

**Rutland Natural Resources Conservation District  
Board of Supervisors Meeting Minutes  
Clarendon Community Center  
July 14, 2021**

**Supervisors Present:** Bridget Bowen, Mike Pedone, Alan Shelvey, and Sean Barrows

**Also, Present:** Amelia Bruss, Ag. Outreach Specialist and Nanci McGuire

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

**Minutes from the June 9 Meeting** were approved.

**Financial Report for June** was reviewed, discussed, and approved.  
Mike Pedone suggested the District have an audit once a year.

**District Manager Report:** (Nanci McGuire)

**Discussion on:**

**District Manager Meetings** – Nanci reported on the meeting that she participated in via zoom on July 6.

**Act 76 & Clean Water Service Provider** – The Clean Water Service Provider Rule was approved by the Legislative Committee on Administrative Rules (LCAR) last Thursday, July 1st. This was the final step in the Rulemaking process. A final copy of the Rule will be available this week.

**Tactical Basin Planning** – I submitted the Districts Tactical Basin Planning Workplan for FY2022 on June 4 to NRCC. The next step is for the review committee to review and comment/approve.

Activities include:

Participation in Regional Coordination meetings and quarterly Basin Water Quality Council meetings

Coordinate meetings with Towns in our District who have SWMP's to review projects identified in their plans and encourage them to implement projects.

Participate in any trainings or informative sessions regarding Basin Water Council.

Quarterly Reporting to Watershed Planner.

Estimate of hours to complete these tasks is 110 and the amount requested is \$7,000.

**RRPC Monthly Regional Water Quality Meetings** – I attended this meeting via zoom on June 25 with RRPC Staff. RRPC staff reported on projects that they are currently working on with Towns in regard to roads, Town Hazard Mitigation Planning and Stormwater projects. I updated the group on projects that we are currently working on. The next meeting is scheduled for July 30.

**Meeting with the Town of Chittenden** – The Town Select Board requested a meeting to discuss Stormwater Master Planning in the Town of Chittenden. The meeting will be via Zoom and is scheduled for June 26 at 6:45 p.m. Andres Torizzo has agreed to participate in this meeting with me. Andres will present information on Stormwater Planning and how the Town of Chittenden could benefit from having a SWMP. I will discuss funding opportunities.

**GRANTS:**

**ERP FY2017 Cold River Berm Removal** – Enman-Kesselring Engineering has submitted the FINAL design for the well to the State to complete permitting.

I provided the well design to one of the inside salespeople at FW Webb and have received a quote for all materials to hook up the well to 4 homes.

Kevin Ruane has agreed to do the digging for the water lines and has agreed to run the water lines.

I spoke with Bill Lohsen with Lohsen Plumbing & Heating regarding him completing the interior plumbing. Bill is interested in the job and asked me to send him the well design along with a request for bid, which I have done.

I followed up with Bill on July 7 and he said that he is working on the bid and will get back to me.

I also heard from Justin Parker on July 7 and he has agreed to install the well pump and wiring.

Josh Carvajal and Shannon have been out to the site to look closer at the berm and Josh is now working on a revised plan for berm removal. Shannon has requested that we visit the site again once Josh has completed this plan and invite K.T Hathaway the construction contractor to attend.

**LCBP Best Management Practices for Pollution Reduction: Implementation and Planning Grants** (Town of Brandon) – Andres Torizzo met on site with Ed Lowell, the construction contractor for a pre-construction meeting and Ed and his crew plan to start construction this month at Café Provence and Pearl Street.

**Southern Windsor County RPC Block Grant** (Wallingford Elementary School) – Andres is working on the Final design.

**ERP FY2020 Youngs Brook Dam Removal** – Last week ANR prepared an amendment to our agreement that includes an additional (\$5,000) to do borings and also extended this grant until the end of September 2021. Alan signed this agreement electronically and we now have a fully executed amended agreement so this project can move forward.

**LCBP Best Management Practices for Pollution Reduction: Implementation and Planning Grants** (City of Rutland, Phosphorus Control Plan) – Fitzgerald Environmental Associates is currently working on the QAPP for this project and has set up a kick-off meeting with the City DPW and myself via zoom on Monday, August 2 from 1:00 – 3:00 p.m. The QAPP will list all data sources (GIS with stormwater, combined sewer, etc. ) that Fitzgerald Environmental intends to use to develop the plan.

**NRCC Project Development Block Grant** – NRCC sent this agreement to me for signature and now I am waiting for the fully executed agreement before we can begin working on this project. This funding is to work with DEC Staff to identify permitting needs and an engineering firm to further develop plans, including costs to remove the berm located in the lower Cold River drainage near the confluence with the Otter Creek located on the Ruane property.

**NRCC Design & Implementation Block Grant 2021**– I applied for this funding on July 2 to hire an Engineering Consultant to complete a Final Design for a project that was identified in the Town of Brandon’s SWMP. This project is located in a public park owned by the Town between East and West Seminary Streets. As part of the SWMP a conceptual design was completed. Funding requested is \$32,400.

**NRCC Design & Implementation Block Grant 2019** – The District has a fully executed agreement with NRCC (since May, 21, 2020) and has a signed agreement with the Rutland Recreation and Parks Department to rehabilitate and expand the existing infiltration trench at Rotary Park to provide extra capacity for runoff capture and to install a new bioretention facility designed by Watershed Consulting Associates, LLC dated March 19, 2019. The bioretention system will overflow into the subsurface perimeter drain system that surrounds the new playing fields. Due to Covid 19 this project was put on the back burner but I have communicated with Bob Peterson recently and he reassured me that this project is being put back on the top of their list of projects to be completed, The deadline to complete this project is September 2021. Andres Torizzo has met on site with Bob Peterson and Tyler to review the design and answer questions that Bob and Tyler had on the design.

**Ag. Outreach Specialist Update:** (Amelia Bruss)

Nanci introduced Amelia to the Board and the Board welcomed Amelia.

**Nutrient Management Planning (NMP)** – Amelia is working with farms on updating their NMP’s.

**Conservation Practice Surveys** – Amelia is visiting farms in Rutland and Bennington counties to complete these surveys.

**goCrop** – Amelia is getting familiar with this program. goCrop uses integrated web and mobile applications to help farmers plan, analyze and report nutrient management practices

**Other Business:**

**Unfunded Cooperative Agreement between NRCS and RNRCD** – Nanci has filled out the necessary information and emailed this to Wynea with NRCS. This will be reviewed by NRCS and then emailed back to RNRCD for Board signature sometime before August 15.

**RNRCD FY2021 Budget with Actual Income and Expense Figures** – This was reviewed and discussed by the Board and approved.

**DRAFT of RNRCD FY2022 Budget** – This was reviewed and discussed by the Board. A motion was made by Mike and seconded by Alan to approve the FY2022 Budget. This was then voted on and the motion passed.

**DRAFT RNRCD Workplan for FY2022** – This was review and discussed by the Board. A motion was made by Mike and seconded by Alan to approve the FY2022 Workplan as amended. This was then voted on and the motion passed. Nanci will email copies of the amended Workplan to Board Members.

**Next Meeting Date:** Wednesday, August 25, 2021 at 9:30 at the Clarendon Grange Hall

**Meeting adjourned at 11:30 a.m.**