



Winooski Natural Resources Conservation District Board of Supervisors Meeting

Agenda

**Date: 15 July 2026
Time : 10 AM - 1 PM**

In Person @ WNRCD Berlin Office:
617 Comstock Rd, Suite 1, Berlin, VT 05602
Contact District Manager, Dan Koenemann (daniel@winooskinrcd.org) with Questions

[Video Conference Link](#)

Attendance and Agenda

- Guest Introductions
- Adjustments to the agenda

Review and Approval of Previous Meeting Minutes

- Official Minutes - May 20, 2026
- ACTION ITEM: Approve Minutes

New Board Members

- Ella Mighell (Supervisor or Associate Supervisor) - Questions and Discussion
- Jean Hamilton (Supervisor or Associate Supervisor) - Questions and Discussion
- Reminder
 - **Rick Hopkins:** Chair
 - Term End: 2027
 - **Russ Barrett:** Vice Chair
 - Term End: 2026
 - **Rich Turner:** Treasurer
 - Term End: 2029
 - **Paul Hartshorn:** Secretary
 - Term End: 2028
 - **Nancy Everhart:**
 - Term End: 2030
- ACTION ITEM: Vote on new supervisors
 - Proposed - Ella to replace Paul
 - Proposed - Jean to replace Rich
 - Proposed - Rich to become Associate Supervisor

Financial Updates - Pat

- ACTION ITEM: Approve Financials

FY27 Draft Budget and Workplan Review - Dan and Pat

- FY26 Granting Review
- FY27 Draft Budget
- FY27 Draft Workplan
- Professional Development Allotment?



NRCS & NRCC Updates - Marybeth Whitten/Rick Hopkins

NRCS Civil Rights Training - Marybeth Whitten

NRCS Space et alia

- Internet in Berlin office
- Laptop for Lucas
- New office space

Winooski NRCD Program Updates

- Dan - Construction projects (Enos, Woodchuck Hollow, Rouleau, Cilley Hill)
- Lucas - Unifying Stormwater
- Kara - Wrap up of AgCWIP
- Heather - Wrap up of NRCS contracts
- Delaney - Basin 8 Adoptions

Supervisory Union Collaboration

- Henry Harris - Updates

Revisiting: Cybersecurity Training

- Norwich - Reached Out, No Response
- Champlain - Reached Out, No Response

Handbook Revisions

1. Inclement Weather Policy of Franklin NRCD ( Weather Policy - FCNRCD.pdf)
2. Jury Duty Policy (draft language)

Jury Duty or Other Documented Civic Obligation

"The Winooski Natural Resources Conservation District will compensate staff for the working hours used to satisfy Jury Duty or other similar, documentable civic obligation. The staff member will provide a copy of the summons to the District Manager (or to the Chair of the Board in the case the District Manager has been summoned). The staff member will keep the District Manager informed of the length of service, as it becomes known. The staff member will be compensated only for the hours served. These compensated hours served in civic obligation do not contribute to the accumulation of earned paid time off (annual leave or personal leave). Compensation will be at the employee's current hourly rate."

Proposed amendment to be retroactive to June 1, 2026

3. Addition to full time staff holidays: Friday after Thanksgiving
- ACTION ITEM: Adopt policies for integration into Winooski NRCD handbook

Supervisor Stipends

- Check only one box
- Sign
- Thank you!

Proposed Executive Session: Personnel Matters

Dan Koenemann - Annual Performance Review (24 Months employed)

Heather Murphy - Annual Performance Review (12 Months employed)

ACTION ITEM: Evaluation Decisions