



# CONNECTICUT

RESOURCE CONSERVATION & DEVELOPMENT  
1066 Saybrook Road  
Haddam, Connecticut 06438

*John Guszkowski, President  
Judy Rondeau, Vice President  
Barbara Kelly, Treasurer  
Margot Burns, Secretary*

**Meeting Minutes**  
**Tuesday 12/11/18, 8:30 – 9:30**  
**RC&D Office, 1066 Saybrook Rd., Haddam, CT and Conference Call**

**Board Members in Attendance:** John Guszkowski, Rick Huntley (at Haddam office), Jim Sipperly (at Haddam office), Margot Burns, Justin LaFountain, Judy Rondeau, Mark Goetz, Lois Bruinooge, Rosa Brown, Jim Costello, Aaron Budris

**Board Members not in Attendance:** Lynne Pike DiSanto, Matt Fulda, Mark Nielsen, Jim Larkin, Rebecca Andreucci, Joanna Shapiro

**Other:** Jeanne Davies, Amanda Fargo-Johnson, Andrea Peres

John Guszkowski called the meeting to order at 8:33am and noted that there was a quorum.

**Secretary's Report:**

**Motion:** To accept the, 11/13/18 meeting minutes as presented.

**Motion made by:** Judy Rondeau

**Seconded by:** Rosa Brown

**Voted:** Motion passed unanimously

**President's Report:**

Discussion concerned the draft list of meeting dates for next year which will most often fall on the third Tuesday of the month with the January meeting scheduled for January 15<sup>th</sup>, and that for 2019 staff would like to focus on projects brought forward by the Council members.

**Treasurer's Report and Executive Directors Report:**

Discussion concerned hiring a new part time financial administrator to take the place of Paula Fernald who is leaving the beginning of 2019 and to replace hours for program work that will be lost when Andrea Peres will be cutting her hours to return to school. The Executive Committee will meet before the January meeting to discuss the creation of an emergency account, an endowment account, and medical insurance.

**Motion:** To approve amending the 2019 budget as presented.

**Motion made by:** Rick Huntly

**Seconded by:** Jim Sipperly

**Voted:** Motion passed unanimously.

Mark Goetz joined the call at 9am.

**Bylaws Committee:**

**Motion:** To send the drafted bylaws to CT RC&D attorney and place revised bylaws on the January meeting agenda for approval.

**Motion made by:** Rick Huntly

**Seconded by:** Judy Rondeau

**Voted:** Motion passed unanimously

**Procurement Policies:**

**Motion:** To place final draft bylaws on the January meeting agenda for approval.

**Motion made by:** Rick Huntly

**Seconded by:** Judy Rondeau

**Voted:** Motion passed unanimously

**Environmental Program Update:**

Currently working on Town of Durham's ERT for an open space management plan. Jeanne attended a meeting with the Dept. of Public Health, Conservation District, and NRCS concerning an application to the EPA for funding for creation of a source water protection plan. Discussion concerned RC&D providing a cash match from ERT program money. Further discussion deferred to the next meeting. The short list for greenway grant application (airline trail project) consideration should be available at the end of December. Jeanne is considering hiring an intern to help with modernizing the ERT program including connecting it more thoroughly to social media and as needed for Agriculture Programs. Rick Huntley setup and attended the ERT booth at the CACIWC conference which received good feedback.

**Agricultural Program Update:**

The amount of dollars leveraged by CFEP was sent out in an email earlier in the week, for every 1 USDA Rural Development program dollar CT RC&D is able to leverage 31+ dollars in installed energy projects thru its CT Farm Energy Program. EnSave partnership/proposal is applying for a USDA Rural Development REDA grant by January 31, 2019, RC&D would partner with EnSave to help do 20 greenhouse energy audits. First REDA Geothermal Workshop was held at Lost Acres Vineyard in Granby, CT on December 5, 2018 and CT RC&D is looking for partners to host the next meeting late January or early February.

**Motion:** To apply with EnSave for a USDA Energy Audit & Renewable Energy Development Assistance Grant (REDA).

**Motion made by:** Jim Sipperly

**Seconded by:** Jim Costello

**Voted:** Motion passed unanimously

**CACEE Center Update:**

A CACEE committee meeting needs to be scheduled for January and we are waiting to hear if the Town of Haddam receives their Brownfield Grant they applied for in the Fall of 2018 from DECD.

**Partner Coordination:**

The Eight Mile River Watershed has asked if CTRC&D is interested in becoming lead administrative leaseholder for the Baker Lane property in partnership with them and the East Haddam Land Trust. Jeanne told them she would inform the CTRC&D Council as an option for alternative CTRC&D office space while we explore a permanent location. The cost estimate per month would likely be in the range of \$700/month. We currently pay \$340/month.

**Tour des Farms:**

Jeanne spoke with a marketing specialist concerning the benefits to RC&D of the Tour des Farms event with positive results. Staff is doing preliminary planning and investigation into possibly holding the next event in the lower Connecticut River Valley region

**Motion:** to adjourn the meeting at 9:30 am

**Motion made by:** Jim Sipperly

**Seconded by:** Jim Costello

**Voted:** Motion approved unanimously.

Respectfully submitted,  
Margot Burns, Secretary