

Berkshire Conservation District
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(413) 443-1776 x102

BCD Supervisor Meeting Minutes
Thursday, December 11, 2025 starting at 4:00pm

The Berkshire Conservation District convened a Supervisors Meeting. Members of the public were welcome to attend via Zoom and were welcome to speak during the public comment period.

1. 4:00 Call to Order and Determination of Quorum - Max Prum, Chair
There was a quorum, and Max convened the meeting at 4:13pm. Present: Max Prum (Chair), Donna Kittredge (Secretary), Ron Kujawski, Ambrose Clausen (Program Manager), Cynthia Grippaldi (District Administrator), Lynn Browne (Treasurer), Sylvia Munez-Gaya (NRCS), and Meghan Siudzinski (MACD)
2. 4:10 Public Comment Period
Krystyna Westfield was present and interested in learning more about BCD.
3. 4:15 Report from NRCS Representative - Sylvia Muniz-Gaya, District Conservationist, USDA-NRCS
 - a. Update on NRCS office staffing
 - b. NRCS Practices and Activity status update – Ambrose asked about the status of a carbon contract one of our producers is waiting to hear about. Sylvia will be reviewing it.
4. 4:30 Secretary's Report – Submitted by Donna Kittredge, Secretary
 - a. Review and approval of the November 2025 Meeting Minutes
Ron moved to accept the November 2025 Meeting Minutes, seconded by Max. There was a roll-call and all were in favor.
5. 4:45 Treasurer's Report – Submitted by Lynn Browne, Bookkeeper
 - a. Review and approval of Treasurer's Report – Donna moved to accept the November 2025 Treasurer's Report, seconded by Max. There was a roll-call and all were in favor.
 - b. Quickbooks and Budget update -- Lynn estimated that funding for staff can go until savings run out. We have three grant applications that will be out in January. Megan reminded Tom Anderson that several districts are in distress and asked him to review proposals asap in the interest of keeping districts running.
6. 5:00 Program/Grant Updates - Ambrose Clausen, Program Manager
 - a. Healthy Soils – Ambrose said we have about \$1,000 left of the Challenge Grant. He would like to have the booklets translated into Haitian/Creole and to print 10 more copies which will cost \$350.
 - b. No-Till – both of our caretakers need to renew the contracts which expire in July. Both drills have been maintained and are under cover for winter storage.
 - c. FY25/26 B&I 'Urban Ag and Community Engagement' grant planning and implementation – our two community partners are operating in crisis mode. The community garden needs follow up – adding new beds, composting spaces and adding more plants. Woven Roots has been paid for the translation they did for the booklets.
 - d. Agroforestry Committee – the Agroforestry committee met three times in 2025. Their 4th meeting will involve several new people. One person is from Big River Chestnuts in Sunderland and is developing a chestnut manual. The committee is working on a resource sharing event.
 - e. Follow up to Michael Fernandez's presentation on Local Working Groups – we will table this item until Jill is available for discussion.

f. NACD grant proposal from MACD – Meghan Siudzinski proposed an idea for BCD to consider a joint use of state state funds by applying for a grant with NACD. The grant would fund technical assistance only for a new position and hiring of a new employee. We later discussed this and decided since we are currently operating on limited funds it would not behoove us to develop a new program and take on an additional employee.

7. 5:30 Supervisor/Staff Comments/ Announcements

- a. Replacement for Adam on the State Commission – Max mentioned he might be able to take on this position.
- b. Review of our Long-Range Plan for any updates – we tabled this discussion for the January meeting.
- c. Confirm January Supervisor meeting date & time – we will meet on Thursday, January 8, 2026 at 4pm via Zoom.

8. 6:00 Motion to Adjourn Meeting

Max moved to adjourn the meeting at 6:20pm, seconded by Ron. There was a roll-call and all were in favor.