

# FRANKLIN COUNTY SOIL & WATER CONSERVATION DISTRICT DIRECTORS' MEETING

Regular Meeting – Monday, January 17, 2023 at 12:00 p.m. (Noon)  
FCSWCD Office, Malone, NY

## Directors:

Bill Wood  
Ralph Child  
Thomas Derouchie  
Dennis Egan  
Paul Lauzon  
Justus Martin

## Staff

Chastity Miller  
Kristin Ballou  
Donna Wright  
Devin Normandeau  
Mason Stine

1. Meeting began at 12:12 p.m. - Quorum present. Meeting called to order by Bill Wood.
2. Introductions were made by all present, which included our newest FCSWCD Board Member, Legislator Justus Martin who was recently appointed by the Board of Legislators.
3. December 17, 2022 Board meeting minutes – Discussed and approved as revised:  
Motion: 1<sup>st</sup> R. Child, 2<sup>nd</sup> D. Egan, all in favor, J. Martin abstained, **carried**.
4. **Financial Reports (Donna):**  
Financial Reports were reviewed and approved:  
Motion: 1<sup>st</sup> D. Egan, 2<sup>nd</sup> P. Lauzon; all in favor, **carried**.  
Abstract and Vouchers: were reviewed and approved  
Motion: 1<sup>st</sup> D. Egan, 2<sup>nd</sup> P. Lauzon; all in favor, **carried**.  
Transfer of Funds: were reviewed and approved for the following:  
Requested permission to transfer the following for the month of November:
  - \$ 286.16 from Reg Checking to T/A account for monthly employee retirement (December 2022)
  - \$2,000.00 from Regular Checking to Retirement savings (February 2023)Motion: 1<sup>st</sup> J. Martin, 2<sup>nd</sup> R. Child, all in favor, **carried**.
5. Current Chairman Bill Wood transferred the meeting over to Chastity at 12:40 p.m.  
Chastity opened the floor for the Election of Officers.
  - **Chairman:** Bill Wood  
nominated by 1<sup>st</sup> D. Egan, 2<sup>nd</sup> T. Derouchie;  
Roll Call: All Board Members present in favor, B. Wood abstained all in favor, **carried**.  
Motion to close ballot: 1<sup>st</sup> T. Derouchie, 2<sup>nd</sup> P. Lauzon
6. Chastity transferred the meeting back over to the newly nominated Chairman, B. Wood at 12:41 p.m. to continue the Election of Officers.
  - **Vice Chairman:** Ralph Child  
nominated by: 1<sup>st</sup> P. Lauzon, 2<sup>nd</sup> T. Derouchie,  
Motion to close ballot: 1<sup>st</sup> P. Lauzon, 2<sup>nd</sup> T. Derouchie, R. Child abstained, all in favor, **carried**.
  - **Treasurer:** Thomas Derouchie  
nominated by: 1<sup>st</sup> P. Lauzon, 2<sup>nd</sup> J. Martin,  
Motion to close ballot: 1<sup>st</sup> D. Egan, 2<sup>nd</sup> P. Lauzon, T. Derouchie abstained, all in favor, **carried**.
  - **Secretary to Board:** Donna Wright appointed by Chairman B. Wood.
7. Board Member P. Lauzon thanked all Board Members/Staff for their service and stated that he was honored to work with such a well-functioning organization.
8. **Oath of Office letters were completed by all Board Members present**
9. Bill Wood, Chairman, expressed his appreciation to all staff. He explained the growth process from a two-person operation to our present five person staff & how we meet the expectations given to us. Great Job by all!
10. **Reports (Chastity):**  
**NRCS** – No report provided this month Work cell phone: **518-605-2508**  
**FSA**  
**Dairy Margin Coverage:** Signup for 2023 was extended to January 31<sup>st</sup>;  
**Agricultural Risk Coverage/Price Loss Coverage:** Signup for 2023 crop year until March 15<sup>th</sup>;

Emergency Relief Program (Phase 2 & Pandemic Asst Revenue Program: Signup supposed to start Jan. 23<sup>rd</sup>: 2023 Non-Insured Crop Disaster Assistance Program: Deadline February 1<sup>st</sup>;  
Organic Certification Cost Share Program & Organic Transitional Education Certification Program: late-file application period until February 3<sup>rd</sup>;  
Price Support Interest Rates for January 2023 were given.  
Farm Loan Program Interest Rates for January 2023 were given.  
FAS office is open with staff present to assist by phone, email or in person.

### **NYS Ag and Markets (Ryan)**

#### NYS SWCC News

- New Division Administrative Assistant: Melissa Gordon [melissa.gordon@agriculture.ny.gov](mailto:melissa.gordon@agriculture.ny.gov)
- 2022 State Aid to Districts: Due 2/15;
- Rd 28 AgNPS & Rd 6 CRF Plans of Work: submit plans of work to Regional AEA for review and approval
- Climate Leadership & Comm Protection Act Scoping Plan: <https://climate.ny.gov/resources/scoping-plan/>
- NYS SWCC Cost Share Program Procurement Policy: Updated March 2021: must be used for projects that were procured after March 2021
- SWCC Meeting: next meeting in February, date/time/details will be sent later;
- Ag Value Assessment Liaisons form Tax and Finance: Dept of Tax & Finance compiled county by county list of Customer Service Liaisons available (please be patient as many learning along with you) <https://www.tax.ny.gov/research/property/regional/crmlist.htm>. Questions: (updated soils series/soil classifications) Jason Mulford [jason.mulford@agriculture.ny.gov](mailto:jason.mulford@agriculture.ny.gov) (values per acre, landowner issues & Ag District) Jeff Kehoe [Jeffrey.kehoe@agriculture.ny.gov](mailto:Jeffrey.kehoe@agriculture.ny.gov)

#### Other Events

- NY Chapter of Soil & Water Conservation Society Annual Mtg: Jan. 24<sup>th</sup>-Cayuga Cty SWCD. Register: [bit.ly/EmpireSWCS2023](http://bit.ly/EmpireSWCS2023) Topic: how technology interacts with conservation efforts for improved water quality & climate resiliency
- Webinar, Assessing Trends & Advancing Research for Smart Solar: January 11<sup>th</sup> 11:30-12:30 pm Register: <https://forms.office.com/r/meZcV1Yaph>
- 2023 Water Quality Symposium: March 14<sup>th</sup>-17<sup>th</sup> Register by January 23<sup>rd</sup>.
- NACD 2023 Annual Meeting: New Orleans, Louisiana February 11-15<sup>th</sup>. Registration: <https://docs.google.com/forms/d/e/1FAIpQLScRMcackQGe22Q2RjVKF2knpcugUTP4ZZII17rIGx-eDFieA/viewform>

#### Other Funding Options

- Five Star & Urban Waters Restoration Program 2023 Request for Proposals: Nat'l Fish & Wildlife Foundation & partners are requesting proposals for 2023, with full proposals due by January 31<sup>st</sup> <https://www.nfwf.org/programs/five-star-and-urban-waters-restoration-grant-program/five-star-and-urban-waters-restoration-grant-program-2023-request-proposals>

### **Kristin (District Forester)**

#### AEM

- Working on Forest Conservation Plans: working on plans over the coming months based on 2022
- Continuing implementation of plans with EQIP funding for 3 producers
- Meeting with more producers with maple operations interested in this program;
- Assisting Clinton County SWCD with AEM Forestry – 1 more to complete based on 2022 inventory
- AEM 17 Implementation Projects - working with producers to complete projects; 2 complete, 1 in progress, 3 waiting until 2023
- Assisting Hamilton County with AEM Program development.

#### Part B - 2023 4 Forest Management Plans

Part C - 2023 projects-School Funding Program - Notice sent to all school districts. Applications due March 31<sup>st</sup>.

### **Devin (District Technician)**

#### AEM

- Tier 3a - Farmstead Plan – Applying for AgNPS grant
- Grazing Plan – AEM Funding
- Silvopasture Plan – Being reviewed, interested in funding;
- Forest Mgmt Plan – Meeting with landowner soon.
- Implementation of Tier 3a Forest Mgmt Plan with EQIP

#### Part B - Working on Forest Mgmt Plan

Agricultural Assessment Program - Continuing with soil group worksheets.

### **Mason (District Technician)**

#### Towns:

- Met w/Lenny (Hamilton Cty SWCD Tech) and Carl Schwarz (USFWS) to begin designing solutions for our priority erosion sites
- Created and ordered rack card to be sent out to all towns outlining our services and contact information.
- Made maps for Town of Franklin and made watershed and project site maps for all major projects.

Drone – In process of ordering a new drone.

Invasive Species – Continued to assess areas in the north part of the county for Japanese knotweed.

### **Donna (Secretary to the Board)**

- Performed office administrative duties as requested/required; will continue to keep operations progressing.
- Mailed out Christmas Tree Recycling postcards, Fall Newsletter and 2023 Tree Sale flyer.
- Switched over to Paychex (online payroll service) and it seems to be working great so far and I'm learning all their reports. Will free me up to assist Chastity more!
- Assisted Dustin Lewis, Dist. Mgr. Saratoga Cty SWCD w/clerical reporting as he is without a clerk.
- Year End reporting has begun.

## 11. **District Managers Report: (Chastity)**

### Agricultural Non-Point Source Grants

- Round 24, 16-1 – Extension approved, good until 2024. Need update.
- Round 25, 16-3 – Estimates & engineering going; extension approved. Still working on estimates, maybe looking at new manure storage also.
- Round 25, 16-1 – done working on close out paperwork.
- Round 26 – Year 2 complete, voucher sent for more money.
- Round 27 – signed contract waiting to receive back, need to do billing.
- Round 28 – Awarded one! Barnyard and Manure storage. Submitted POW.

CAFO Manure Storage Grants Round 3: Extension approved. Asked planner status.

AGNPS Rd 28: Applications are being thought about and put together, maybe 4 or 5.

CRF Rd 7 applications: planning at least 1, maybe 2.

AEM Yr 17: Paid second LO. Third project well underway, leave 3 for next summer. Devin is beginning to work on applications for the next round.

WQIP Grants: awarded 2 grants for Non-Ag money from NYSDEC (1 Hydroseeding in County; 1 planning culvert assessments). Working on work plans for hydroseeding and completed the plan for culverts.

Malone Rec Park: working with Rec Park for Parking lot NYSDOS grant. Will work on extension next summer.

Village of Malone-Lane Street Pit: Received mining permit as they put in a DPW building that is not part of the plan. Need to update to remove building site for reclamation.

Additional Grants/Educational Opportunities: Working on finding some for the district and schools.

Vehicles: Investigating purchasing a new truck and selling the Equinox, hoping to post the Equinox soon.

Permits: Working on permits for the Rec Park eastern shore and plants. Had someone look at the western side, looking for engineering drawings

Tree Sale: Tree Sale is out

Year End Reports: Working on year end reports from the state.

New Triable Ag Person: Will be meeting with this new person.

## 12. **Correspondences:** Grassroots January/February 2023 Edition, (2) NYACD letters RE: 2023 NYACD Legislative Days, Email dated 1/13/23 "Press Release from Commissioner Ball.

## 13. **New Business:**

- Board approved to **destroy records – FCSWCD Records Destruction Authorization Form #4, per NYS Archives LS-59.** Motion: 1<sup>st</sup> T. Derouchie, 2<sup>nd</sup> D. Egan, all in favor, carried.
- Board approved to **purchase Home Bacteria Water kits from American Water Services for no more than \$600.** Motion: 1<sup>st</sup> D. Egan, 2<sup>nd</sup> P. Lauzon, all in favor, carried.
- Board approved to **pass an Open Meetings Law Resolution for FCSWCD** – Chastity discussed/Board approved. Motion: 1<sup>st</sup> J. Martin, 2<sup>nd</sup> R. Child, all in favor, carried.
- Board approval to **pay for Devin/Mason to attend the WQS for no more than \$1040**  
Motion: 1<sup>st</sup> J. Martin, 2<sup>nd</sup> D. Egan, all in favor, carried.
- Board approved to **join/pay Town Hwy Superintendent Assoc. for no more than \$200**

Motion: 1<sup>st</sup> P. Lauzon, 2<sup>nd</sup> D. Egan, all in favor, carried.

- Board approved **for no more than \$300 for upcoming Tree Pruning Workshop**

Motion: 1<sup>st</sup> D. Egan, 2<sup>nd</sup> P. Lauzon, all in favor, carried.

- Board approved **for no more than \$400 for an Arbor Day Celebration in April**

Motion: 1<sup>st</sup> P. Lauzon, 2<sup>nd</sup> D. Egan, all in favor, carried.

- Board approved to **email or mail only one (1) Bd Notice, Agenda, Draft of last Bd Meeting minutes and Financials ten days prior to next scheduled Bd Meeting to Bd Members. FINAL copy in binders.**

Chastity did Roll Call of Bd Members: P. Lauzon(mail), J. Martin(email), D. Egan(email), T. Derouchie(mail), R. Child(email), B. Wood(mail). Motion: 1<sup>st</sup> J. Martin, 2<sup>nd</sup> R. Child, all in favor, carried.

- Chastity discussed the Schedule of Board Meetings for 2023 with all Board Members.

Schedule for 2023 will be the third (3<sup>rd</sup>) Tuesday of each month.

- Chastity asked for 2 Board Members to Audit our Financials in February;

T. Derouchie and D. Egan will conduct the Audit.

- Chastity discussed scheduling Training for Bd Members/Staff. Decision agreed upon: State Aid for Districts.

- Chastity told the Board that Annual reports are in progress.

- Chastity stated that Training Plans (Board & Manager/staff) are in progress.

- Chastity brought up for discussion the current FCSWCD policies, discussed changes P. Lauzon brought to our attention. Board discussed and approved with recommended changes: Motion: 1<sup>st</sup> D. Egan, 2<sup>nd</sup> P. Lauzon, all in favor, **carried**.

- Chastity requested the following appointments for staff:

CWICNY – President (Kristin), Mason ( Water Quality Coordinator Rep), District Alternate (Chastity)

Chastity – District Alternate

NYSCDEA - District 5 Rep (Kristin), Treasurer (Chastity)

SLRWP - President (Chastity)

CCE Ag Pak Rep – Devin

EEF – Chastity

National Environthon – Chastity

Foil Officer/Records Retention Officer - Donna

Motion: 1<sup>st</sup> R. Child, 2<sup>nd</sup> D. Egan, all in favor, **carried**.

Chastity requested Mr. Justus Martin Stay following the meeting to complete his District Law Training.

He Completed the training!

14. **Old Business:** None

15. **Next meeting will be on Tuesday, February 21, 2023 at 12:00 p.m. (noon)**

16. **Meeting Adjourned** at 1:58 p.m.

1<sup>st</sup> P. Lauzon, 2<sup>nd</sup> J. Martin, all in favor, **carried**

Respectfully submitted,

Donna Wright / Chastity Miller  
Secretary / District Manager