

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



November 17, 2021, 5 pm to 7 pm

At WPWA, 203 Arcadia Rd, Hope Valley, RI and on ZOOM Web Conference

Login:

<https://us02web.zoom.us/j/6935345729?pwd=a2JOTtJjVW>

[RDN1RPY0FvaXU4M0NIZz09](#) Password: Steward

Meeting ID: 693 534 5729

Dial-in:

+1 929 205 6099

Meeting ID: 693 534 5729

Passcode: 8528001

Call to Order please keep comments to 2 minutes per person per item, so we can move along.

Secretary's Report: Approval of Minutes of October 27, 2021 meeting

Financial Report (5:05 – 5:15 pm)

1. Approval of the Monthly Financial Report.
2. Purchasing Policy is available. For applying the methods, follow up with Kassi and Pete.

Committees and Projects (5:15 – 6:30 pm)

1. Projects (5:15 – 5:45 pm)
 - a. Committee Recommendation: Entertain a motion for Stewardship Council to approve \$4,000 grant to the Town of Stonington for Circus Lot Conceptual Design. (10 Min)
 - b. Entertain a motion to broaden the scope of the Three or Four Town Kayak Trail project to Water Trails project. (5 Min)
 - c. Projects Workshop (15 Min)
 - i. update
 - ii. reinstate support for vision of River Day, with hired event planner to support this watershed wide endeavor. Notice \$4,000 available in budget, for Interns/Staffing.
2. Executive (5:45 – 6:15 pm)
 - a. Presentation to Towns – (6 min) update from anyone who presented/presenting soon/needs assistance
 - b. Discuss the future, or lack thereof, the Dragonfly Express monthly internal publication.
3. Information and Education Report (6:15 – 6:25 pm)
4. Questions/Comments on Committee Reports written below, under Supplemental Information

Town/Community Updates (6:30 pm)

Good of the Order (5 min)

Action Items

1. Look out for a Holiday Party invite! Celebrate Wood-Pawcatuck with the Watershed Association Board and Stewardship Council Members.
2. Monthly or when applicable, email Chris and Kassi of potential agenda topics, including relevant town/community updates and committee written reports, by 15th of the month.

3. Please plan to present to town governing bodies in Nov/Dec as a brief Agenda item. Reach out to Kassi and Chris if you'd like assistance!
4. Third budget due in February, 2022. Pete and Kassi will be reaching out to request budget proposals. Individuals wishing to lead a new project, contact Kassi.

Next Meeting: January 26, 2022. There is no December Meeting – enjoy the holidays!

Adjourn

Supplemental Information for 11/17/2021 Meeting:

- 1. Financial Report**
- 2. Grant and Project Summaries**
- 3. Committee Reports**

Financial Report:

- 1) Budget year to date beginning on 07/01/2020 and ending 7/08/2021 Kassi has worked a total of 820.75 hours, totaling \$32,348.75
- 2) Budget year to date beginning on 07/08/2021 and ending 11/09/2021 Kassi has worked a total of 298.5 hours, totaling \$11,917.50
- 3) 9/30 – 10/14 and 10/14 – 10/28 Statements:

Wood-Pawcatuck Watershed Association
 NPS Wild & Scenic Grant Drawdown Request
 Date 10/26/2021 Inv 2021-1032

		Total Budget	Revised Hours	Previously Billed		This Billing		Total Billed		Remaining	
	Revised Budget			Hours	Total	From	To	Hours	Total	Hours	Total
						9/30/2021	10/14/2021				
1	Staffing, Outsourcing & Interns										
	a Outreach Publications & Communicatic	25,309.00			4,636.68		2,461.79		7,098.47		18,210.53
	b Website Maintenance	4,450.00			841.24				841.24		3,608.76
	c Coordinator (2,294 hours @ \$35/hr)	80,290.00	2,294.00	933.25	40,696.25	51.00	1,785.00	984.25	42,481.25	1,309.75	37,808.75
	d GIS & Mapping Service	8,592.00			838.00				838.00		7,754.00
	e Expert Consultant	22,058.00			-				-		22,058.00
	f Interns	4,000.00			-				-		4,000.00
2	Programs										
	a Enhancement Projects	77,154.00			7,594.11				7,594.11		69,559.89
	b Events (ex public paddles)	18,980.00			285.94				285.94		18,694.06
	c River Trail Maintenance	5,000.00			2,700.00				2,700.00		2,300.00
	d Update Blueways River Maps	8,000.00			-				-		8,000.00
	e Water Quality Monitoring	7,000.00			7,000.00				7,000.00		-
	f Youth Adventure Program	12,000.00			-				-		12,000.00
4	Miscellaneous Costs										
	a Directors and Officers Insurance	2,600.00			1,228.00				1,228.00		1,372.00
	b Mileage	2,724.00			42.89		16.80		59.69		2,664.31
	c Supplies	3,207.00			851.10		100.00		951.10		2,255.90
	d Workshop Attendance	5,000.00			130.00				130.00		4,870.00
5	Total Direct Costs	286,364.00	2,294.00	933.25	66,844.21	51.00	4,363.59	984.25	71,207.80	1,309.75	215,156.20
6	Indirect and Accounting	28,636.00			20,454.00				20,454.00		8,182.00
	TOTAL	315,000.00	2,294.00	933.25	87,298.21	51.00	4,363.59	984.25	91,661.80	1,309.75	223,338.20

Wood-Pawcatuck Watershed Association
 NPS Wild & Scenic Grant Drawdown Request
 Date 11/9/2021 Inv 2021-1037

		Total Budget	Revised Hours	Previously Billed		This Billing		Total Billed		Remaining	
	Revised Budget			Hours	Total	From	To	Hours	Total	Hours	Total
						10/14/2021	10/28/2021				
1	Staffing, Outsourcing & Interns										
	a Outreach Publications & Communicatic	25,309.00			7,098.47		211.92		7,310.39		17,998.61
	b Website Maintenance	4,450.00			841.24		21.39		862.63		3,587.37
	c Coordinator (2,294 hours @ \$35/hr)	80,290.00	2,294.00	984.25	42,481.25	51.00	1,785.00	1,035.25	44,266.25	1,258.75	36,023.75
	d GIS & Mapping Service	8,592.00			838.00				838.00		7,754.00
	e Expert Consultant	22,058.00			-				-		22,058.00
	f Interns	4,000.00			-				-		4,000.00
2	Programs										
	a Enhancement Projects	77,154.00			7,594.11				7,594.11		69,559.89
	b Events (ex public paddles)	18,980.00			285.94				285.94		18,694.06
	c River Trail Maintenance	5,000.00			2,700.00				2,700.00		2,300.00
	d Update Blueways River Maps	8,000.00			-				-		8,000.00
	e Water Quality Monitoring	7,000.00			7,000.00				7,000.00		-
	f Youth Adventure Program	12,000.00			-		6,423.00		6,423.00		5,577.00
4	Miscellaneous Costs										
	a Directors and Officers Insurance	2,600.00			1,228.00		1,272.00		2,500.00		100.00
	b Mileage	2,724.00			59.69		11.20		70.89		2,653.11
	c Supplies	3,207.00			951.10		909.32		1,860.42		1,346.58
	d Workshop Attendance	5,000.00			130.00				130.00		4,870.00
5	Total Direct Costs	286,364.00	2,294.00	984.25	71,207.80	51.00	10,633.83	1,035.25	81,841.63	1,258.75	204,522.37
6	Indirect and Accounting	28,636.00			20,454.00				20,454.00		8,182.00
	TOTAL	315,000.00	2,294.00	984.25	91,661.80	51.00	10,633.83	1,035.25	102,295.63	1,258.75	212,704.37

Project and Grant Summaries (Excerpts below. For full documentation, visit the Common Links and Download Site: <https://wpwildrivers.org/draft-council-documents/>)

GRANT APPLICATION

Town of Stonington \$4,000 Request for Conceptual Design of Circus Lot

The opportunity for the Town of Stonington to acquire almost 6 acres of undeveloped space with over 550 linear feet of Pawcatuck River frontage for general public recreational usage for the deeded reverter price of \$35,000.00 is especially noteworthy. The purchase of this property by Stonington for a waterside park permanently protects the natural state of this land now and for all future generations. The Pawcatuck River protection intention for this park is to disturb the existing forest as little as possible, maintain the tree canopy and leave the ground area in the previous condition.

- >A safe kayak/canoe put-in/take-out, with off street/onsite parking.
- >Fishing platforms
- >Viewing/relaxing platforms
- >Picnicking features such as tables/benches

There is potential to either keep the full 5.6 acres, or through the Town Charter process for this type of situation, potential collaboration to sell a less useful portion of the Circus Lot (closer to the road/away from the Pawcatuck River) to help fund the creation of the park, as well as ensure street access from Liberty Street, in addition to the current entrance on Noyes Ave.

The Town of Stonington First Selectman Danielle Chesebrough is confident that this amount of funding will produce a conceptual design that will be an important step in the process of proposing funding to the Stonington Financial Board for a future purchase of the “Circus Lot” from Westerly. However, it is understood that If the winning architect’s bid is less, then the difference will be refunded to the Stewardship Council; if the winning architects bid is more, then Stonington will cover the difference.

The first step is already proceeding with a contract to Cherenzia and Associates to survey the “Circus Lot”, estimated for completion in October 2021.

RIVER DAY

A Wood-Pawcatuck Wild and Scenic Yearly Celebration

7 rivers, 12 towns, events to take place on the same day or weekend across the watershed in a yearly celebration.

The W&S role is that of lead organizer. Each town or town group is asked to take part. If it decides to take part in River Day, it will organize and carry out its own event. It fills out the W&S registration by the chosen date to ensure that its event will be a part of the W&S public and community outreach.

WATER TRAILS

Watershed Wide Mapping and Descriptions of Pond and River Paddling

The Kayak Trail project has morphed into a Water Trails* project of the whole Wood-Pawcatuck Watershed. The Stewardship Council is requested to support this expanded vision.

- There are 54 miles of flat water kayaking in the Wood-Pawcatuck Watershed Rivers.
- There are numerous ponds and lakes with recreational boat access.

The vision is to create watershed wide mapping of Water Trails. This will provide people/families with information for a safe, enjoyable paddle from/to locations that are identified and described. Current mapping for recreational paddling is incomplete, only Wood and Pawcatuck rivers to the Westerly Boat Launch have been developed. The Water Trails project expansion will include the remainder of the Pawcatuck River estuary, Barn Island and vicinity, as well as various watershed ponds and lakes. This will be a merging of current with new maps and locations.

Committee Reports

1. Advisory- Conservation inventory is being drafted by GIS / Mapping Contractor, Elise Torello. River Corridor Overlay District: Request for Proposals will be distributed starting on Friday, 11/19. Lauren Bonatakis has been leading this effort with support from the Committee, Kassi and Westerly. Low Impact Development municipal self-assessment underway in Richmond, RI. Antonia and Kassi initiating efforts with URI expert. Began budget conversations.
2. Bylaws- No current activities, on hiatus.
3. Executive- Please plan to present to town governing bodies in Nov/Dec as a brief Agenda item.
4. Information and Education- Public Access W&S Signage: In the past few days, eight Green Wave Public Access signs have been installed on various ponds, lakes, and tributaries in our watershed. Photos will be sent out to all Council Members. It was a lot of fun. Town Roads W&S Signage: Charlestown has completed all town river crossing signage. Thanks Bob and Neil. After a tour of North Stonington with the chair, Madeline attended the I&E meeting and made plans to approach the town government after the election. The Committee focused on working on the 2022-23 fiscal year budget.
5. Projects- Grant proposals are welcomed on a rolling basis, see <https://wpwildrivers.org/wild-and-scenic-community-grants/> . The Committee reviewed and recommends the Stewardship Council approve a \$4,000 grant to the Town of Stonington for a Concept Design of the Circus Lot, near Noyes Ave. This is an opportunity to support a public, riverside park and small boat launch in a downtown area. The Project Workshop was well attended by Project Leads. Lessons learned – Kassi will act as Project Implementor, Project Leads are the Visionaries; One size method doesn't fit all; If we are to do the River Day event in 2022 then an Event Planner must

be hired. Briggs - Elaine attended the November Hopkinton Recreation Committee meeting. Members presented their findings regarding options and pricing for fencing, picnic tables, and an entrance sign. Everyone agreed on the fencing, tables and sign suggestion. The group felt that Hopkinton-owned recreation areas should have uniform signs and voted to erect a sign identical in shape and town logo placement to the new one located at Crandall Field. The sign will read "Briggs Park on the Ashaway River". Two options for information signs/kiosks were presented and discussed. More details were needed so this item will again be discussed at the next meeting.