

Berkshire Conservation District
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BCD Supervisor Meeting Minutes
Thursday, April 2, 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; Lynn Browne (Treasurer); Cynthia Grippaldi (District Administrator); Sylvia Muniz-Gaya (NRCS)
Roll-call was taken. There was a quorum and Max convened the meeting at 4:06pm.
2. 4:06 Public Comment Period
There were no members of the public present.
 3. 4:09 Report from NRCS Representative – Sylvia Muniz-Gaya, NRCS District Conservationist a. Update on NRCS office staffing – Sylvia updated us on NRCS applications
4. 4:20 Secretary's Report – Submitted by Donna Kittredge, Secretary
 - a. Review and approval of the March 2026 Meeting Minutes – Cynthia mentioned there were two items numbered '6'. Donna will make the change. Ned made a motion to accept the March 2026 Meeting Minutes with the correction, seconded by Max. There was a roll-call and all were in favor.
5. 4:25 Treasurer's Report – Submitted by Lynn Browne, Bookkeeper
 - a. Review and approval of Treasurer's Report – Lynn mentioned we will spend down the grant money by May instead of June as we overspent a bit in the program area but we still have money in our savings account. Ron made a motion to accept the Treasurer's report, seconded by Ned. There was a roll-call and all were in favor.
 - b. Quickbooks and Budget update – Lynn said there is live bookkeeping on Quickbooks so it will not be hard to set up a program when she leaves. When we get closer to her retirement date, she will look into the numbers. We should have around \$12k in savings by the time we receive our next grant in July.
6. 4:40 Ongoing discussion regarding financial aspects of the district; related resignation and retirement of staff and impact to district activities, and the next steps to take regarding the future of the District
 - Max mentioned Justin donated trees to the District and is looking for a receipt for his taxes. Lynn said all we need is an invoice from him and we will send a 'thank you' letter and the onus is on him to put it on his tax return.
 - Max got the grant out with Cynthia and Jill. Cynthia said the process for this grant was arduous. Cynthia has sent an email to Meghan but they have not connected. Ned is interested in discussion about merging but Cynthia would like to talk with Meghan about it first.
 - Donna mentioned attending the NE Leadership meeting on March 23rd. She said Meghan mentioned Revive the Five districts in MA in the eastern part of the state. Meghan mentioned experiencing staff losses in Berkshire County. She mentioned she is interested in other districts working together. Max

said she emailed him back when he wrote about us being in trouble. They have yet to connect.
-Lynn asked why the District as a line was item removed from the state budget. Ned believes that we lost funding under the Romney administration. We then went to a grant format to obtain funding. Ned said districts were set up to assist NRCS but that model has changed since the federal government no longer needs our aid as a liaison.

-We discussed how the 'Innovative' part of the B&I grant does not allow us to continue programs year to year as we need to develop 'innovative' ideas annually to obtain grant money. Max thinks the agroforestry grant application makes sense for our region and it is innovative regarding climate change. Max feels there are enough pieces within this project to use as topics for future B&I grants. Ned suggested we add specific species to plant as subjects for future grants.

-Cynthia has not been advertising the Plant Sale because we are unsure of funding. Ambrose is available to help with the no-till program. Cynthia will reach out to him to see if he can assist with Plant Sale. Ron suggested we clearly define what we do as value to conservation. Are we choosing plants significantly towards conservation?

Action items:

- Cynthia will reach out to AFT about AD's position
- Cynthia will contact Meghan for discussion over the idea of a merger
- Cynthia will ask Tom about the B&I
- Ned will reach out to our reps

7. 5:05 Program/Grant Updates -

a. No-Till – Cynthia said Mike is on deck to deal with farmers and training regarding no-till. He will pick up the small drill from Dan and house it at his farm. Ron suggested doing a press release about the no till. Ned said there is a farmer's breakfast at Ioka Valley Farm next week. Could Ambrose attend to see if any farmers could get involved with the no-till? Cynthia will ask.

b. FY25/26 B&I 'Urban Ag and Community Engagement'

c. Agroforestry Committee — the group has not met since the last meeting and Max needs to schedule a meeting.

d. MVP Eco Action grant opportunity — we should hear about this during the summer with funding in September/October.

8. 5:30 Supervisor/Staff Comments/ Announcements

a. Update on advertising & response for DA position and next steps

Donna sent the job description to Shoppers guide, BEAT, Berk Grown, Williams College, AFT, Mymassgov, and Michael Fernandez. Cynthia set it up on Indeed. Donna will look into iberkshires for listings. Ned asked about advertising on Mass DET. Lynn said look into HIRE Culture. Max posted on NE Nutheads. Donna asked if candidates should have a degree. Everyone responded that holding a degree should not matter. There was discussion about privacy during interviews and that they should not take place in an open meeting format. Max spoke with Jeff at the Plant Sale about the DA job. b. Recruitment of additional Supervisors — Donna mentioned that Ian Hanley said the NH district has 5 supervisors per district. They expanded their associate pool which eventually feeds their supervisor rolls. Donna will contact Ian to ask about their supervisor recruitment. Cynthia said the 'ask' is always on our website.

C. Confirm May Supervisor meeting date and time – the next Supervisor meeting will be held on Thursday, May 14th at 4pm on site. Cynthia will check with the library.

9. 5:50 Motion to Adjourn Meeting

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