

**Wood-Pawcatuck Watershed
Wild and Scenic Rivers Stewardship Council
Minutes**

January 22, 2020, 6 pm to 8 pm

WPWA Campus, 203 Arcadia Road, Hope Valley, RI 02832

In Attendance: Charlestown: Neil Wardley; Exeter: Nan Quinlan, Guests Laura Carberry and Laurie Spry; Hopkinton: Elaine Caldarone; North Kingstown: Ahren L Cohen, Jim LeBlanc; North Stonington: Madeline Jeffery; Richmond: Pete August; South Kingstown: Dennis Migneault, Bill McCusker; Sterling: Roger Gibson; Stonington: Fred Wagner; West Greenwich: Chris Grube, Pat Lardner; Westerly: Harvey Perry, Jon Ericson; RI DEM: Cathy Sparks; CT DEEP: Eric Thomas; National Park Service: Jamie Fosburgh; Save the Bay: Dave Prescott; Wood-Pawcatuck Watershed Association: Brett Still; Council Coordinator: Kassi Archambault.

Meeting Called to Order at 5:59 PM

Motion to form Executive Committee, as stated below. Motion to Accept: Fred; 2nd: Chris. All in favor, none opposed.

"I move that we form a new committee of the Wood-Pawcatuck Wild and Scenic River Stewardship Council called the Executive Committee. It shall consist of the Council Chair, Council Vice-Chair, Council Treasurer, Council Secretary, and the WP-W&S Coordinator. The purpose of the Committee is to prepare agendas for Council Meetings, represent the Stewardship Council in meetings with partners and collaborators, prepare draft budgets for review of the Stewardship Council, and monitor and support the progress of other committees. Furthermore, I move that the newly formed Executive Committee develop an addition to the Bylaws of the Stewardship Council to establish and maintain the Executive Committee with the membership and duties described here, and bring an amendment of the Bylaws to the full Council for review and adoption."

Secretary's Report: Approval of Minutes of November 20, 2019 meeting: Motion to Accept: Cathy; 2nd: Dennis. All in favor, none opposed.

Financial Report (5 Min)

- 1) Year End:
 - a) Kassi (12/2018-01/09/2020 and 3 weeks of Denise & Kassi working together) has worked a total of 1,220 hours, totaling \$42,143.
- 2) Year to Date
 - a) Let's begin at 01/10/20-01/23/20 pay period to coincide with the accountant.
- 3) November 15, 2019 – January 9, 2020 Statement
 - a) RI Foundation Grant of \$30,000 submitted and received by WPWA for Coordinator Salary.
 - a. Beginning Balance of \$23,735, Ending Balance of \$17,190; Expenses: \$6,545.
 - i. Project Coordinator Hours 11/15/19 – 01/09/20: \$6,545. (187 hours approved by Chair Jon Ericson)

Wood-Pawcatuck Wild & Scenic Rivers Budget										
11/15/19 - 01/09/20										
Outreach			Current Allocation	Prior Amounts	Prior Hours	11/15/19 to 01/09/20	Total Hours	This Invoice	Total	Remaining
a	Project Coordinator	215 hours @ \$35	7,500.00	192.50	5.50	28.00	33.50	980.00	1,172.50	6,327.50
Planning										
a	Project Coordinator	640 hours @ \$35	22,500.00	6,072.50	173.50	159.00	332.50	5,565.00	11,637.50	10,862.50
TOTAL			30,000.00	6,265.00	179.00	187.00	366.00	6,545.00	12,810.00	17,190.00

WSR Coordinator hours approved by Jon Ericson, Council Chair

Motion to Accept Financial Report: Cathy; 2nd: Dave. All in favor, none opposed.

Old Business (35 Min)

1. Committee Chair updates. Brief Discussion.

a. Projects Committee (10 min) Given by Kassi

i. Criteria to prioritize projects

1. Guiding principles are general
2. Guiding criteria are more specific
3. Question – are these typical federal guidelines? Yes.
4. Motion to Approve Criteria: Chris G; 2nd: Nan Q All in favor, none opposed.
5. Discussion - how to measure success and metrics are important

ii. Survey

1. Need input through Survey
2. MUST have Chapter 6 at your side, Kassi will email Chapter 6 as a pdf
3. Will take 20-30 minutes to complete
4. Need filled out by next meeting
5. Will send email with a link to the survey
6. Only drag and drop actions you think are important
7. Use comments sections to add categories and/or specific ideas

iii. Projects committee looking for additional members

b. Advisory Committee (5 min)

i. Reviewed by Nan

- ii. Working on spreadsheet of town proposals received for development activity along our rivers. The spreadsheet will give the committee organized information related to proposals we are asked to review and serve as background information for decisions made in future proposals received.
- iii. Second the committee is drafting a process to review submitted proposals and steps to respond using a methodology that enables thorough analysis and decision making within a potentially short time frame.
- iv. The committee is also looking at methods to help prepare Council town representatives with presentation materials including speaking points. The conversation continues in this area to include the possibility of creating a scenario and role play for all Council members to experience.
- v. Do towns know they can bring projects to W&S SC – Not yet
- vi. Reps should bring projects to the Advisory Committee
- vii. Get on Town Hall agenda email distribution lists
- viii. Get potential projects to Advisory Committee ASAP

c. Information and Education Committee (10 min)

i. Presented by Dennis M

- ii. Two projects we are working on
 1. Signage

- a. Design of signs is very challenging
 - b. Need to sit down with RI DOT (Ted) to get guidance on what they will and will not do to be compliant with Federal standards
- 2. Website updates
 - a. Updating the web site
 - b. Kassi demo'ed draft
 - c. Send Dennis M any comments
 - d. Fred asked about sign color – brown or green – stay tuned, need guidance from DOT
- 2. Highlights of 2019 and What's Coming in 2020, Update by Chair Jon Ericson (10 min)
 - a. Jon gave PowerPoint slide show of Year in Review
 - i. Fred had questions on org chart
 - ii. Dotted lines show a relationship, not a formal link
 - iii. As we discuss relationships with WPWA, be sure to discuss how donations specifically to W&S can be handled
 - iv. NPS needs a new Cooperative Agreement before they can release funds
 - v. NPS has been part of these discussions with organizational structure but does not need to be.
 - vi. Brett reviewed how WPWA Board felt about alliance with W&S – very positive
 - vii. Amended motion to say permission to talk
 - viii. Motion to Accept following statement: Cathy; 2nd: Ahren. All in favor, none opposed.

“I move that the Wild and Scenic Rivers Stewardship Council charges its Executive Committee to work with the leadership of the Wood-Pawcatuck Watershed Association to discuss a relationship between the two organizations that is mutually beneficial, builds off their complementary but unique strengths and provides the greatest benefit to watershed resources. Furthermore, the Executive Committee should present the results of their discussions on the relationship between the two organizations to the full Stewardship Council for discussion.”

New Business (65 Min)

- 1. Description of our Host: Wood-Pawcatuck Watershed Association
 - a. Kassi presented an overview and history of WPWA. Began in 1983. National Rivers Inventory was conducted in early 80's, identified rivers in the watershed as potential for Wild and Scenic Designation. In 1987, WPWA began water quality testing to maintain the integrity of these waters. WPWA is the designated RI Rivers Council for the watershed, which provides ability to officially render comments. WPWA is a 501c3, has a great facility with boats and a launch and handles typical business items such as insurance and accounting. In addition to Denise's work with the Stewardship Plan and Study Committee, Recent and major WPWA accomplishments include opening up the Pawcatuck River for fish migration and spawning, coordinating stakeholders in creation of the Wood-Pawcatuck Flood Resiliency Management Plan.
- 2. National Park Service Updates: Funding and Study Report
 - a. Study Report to Congress presented to the group in hardcopy. This wraps up study process.
 - b. Funding: Congress passed and President signed a budget that includes funds for all 16 partnership rivers. Increased funding to \$150,000. Need to do a Coop Agreement to transfer funds to WPWA as the fiscal agent. Need to draft a budget and work plan by end of February. Budget detail should be same as in study committee phase (outreach ed, printing, web site). All paperwork goes in end of Feb, money arrives June/July. Fiscal year ends September 30th, but funding can carry over for up to five years. Send thank you letters to delegation in RI and CT.

- c. March 31 – April 2 NPS is hosting a training session for River Access for Partnership Rivers. All are welcomed to attend.
3. Introduction to Presentation Activity (35-45 min)
 - a. Tabled
4. Town Updates/Community Flash: Is there anything the towns are doing or interested in, that may be of interest to the Stewardship Council?
 - a. Stonington working with U Conn engineering students designing a floating dinghy dock
 - b. Westerly put a grant proposal to NOAA for feasibility study of removal of Potter Hill Mill Dam
 - c. Nan reports she is Exeter rep to replace Peter Lacouture. Two residents attended, observing and might apply for alternate.
5. Good of the Order – Open discussion on other topics of interest.

Action Items (10 Min)

1. Complete Survey: Prioritizing Ch 6, Action Strategies for the Future. Use Stewardship Plan Chapter 6. https://www.allcounted.com/s?did=wpvbf6z7lbauv&lang=en_US
2. Monthly, write a brief synopsis of the meeting minutes and send them to Town, such as Town Manager and/or Town Council President/ First Selectman/woman
3. Monthly or when applicable, email Kassi potential agenda topics, including relevant town/community updates.

Around the Table in Five: Each member announces their last thoughts.

Comments offered: Learned a lot, no dull moments, looking forward to 2020, thanks NPS, thank Madeline for celebrating Kassi's wedding, enjoyable, great opportunity for discussion with WPWA Board, need to work with communities to learn how we can serve towns, need advance notice of DEM projects, made great progress in 2019, CT/RI nutrient modeling program start rolling out results soon, appreciate democracy of the organization, lots of excitement here, gets excitement about cooperative agreements and funding – committed to being as relevant as possible to stakeholders to support fish and wildlife, strong actions going from study to execution, spring is coming and people will be on the Rivers and beaches – need to welcome them, keep your eye for a new web site live, looking forward to survey results and people give thought to specific projects, NPR establishing an office in Westerly with a studio – hopefully NPR can attend W&S Stewardship meeting next month, \$150,000 – hurray!, Great discussions, send Jon ideas.

Next Meeting: Fourth Wednesday of each month at 6pm at WPWA. Date is February 26, 2020.

Meeting Adjourned at 8:10 PM, Motion: Nan; 2nd: Ahren. All in favor, none opposed.