

Berkshire Conservation District
Meeting Minutes for Wednesday, June 7, 2023
Starting at 4:00 pm

This meeting was scheduled to be hybrid, but we decided to meet via Zoom with public participation via Zoom.

1. Adam called the meeting to order at 4:00pm and there was a quorum.
Present: Supervisors: Adam Galambos (Chair), David Ellis (Treasurer), Donna Kittredge (Secretary), Ned Kirchner, Ambrose Clausen (Healthy Soil/No Till Coordinator), and Cynthia Grippaldi (Program Administrator), and Dan Lenthall (NRCS Representative)
2. Public Comment Period
Andrew Schmitt was present.
3. Report from NRCS Representative
 - a. NRCS/BCD MOU —Laura sent a report this month. Dan Lenthall said the aim is to have made a selection from the applications and have it finished by the end of June. In Berkshire county, one recipient was selected to move forward for the Inflation Reduction Act.
4. Secretary's Report – Submitted by Donna Kittredge
 - a. Review and approval of May 3, 2023 Meeting Minutes — David made a motion to accept the Secretary's Report, seconded by Ned. All in favor.
5. Treasurer's Report – Submitted by David Ellis
 - a. Review and approval of Treasurer's Report — see the Treasurer's Report for details. David will reach out to an accountant he uses regarding how to document the No-till rentals to show our reimbursements. Ambrose will ask Mike for a list of parts he would need if something were to happen to the No-till. Insurance is due at the end of June. Plants for Plant Sale will be purchased in August. We have around 4 months worth of funding left to keep the District going. Donna made a motion to accept the Treasurer's Report, seconded by Ned. All in favor.
6. Program Status/Actions
 1. HSAP No-Till Program — Ambrose Clausen
 1. Sawyer Farm event — Ambrose welcomed Andrew Schmitt who joined us online and is one of our potential renters and has agreed to have his soil tested. We have done 12 soil test refunds so far. Two opted out because they have fertility programs for their farms. 174 acres have been seeded this year. Ambrose will report back on the Sawyer Farm event which will be held in July. Adam suggested since we have money to promote events, film or take photographs for marketing purposes that we fund this event. Ambrose said he would like a dedicated person to get footage of the event. Andrew wanted to show Ambrose yellow rattle which is an invasive which he's trying to keep at a minimum so it won't spread into other people's fields.

2. No-Till postcard mailing — Ambrose had the postcards printed and will send them out within the next 2 weeks. The business cards have been printed, as well.

2. Fall 2023 Plant Sale - Lou

1. Confirmation of orders — we will double check with Lou.

2. Slides for website — Cynthia sent the slides to Sitka and she is getting them ready to put up on our website. Last year we talked about getting a point of sale system and a pop up in case of weather. Adam said we need to think of a strategic string of events specifically for advertising and promotion — Google ads, any special events prior to it, online info about natives. We need to start thinking about when we want to start engaging the public. Cynthia said we need volunteers. Donna will ask her client if any members of the Lenox Garden Club might volunteer to help us. Adam got a quote from RSI Signs for a new banner, which was about \$100 for 2 banners. Adam said the POS system, we had talked about needs a hot spot. He got an unlimited plan for \$28/month which can be turned on and off as needed.

7. District Administrator Updates

1. FY23 Basic and Innovative Proposal update — today, Tom sent an email to Cynthia confirming that we will be receiving \$49,000. Adam signed the contract and we will have \$24,500 in our account right away. The grant can be spent until 2025. The RFR came out and because of the delay there's no introductory letter we need to fill out. The application is due in August. The Healthy Soils money should be delivered in our account by the end of June. Cynthia sent out the resolution she wrote to extend the time period we can use the grant money.
2. FY22 Pollinator program update — Lee passed their pollinator friendly resolution in May. Cynthia and Donna weeded the Hinsdale Public Library pollinator gardens. Adam went by the Armory and said some species are popping up. Adam has someone in mind who might be a caretaker for the Armory garden.
3. HVA has funding and wants to partner with us and they want to set up an MOU that can be funded any time. They are willing to reimburse us for non-point source pollution.
4. Cynthia joined the BCC Living Landscape Zoom webinar. David asked if BCC has inquired about the annual scholarships. Cynthia will contact BCC and Adam will contact MCLA for potential recipients. This would be for 2024.

8. New Business/Actions

1. EEA FY24 RFR

1. Financial Review vs. Audit — David will work on this.

2. HHCD proposal LOS & commitment — Adam spoke about Long Island Sound Futures Fund — HHCD applied for \$160,000 that would be broken into staff, equipment and programming. LISFF requires a matching component. Adam sent a LOS on May 10, 2023 in support of HHCD stating that BCD would work with them towards supporting a role supporting the strategic levels for both districts. Contingencies are indicated in the letter.
3. 501(c)3 option for the District — HHCD has a 501(c)3 certificate. Adam has an attorney who would be good in helping us with this. Ned made a motion to use up to \$1,500

towards legal fees and consulting for a 501(c)3 certificate, seconded by David. All in favor.

9. Old Business

1. Internship — David will ask HVA if they're interested.
2. New Supervisors — Adam emphasized we need capacity on our board with more people who are able to take tasks on throughout the year. We need to keep beating the drum.

10. Supervisor/Staff Comments and/or Announcements

There were no comments or announcements.

11. Confirm date of next Supervisor meeting July 19th @ 5:30pm.

We will forgo the usual monthly meeting and use this time as a planning meeting to discuss the Sawyer Farm event and Plant Sale and will find a time so Lou can attend.

12. Adjournment

David moved to adjourn the meeting at 6:53pm, seconded by Ned. All in favor.