

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

September 23, 6:00 – 8:00 PM

In Attendance: Charlestown: Neil Wardley; Exeter: Nan Quinlan; Hopkinton: Elaine Caldarone; North Kingstown: Jim LeBlanc; North Stonington: Madeline Jeffery; Richmond: Antonia Bryson, Pete August; South Kingstown: Dennis Migneault, Bill McCusker; Stonington: Fred Wagner; West Greenwich: Chris Grube, Pat Lardner; Westerly: Jon Ericson, Lauren Barber; National Park Service: Jamie Fosburgh; CT DEEP, Eric Thomas; Save the Bay: Dave Prescott; Wood-Pawcatuck Watershed Association: Brett Still; Council Coordinator: Kassi Archambault.

Called to Order (Zoom Teleconference): 6:05 PM

Secretary's Report: Approval of Minutes of August, 26, 2020 meeting

1. Minutes are in the documents folder on the web site. Motion to approve by Antonia, 2nd by Chris, motion approved

Financial Report: Approval of the Monthly Financial Report ,

1. Kassi presented financial report (see supplemental information). No questions. Motion to approve by Chris, 2nd by Dave, motion approved

Committee Reports

1. Bylaws - Outcome of Ballot Voting for Bylaw Revisions; Next Steps
 - a. Jon reviewed the results of the by-laws vote
 - b. "Written" notification of resigning stays in by-laws. Exec CT changes did not pass.
 - c. Observation in Exec CT: not clear whether the 2/3rd vote to pass a bylaw change was properly understood (items 17, 22, 24)
 - d. 2/3 of voting body versus 2/3 the full Council to approve a change is the issue.
 - e. Antonia feels this is very stringent requirement to make a revision
 - f. Dave did not appreciate the implications of this bylaw change when he cast his vote. Feels voters might not have understood the implications.
 - g. Pete makes a motion to revote items 17, 22, and 24., Fred seconds. Request was made to include a written summary of the implications. Motion passed.
 - h. Will develop a new Google Form ballot
2. Executive – Follow up to Alan Desbonnet- Memo of Understanding (MoU); Process for Billing & Processing Invoices; Agenda setting; Budget Cycle- what's needed
 - a. MOU
 - MOU describing known relationship parameters to be developed by the by-laws committee
 - Nan gave an overview of a simple MOU
 - Clearly articulate areas of unique interest and overlap
 - Articulate programs we fund and what our expectations are
 - Jamie commented this would be a first to have two MOUs. First is a Cooperative Agreement between WPWA and NPS. Possibly a nice precedent for other groups
 - Fred makes the motion that the By-laws Committee prepare MOU for review by the full Council. 2nd by Dave, motion approved.

- b. Processing Invoices
 - Pete will take over treasurer duties. The process is simple. Contact him if you have questions.
 - c. Agenda setting process went smooth
 - d. Budget Cycle
3. Advisory - URI Alton Jones Campus Preservation Letter; Hopkinton Letter; Shannock Mill Remediation Letter of Support
 - a. Chris reported the work of the Advisory Committee
 - b. Sent three letters approved by the Council (Solar Siting, remediation at Shannock Mill, URI Alton Jones Campus)
 - AJC campus is zoned for open space and recreation, it cannot be developed. We should notify TNC, LTC, DEM, STB
 - Shannock Mill cleanup is an important issue. Letter submitted to DEM for additional funding.
4. Projects- Follow up to Projects Survey - Committee process to gather ideas and provide recommendations to the Council for 2021 Workplan
 - a. Nan reported on the work of the Projects Committee
 - Process the project committee wants to follow:
 - Starts with members on/off committees providing ideas
 - Focus in 2021 on internal enhancement projects. Build identity and recognition within the community
 - Categories: (3) low cost/no cost, projects up to 15K, projects in development
 - For example (low cost/no cost) walks and paddles (maybe teaming with Westerly LT), or park cleanup
 - Cost to \$15K. Might need to hire help or partner with another organization, for example handicap access at a kayak put-in
 - Need a 2-3 paragraph description by Council members for Projects Committee to review
 - Want to engage all committees to discuss ideas with their members
 - Timeline – get ideas in in October and early November. Review in November and get to Council in December for review. Vote in January, get in February budget
 - Elaine makes motion to approve process as describe, Chris seconds
 - Dennis wants to further consider the proposal and vote next month
 - Bill is not sure how this system would work
 - Some folks feel this is being rushed
 - Jamie reminds us that NPS funds carry over
 - Now is the time to collect ideas
 - Three categories are just to provoke thinking, not pigeon-hole
 - Lauren mentioned the main focus at the moment is to collect ideas and that this is to be a living document. Creativity encouraged. Eric mentions this model mirrors the RFP process that is standard for towns
 - Vote was taken, motion passes
5. Information & Education- Update on signage and caps
 - a. DEM approved all sign locations
 - b. CT sites are beautiful
 - c. DOT will put up all River name signs (60 crossings)

- d. DOT will be completed in 3 months
- e. Can we put Wild and Scenic below River name signs? Will pursue that once River name signs are up.
- f. Ordered NPS W&S signs for Dugway Bridge
- g. Chris and Fred building strong support from towns (W Greenwich, Stonington)
- h. Ordered hats from Jeff Marlow
- i. Not clear who will put in signs at DEM sites
- j. Maybe Brett can get permission for a sign at Cronan put-in that WPWA manages

Old Business (5min)

1. Use of the word 'Buffer Zone'
 - a. Avoid using this term. It has regulatory implications. Perhaps we use area of interest or distance to River's edge. Dave suggests use "buffer" but not zone.
2. Town Presentations
 - a. Will talk about this at a later time. However, if someone wants to give a presentation, then we'll accommodate you in the agenda.

New Business (20 Min)

1. Committee Presentation
 - a. Advisory -"Role of Town Representatives in the Review Process"
 - Fred reviewed role of reps in relation to the Review Process
 - Three purposes. Bring issues to Advisory CT, how to do this, and serve as liaison with town
 - Recommendations: build a relationship between town and rep and council, comment on proposals to improve projects and proposals, foundation setting exercise – more relationships
 - Motion to adopt Fred's recommendation in role of a rep. Chris makes motion, 2nd by Antonia. Let Bylaws Committee figure out a policy or procedure. Motion passes
2. Town Updates
 - a. Jon mentioned guidance to Westerly on River overlay districts
 - b. Elaine will be walking a parcel of possible solar projects. One parcel attached to a Brownfield might pass. Elaine will speak as a citizen at next town meeting
 - c. Antonia: Richmond issued a draft of comp plan. Comments due Oct 15

Good of the Order

1. Topics for Council discussion or guest speakers
 - a. Jamie:
 - i. DOT asked for comments on Kings Factory bridge project. Please get comments to Jamie or Kassi
 - ii. Dennis asked about portage issues at the Kings Factory bridge
 - iii. New staff person in November, Lauren Bonatakis. Assigned to Wood-Pawcatuck for 1/3rd of her time.
 - iv. Anticipating a flat budget for next year. Plan for \$150K
 - v. NPS changing to a new grants management system.
2. Kassi asks that we take pictures in this drought condition. She will send to RI Rivers Council
3. Kassi thanked everyone for covering for her as she heads into maternity leave

Action Items

1. Monthly or when applicable, email Jon potential agenda topics by 15th of the month, or revise draft agenda in google docs, including relevant town/community updates.

- a. Fred not pleased with clustering of meetings. Maybe officers and chairs can do a better job of scheduling and spread them out.
- b. Brett invites folks to an October workshop meeting to think about WPWA Board focus in 2021

Next Meeting: Fourth Wednesday of October at 6pm. Date is October 28, 2020.

Adjourn: 8:15



Supplemental Information for 9/23/2020 Meeting

Financial Report:

- 1) Year to Date a) Beginning on 01/10/20 and ending 09/03/20 Kassi has worked a total of 762 hours, totaling \$26,653.
- 2) August 06, 2020 – September 03, 2020 Statement
 - a. Beginning Balance of \$145,190.54, Ending Balance of (\$134,268.94), Expenses: \$10,921.59.
 - b. Expenses: Project Coordinator Hours 08/06/20-09/03/20: \$3,903 (111.5 hours approved by Chair Jon Ericson); Outsourcing, Website Maintenance \$21.30; Outsourcing, GIS & Mapping Services \$100; Programs, Events \$250; Programs, Water Quality Monitoring \$5,723.38.