

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



February 23, 2021, 5 pm to 7 pm

ZOOM Web Conference

Login:

<https://us02web.zoom.us/j/98274392486?pwd=ck5yZ>

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Password: Steward

Meeting ID: 982 7439 2486

Dial-in:

+1 929 205 6099

Meeting ID: 982 7439 2486

Password: 025264

Call to Order *please keep comments brief and on topic so many people can participate in the discussion*

Secretary's Report: Approval of Minutes of November 17, 2021 meeting

Financial Report: Approval of the Monthly Financial Report.

Discussion: Approval of Budget for Fiscal Year July 1 2022- June 30 2023 (5:15 – 6:00 pm)

Note: To be eligible for funding, the Stewardship Council will approve a budget in February.

Entertain a motion and discussion to approve the budget.

FTE Discussion:

Voting outcome on February 4th increased Coordinator's current time from 0.6 FTE to 0.8 FTE.

Discuss and potentially vote on increasing Coordinator's time for the upcoming fiscal year from 0.6 to 0.8 or to 1.0 FTE.

Project Presentations: Two maps have been published by the Stewardship Council, with GIS and Mapping Consultant Elise Torello. Both are digital, interactive and available on WPWildRivers.org under the tab "Maps."

The Advisory Committee has drafted a "Conservation Inventory" to see resource values for the watershed. This will be used by the Stewardship Council, and likely towns and other partners. Feedback welcomed. Tutorial video on website.

"Water Trails" is paddle route descriptions and maps for rivers and ponds. Feedback welcomed until March 30th, will publicly launch in May.

Town/Community Updates (6:30 pm)

Next Meeting: March 23, 2022.

Adjourn

Supplemental Information for 2/23/2021 Meeting:

1. Financial Report
2. Draft Budget
3. Budget Requests and Spending Plans

Financial Report

- 1) Budget year to date beginning on 07/08/2021 and ending 02/03/2022 Kassi has worked a total of 533 hours, totaling \$21,603.75
- 2) 1/20 – 2/15 Statement:

Wood-Pawcatuck Watershed Association												
NPS Wild & Scenic Grant Drawdown Request												
Date 2/15/2022 Inv 2022-1006												
			Total Budget		Previously Billed		This Billing		Total Billed		Remaining	
			Revised Budget	Revised Hours	Hours	Total	Hours From	Hours To	Hours	Total	Hours	Total
							1/20/2022	2/3/2022				
1 Staffing, Outsourcing & Interns												
	a	Outreach Publications & Communicat	25,309.00			7,236.59				7,236.59		18,072.41
	b	Website Maintenance	4,450.00			905.41		21.39		926.80		3,523.20
	c	Coordinator (2,294 hours @ \$35/hr)	80,290.00	2,294.00	1,300.00	53,532.50	54.00	1,890.00	1,354.00	55,422.50	940.00	24,867.50
	d	GIS & Mapping Service	8,592.00			4,240.00				4,240.00		4,352.00
	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			13,478.71		(1,000.00)		12,478.71		64,675.29
	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			2,500.00				2,500.00		100.00
	b	Mileage	2,724.00			132.94				132.94		2,591.06
	c	Supplies	3,207.00			2,043.19				2,043.19		1,163.81
	d	Workshop Attendance	5,000.00			640.00				640.00		4,360.00
5 Total Direct Costs			286,364.00	2,294.00	1,300.00	101,118.28	54.00	911.39	1,354.00	102,029.67	940.00	184,334.33
6 Indirect and Accounting			28,636.00			20,454.00				20,454.00		8,182.00
TOTAL			315,000.00	2,294.00	1,300.00	121,572.28	54.00	911.39	1,354.00	122,483.67	940.00	192,516.33

Draft Budget Request to NPS is linked here: <https://wpwildrivers.org/wp-content/uploads/2022/02/Draft-Budget-02.18.2022.pdf>

Budget Requests and Spending Plans from Committees, Collaborative Projects, Stewardship Council
Led Projects and Community Grants

Committee Requests

The Advisory Committee, Antonia Bryson and Chris Grube

2021-22 remaining funding (\$14,500) will be contracted by the end of February and spent by fall 2022 for Horsley Witten to create a River Corridor Overlay District for Westerly, and a model for all towns.

2022-23 objectives:

1. Low Impact Development (LID) municipal self-assessments accomplished in towns with assistance from paid intern(s).
2. Municipal ordinances drafted so low impact development is a first choice when applicable, and barriers to installing LID are removed. Expert consultant(s) will be contracted to do the work for two towns.
3. Conservation Inventory will be used by the Committee and potentially by partners (linked [here](#)). Feedback will drive a second iteration to be drafted with contracted GIS Mapping services.
4. River Corridor Overlay District will be completed for the Town of Westerly and the Committee will advertise the model overlay districts availability to other towns. If the model can be applied, then no costs may be accrued. If an overlay district specific to their town is necessary, then an expert consultant will be contracted. This would take place towards the end of fiscal year 2023, so only partial funding is needed in this budget request.

Advisory Committee Request				
01.11.2022				
Committee Description:			Budget Line Items:	
LID Expert	\$ 12,000		1e Expert Consultant	\$ 17,000
RCOD Expert	\$ 5,000		1f Interns	\$ 3,000
LID Interns	\$ 3,000		1d GIS	\$ 1,800
GIS Conservation Inventory, Other	\$ 1,800			
Total	\$ 21,800			

The Projects Committee, Kassi (Coordinator)

2021-22 remaining funding (\$15K) spending plan:

- A. Events: \$3,000 for hosting events, paying for services provided by partners
- B. Outreach: \$1,000 for advertising events of the Committee and Council, to initiate creation of interpretive signs
- C. Projects: \$11,000
 - a. \$4,500 to increase the amount available to support River Day 2022
 - b. \$5,000 to increase the amount available for Art Focus. (Hire several contractors for artistic, historical and geological work.)
 - c. \$1,500 to increase the amount for 4 ORV events as to support expert guides leading the trips

2022-23 objectives:

- A. Events: Host, co-host and advertise events. Provide compensation to partners for running free public programming.
- B. Outreach: Advertise events of the Committee and Council via printed and digital news, social media. Create and post 3 to 4 interpretive signs. Coordinate with I&E Committee.
- C. Projects: Support internal enhancement projects, as they are brought forth.
- D. Grants: Promote applicants, review applications, recommend awards to full Stewardship Council. Monitor awarded projects and recipients.

Projects Committee Request				
01.13.2022				
Committee Description:			Budget Line Items:	
Events	5000		2a Enhancement Projects	70000
Outreach	3000		2b Events	5000
Stewardship Council Led Projects	50000		1a Graphic Branding and Outreach	3000
Community Grants	20000			
Total	78000			

Information and Education Committee, Dennis Migneault

2021-22 remaining funding (\$15K) spending plan:

2022-23 objectives:

To educate the public on the Wood-Pawcatuck Wild and Scenic Rivers Program. We will do that by hosting and participating in outreach events, signage at River crossings, and through printed materials.

A. Outreach Publications and Communications

- a. **Promotional Materials:** Notecards, 50 boxes of 6, Total \$300. To be given away at events and for collaborators. We will carry forward a large inventory of materials purchased in 2021-2022
- b. **Printed Materials:** Brochures for 20+ events/activities \$500. Scanning and printing of Susan Shaw six river prints for display in banks and business, Total \$1,200
- c. **Outreach:** Social Media promotion fees, Total \$300. Supplies and replacement items for public display gear for outreach events, Total \$ 1,000.
- d. **Signage:** River and tributary crossing signs for CT and RI rivers, Total \$2,300. River crossing sign materials and contracted installation, Total \$3,000. Design of a Entering the Wood-Pawcatuck Wild and Scenic Watershed sign (like the Big River signs), Total \$2,000.
- e. **Marketing and Media Relations:** Note, this activity was in the Social Media subcommittee budget in 2021-2022. We will incorporate it into the I&E portfolio for the 2022-2023 budget year. Development of printed media articles for local press by a writer and press relations consultant, Total \$6,000.

Information and Education Committee Request			
02.11.2022			
Committee Description:		Budget Line Items:	
Promotional Materials (notecards)	\$ 300	1a Outreach Publications and Communications	\$ 16,600
Printed Materials (brochures and art)	\$ 1,700		
Outreach (marketing and tabling)	\$ 1,300		
Signage	\$ 7,300		
Marketing and Media Relations (writer)	\$ 6,000		
Total	\$ 16,600		

Collaborative Projects Requests

River Trail Maintenance, WPWA Contractor and Executive Director

In 20/21 Delivered: 37 trees removed by licensed contractor with assistance from WPWA Exec Director, Saw repairs and purchase, 53 volunteer hours from Stewardship Council members assessing and reporting river miles for obstructions. A total value of 9,586.

2021-22 remaining funding (\$7,500) spending plan: Contractor plans on spending 3,500+ before June 30, 2022 if water levels allow.

2022-23 objectives: Clear blowdowns, hazards, and obstructions in popular paddling sections of the Wood, Pawcatuck and Chipuxet Rivers.

22/23 Request: Keep \$3,000 of Rollover and return \$500. WPWA Match: Executive Director staff time (750) and supplies (200).

Water Quality Monitoring, WPWA Consultant Elise Torello

20-22 Delivered: Water Quality Monitoring Data has been processed and published publicly, linked [here](#). 10 core sites are sponsored by WPWA and the Stewardship Council, additional sites have been sponsored by more organizations. Currently drafting the first ever Water Quality Report, linked [here](#).

2021-22 remaining funding (\$591) spending plan: Consultant expects to finalize the water quality report by March 2022.

2022-23 objectives: Water quality services provided by the Watershed Watch program for monitoring sites. Consultant Elise Torello's time to process Watershed Watch data from all sites and migrate the year's sampling results to the web map publicly available, online map. s

22/23 Request: \$7,500; Will Provide \$6,706 in Match for Coordinating, Implementing, Oversight and Planning. This includes time spent by the Consultant, Executive Director and Water Quality Committee.

Youth Adventure Programming, Kassi (Coordinator)

In 21/22 Delivered: 12 paddles and 7 lessons, serving 149 participants, with 145 volunteer hours from WPWA paddle guides, partnering teachers, staff and volunteers. A total value of \$16,000.

22/23 Deliverables: five paddles including volunteer recruitment and training sessions, four lessons, printing flyers for youth to bring home, and two buses to transport youth to river site.

Request: \$6,423

Internal Enhancement Projects

Native Plants, Nan Quinlan, Dave Prescott, Kassi (Coordinator)

Deliverables: Two native plant gardens installed in and with the community

2021-22 remaining funding (\$5,560) spending plan: Continue conversations with Town of Exeter's Library Director, Town Clerk and DPW Director. Plant garden and install signage in one location this fiscal year and the second location by next fiscal year.

Request: Keep rollover

Briggs Park, Elaine Caldarone (N Stonington Resident, member Projects Committee)

Deliverables: Restore riverside park with public amenities and recreation department oversight. Draft Concept Design has been delivered and is being reviewed by the Town Recreation Commission and Planning Department.

2021-22 remaining funding (\$23,551) spending plan: Continue working closely with Crossman Engineering, Recreation Director and Planning Department in Hopkinton, RI.

Request: Keep rollover

Art Focus, Madeline Jeffery

Deliverables: Portfolio of artwork and research on the Green Fall Rift Valley

2021-22 remaining funding (\$10,000 [\$6K original allocation + \$4K from Projects Committee) spending plan: Winter 2022 contract with artists and researchers. Project will be mostly complete by Fall 2022.

Request: Keep rollover

Water Trails, Kassi (Coordinator)

2021-22 remaining funding (\$16,137) spending plan: Interactive Wood-Pawcatuck Wild and Scenic Water Trails Maps draft has been published [here](#), feedback welcomed through March 30th 2022 and will be publicized in May 2022. Improvement of two public access locations, including design and permitting accomplished by June 30, 2022 and construction in fall 2022.

Request: Keep Rollover, Total 20,000

River Day, Madeline Jeffery, Lauren Bonatakis (NPS), Kassi (Coordinator)

Deliverables: Contracted Event Planner designs and implements 1st and 2nd Annual Wild and Scenic Rivers Signature Events. Groups in each watershed town are invited to have an event the same weekend, celebrating rivers.

2021-22 remaining funding (\$12,790 [\$3,430 original allocation + \$4K Intern budget line + \$5,500 from Projects Committee]) spending plan: Contract with Event Planner in February '22, Host first Signature Event in June 2022 and second in June 2023.

Request: Keep rollover, and add \$13,000 for next June's event

4 ORV Events, Kassi (Coordinator)

Deliverables: Host, or co-host, four plus events highlighting watershed values

2021-22 remaining funding (\$3,100 [\$1,550 original allocation + \$1,550 from Projects Committee]) spending plan: Schedule events with partners and advertise.

Request: 0

***Wild and Scenic Community Grants Program* Kassi (Coordinator)**

Deliverables: Fund grant applicants to implement the Stewardship Plan, protecting and enhancing the Wood Pawcatuck Wild and Scenic Rivers

2021-22 remaining funding (\$12,000) spending plan: Coordinator, Chair and Town Representatives advertise the grant program to organizations, boards and commissions, help create and submit applications.

Request: Keep Rollover, plus \$20K