

Berkshire Conservation District
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BCD Supervisor Meeting Minutes
Thursday, January 8, 2026 starting at 4:00pm

The Berkshire Conservation District convened a Supervisors Meeting. Members of the public were invited 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
Present: Max Prum (Chair); Donna Kittredge (Secretary); Ron Kujawski; Ned Kirchner; Ambrose Clausen (Program Manager); Lynn Browne (Treasurer); Cynthia Grippaldi (District Administrator); and Jill Wenner (Strategic Program Assistant)
Roll-call was taken. There was a quorum and Max convened the meeting at 4:07pm.
2. 4:10 Public Comment Period
There were no members of the public present.
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
Sylvia was not present to give updates.
4. 4:30 Secretary's Report – Submitted by Donna Kittredge, Secretary
a. Review and approval of the December, 2025 Meeting Minutes – Ambrose made one change to an item that Donna will correct.
Ron made a motion to accept the December 2025 Meeting Minutes with the one correction, seconded by Max. There was a roll-call and all were in favor, except Ned who abstained since he was not present for the meeting.
5. 4:45 Treasurer's Report – Submitted by Lynn Browne, Bookkeeper
a. Review and approval of Treasurer's Report –
Max made a motion to accept the Treasurer's report, seconded by Donna. There was a roll-call and all were in favor.
b. Quickbooks and Budget update - staff funding -- we discussed how long we can continue to operate with the money at hand. We have been and will continue paying Jill and Ambrose from the savings account. We are hoping to hear by January about a grant through EEA, the funding for which would come through in June. Lynn said we have enough in savings to cover our employees through June 30th but there are a few details that may affect that date. Insurance bills for the no-till equipment will arrive in May. Lynn needs clarity on what we own to the two no-till caretakers. Ned suggested Max and Cynthia contact Tom Anderson to alert him to our financial issues.
6. 5:00 Program/Grant Updates - Ambrose Clausen, Program Manager
a. No-Till – we no longer have a grant for the no-till program. Money is coming out of savings to pay for no-till needs. The small drill may need a new caretaker because of lack of communication with Daniel. A caretaker based in central or south county location would be ideal. Ambrose has two renters in NY state for spring 2026.
b. FY25/26 B&I 'Urban Ag and Community Engagement' grant planning and implementation – for Kamar and the Community Gardens, Ambrose has \$3,000 to cover native pollinator plants for 3 sites, compost and lumber for 1 site, seeds, and 2 workshops in late April. The grant document does not have an end date. We have \$14,700 remaining in the B&I Urban Ag grant to carry out

the Community Garden.

c. Agroforestry Committee -- Ben Crockett from Berkshire Ag got in touch and might want to be involved. There were 12 people at the last committee meeting, and they found out about it through our newsletter. There are experts in agroforestry who can help us plan. Ron suggested letting town boards know about this group.

d. Follow up to Michael Fernandez's presentation on Local Working Groups – a Local Working Group is how communities voice their concerns to Conservation Districts.

e. EEA FY26 grant proposal – we discussed that the next grant proposal would focus on funding the staff to start the Local Working Group and cover the fall plant sale.

7. 5:30 Supervisor/Staff Comments/ Announcements

a. Replacement for Adam on the State Commission -- Max will attend the four State Commission meetings this year. The next meeting is April 9th.

b. Review of our Long-Range Plan for any updates – Ned suggested that a lot must be revamped due to our financial situation. Lynn will prepare a spreadsheet with our finances for the next meeting. c. Confirm February Supervisor meeting date & time -- The next Supervisor meeting will be held on Thursday, February 5th at 4pm.

8. 6:00 Motion to Adjourn Meeting

Ron made a motion to adjourn the meeting, seconded by Max. There was a roll-call and all were in favor.