

Rutland Natural Resources Conservation District (RNRCD)
Board of Supervisors Meeting Minutes
USDA Service Center, Rutland
July 20, 2023

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

Also, Present: Nanci McGuire

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

Minutes from the June 21, Meeting - A motion was made by Lee and seconded by Sean to approve minutes. This was voted on and the motion passed.

Financial Report – The report for June was reviewed and discussed.

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

District Manager Report: (Nanci McGuire)

District Manager Meetings - I participated in meetings on June 26 and July 10. Next District Managers Meeting is July 24.

GRANTS:

Tactical Basin Planning (TBP) – I prepared the final report for the FY23 TBP Workplan. This has been approved by Angie Allen and submitted to NRCC along with a final invoice.

FY24 TBP Workplan – We have an approved workplan and I am waiting for NRCC to get us our agreement.

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

I recently spoke with Andres with Watershed Consulting, and he said that the final design should be completed by early – mid August and then he will set up a time to meet with the Town Selectboard to get their approval.

The deadline on this agreement is October 1, 2023.

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

Watershed Consulting staff conducted preliminary field investigations to locate potential stormwater best management practice (BMP) locations and have started meeting with private landowners about their stormwater concerns and knowledge of existing conditions for selected sites. Municipal officials were contacted prior to the scheduled field visits to notify them that Watershed Consulting staff members would be visiting selected public sites.

Field assessments were completed in June 2023.

Watershed Consulting staff investigated 35 public and private sites in the Town.

Next steps include conducting follow-up site visits at applicable locations and applying the Tier I and II ranking methodology to the 35 BMP projects to further assess and refine them to a prioritized list of 15 projects. As part of the Tier II ranking methodology, Watershed Consulting will be hosting a community visioning meeting to engage Proctor residents, municipal officials, and other applicable stakeholders to illicit feedback on the project opportunities that were identified in town. The community visioning meeting should take place in October.

The 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)

We have a fully executed contract with Fitzgerald Environmental to complete this SWMP. The next step is to coordinate a kick-off meeting with the Town. I prepared and sent a press release to the Rutland Herald and Mountain Times.

The deadline on this agreement is June 30, 2025.

Wallingford Elementary School Stormwater BMP Project Implementation

I am still working on setting up a meeting with Watershed Consulting, a representative from the Town Selectboard, the Town Administrator, and the new Director of Maintenance for the school to look at the design and discuss the details of this project.

NRCS Update: Olivia provided a written update that was shared with the Board.

Other Business:

NRCC Update: Alan reported on the meeting that he attended on July 7.

NRNCD FY24 Draft Budget – This was reviewed and discussed. A motion was made by Lee and seconded by Sean to approve the budget. This was voted on and the motion passed.

VACD Dues for FY23 – After discussion a motion was made by Sean and seconded by Lee to pay the invoice in the amount of \$2,000. This was voted on and the motion passed.

Certificate of Deposit (CD) – After review and discussion of the Districts bank account a motion was made by Sean and seconded by Lee to invest \$10,000 in a 1-year CD. This was voted on and the motion passed.

Signatures on the Districts Bank Account – A motion was made by Sean and seconded by Lee to remove Bridget as a signature. This was voted on and the motion passed.

Executive Session:

In attendance: Alan, Mike, Sean, and Lee

The Board met in executive session and took the following actions:

1. District Manager Performance Review
 - a. The Board completed this Performance Review.
 - b. A motion was made by Sean and seconded by Lee to raise the District Managers pay. This was voted on and the motion passed.
2. Personnel Matters
 - a. The Board reviewed the Employee Contract for FY2024
 - b. A motion was made by Sean and seconded by Mike to approve the Employee Contract for FY2024. This was voted on and the motion passed.

Next Meeting: Thursday, August 24 at 9:30 at the USDA Service Center

Meeting adjourned at 12:25 p.m.