



The Rhode Island Rivers Council  
c/o RI Water Resources Board  
235 Promenade Street, Suite 394  
Providence, RI 02908

**Minutes of the Rhode Island Rivers Council Meeting**  
**November 10, 2010**  
RI Department of Administration  
Conference Room B  
Providence, RI 02908

**ATTENDANCE:**

- A. Members Present  
Guy Lefebvre (Chair)  
Ted Callender (Vice Chair)  
Claudia Staniszewski (Secretary/Treasurer)  
Emily Cousineau  
Paul Gonsalves  
Lisa McGreavy  
Jane Sherman  
Charlie Vandemoer
- B. **Members Absent**  
Mike Walker
- C. **Guests in Attendance**  
Ann Morrill – Kickemuit River Council

**1. Call to Order**

Mr. Lefebvre called the meeting to order at 4:05 pm. While waiting for a quorum, Mr. Lefebvre opened discussion on item 6 on the agenda. Mr. Walter Galloway (EPA) agreed to facilitate a discussion with the RIRC to help with development of criteria for the designation process, and anticipates that he will do so at the January meeting of the RIRC. The goal is to finalize the designation and redesignation criteria at the March meeting. Following that, notices will go to potential councils and the four councils up for redesignation that applications will be due on June 1. After review by the RIRC, notice of a public hearing will be published on August 10 for a hearing to occur on September 14, 2011. This schedule is subject to change by the RIRC.

**ACTION ITEMS**

**2. Review and approval of October 13, 2010 meeting minutes**

Ms. Sherman moved to approve the minutes as presented. Mr. Callender seconded. Without further discussion the motion passed unanimously.

### 3. Rivers Council display & educational materials funding approval

Ms. McGreavy presented her findings regarding a display board and promotional materials the RIRC is considering purchasing. She questioned whether or not the Council is restricted to going through the State's Master Price Agreement (MPA) vendors. Mr. Lefebvre noted that the rule for purchasing is that purchases can simply be made if they are \$500 or less. If they fall between \$500-\$5000 three quotes are needed, and if above \$5,000, the purchase needs to go through a formal bidding process and through the State's purchasing office following their requirements.

Ms. Cousineau noted that the MPA helps state agencies pick vendors, as they are all contracted to meet specific requirements. She did not know how the process works for quasi-state agencies that have a bank account because generally the trustee holds the funds, not state purchasing. She clarified that it is still state money, but held somewhere else. One thing that is similar to the RIRC is the Water Resources Board Corporate, and in that case, the trustee holds the funds. When the WRB makes a purchase, they go through state purchasing, and tell the trustee.

Ms. Sherman suggested that the rules are good ones to follow, regardless of where the money is. Beyond that she did not think the Council needs to go through purchasing because the money has already been allocated and distributed by the State. She suggested that it would be a good practice to follow the rules, but the Council would not have to report back to the State for approval. State purchasing is only for money coming out of the General Treasury and the Rivers Council's money is already out of the General Treasury. Ms. Cousineau requested that as a courtesy, the Council send a memo to the WRB letting them know of its monthly expenditures so that they can keep track of them.

Ms. McGreavy continued, that referencing the MPA, she found that the display boards started at \$399 from WB Mason. After searching on the Internet she found a vendor in Bristol that provided two additional options that were priced for less. A discussion followed on the quality and characteristics of the three options for display boards versus their prices. Ms. McGreavy noted the WB Mason should give the State the best price. Her research showed that the display board in question usually sells for \$450. She noted that the Bristol company does not sell that particular board and has a poor return policy as they charge a 20% restocking fee. Ms. Sherman noted that the ease of assembly is important. Ms. Staniszewski offered to check into the one Serve Rhode Island has, which works well and seems adequate for the Council's needs. Ms. McGreavy presented the option of purchasing display lights to brighten up the board, which are available from the company in Bristol for about \$20 each. There was general agreement to purchase these.

A brief discussion followed on how the logo banner would be displayed. Discussion then moved to the large watershed maps, which Paul Jordan will reproduce for the Council. Ms. McGreavy questioned whether the WRB could print the placemats, but since the WRB does not have the capability to print in color, she agreed to get prices for printing the placemats and some small watershed maps. She asked about a flyer or brochure. Ms. Staniszewski suggested a 1-2 page piece that would be easy to create and much cheaper to produce than a brochure. It was agreed that whatever the Council decides, the piece should have the RIRC's website on it. Ms. McGreavy then suggested information cards with websites to link to important watershed manuals that she could easily produce in her office. She also suggested bumper stickers, or pens in the shape of a paddle with the RIRC information on them and an events calendar. This

would all be for Rivers Month, which is June 2011. Brochures from other watershed groups would also be useful items to have to hand out.

Ms. Cousineau questioned whether the Council was planning on putting together all of these materials. Ms. McGreavy asked what the budget was. There followed a brief discussion on which materials will cost money and which the Council can get for free. It was determined that most would not cost anything. The bumper stickers and pens would be the items to consider. Mr. Lefebvre mentioned the *Trees Are Cool* bumper sticker that he produced while executive director of the RI Tree Council. A brief discussion followed as to what a RIRC bumper sticker might say. Ms. Sherman suggested that the Council think about how many times these items would be used. It was noted that placemats could be distributed to the watershed councils for distribution to their members and the public. Mr. Lefebvre suggested the puzzle or activity for children on the back be updated or revised.

It was generally agreed that the Council needs to go to more events and with the display board and materials we would have something to bring and handout. Mr. Lefebvre mentioned water testing kits that the Council could make available to teachers, but it was agreed, after further discussion, that for now, the Council should focus on the display table and placemats. Mr. Vandemoer brought up the pens in the shape of a paddle and Ms. McGreavy agreed to do more research on them and research the process and cost of producing bumper stickers.

The Council decided that more information was needed before coming to a decision on all of the material purchases. Ms. Sherman motioned to authorize Mr. Lefebvre and Ms. McGreavy to make a decision, once more research is done, for expenditures related to the display board of up to \$500. Ms. Staniszewski seconded. Mr. Vandemoer questioned whether we should include the lights for the display board. Ms. Sherman amended the motion to include the option of purchasing lights and any necessary accessories. Ms. Staniszewski seconded and without further discussion the motion passed.

#### **4. Grants Processing**

Ms. Staniszewski reported that the contracts for the Council's 2011 Grant Program were ready. Ms. Sherman questioned if we needed to bring the contracts to the WRB board for approval with the minutes of the Council meeting when grant decisions were made. Ms. Cousineau noted that we did not have to bring this to the board. Ken Burke's signature is required on each contract and a brief discussion followed on the protocol. Ms. Staniszewski clarified that the contracts are emailed to the watershed councils and they then make two hard copies, sign them and return them to the Council. The contracts are then brought to the WRB for signatures. Ms. Sherman requested that the watershed councils send three hard copies, one for the WRB, one for the Rivers Council and one for the watershed council. Ms. Cousineau said that she would arrange a time for Mr. Lefebvre and Mr. Burke to sign the contracts.

Mr. Lefebvre noted that the watershed councils requested, and were awarded, \$20,500 in grant funds, leaving \$1,944 for the River's Council general administrative fund. He questioned when the best time would be to process that passthrough to the Council's fiscal agent (Woonasquatucket River Watershed Council). Ms. Cousineau replied that the passthrough can be processed with the grant awards.

Ms. Sherman then motioned that the Council authorize that the remainder of the 2011 monies be sent to the WRWC for Rivers Council operational purposes. Ms. Cousineau questioned if we

had done this at the previous Council meeting and it was determined that we had not. After a brief discussion, Ms. Counsineau seconded the motion and it passed unanimously.

**5. Designation criteria revision & schedule for 2011**

Mr. Lefebvre motioned to adopt the 2011 schedule as presented. Mr. Gonsalves seconded and without further discussion, the motion passed unanimously. Ms. Cousineau noted that she will schedule the room for the Council. Mr. Gonsalves said that he would post the meeting schedule on the Rivers Council's website.

Mr. Lefebvre reported that Mr. Walt Galloway has agreed to assist the Rivers Council in reviewing its watershed council designation criteria. Mr. Galloway would not be able to attend the Council's December meeting but he would attend the meeting in January. The Council's goal is to have new designation criteria ready for acceptance at the March 2011 meeting. The Council will then get the designation application notice out by March 15, 2011.

**6. Draft Narragansett Bay Region Integrated Plan**

Mr. Ames Colt sent out another revision of the draft Narragansett Bay Region Integrated Plan, which Mr. Lefebvre forwarded to Council members. According to Ms. Kathy Crowley of WRB, the NBRIP committee had received letters similar to those sent by Mr. Burke and Mr. Lefebvre and that the committee is reconfiguring the plan in response to those letters. Mr. Lefebvre noted that it might be something for the governors of RI and MA to come together on, as exists in the Chesapeake Bay region.

**7. Appointment and policy recommendations to transition team**

Mr. Lefebvre had made a list of appointments, but not one that had the slots that are in the legislation since the Separation of Powers. He revised the list accordingly, noting that everyone is in place now. He continued that since the Council is trying to get the new governor to make appointments, he updated the appointments list and suggested some changes, placing Mr. Callender and Mr. Vandemoer in the environmental science slots, Ms. Sherman and Mr. Lefebvre in the conservation organization experience slots, Ms. Staniszewski in the general slot, and suggested Mr. Galloway for the communication and education slot. Mr. Lefebvre noted that Ms. Staniszewski, who is appointed for five years, was the only gubernatorial appointed Council member whose term extends through 2011. Ms. Sherman noted people serve until replaced. Mr. Lefebvre noted that the Rivers Council is on the Secretary of State's website index of boards and commissions where the official positions are listed. Ms. Sherman suggested that all members, barring Ms. Staniszewski, send their letters and resumes to the Governor's Transition Team.

Mr. Lefebvre suggested that we start with one letter from the Council to see what the Transition Team would like to see submitted. Ms. Sherman motioned to accept the roster as presented by Mr. Lefebvre, including the nomination of Mr. Walt Galloway. Mr. Callender seconded. The motion passed unanimously. Ms. McGreavy noted a typo in her name. Mr. Lefebvre said he would correct it.

In the letter to Governor-elect Lincoln Chafee's transition team, Mr. Lefebvre suggested we make note of the letter we sent to the RI Economic Development Corporation recommending that the names of the Chipuxet and Usquepaug Rivers be placed on the next edition of the state map, as well as to examine the entire map for river naming improvements. Mr. Mike Walker of the RI EDC had reported to us that they were going to let next governor work on the map issue. Mr. Lefebvre expressed that he wanted Governor-elect Chafee to get the Council's appointment

recommendations, as well as an overview of the watershed approach and the Councils stewardship of it. Ms. McGreavy asked if someone was putting something together for the transition team. Mr. Lefebvre responded that he will request that they meet with us. He said that he would mention the letter to Keith Stokes regarding the state maps in his letter to the Team regarding appointments and enclose a copy of it as reference. Ms. Sherman suggested that we handle the requests separately believing that the Team will likely not address the map issue and is more likely to focus on the issue of appointments. She believes that we should not dilute the issue of appointments. Mr. Lefebvre wanted to keep the issue of the maps in the communication to provide some content as to one issue the Council is working on. He mentioned that he knows Jonathan Stevens who is in charge of policy and that he is the likely transition team member we would meet with. It was agreed to keep the copy of the letter regarding the maps in the communication.

### **8. Website development**

It was noted that with Mr. Gonsalves's help and guidance, the Council has gotten website hosting renewed for another year. The WRWC paid for it electronically and it included the domain name. Ms. Staniszewski confirmed that it cost \$67.64. Mr. Lefebvre reported that he had not yet contacted the WRB website consultant. It was noted that with the educational materials Ms. McGreavy was compiling, the Council can now move forward to address improvements to its website. Ms. Sherman noted that the Council mentions one of the Hunt River groups as non-designated on its website but not the other. After a brief discussion, it was decided to include both rather than neither. A brief discussion followed about how difficult it can be to locate a watershed on the map that is currently posted on the website. It was agreed that the Council will look at how user friendly the maps on its website are and make efforts to improve them.

### **9. Reports**

Ms. Staniszewski gave the Treasurers report. The Council has \$4706.85. The only expense for the month was for GoDaddy website hosting at \$67.64. Ms. McGreavy motioned to accept the Treasurer's report as presented. Mr. Gonsalves seconded. Without further discussion, the motion passed unanimously.

Mr. Lefebvre gave the Chair's report. He noted that there is a University of RI Landscape Architecture speaker series and that on November 16 a consulting group will make a presentation on rivers and river planning. He added that landscape architects bring a good skill set to river projects and that when he was executive director of the Pawtuxet River Authority, landscape architects were some of the most useful professionals with which to work. Mr. Lefebvre mentioned the benefits of having one good public park on each river, such as is on the Blackstone. It was noted that the Town of Warren is going to put one on the Kickemuit and that the Woonasquatucket has several.

Mr. Lefebvre noted that the Save Our Shores \$14.7 million bond issue passed which will fund the waterfront park development at India Point in Providence and Rocky Point in Warwick. He also noted that north of Conimicut Point in Warwick, upper Narragansett Bay is referred to as the Providence River by the US Geological Survey.

### **10. Other business**

Ms. Sherman asked Ms. Staniszewski to send she and Mr. Vandemoer a copy of the 2008 annual report along with the annual reports submitted by the watershed councils. Ms. Staniszewski said she would do that and also put the reports on a disk.

Ms. McGreavy noted that at the last meeting the Council talked about the Statewide Freshwater Wetlands Restoration Strategy and Ms. Sherman had asked if Carol Murphy could send us a copy of minutes of those meetings. Ms. McGreavy handed out a copy of the webpage that shows the framework of when meetings were held, agendas and when minutes are available, noting that the most recent minutes are not yet posted. Ms. Sherman said that she and Mr. Lefebvre had attended some of these meetings and that it is a process worth paying attention to as it is moving forward effectively and may be a good venue for Rivers Council input. She also noted that Carol Murphy is taking further comments.

Ms. McGreavy said that there is a link on the website for a Wetlands Restoration Kit meant for landowners. It is a document that will be revised and it is something that the Council could possibly hand out during Rivers Month.

Mr. Lefebvre reported that he went to the wetlands mitigation meeting and bus tour in November regarding the TF Green Airport Improvements Environmental Impact Statement. He toured the property where the easterly shorter runway safety zone is to be expanded. About seven acres of wetlands will be taken and fifteen acres of mitigation projects are being planned. This runway is not the runway whose length is being extended. The runway extension is not taking wetlands. He noted that the Army Corps of Engineers is being very stringent. He also noted that they are not going to alter Buckeye Brook as they originally thought was necessary and that there are places along the brook where there are long culverts that will be shortened and widened which should benefit the Buckeye Brook system.

**ADJOURNMENT**

Meeting adjourned at 5:24