1. **Call to Order/Roll Call**
   Chair Amanda Hill calls the meeting to order at 5:05PM. In attendance are board members Jen Perga (Secretary), Renee Waldron (Vice Chair), Willie Platt and Leeane Marvin (via zoom). Also in attendance are Town Planner Lance Hansen, Tom Carter (234 Grantville Road), Bill Hester (BOS Liaison), Sally Chesney (41 Lewis Street) and Doug Pfenninger (178 West Road).

2. **Agenda Review**
   Move topic #4 NEW BUSINESS after #7

3. **Old Business**
   None

4. **New Business** (Moved under Item #7)
   A. Discussion regarding open space planning:
      Open space overview discussion lead by Town Planner Lance Hansen.

5. **Minutes Approval** : November 2, 2023 & December 14, 2023
   *Amanda Hill made a motion to accept the Minutes of the November 2nd, 2023, meeting. Renee Waldron seconded the motion, and the motion was approved by the board.*
   *Amanda Hill made a motion to accept the Minutes of the December 14th, 2023, meeting. Jen Perga seconded the motion, and the motion was unanimously approved.*

6. **Communications**
   None

7. **Other Business**
   A. Open Topics
      Handouts on the history and development of Highland Lake, effects of water levels and “deep draw down” discussion by Ad Hoc Water Level Committee Chair, Willie Platt.
      *AD HOC Water Level Committee (townofwinchester.org)*
   B. Potential Spring Lecture Series for March/April/May 2024
      Dan Watkins of Bee Works is recommended by Tom Carter.
      The group is encouraged to think about other potential speakers to bring in and educate both the commission and the community.

8. **Adjourn**
   *Willie Platt made a motion to adjourn the meeting at 6:05PM. Renee Waldron seconded the motion, and the motion was unanimously approved.*

Respectfully submitted,
Lauren Dombrowski, CCTC
Asst. Town Clerk, Town of Winchester
Board Clerk