

## Virtual Meeting via PBI Zoom 7pm-8pm

### Agenda

Time: 7pm

1. Welcome
  
2. Housekeeping & updates
  - i. Review & Approval of Summary Notes - revised – Project Initiation Meeting
  - ii. Review & Approval of Summary Notes –12-28-21 meeting
  - iii. Any clarifications/items from previous meeting?
  - iv. Updates from Committee?
  
3. Overview of project
  - i. Town's participation – update on Ghent feedback
  - ii. Selection of additional members to WAC
    - Make a list of suggestions
  - iii. Tentative project timeline – review of contract timeline
    - Tentative date for RFP - initial draft
    - Tentative date for MOA – initial draft
  - iv. Number & frequency of WAC meetings, and location(s)
  - v. Overview of MOA
  
4. Discussion of NRI – Biological Report
  - i. Genesis of NRI in watershed project – explanation
  
5. Discussion for project reference materials access for WAC members
  - i. WAC reference docs uploaded to PBI's DropBox  
<https://www.dropbox.com/sh/8jhvu9fyiu89gx2/AADev6FDRfliB0-L8C2Md2a4a?dl=0>
  
6. Wrap up & next meeting scheduled

# Task 7 – 2<sup>nd</sup> WAC Meeting – revised Notes

## SUMMARY NOTES

JANUARY 31, 2022

7:00PM-9.00PM

ZOOM VIRTUAL

<b>MEETING CALLED BY</b>	Sally Baker, PBI
<b>ATTENDEES</b>	See attached list

### Agenda topics

<b>DISCUSSION</b>	2. Housekeeping & Updates	
Sally conveyed Stephen Hook, Town of Claverack, had called to say he had a conflicting meeting time with the town. His apologies.		
i. Summary Notes for approval:		
Approval of DRAFT revised Summary Notes of Project Initiation Meeting - November 10, 2021 – (approved with Irene Holak/DOS comments.)		
Approval of DRAFT Summary Notes of WAC Meeting - December 31, 2021 – (waiting on DOS for comments, if any)		
iv. Updates from Committee?		
Brief discussion - "Updates" will be a standard part of each meeting Agenda specifically aimed at discussion at the beginning of each WAC meeting for any news, information, or questions WAC members have to report from the participating towns or the towns community.		
<b>CONCLUSIONS</b>	There were no comments or corrections for Summary Notes for December 31, 2021 meeting.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Re DRAFT Summary Notes for WAC December 31, 2021 meeting, as yet no comments received from DOS. Sally will check again.	Sally Baker	By next meeting Agenda.

<b>DISCUSSION</b>	3. Overview of Project	
i. Sally conveyed the Town of Ghent have a new Supervisor and are in process of determining who would be joining the WAC.		
ii. General discussion regarding additional members to be invited to join the WAC. For example, organizations involved in projects (past & current) in the watershed, such as Region 4 DEC, or water quality businesses, etc.		
David Lewis, representing Hillsdale, spoke about a DEC survey of culverts in the town near Catamount.		
Greg Vogler, representing Austerlitz, spoke about the Trout Unlimited survey of road crossings and culverts in Austerlitz having been accomplished in 2019.		
Discussion of how past & current projects will be a resource to the watershed consultant to be hired and to the WAC for the watershed plan. Projects can be incorporated for recommendations of the plan. Having a completed watershed plan will assist with funding various projects to improve and benefit the water quality in the watershed.		
iii. Discussion about trying to aim for a draft of the RFP to be started as it will take at least 3 months to draft, discussed by the WAC, & go through the required DOS (Draft & final version) approval process before it can be published on the State Contract Reporter.		
iv. Discussion about frequency of WAC meetings – David spoke about the need for the next meeting to be scheduled when all participating towns in the watershed could be present.		
Discussion – Sally conveyed that she had uploaded several resource documents now available on the DropBox set up for the WAC. The documents are sorted to relevant folders according to the Work Plan Tasks.		
v. Overview of MOA. David reviewed the examples included in the DropBox for MOAs accessed by the link provided as a resource by the Hudson River Watershed Alliance. <a href="https://hudsonwatershed.org/intermunicipal-watershed-agreements/">https://hudsonwatershed.org/intermunicipal-watershed-agreements/</a> David referenced the MOA for the <a href="#">Rondout Creek Watershed Management Plan</a> as a good example. The participating municipalities worked with Hudson River Sloop Clearwater who implemented the watershed plan.		
<b>CONCLUSIONS</b>	WAC members agreed to think about making a list of potential organizations and additional WAC members from the	

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	towns and community.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
David and Greg will forward Sally any materials and/or contact info for DEC personnel / Region 4 and for Trout Unlimited.	David Greg	
Sally will outreach to both organizations & inform results to WAC by email	Sally	Before next meeting

DISCUSSION	4. Biological Report	
<p>Discussion of Work Plan Task 10 description. The description requires amending to better reflect the intent of the study as a site-specific small scale natural inventory of fauna and flora at the easterly inlet of the Agawamuck Creek to Summit Lake. Sally conveyed at the time of writing the LWRP grant proposal due to budget constraints the inventory was not intended as a NRI of the Agawamuck Creek within the broader context of the watershed as many of the elements of broader natural resources as an inventory are included in Task 9 and Task 12 of the Work Plan that contribute to the final Watershed Management Plan. Based on DOS comments received in 4/2021 to the first draft it has been suggested Work Plan Task 10 be amended as a site-specific Biological Report and could be used as an educational outreach document and included in the watershed management plan.</p> <p>David conveyed the Biological Report was an extremely good study.</p>		
CONCLUSIONS	It was agreed the Biological Report should be made available.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Sally to email David the DOS comments on the original draft in order to address the amendment of Task 10 defining the FEP study as a site-specific Biological Report in place of a site-specific NRI.	Sally Baker	Within the next week following this WAC meeting.

DISCUSSION	5. Project Reference Materials	
<p>Discussion about the folders set up for the WAC in the <a href="#">DropBox as resource materials</a>.          Greg spoke to the need for a general introduction to the basics of watershed management planning in Layman's terms. While the Project Initiation Meeting Power Point covered many in-the-weeds aspects of the project, he sees a need for another presentation addressing what a WMP is, its primary purpose, how does it benefit the towns and community in the watershed, and what the processes are to produce the plan. (Re 2/9/22 Greg comments to Summary Notes) he also stressed the need to inform the towns of what may be expected of them, and the expectations will be requirements, or simply recommendations. We also discussed that a high level overview would also discuss governance of these requirements/recommendations, i.e. whether and how the decisions on what to do should be decided, by whom, etc.</p>		
CONCLUSIONS	An additional power point presentation would be helpful to be shown when all participating towns can be in attendance for a WAC meeting.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
A power point presentation.	Sally Baker	For the next meeting



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