

**WINOOSKI NATURAL RESOURCES CONSERVATION DISTRICT**  
**Meeting Minutes, March 21, 2017**  
**Berlin, VT**

**Present:**

**Supervisors-** Rick Hopkins, Jeff Cueto, Lawrence Rowley

**Associate Supervisors-** Mike Rabion, Don Hipes

**District Manager-** Corrina Parnapy

**Natural Resource Conservation Specialist -** Holly Kreiner

Rick called the meeting to order at 9:33 am.

**Sharing:** Jeff said he had noticed a pile of snow on the parking lot of the Credit Union which could drain into the Winooski River. He had email discussion with the manager of the credit union and they developed a plan to keep that from happening in the future.

Rick said Cross VT Trail group he belongs to, got on several town ballots to obtain funding for the project and they expect to start construction next year.

**Business Items:**

**Jeff made a motion, seconded by Lawrence, to approve the minutes of the last meeting. Motion was passed.**

**Financial report:**

Corrina presented the financial report. She indicated there was a positive balance due to her getting the project management fee for the US Fish and Wildlife pass through account up front and finding out the fee should be 10 percent instead of 5 percent.

**Jeff made a motion, seconded by Lawrence, to accept the financial report. The motion passed.**

**Staff project Reports:** (A copy of the written reports will be attached to the file copy of the minutes) A couple of the projects were highlighted. Holly talked about the Colchester rain garden project, which will be a stream team project designed by Holly Greenleaf, a UVM art student. Corrina showed pictures of washed out culverts in the town of Huntington. Plans are to build a bridge to replace the culverts. Holly said a recent study of aerators found they are not effective at reducing phosphorus runoff. A discussion of the Districts aerator and whether to sell it to a farmer resulted in no decision.

**Tree and Trout Sale:**

Corrina said the information on the tree and trout sales will be posted to the Chittenden County Front Porch Forums. Pick up day will be April 29<sup>th</sup>. Packing will be done at the old State Nursery in Essex Junction April 27<sup>th</sup>. Arrangements have been made for the trout pick-up at the Rusty Parker Park in Waterbury. The larger trout are delivered directly to the landowners ponds.

**Staffing:** A discussion of adding a staff member to help with projects resulted in deciding to wait until it can be determined if an intern from UVM will be available.

**At 11:29, Jeff made a motion, seconded by Lawrence, to go into executive session to review Corrina's Annual Performance Evaluation.**

**At 12:00 Jeff made a motion, seconded by Lawrence to come out of executive session.**

**Jeff made a motion, seconded by Lawrence, to accept the Performance Review and grant a step increase to Corrina beginning the first pay period after her anniversary date. The motion passed.**

**Next meeting:**

**Jeff made a motion, seconded by Lawrence to adjourn. Motion passed.**

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Respectfully submitted,

*Donald Lipes*