the Henley proposal in the form of the standard summary for donated easements. The motion was not seconded.

Ms. Emery moved and Ms. Merrick seconded that the Authority proceed to take a vote on the existing proposal. The motion passed by a vote of 5:0, with one abstention (Ms. Buttrick).

Based on the staff presentation and the Authority's discussion, Mr. Emmitt moved and Ms. Merrick seconded that the Authority decline to agree to co-hold the proposed Henley ACE easement with the County. The motion passed by a vote of 5:0, with one abstention (Ms. Buttrick).

### **6. New Business**

The Vice-chair invited new business. The Authority and Mr. Jay Fennel briefly discussed a request from the landowners of the Foxfield easement for information, but took no action. Staff will work with the landowners.

### **7. Old Business**

The Vice-chair invited members to raise old business.

Ms. Buttrick moved and Ms. Merrick seconded that the Authority approve the transfer of \$30,000 from its Unrestricted Fund Balance (1-8420-99999-999999-909990-9999) to its Restricted Fund Balance (1-8420-99999-999999-909980-9999) and to transfer the balance of funds in its DEPT CONSERVATION/RECREAT>CATEGORICAL AID-STATE> Account (3-

8420-24000-324000-240049-1007)(\$84,213.73) to its Unrestricted Fund Account. The motion passed by a vote of 6:0.

**10. Adjournment**

The Authority adjourned the meeting at 6:30 p.m.