



CRJC Executive Committee
MONDAY, SEPTEMBER 16, 2013
CRJC OFFICES
10 WATER STREET, LEBANON NH

Attending:

Commissioners

Brendan Whittaker, VT Chair
Tara Bamford, VT – at Large
Mary Sloat, NH Treasurer
Jim McClammer, NH – at Large
Chris Company, VT – SWRPC

Staff

Christine (Walker) Frost – UVLSRPC Staff
Patricia Crocker – UVLSRPC Staff
Rachel Ruppel – UVLSRPC Staff

Chair Whittaker convened the meeting at 2:02 PM. Following welcomes he outlined process for the meeting including use of ID tent cards for all meetings so that voting members of the Commissions can be clearly identified and that non voting participants in all the meetings be seated in places identified for the public. Whittaker also announced that when he is chairing meetings, he will return to the former CRJC practice of having Commissioners speak first on an agenda item, and then offer opportunity for the public to comment

1. Approve August 19, 2013 Executive Committee Minutes.
Sloat moved and Bamford seconded a motion to approve the minutes. McClammer proposed clarifications where the CRJC authority was described as “defending” all use of the CT River to “advocating” for all use. On page 3 he proposed editing the word “frustrating” from his comments about CRJC funding needs. Sloat moved to amend the motion to accept the minutes as amended. Bamford seconded. Vote: Unanimous
2. August Progress Report: Sloat moved, McClammer seconded the motion to accept the August progress report as presented. Vote Unanimous.
3. Approval of August Financials: Sloat moved and Bamford seconded a motion to approve August financials. Bamford inquired about lack of a report of expenditures against budget as well as the billing of expenses to one grant versus both. Following discussion the report was accepted with note of the request to have the expense to budget report available each month in addition to the balance sheet and to look into whether billing should be accrued to both grants on a monthly basis. Vote: Unanimous.
4. Strategic Direction Committee: Members Chris Company, Brendan Prusik, Rebecca Brown and Tom Kennedy volunteered to serve on a subcommittee to consider CRJCs future direction. The Chair exercised his discretion to appoint an ad hoc committee to consider strategic direction. Chris Company’s offer to chair the committee was accepted. The idea is for the group to propose action rather than further discussion.

At this time, relicensing has been identified as a major focus of the organization, but other issues such as the Portland Pipeline and Northern Pass may warrant consideration. The relicensing is more focused toward the southern part of the river. The organization mission might be considered in the context of the entire watershed rather than just individual projects. The committee may want to consider a structure that works to support the mission within the limited range of resources available.

Discussion followed about the purposes for any funds that are raised. The possibility of an intern working for CRJC was raised. Sloat identified Lise Moran a student at Plymouth.

Many have assumed that CRJC could return to its previous iteration, but that is not likely since the funding environment has changed. Half the previous budget was from federal earmarks which are no longer available. Various organization structures were briefly discussed. Local river subcommittees and working groups were discussed. Bamford suggested that reports from these groups be included in the Commissioner packages at the full Commission meetings. Staff will resume this practice as requested.

The funding base of \$60,000 from VT and NH should be assumed at this point. The fundraising issue is challenging. Previous grants for municipalities were discussed. Ruppel suggested that the adopted strategic plan would be helpful to the ad hoc committee to inform their discussions. Staff will send this information to the Chair.

Sloat moved and McClammer seconded a motion to support Whittaker's request to appoint an ad hoc committee to work on proposed structure and a draft plan to be presented to the Commissioners. Vote: Unanimous.

5. Business Liability Insurance: Discussion of insurance followed. Crocker presented the result of a solicitation which provided better coverage for liability at a significantly lower premium than the current policy. Sloat moved and McClammer seconded a motion to change business insurance after confirming the move will still save money once early cancellation costs were calculated and to begin the new policy effective as soon as possible. Vote: Unanimous. Crocker will advise treasurer of final calculation after follow up with the agents.
6. Discussion of replacement of at-large VT exec committee member. Campany suggested Gary Moore if he will be continuing to serve. Whittaker will be in contact with him. Other possible candidates were discussed for individuals from Vermont's LRSC's.

The Vermont Group will plan to caucus during the recess at the October Commission meeting to consider nominees. Staff will notice a meeting of the CT River Watershed Advisory Council noticed to discuss appointments to fill vacancies on the Executive Committee.

7. Financial Compilation versus Audit. A discussion of the value of an audit ver-

sus compilation followed. Walker and staff stressed the view that the audit was important because it will evaluate internal controls over funds and management policies. This would be valuable in seeking new funding and provide a clean slate for CRJC. Following discussion Sloat moved and McClammer seconded a motion audit will be undertaken up to the amount of \$5,250 proposed in the response to the solicitation. The difference between this amount and the current budget of \$4,150 shall be made up by reduced UVLSRPC staff hours as proposed by Walker and/or the reduced insurance premium anticipated by switching insurers. Vote: Unanimous.

8. Printing of River Subcommittee Recreation Plans. The previous year's budget included production of these reports, but this could not be accomplished before the fiscal year end. Crocker sought quotes from 3 printing companies. The low bid was \$1,388.39 from Prospect Communications who had produced the documents several years earlier. Sloat suggested that it seems appropriate to amend this year's budget to cover the cost of printing the recreation plans of \$1,388.39. The cost might be covered by retained earnings of approximately \$2,500 from the previous year. The Commission should vote to amend the budget at the next meeting to have printing completed. The proposal will be outlined specifically and approval requested as a routine order of business. Staff will provide Sloat the background information prior to the next meeting. Bamford moved to recommend this course of action, Sloat seconded. Vote: Unanimous.
9. Report from Relicensing Group. McClammer suggested CRJC can join forces with VLS. Whittaker announced that he and FERC ad hoc Committee Chair McClammer have agreed that any future developing letters or other Proposed CRJC submissions to FERC on re-licensing, be submitted in draft, for comment, to all Commissioners before formal adoption. McClammer indicated full agreement. The Executive Committee noted for the record that any request for staff time must go through the State Chairs Whittaker and Brown. All committee information will be posted on the CRJC website.
10. CRJC List of Representatives to Related Committees/Commission. The examples cited were Friends of Conte Chris Company; Bob Ball 15 Mile Falls Mitigation Fund Grant Committee. Are there other commissioners representing CRJC on other things? There really is no process for appointing individuals. Staff will pass around sheet asking who may also be serving on these sorts of committees at the Full Commission meeting in October.
11. VT Watersheds United, VT Shoreland Protection Hearings. Discussion followed about collaboration and communication with these groups

Discussion of the agenda for the October Full Commission considered whether the meeting should cover only organization business or continue to include an educational program component. Walker suggested that the educational component was important and should be retained. Following discussion, the consensus was to continue to include an educational segment. Whittaker suggested Nancy Ketcham a Fisheries Biologist with the USFS of the Green MT National Forest as a speaker.

It was agreed that a longer break would be part of the agenda to allow for the Vermont Members to caucus on nominations to fill open seats and executive committee membership. Whittaker will contact Ketcham to determine her availability to speak. Ruppel noted that Brown had suggested that someone come talk about the Portland Pipeline at a future meeting.

Sloat returned to the discussion of an internship for Lise Moran a student at Plymouth. If it was not feasible to have a CRJC intern, perhaps she might work with the Riverbend Committee on the Portland Pipeline. Bamford stated that Rick Walling is chair of the Riverbend subcommittee and that Ms. Moran should e-mail Rick and Tara about her interests.

McClammer moved, and Sloat seconded a motion to adjourn at 4:11PM.

Approval Pending on November 18, 2013.