

**Rutland Natural Resources Conservation District (RNRCD)**  
**Board of Supervisors Meeting Minutes**  
**USDA Service Center, Rutland**  
**November 30, 2022**

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

**Also, Present:** Nanci McGuire, Rachael Burt, Ag Specialist, Olivia Carlson, NRCS, Lee Turner

**Meeting called to order at: 9:40 a.m.**

**Welcome & Introductions** – Nanci introduced Lee Turner to the Board. Lee is interested in joining the Board to fill the vacant term.

Prior to this meeting Nanci provided Lee with the RNRCD Board Supervisor Position Description, the link to the Districts website, VNRCD Guidance Handbook, etc.

The Board and all who were present introduced themselves and welcomed Lee.

**Minutes from the October 5 Meeting** – A motion was made by Mike and seconded by Sean to approve the minutes. This was then voted on and the motion passed.

**Financial Report for October** was reviewed, discussed, and approved.

**Natural Resources Conservation Service (NRCS) Update:** (Olivia Carlson)

NRCS is processing and prioritizing program applications in accordance to when they are received and our important dates. Olivia handed out copies of Program Application Consideration Cutoff Dates. NRCS are also processing current CSP contract payments and newly approved CSP Renewal applications.

The Rutland Field Office will have a new Program Assistant, Katherine Griffing, starting Monday, December 5th. Wynea Buford, ASTC-FO, will be in the office on Monday to onboard Katherine (prefers to be called Kat). Phyllicia will be in the Brattleboro Field Office to onboard another new employee, Emma Kuester – Soil Conservationist, who also starts Dec. 5th.

**Ag Specialist Update:** (Rachael Burt)

**Rachael reported that she:**

- Attended Diversity Equity Inclusive (DEI) training, Unconscious Bias training, and USDA NRCS All Staff Meeting.
- Is finishing up RCPP (Regional Conservation Partnership Program) soil sampling and preparing for the Nutrient Management Program (NMP) update class starting the first week of January.
- Attended the legislative event at the Poultney Mettowee NRCD office building.
- Is preparing for teff and sudex workshop at Slate Valley Angus on December 6th from 3-5pm.
- Has been doing LTP (land treatment planning) work for Michelle on RCPP farms.
- Will be attending LTP training.
- Is in the beginning stages of planning a beef nutrition workshop.

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

**District Manager Meetings** – I participated in meetings on October 17, October 31, November 14, and November 28

**Monthly Water Quality Meeting** – I participated in this meeting on October 28 with Rutland Regional Planning Commission (RRPC) Staff and Poultney Mettowee NRCD, Hilary. Each of us reported on projects that we are currently working on.

**Stafford Technical Center Natural Resources & Forestry Class** – I participated in an Advisory Committee Meeting on October 25. The school has received a few resumes and hope to have someone hired in December so that Mark will have time to train the new person before he leaves on January 23.

Mark said that he is hopeful that the students will be able to assist us again this year with our tree sale. Mark hopes to have another Advisory Committee meeting once the new person has been hired.

**Spring Tree Sale 2023** – I ordered all the trees, shrub, and berries for this year’s sale and have received acknowledgements from all of the nurseries. I will be working on getting the order form together and emailed and mailed to customers by early January if not sooner.

**Letters to Towns** – Letters were e-mailed to all Towns on November 23 to request \$250 to support the Districts FY23 Program. A summary report of the Districts activities for FY22 was also included for the Towns to put in their annual report.

**GRANTS:**

**Tactical Basin Planning**

**FY23 Tactical Basin Planning Agreement** – The District has received the fully executed agreement from NRCC. Quarterly Progress Report - I prepared the 1<sup>st</sup> Qtr. (July – September 2022) progress report and submitted this to NRCC along with an invoice.

**NRCC Design & Implementation Block Grant 2021** (Stormwater Facility on West Seminary St., Brandon)

Watershed Consulting Associates is working on preparing 60% design plans/specifications by January 1, 2023. The deadline to complete this project is April 15, 2023.

**FY22 LCBP Clean Water and Healthy Ecosystems Grant** (Town of Proctor SWMP) –

Watershed Consulting Associates have drafted the Quality Assurance Project Plan (QAPP), and this has been submitted to LCBP for approval. Once the QAPP has been approved by LCBP we will have a kick-off meeting with the Town.

**FY23 LCBP Request for Proposals for Clean and Healthy Ecosystems Projects** – I applied for this funding to hire an engineering consultant to develop a Stormwater Management Plan for the Clarendon River in the Town of West Rutland. West Rutland Town Manager, Mary Ann Goulette provided a letter of support which I submitted with the application. LCBP will notify applicants of funding decisions in December.

**Other Business:**

Supervisor Elections will take place at the next meeting of the Board.

A motion was made by Sean and seconded by Mike to appoint Lee Turner to fill the vacant term (ends December 2025). This was then voted on and the motion passed. The Board welcomed Lee to the RNRCD Board.

Lee signed the RNRCD Board Supervisor Position Description.

**Next Meeting:** Wednesday, January 11, 2023, at 9:30 at the USDA Service Center

**Meeting adjourned at 12:15 p.m.**