



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

**Date: 21 January 2026
Time : 10 AM - 1 PM**

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

[Video Conference Link](#)

Attendance

In-Person: Rick Hopkins (Supervisor, Chair), Nancy Everhart (Supervisor), Rich Turner (Supervisor), Pat Richardson (Accountant), Dan Koenemann (District Manager), Kara Winslow (Agricultural Specialist), Heather Murphy (Agricultural Specialist), Lucas Goldfluss (Conservation Specialist), Henry Harris (Guest)
Online: Russ Barrett (Supervisor), Henry Bonges (Associate Supervisor)

Review and Approval of Previous Meeting Minutes

- Official Minutes - November 19, 2025
- ACTION ITEM: Approve Minutes

Rich moved to approve the minutes. Nancy seconded. All in favor.

Financial Updates - Pat

- ACTION ITEM: Approve Financials

The profit and loss takes us through the end of December. The District has carried over funds. This may be the first time we have even been in the position to carry over funds. In 2023 we ran a deficit. Last year we had a surplus of \$7,200 and in FY25 we saw a surplus of \$181K. This is a carryover of several grants, primarily AgCWIP and NACD. It does not impact P and L for last year. It is a balance sheet transaction. Going down through the rest of the P and L, it is pretty uneventful. We are basically within budget on payroll. We have some tree sale deposits made. We have some contractual expenses in the project column - engineers/consultants for Sabin Pond, for example. In board stipends, there is a negative amount. Those were checks sent back by board members.

We have paid all of our dues. In terms of insurance, we still have not seen the invoice or the certificate. We see some meeting expenses related to the annual meeting. We basically broke even.

For the most recent quarter, we were at a loss of \$39K. But with the carry over we are ahead. Part of this is timing. The AgCWIP invoice is due this Friday. We have an accounts receivable of \$70K through the end of December. LCBP has been paying in a more timely manner.

The prepaid expenses are website and quickbooks. We have some small payroll liabilities. The health insurance we pay at the beginning of each month but don't collect from the employees until payroll.

NACD TA 23 is ending and we may need to return some of the funds that went unspent.

Nancy moved to approve the financials as presented. Rich seconded. All in favor.

Guest Introductions

There was a brief pause to go around and do introductions. Specifically, Henry Harris introduced himself. He is interested in community organizing and outreach. He has a farmstead and is a carpenter. He wants



to support District work. He is interested potentially in becoming a supervisor. Being a part of District activities will help with his community organizing. He can help the Districts make connections and form collaborations.

The District staff and board then introduced themselves.

Rick moved to make Henry Harris from Marshfield an associate supervisor. Nancy seconded. All in favor. Dan will reach out to get his details for the info page and website.

NRCS & NRCC Updates - Marybeth Whitten/Rick Hopkins

NRCC Updates: Rick stepped down as Chair of Council on January 1. Willie Nickerson is the new chair. Kate Williard is the new Central Supervisory Union representative. Rick is the alternate. Rick is still the chair of the finance committee.

\$948K is the appropriations request from NRCC to the Agency of Agriculture. This is a small increase over last year. We decided not to do a \$3 million request, due to budget uncertainty. Our request seems not to be in the Governor's Budget. NRCC is switching from M&T Bank to Union Bank.

NRCC has made a request of VLCT for us to be a part of the municipal retirement fund. Henry Bonges pointed out that GMT is also a municipality so there are strange situations.

The AgCWIP proposal is being submitted by VACD this year. It is a \$5.5 million ask for 23.1 FTE for two years.

NRCS Civil Rights Training - Marybeth Whitten

No Marybeth

Winooski NRCD Program Updates

- Lucas - Tree Plantings (Trees for Streams and CWSP)
Discussed the tree planting updates for the spring and summer. Two Trees for Streams projects - Ethan Allen Homestead (with WVPD), and Mill Riverside Park in Jericho (with JULT). Both sites will be volunteer plantings. The New Farms for New Americans program will help plant Ethan Allen Homestead. Looking at a May 1 planting. We want to source from the Intervale, about 675 stems, 400 per acre, 120 foot buffer.
The Mill Riverside Park planting was identified by VLT who work with JULT. It is a small planting but a high priority due to incision of the river. JUPD will help plant along with JULT. The trees will be from the Farm Upstream just down the road.
Also there is a CWSP project. It was approved by the Basin 8 CWSP to do a 4-acre planting on the Muddy Brook in Shelburne. The property is split between two landowners. There is a lot of reed canary grass. The project will be credited with 3.9 kilograms of Phosphorus. We hope to remove invasives in the spring and then plant in the fall. We are waiting on the COI from VLCT to sign the contract and get started. We are working with Audubon to create bird habitat as well. The CWSP was willing to take an experimental approach to deter / coexist with beavers. We will be caging, sand painting, and both, to see what works best. Hopefully there will be an SWA at this same site after the planting.
- Kara and Heather - Locally Led Process and Local Fund Pools (2024 and 2025)
For the 2024 Fund Pool, there were three applicants, three projects were granted engineering funding, and two will go forward. One is still unsure. The group has a waiver from NRCS to go another 12 months without implementing a practice. This is being handled mostly by NRCS.



For the 2025 Fund Pool, we are much more intimately involved. There are eight applicants and we are working on their ranking. We went to visit a producer last week and they have a five year planting project in mind. The others are smaller producers. The big project is in Berlin. The farm grows fruit and nut trees. They have a large parcel with no buffers, so a big opportunity. We did a site visit and talked about CSP and EQIP. The project developed into something much bigger, which is great. In the end, we will rebuffer miles of stream over five years. Then we can tie this in with CSP later.

The smaller projects are not producers but small landowners. This should be a smaller lift on our end. NRCS has restructured the ranking process to generate a lot more work, but these aren't farms so not as much work. We are a little worried about tree availability. But we will be planning for planting in spring 2027. This will prevent people needing to scramble this spring. NRCS has new archaeology constraints, no digging below the plow layer.

For the 2026 Fund Pool, we had our two meetings last week. There were different turnouts but still great conversations. The survey is still live through mid February, February 16. We have asked for an extension for the action plan. The working groups brought up the following: invasive species, water quality, grazing/soil.

- Dan - Granting Updates - Dan walked through the various grants that Winooski NRCD has applied to in the fiscal year to date. More than 20 grants applied to at a value of more than 7 million dollars. So far we have received just of \$500K with a number of grants pending.

Board Elections - Results

- Nancy Everhart has been elected for another five-year term. Thank you!

District Service Area

- Displayed differently on WNRCD, VACD, and WRNRCD websites
- Asked new NRCC/VACD GIS Specialist to map based on organizing statute
- Draft map provided. Comments?

Donations

- Periodically we receive requests for donations (NACD, UVM, etc.)
- We contribute to NACD because we need to in order to receive the grants
- Do we have or want to donate to other organizations?

EXECUTIVE SESSION

Nancy moved to go into executive session. Rich seconded. All in favor at 11:52 AM.

- Kara Winslow - One Year Performance Review
- Heather Murphy - Six Month Performance Review
- Dan Koenemann - Paternity Leave (updates)

Rick moved to come out of executive session. Rich seconded. All in favor at 11:59 AM.

Nancy moved to express our gratitude to Kara for her hard work over the past year, to give a positive one-year performance evaluation, and provide a two-step pay increase. Additionally, Nancy moved to provide a positive six-month performance evaluation for Heather and a one-step pay increase. Rich seconded. All in favor.