

**Rutland Natural Resources Conservation District  
Board of Supervisors Meeting Minutes  
Clarendon Community Center  
October 13, 2021**

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

**Also, Present:** Nanci McGuire

**Meeting called to order at: 9:35 a.m.**

**Minutes from the August 25 Meeting** were approved.

**Financial Report for August** was reviewed, discussed, and approved.  
**Grant Financials** were reviewed, discussed, and approved.

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

**Discussion on:**

**Vermont Envirothon** – I participated in a Steering Committee Meeting on September 7 via zoom. We met the new coordinator, Kristen Balschuna. This year’s current issue topic is “Waste to Resources” Turning waste into a resource. An example would be a manure digester. Event day will be May 17 at Shelburne Farms.

**NRCC** – The District received our agreement for Core Funding for FY2022.

**District Manager Meeting:** – I participated in this meeting via zoom on September 28.

**Act 76 & Clean Water Service Provider** – Clean Water Service Providers received funding the week of September 20.

**Tactical Basin Planning (TBP)** – Workplans for FY2022 TBP have been approved.

**RRPC Monthly Regional Water Quality Meeting** – I participated in two meetings one on August 27 and one on September 24 and updated the group on projects that the District is currently working on and future projects.

**Tactical Basin Planning Regional Coordination Meeting** – I participated in this meeting on September 23 with Alan, Hilary, Barbara Pulling (RRPC), Pam Stefanek (Otter Creek NRCD) and Angie Allen.

**GRANTS:**

**ERP FY2017 Cold River Berm Removal** – Alan and I participated in a meeting with Josh Carvajal and Shannon Pytlik on September 13 to get updates from each other on the progress of this project.

Digging of the trenches and laying the water lines is about 75% complete. Parker Water Wells installed the well pump and wiring. Lohsen Plumbing & Heating will complete the interior plumbing once the water lines are completed.

Josh Carvajal submitted the plan for traffic control to the Town Select Board which has been approved.

Kurt Hathaway has provided a revised bid and is ready to begin the berm removal once the well installation is complete and all permits have been approved.

I participated in a meeting with Shannon & Josh on September 30. Shannon reported that our request for a time extension on this grant agreement has been approved by the business office until October of 2022. Additional funds will also be added to the agreement.

Due to not having all permits in place and the well not being completed it was decided that the berm removal would take place in the Spring/Summer of 2022.

I contacted Kurt Hathaway and he said that he will put this on his schedule for the second week in June 2022.

Shannon agreed that she would contact the Town Select Board and let them know that the berm removal will not take place until Spring/Summer of 2022

**LCBP Best Management Practices for Pollution Reduction: Implementation and Planning Grants** (Town of Brandon) – Pearl Street project (4 bio-swales) has been completed and the project was inspected by Andes with Watershed Consulting. The Café Provence project has not yet begun. I requested an extension on this grant agreement, and this has been approved by the LCBP.

**Southern Windsor County RPC Block Grant** (Wallingford Elementary School) – Watershed Consulting completed the 60% design and emailed this to Gary Marcy, Director of Operations for Wallingford Elementary School for review.

Gary reviewed the design and emailed comments to Andres. The next step is to set a time and date to meet with Andres and Gary to review and discuss this plan. The deadline to complete a 100% design under this agreement is November 1. I requested an extension on this grant agreement until April 30, 2022 and this has been approved.

**ERP FY2020 Youngs Brook Dam Removal** –The consultant (SLR) has a draft of the final design for dam removal and has put together a report and shared this with the District and with Todd Meness, Grant Manager. SLR is waiting for comments from Todd. This agreement ends on September 30. I requested an extension on this grant agreement until December 31 and am waiting to hear back from the business office.

**LCBP Best Management Practices for Pollution Reduction: Implementation and Planning Grants** (City of Rutland, Phosphorus Control Plan) – The consultants (Fitzgerald Engineering and Roy Schiff) are working with the City DPW to collect data in order to calculate the Phosphorus Control Plan total phosphorus target.

**NRCC Project Development Block Grant** – Evan Fitzgerald has agreed to work with me on this project to identify permitting needs 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. Evan will contact me when he is in the area so that we can meet on site.

**NRCC Design & Implementation Block Grant 2021**– I still have not received word on whether the funding to hire an Engineering Consultant to complete a Final Design for the West Seminary Street project in Brandon has been approved. F

**NRCC Design & Implementation Block Grant 2019** (Rotary Park) – Rutland Recreation and Parks Department rehabilitated and expanded the existing infiltration trench to provide extra capacity for runoff capture and installed a new bioretention facility designed by Watershed Consulting Associates. Andres with Watershed Consulting has inspected this project. This project is complete except for the need to install some erosion matting/blankets on the slope.

**LCBP Clean Water and Healthy Ecosystems RFP** – I applied on Friday, October 8 for funding to complete a Stormwater Master Plan for the Town of Proctor. Funding decisions will be made in December.

**Other Business:**

RNRCD Model Operation Procedures

RNRCD Personnel Policy

RNRCD Procurement Policy

RNRCD Client Relationship Policy

A motion was made by Sean and seconded by Mike to table the review and approval of these policies until the next meeting. This was then voted on and the motion passed.

**Supervisor Vacancy** – Sean Barrows suggested that I contact Doug Blodgett to see if he might be interested in joining our Board. I made a call to Doug and he said that he just does not have the time.

**Next Meeting Date:** Wednesday, November 17, 2021 at 9:30 at the Clarendon Grange Hall

A tour of the Youngs Brook Dam is scheduled for Thursday, November 4. We will meet on-site at 10:30.

**Meeting adjourned at 11:00 a.m.**