

**I. Chair Clarkson Collins called meeting to order at 4:13 pm.**

**Present: SRICD: Chair: Clarkson Collins; Directors: Harriet Powell, Harvey Buford, Carl Sawyer; Staff: Cindy Kwolek; NRCS: John Richard; RISCC: Jill Osgood, Debra Aiello.**

**II. Minutes: A motion was made to accept the minutes of the 11/26/2012 meeting as presented. Harriet/Carl; motion passed.**

### **III. Reports**

**A. Treasurer's Report: A motion was made to accept the Treasurer's Report as presented. Harriet/Harvey; motion passed.**

**B. Chair's Report: Clark is working with J. Eric Scherer on revisions for the MOU between the RI SCC and the CD's. The Southern District previously requested increased clarifications in the agreement. They would like the document to be less condensed and include more topics, specifically, clarification of awards and distribution of grant support, flow of funding between the entities, and issues of on-going concern.**

**C. District Manager's Report: J. Eric was not present. A written report was submitted.**

**1. J. Eric is working on finalizing dates for 2013 Board Meetings.**

**2. Plans for the new office space are on going. A possible name for the space is Land Stewardship Center.**

**3. A NRCS Outreach 2013 Open House was held on 11/29/2012 at the Richmond Grange. Many requests were received for site visits.**

**4. A report was submitted to the Hopkinton Land Trust and the board is looking forward to a response and next steps. An RFP was submitted to the Town of Richmond. The board is waiting for a reply.**

**5. A draft guidance document for the Land Trust Signage Project is in process. Risk assessment information will be included. A presentation of the guidelines will be made at a Land & Water Summit workshop.**

**6. The review committee continues to work on updates to the 1989 Soil Erosion & Sediment Control Handbook. NRCS Outreach 2013 funding may be available for this project.**

**7. The RYSE School has been working with the Southern District on conservation projects. They have planted trees and are interested in being involved in other programs including the Geese project.**

**IV. NRCS: John Richard:**

**A. FY2013 funding to date includes \$1.3 million for EQIP, \$200,000 for WHIP and \$21,000 for AMA.**

**B. Ranking dates for all programs are 12/21/2012, 2/15/2013, and 4/19/2013. CAP ranking dates are 12/21/2012, 1/18/2013, 2/15/2013, 3/15/2013, 4/19/2013 and 5/17/2013.**

**C. EQIP applications received in FY2013 to date include nine (9) in Kent County and 11 in Washington County.**

**D. Two (2) positions are open at NRCS. They are for a State Resource Conservationist and an Assistant State Conservationist for Programs/Field Operations.**

**V. RI SCC: Ramona was not present. A written report was submitted.**

**A. NRCS Agreements:**

**1. Outreach 2012: Cindy is working on developing the RI SCC website.**

**2. Outreach 2013: Round I workshops are scheduled for this week.**

**Cindy will submit an Outreach Plan to NRCS for review.**

**3. Small Scale Forestry: A summary of the contract was sent to the Southern District. RI SCC requests a decision on Cindy's participation in the outreach section of the agreement.**

**B. FFOS: Ramona will meet with DEM to review files of current enrollee's to determine if conservation plans have been completed. A signed FFOS application is a certification that a plan is in place.**

**C. Fee for Service: Sub-categories were added to the existing services for target market purposes.**

**D. Policy Sub-Committee: A revised MOU between the RI SCC and the CD's was presented at the RI SCC meeting and approved. It has been submitted to the CD's for signatures. The Reorganization Policy is currently under revision.**

**E. Engineering RFP: RI SCC will issue a RFP for engineering firms to be available to the CD's for projects that require a PE. Currently, only one (1) firm is on retainer.**

**F. Board Recruitment: RI SCC has requested that each CD focus on board recruitment during the first quarter of 2013. The CD's should evaluate the talents and abilities currently lacking on their board and then actively campaign toward filling the gaps. Recruitment ideas include hosting an Open House, workshop, and/or training, and visiting local town councils.**

**VI. Old Business:**

**A. Staffing Plan: Nothing new to report.**

**B. Conservation District Board Member Size Change: The Board submitted a letter to DEM requesting for a statue change from five (5)**

**to seven (7) members permitted on a Conservation District Board.**

**C. Town Council Visits: Beginning in January the Board will visit Town Council's to market their services and ask that they be considered for annual monetary funding.**

**VII. New Business: Nothing new to Report.**

**VIII. The meeting adjourned at 5:45 pm.**

**The next meeting is scheduled for January 28th at 4:00pm.**