

Berkshire Conservation District Monthly Meeting

Tuesday, January 7th, 2020 at 5:00 PM

Conference Room

78 Center Street, Suite 206, Pittsfield, MA 01201

Minutes

1. Call to Order at 5:11 pm, and Determination of Quorum

Present:

Board members - Ned Kirchner, with Holly Aragi & Ron Kujawski (via phone).

Staff - Cynthia Grippaldi

Guests - Mike Balawender (associate), Donna Kittredge, David Ellis & Adam Galambos

2. New Business

Ned suggested that Ned is acting chair tonight and going forward the board will decide who will be acting chair at each meeting until a chair is appointed. Moved by Ron, Holly seconded, all approved.

Introductions: Mike, Donna, Adam, David, Cynthia, Ned, Holly and Ron.

A. Secretary's Report – Submitted by Cynthia Grippaldi, Program Administrator

a. Review and Approval of December 16th Minutes. Holly moved, Ron seconded, all approved.

B. Treasurer's Report for November and December

1. Bills Due. none

2. Reimbursement sent to EEA on 12/27 for November & December expenses, total \$3,398.26

3. Monthly/Yearly Budget planning TBD

4. Ned suggested to include breakdown of grant dollars left and period of performance in treasurer's report. Holly moved, Ron seconded, all approved.

5. Mileage for Cynthia reimbursement \$113,68. Ron moved, Holly seconded, all approved.

6. Saturday Jan. 11 at 9am Mary will transfer GFCU check signing to Holly and Ned. Ned to allocate money to the debit card account. \$500 motion to move to debit card limit. Ron moved, Holly seconded, all approved.

3. Old Business

A. District Supervisors

1. Board of Supervisor Recruitment. The Board of Supervisors voted to approve Donna, Adam and David as new Supervisors. Commission meeting is on Jan. 8 to appoint them. Cynthia sent their bios & letters of interest to Tom Anderson. Vote to approve was moved by Holly, Ron seconded, all approved.

2. Designation of Titles and Committees. Interim Chair: Ned Kirchner, Vice Chair: Ron Kujawski, Treasurer: ? Secretary: ? Tabled for next meeting.

3. State Commission Member? Tabled for next meeting.

B. No-Till Program Updates

1. Promotion. Public presentation late Feb, early March. Mid-day during the week, Thursday or Friday in Pittsfield area. Serve refreshments. Adam has data on small farms in Berkshire County.

2. Scheduling rentals: procedure. Mike agrees to train farmers in the use of no-till and deliver & pick up equipment to farmers. Make rental agreement available on web site.

3. Promo card. Donna's layout. Small run to start, 150. Donna will get a quote from Qual Print for a postcard sized mailer. Get it out to farmers by February. Cynthia send an email blast and promote the early discount incentive on our Facebook page. Donna will check with the post office regarding size, postage etc.

C. Program Administrator Update.

1. Website update. Mirita needs content. Find Berkshire photographers to provide images. Adam is an amateur photographer and a commercial drone operator and is willing to help. Cynthia check with Dan Tighe (USDA) again.

2. The possibility of a Supervisor retreat was discussed to plan our year goals and budget, and to brainstorm new initiatives. Check that we don't interfere with open meeting laws.

D. Basic & Innovation Grant Update for FY 2020

1. Nutrient Management phase 1 is for researching and understanding existing regulations. Phase 2 is to reach out to farmers. Clarify grant amounts with Tom Anderson.

4. New Business

A. Audit - Cynthia reached out on Dec. 18, 2019 to McMahon and Vigeant in Dalton who did a compilation for the year ending June 30, 2018 for BCD and ask that they perform another one for us.

B. Spring Plant/Tree Sale. 8 yrs ago netted approx \$10K, then profit margin began to slip, and there was a lack of volunteers. Cynthia will contact Amy Burdick and Amy A. Adam and Donna want to be involved in the sale.

C. Computer files backup from Google Drive to a flash drive. Adam is willing to help with this.

D. District Annual Work Plan - goals, objectives, activities. Postpone to next board meeting.

5. Comments and Announcements

6. Adjournment at 6:50pm. Ron moved to adjourn, Holly second. All approved.

Upcoming Events/Meetings:

Berkshire Conservation District monthly Supervisor meetings are scheduled for the first Tuesday of each month. The next meeting will be on Tuesday, February 4th at 5pm at 78 Center St., Suite 206, Pittsfield, MA 01201, Conference Room.