

**Northern Rhode Island Conservation District**  
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**November 6, 2013**

**7:00 pm**

**Minutes**

**Marc Tremblay called the meeting to order at 7pm.**

**Present: Directors: Dick Went, Jean Lynch, Norm Hammond, Marc Tremblay; District Manager: Gina DeMarco, NRCS: Justin Tuthill; RISCC: Debra Aiello, NRICD Staff; Molly Allard, Kate Sales. , Matt Tracy, Aime Parris.**

**I. Minutes: A motion was made to approve the September 4th meeting minutes as presented Dick /Jean, unanimous; A motion was made to approve the October 9th meeting minutes as presented: Dick /Jean, unanimous.**

**II. Treasurer's Reports: A motion was entertained for receipt of the October financial report: Dick/Jean, unanimous.**

### **III. New Business**

#### **A. Other:**

**1. Gina announced that Ramona LeBlanc has resigned from her position at RISCC. Ramona has decided stay on for a few months to help with the transition. Gina also informed the Board that Jill and Deb have resigned. Dick had suggested possibly conducting an exit interview with everybody who leaves. Gina said perhaps someone on the Board could set up an exit interview.**

**2. Gina reported that Loraine Spiver was hired to work at the NRICD office starting November 13th; she has a background in accounting and is completing a degree in Business Management.**

**3. Molly reported that she is looking to start some conservation work along the Blackstone River. She contacted Save the Bay to get suggestions; hoping to find an area to benefit by a conservation project.**

#### **IV. Old Business:**

## **A. Snake Den Farm-**

**1. Matt Tracy has announced that he is interested in taking on the position of farm manager. He provided a report to the Board. Marc asked Matt to give a brief overview. Some of his recommendations discussed by the Board included:**

- The target demographic would be looking at a farmer with 5-10 years experience.**
- Land areas could be subdivided for small-scale farming.**
- Rules of the farm are something that should put in place before the farm is occupied.**
- The appliances are something to consider, as far as what should be provided to the occupant.**
- It would be beneficial from an insurance standpoint if the issues of signage and entrances were addressed.**
- Heating systems and insulation should be addressed for energy conservation. He would suggest closing off the top floor to conserve energy.**
- The chimney could be up to code to supply a wood stove; however the cost would probably be too great.**

**2. Kate, Mat and Gina are planning to review the applications during the week of November 25, 2013.. Depending on how many applicants they receive, another day will be scheduled. They are looking at the**

**week of December 2nd to perform interviews. .**

**3. Marc suggested cataloging the entire Snake Den project. Matt stated that he would be meeting with Ken next week to address some of the concerns.**

**4. A Community Awareness Open House will be held at Snake Den on November 23, 2013. The tour will begin at 1:00 followed by warm refreshments. Jean Lynch sent out the announcements and will provide the refreshments. Some of the NRICD staff will be present to answer questions and provide information. Marc recommended that a unified message be presented to the guests.**

#### **B. EWP-**

**1. Jean and Gina met with NRCS staff; they are awaiting something in writing between DEM and the town of Johnston Land trust.**

**2. An agreement has officially been signed between NRICD and NRCS**

**3. An audit will take place at the end of the project; looking at all the federal money.**

**4. Dick recommended that during the transition of Ramona leaving, NRICD schedule an audit on all their books. A motion was made to conduct a basic audit; after getting quotes and bringing them to the**

**next board meeting. Dick/Jean, unanimous**

**C. SWREP-**

**1. Molly gave an overview on the SRWEP - she announced that she distributed the calendars for the coming year and prepared information products with an emphasis on the connection between healthy forest and clean water. The 319 grant will provide an opportunity for residence of Scituate to have a Rain Gardens constructed on their property.**

**2. Kate will be looking to create walking tours and will hopefully working with Dot in the future to create a walking trail. She is also planning events looking for a school to work with the Get Wet program. More workshops are scheduled for the spring, which will include a classroom component.**

**V. Reports:**

**A. Chair- No report**

**B. RISCC- a retreat was held last month. It was a success.**

**C. NRCS-**

**1. Justin reported that he is working on the applications.**

**2. EWP project will take care of properties in Johnston.**

**3. Upcoming events: There will be a CPA 52 Training planned on November 13th, Green House Energy Event on November 16th. Winter Event scheduled for February at the North Scituate Public**

**D. RC&D- the regional meeting hosted by Paul Dolan went well.**

**E. RIFCO- tree farm annual dinner is scheduled for November 16, 2013. A workshop on the Maple Syrup process is also scheduled on November 16, 2013. Woodland series are being held in January and February.**

**F. RIACD- annual meeting will be held at NRCS on November 18, 2013 at 4:30pm.**

**G. Envirothon- Paul Dolan has been hired as the next Envirothon Coordinator.**

**H. District Manager- Gina reported that everything has been discussed - Please see meeting notes.**

**The meeting adjourned at 9:30. The next meeting will be held on December 4, 2013**