

**Rutland Natural Resources Conservation District
Board of Supervisors Meeting Minutes
Clarendon Community Center
July 29, 2020**

Supervisors Present: Bridget Bowen, Ted Grembowicz, Mike Pedone and Alan Shelvey

Also, Present: Nanci McGuire

Meeting called to order at: 9:30 a.m.

Minutes from the February 12 Meeting were approved.

Financial Reports for May and June were reviewed, discussed and then approved. Financials for March and April were mailed/mailed to the Board in April.

Grant Financials were reviewed, discussed and approved.

District Manager Report: (Nanci McGuire)

Discussion on:

Summer Water Quality Monitoring Program – Due to the LaRosa Lab having to reduce the number of samples that they could accept this summer samples were not collected for the UOCWC Monitoring Program.

VT Envirothon Steering Committee Meeting – This event did not take place this year due to Covid-19.

NRCC and VACD Finance Manager – NRCC and VACD have hired a full time Finance Manager, this is a shared position.

Clean Water Service Providers and Basin Water Quality Councils – I participated in a zoom meeting on May 14 with the Addison County RPC, Representatives from the Addison County River Watch, Al with the VT Land Trust, Brian with the Champlain Valley Farmers Coalition, Barbara with the Rutland RPC and Pam with the Otter Creek Conservation District. Addison County RPC drafted an RFP for being the Clean Water Service Provider for the Otter Creek Watershed. The group reviewed and discussed this proposal. I was asked if the RNRCD would write a letter of support that could be submitted with this proposal. I reported that the RNRCD would be interested in being on the Basin Water Quality Council.

The Addison County RPC is still waiting to hear from ANR on this proposal.

Tree Sale – Pick up was Saturday, April 25 from 10:00 a.m. until 12:30 p.m. This was held at the City Streets Dept. on Spruce Street in Rutland as due to Covid-19 Northwood Park was closed. With the help of Kathy Beland who is a friend and a consulting forester I was able to get help to inventory and tag all trees and to pull orders. Bridget was also there to help prepare for the sale and was there on the day of pick up. Thank you, Bridget.

Trout Sale – The trout sale was held on May 16. 13 people picked up the 6-8” trout and there were 4 deliveries.

District Manager Meetings – I participated in zoom meetings on March 13, April 20, June 30 and July 28.

NRCC Update – I completed the reporting required for FY2020 and uploaded to Google Drive. This includes project results and financial reporting.

Water Quality Monitoring Report for 2019 – I drafted this report and Hilary (PMNRCD) has agreed to assist in completing this. Once this is completed it will need to be submitted to the LaRosa Lab.

GRANTS:

Public Private Partnership Project (P3P) –I participated in 2 zoom meetings:

April 20 with Andres with Watershed Consulting Associates, David Atherton, Brandon Town Manager, Jim Pease with ANR, Barbara Pulling with Rutland RPC and Gary who is the President of New England Woodcraft.

Andres provided a powerpoint presentation describing how this project works. Municipalities and private landowners would agree to partner on stormwater projects for water quality and that meet the new 3 acre rule. Under an agreement with ANR Watershed Consulting will identify 10 properties who are un-permitted who have 3 or more acres of impervious surface in the Lake Champlain Basin and will complete 30% concept designs for these 10 properties. New England Woodcraft in Brandon was identified as one of these sites. After listening to the presentation the meeting was opened up for folks to ask questions. At the end of the meeting Gary with New England Woodcraft and the Town Manager agreed that they would be interested in moving forward on partnering. Andres with Watershed Consulting explained that he has a ranking process that he has to go through with each site and that once he has completed this process he will get back to the Town and New England Woodcraft and let them know if they will be chosen as one of the 10 sites.

April 29 with Andres with Watershed Consulting Associates, John Haverstock, Pittsford Town Manager, Scott Holmquist and Kevin Candon, Board Members with Proctor/Pittsford Country Club, Jim Pease with ANR and Barbara Pulling with the Rutland RPC. Andres provided the same powerpoint presentation describing how the project works and then opened the meeting up for questions. At the end of the meeting it was decided that Andres would meet at the site with the 2 Board Members at the Proctor Pittsford Country Club and look at the site with them. Andres set a date and time to meet at the site and also explained that he has a ranking process that he has to go through with each site and that once he has completed this process he will get back to the Town and the Board Members and let them know if they will be chosen as one of the 10 sites.

ERP FY2017 Cold River Berm Removal – Enman Kesselring Engineering have completed a design for the well at Ruane's. As part of the design a wastewater system and potable water supply permit application had to be submitted to DEC. The permit fee was \$870.

I created a bid and sent it to Parkers, Gould and Spaulding. Bids are due back to the District on August 14.

LCBP Best Management Practices for Pollution Reduction: Implementation and Planning Grants – Watershed Consulting Associates (WCA) submitted a QAPP as the first step in this grant. I submitted the QAPP to LCBP for review and approval. This was approved on July 28 now WCA can begin work on designs for Pearl Street and Café Provence in Brandon. I submitted the quarterly report that was due July 10.

Tactical Basin Planning – I participated in a Regional Basin Planning Zoom Meeting on July 7 with Angie Allen, Barbara Pulling and Hilary Solomon. Discussion regarding updates about projects we've been working on and future projects/events and reviewed Basin 2&4 Interim Report Card and discussed next steps.

Wallingford Select Board Meeting - I participated in this meeting on July 6 to discuss the Town supporting moving forward with a grant to complete a 100% design for the Wallingford Elementary School Stormwater BMP. This was identified in the Stormwater Master Plan for Wallingford and a 30% design was completed as part of the SWMP. After much discussion the Select Board voted by consensus to support the District writing for funds to hire a Consultant to complete a 100% design. I completed a grant application for a Block Grant through the Southern Windsor County RPC (SWCRPC) and submitted this on July 10. The Town provided a letter of support to submit with the application. I have not heard back from SWCRPC.

Town of Proctor Stormwater Master Plan – I reached out to the Proctor Town Manager, Greg Maggard regarding Stormwater Master Planning. Greg requested I send him an email that he could share with the Select Board that included a cost and a copy of a completed SWMP. I provided this information and will follow up with Greg if I do not hear back from him.

Moon Brook SWMP – I spoke with Jeff Wennberg regarding the VT Achievement Center (VAC) BMP (gravel wetland) and the Heritage Family Credit Union BMP (underground chambers) projects identified in the Moon Brook SWMP. Both sites already have a 30% design as part of the Moon Brook SWMP. Jeff contacted the Director of VAC to see if they would be willing to move forward with this project and was told that if the City compensates them for using the property that will be taking on stormwater from the City streets then they would be in support of moving forward. Jeff told me that at this time the City is not willing to negotiate compensating VAC.

Jeff said that he would be in support of moving forward with partnering with the Heritage Family Credit Union. I sent an email to the Bob Martel the head of maintenance at the Heritage Family Credit Union to ask if they would be in support of moving forward and I have not heard back from Bob. I will be following up with Bob.

ERP FY2020 Youngs Brook Dam Removal – The District has a fully executed agreement with ANR in the amount of \$52,350 to hire an Engineering Firm to develop plans for dam removal and site restoration to 100% final design by June 2021. The design will include plans to fully remove the remaining dam components and remove a portion of the impounded sediments. I sent out a request for bids and have received bids from 2 Consultants. The review committee is working on evaluating these bids and the plan is to notify the Consultant by August 1.

NRCS Funding for Grazing Specialist – Hilary wrote for this funding to hire a Grazing Specialist. If funded PMNRCD would have another employee that would be working for Rutland and Bennington Counties.

Duties would include 1. Conducting on-site prescribed grazing inventory and analysis; 2. Prescribed Grazing Plan Development for new NRCS customers; 3. Prescribed Grazing Plan Review and Revision for existing NRCS customers; 4. EQIP Grazing/Forage practice layout, implementation and checkout; 5. National Resource Inventory (NRI) forage assessment; 6. Scheduling and implementing Pasture Walks and Workshops; 7. Developing NRCS Technical notes and updating Conservation Practice Standards

Other Business:

Operating Procedures for RNRCD – This was reviewed and discussed, then approved and signed by the Board.

Financial Policies and Procedures for RNRCD – This was reviewed and discussed, then approved and signed by the Board.

Work Plan for FY2021 – This was reviewed and discussed. A motion was made by Alan and seconded by Ted to approve this with revisions. This was then voted on and the motion passed.

FY2020 Budget with Actual Figures – This was reviewed and discussed.

FY2021 Budget – This was reviewed and discussed. A motion was made by Mike and seconded by Alan to approve this with revisions. This was then voted on and the motion passed.

Next Meeting Date: Wednesday, September 30, 2020 at 9:30 a.m. location TBD.

Meeting adjourned at 11:35 a.m.