



**Winooski Natural Resources Conservation District
Board of Supervisors Meeting
Official Minutes**

**Date: 18 March 2026
Time : 10 AM - 1 PM**

In Person @ WNRCD Berlin Office:
617 Comstock Rd, Suite 1, Berlin, VT 05602

[Video Conference Link](#)

Attendance

Russ Barrett (Supervisor), Paul Hartshorn (Supervisor), Rich Turner (Supervisor), Jeff Cueto (Associate Supervisor), Henry Harris (Associate Supervisor), Henry Bonges (Associate Supervisor), Pat Richardson (Accountant), Dan Koenemann (District Manager), Kara Winslow (Agricultural Specialist), Lucas Goldfluss (Conservation Specialist), Maggie Batton (NRCS), Adrianna Kremer (NOAA)

(Quorum)

Review and Approval of Previous Meeting Minutes

- Official Minutes - January 21, 2026
- ACTION ITEM: Approve Minutes

Rich moved to approve the minutes. Paul Seconded. All in favor.

Financial Updates - Pat

- ACTION ITEM: Approve Financials

Profit and loss takes us through part of Q3. Nothing outstanding. AgCWIP and VPFP are the main revenue. We are going to hit our projections for revenue. We are on target for personnel and payroll. We have started the tree sale and paid deposits to tree suppliers.

We have also made some engineering payments. We have paid accounting and bookkeeping. We have also paid some advertising for the board of supervisors election. The semi-annual board stipends were paid. We paid our dues to VACD and VLCT. We paid NOFA dues in January. We received our workers comp invoice. We have some meeting expenses posted against AgCWIP. We also know now that we did not lose money on the annual meeting, which sets a benchmark for what to expect for costs next year. We paid a number of subscriptions such as Google, the website, and Quickbooks. With a carry over from last year, there is a net positive of \$178K. The carry over is from unexpended grant funds that don't line up with fiscal year (NACD and AgCWIP).

For the Balance Sheet, we have 25K in a CD. It matured yesterday for the second six months. Pat recommends rolling it over but need a decision from the board. The interest will be less. The money market account has 112K. Total cash is \$147,181, with \$104K cash receivables. We have invoiced both AgCWIP and VPFP, both of which are big chunks of money. We have prepaid expenses associated with Inuit/Quickbooks and the Website. Our total assets are \$258,682. We have small payroll liabilities and the credit card. Our total liabilities and equity are \$258,682.



Henry Bonges asked about control methods. Chittenden Solid Waste District got caught in a phishing attack and paid 3 million in a scam. What are we doing to avoid this? What safeguards do we have in place? Do we have a training?

Pat is confident and careful about emails. We have good relationship with the bank. In terms of control methods, three people see any payments before they are made. Most payments, certainly any large ones are made by paper check. The credit card has a 3K limit and while we receive by ACH, we do not transfer by ACH. Dan will look into a cybersecurity training for the staff and board.

Rich moved to roll over the CD. Paul Second. All in favor.

Paul moved to approve financials. Rich second. All in favor.

NRCS & NRCC Updates - Marybeth Whitten/Rick Hopkins

Maggie presented in place of Marybeth. The ranking deadline has been extended. This year there were 147 applications in Washington and 169 applications in Chittenden. Collectively, these applications way over asked the available funds. Many projects will go unfunded. For reference, there are 67 active contracts in Washington and 69 in Chittenden.

The State is shuffling people internally. There may be staff additions in Williston. Jaycee has given his notice. His last day is April 24. Johann will be out on paternal leave in May.

We are still waiting on the last civil rights documents for the training.

NRCS Civil Rights Training - Marybeth Whitten

Postponed

NOAA Presentation

- Adrianna Kremer
- National Weather Service presentation on forecasting in the Winooski River Basin

Winooski NRCD Program Updates

- Lucas Storm Smart / Unifying Stormwater Updates
 - We are working to close out the current grant. We are writing final reports. There is a white paper to recommend changes to assessment protocol. We will be creating a complete projects list for the lifetime of the grant (WNRCD, FMR, FWR), and ranking these projects based on feasibility. We are preparing for a new "Unifying" paradigm. We are attempting to come up with a single assessment for lakes, streams, and private property. This coming summer we will be doing lake wise, stream wise, and storm smart. We haven't seen the protocol yet. We will basically be continuing stormwater TA this summer. Lucas will have a presentation at Richmond free library, as part of flood resilience conversations.
- Kara Vermont Pay for Performance/Phosphorus
 - We are nearing the end of the work for this year, all assessments done. We need signatures for claim forms, then payments can go out. We only need one more signature, almost completely done. The power BI tool created by VAAF, allows tracking of farm progress over the years. It tracks P sequestration and payments. Great news is that 5 of 6 of our farms are getting the highest payments this year. The program this year is under



revision. All farms will need to reapply, and they cannot be in FAP and VFP. So need to advise our farmers on which to do. The new program will pay farmers more for data collection and curation, which is good. Farmers get paid per acre, our range of payments to our farms is 15K to 5K. We have seen payments as high as 20K. We will be trying to see which will get the highest payments for our farms.

- Heather Local Fund Pool Proposal and Local Fund Pools
 - Kara gave this update as Heather could not be present. We submitted our Conservation Action Plan and proposal. Our proposal is on grazing for water quality and soil health. Anyone in our service area can apply. We asked for a budget is 800K. In the past year grazing has become important for many of the farms we work with. The 2025 fund pool updates are that we have 7 applications moving forward. We are finalizing mapping to determine the acreage and drafting payment rates. We will likely spend most of the 200K that we have allotted to us.
 - Unrelated, we will be taking on some contracts for central zone.
- Dan Miscellaneous Updates
 - Tree Sale Updates: the sale is not going very well. Sales are proving to be slow. We are in the process of finalizing a retainer contract with Vermont DEC to conduct Lake Watershed Action Plan studies. Dan is working with UVM and MycoEvolve to write a grant for experimental approaches to riparian buffer planting. The granting agency is the Foundation for Food and Agricultural Research.
 - Winooski NRCD will have a summer intern from Vermont Law School.

Opportunity to Sign Petition

To: Vermont Supreme Court

From: VT Legislature

Concerning: Municipal exemption for Farming and Protecting the Right to Grow and Sell Food

Draft: [Here](#)

Is this something we want to sign as a District?

Henry Harries outlined the nature of the bill and asked if the District might support opposition to it. There was some discussion and a decision was deferred to a future meeting.

Open Meeting Law

NRCC has [developed an overview](#) of how Open Meeting Law can play out in a district context.

All District board meetings are subject to Open Meeting Law. District committee meetings are subject to open meeting law when the committee is empowered by the board to make decisions on behalf of the organization, such as with a finance or executive committee.

All public officials are required to take a [training](#)

(<https://www.youtube.com/watch?v=5O5Pj4NHjbw>) on Open Meeting Law annually. NRCC recommends all District Supervisors and District Managers take this training.

Resources

- [Secretary of State's Training Video](#)
- [Folder on Open Meeting Law Resources](#)
- [VLCT Open Meeting Law Basics Sessions on March 18th](#)



There was some discussion. It might be a good idea to set up a Youtube channel for our meeting recordings. The training is required for the five supervisors but would be good for anyone to watch. Dan will ask Clare (NRCC) if she needs a list of people who have completed the training. Paul will come to the next Board meeting early to watch the training at 9 AM and we will do regular business at 10 AM.

Paul moved to adjourn the meeting. Rich seconded. All in favor