

**Rutland Natural Resources Conservation District (RNRCD)**  
**Board of Supervisors Meeting Minutes**  
**USDA Service Center, Rutland**  
**January 11, 2024**

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

**Also, Present:** Nanci McGuire, Jess Miller (NRCC/VACD Grants & Finance Manager) and Whitney Burgess (Ag Outreach Specialist)

**Meeting called to order at 9:33 a.m.**

**Welcome and Introductions:** The Board welcomed Jess and Whitney and introduced themselves.

**Ag Outreach Specialist:** (Whitney Burgess)

Whitney introduces herself and talked about her goals in her position as the Ag Outreach Specialist for Rutland and Bennington County Districts. Whitney is currently taking courses on Soil Health and Crop Management.

**Minutes from the November 16, Meeting -** A motion was made by Lee and seconded by Sean to approve the minutes. This was voted on and the motion passed.

**Financial Reports –** The reports for November and December were reviewed and discussed.

A motion was made by Lee and seconded by Mike to approve the financial reports. This was voted on and the motion passed.

**Grant Financials –** The reports for:

LCBP (Town of Proctor SWMP), ACRPC/CWSP (Town of West Rutland, SWMP) and NRCC Block Grant (West Seminary St., Stormwater BMP) were reviewed and discussed.

A motion was made by Sean and seconded by Lee to approve the grant financials. This was voted on and the motion passed.

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

**District Manager Meetings –** Nanci reported on meetings that she participated in on December 4, December 18, and January 8

**OTHER:**

**Skidder Bridges –** We have (2) bridges at Gagnon Lumber and (1) at Allard Lumber in Pawlet.

**Spring 2024 Tree Sale –**I am working on finalizing the information and order form and hope to have this out by next week.

**Letter to Towns –** I sent letters to towns on November 28, requesting their support for our FY24 program along with a summary of our Annual Report for FY23 for their Town Report.

**GRANTS:**

**Tactical Basin Planning (TBP) –**

**Basin 3 TBP Update Kick-Off Meeting –** I participated in this meeting on December 7. Here is the link to the Story Map that Angie Allen presented <https://storymaps.arcgis.com/stories/84ea5f188cb34a80b2c878be68780164>

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

I participated in a meeting Mae Kate with the LCBP, Andres, and Kerrie on November 29, to discuss moving forward with this project.

It was decided that because of all the work that has been completed that we should move forward on completing the (4) 30% designs that were discussed with the Town.

Watershed Consulting has until May 1, 2024, to complete the 30% designs. Deadline on this agreement is August 31, 2024.

**Otter Creek Basin Clean Water Service Provider, Clean Water Projects** (Stormwater Master Plan for Clarendon River Watershed in the Town of West Rutland)

Fitzgerald Environmental has:

- Completed the Desktop Review & Field Preparation
- Prepared a draft Watershed Data Library
- Initiated field work in December to identify project opportunities.
- Met with Sean

The deadline on this agreement is June 30, 2025.

**Round 3 RFP for Otter Creek Basin Clean Water Service Provider (CWSP) Clean Water Projects** – (Sargent Brook-Cold River Floodplain Restoration/Berm Removal)

I applied on December 15, for funding to hire an engineering firm to develop a 30% design to remove this berm.

There is a CWSP meeting is on January 24, where all applications will be reviewed and scored by the CWSP and the BWQC.

The amount of funding requested is \$16,522.

**Other Business:**

**Supervisor Elections** – A motion was made by Mike and seconded by Sean to re-appoint Alan Shelvey as Board Supervisor until December 2028. This was voted on and the motion passed.

**FY25 NACD Dues** – After discussion a motion was made by Sean and seconded by Lee to pay \$400 for NACD dues. This was voted on and the motion passed.

**NRCDFY25 Appropriations Request** – Nanci handed out copies of the Appropriations Request along with a tip sheet that Action Circles created to help Districts set up 1:1 meetings with Legislative Rep's regarding our request.

The board reviewed and discussed these documents.

The board had questions and concerns that Nanci and Jess did their best to answer. Lee is interested in getting a copy of the Capital Expense Budget.

Nanci reported that she and Lee participated in a 1-hour training via zoom on January 4, that Meg with Action Circles provided where she reviewed the tip sheet and answered questions that participants had.

**Next Meeting:** Thursday, March 7, at 9:30 at the Clarendon Grange Hall

**Meeting adjourned at 11:35 a.m.**