**Piscataquis County Soil and Water Conservation District Board of Supervisors.**

**Meeting Minutes**

**November 17th, 2022, Remote via Teams.**

Attendance:

Staff: Sarah Robinson, Kacey Weber

Supervisors: Toby Hall (chair), Jensen Bissell, Sue Mackey Andrews,

Mike Pounch

Assoc. Supervisors: Kent Black, Sam Brown, Donna Coffin, Kim Merritt, Molly London

Guests: Tom Gordon, Sheila Ashburn, bookkeeper. Cheryl Gormley, bookkeeper

Toby declared that a quorum was present and called the meeting to order at approximately 4:02 pm.

Toby introduced Tom Gordon, former MACD director from 2009-2016, now with the Commissioner’s office of the ME Dept of Agriculture, Conservation and Forestry (DACF). Tom provided an overview of his current efforts in supporting soil and water conservation, climate resilience and the Maine Agricultural Bargaining Board. Tom noted that, after adjusting for county population, the PCSWCD is the top performer in his “bang for the buck” calculation - indicating the high value Piscataquis County citizens receive from the PCSWCD. He also noted that PCSWCD is one of only four (of 16) districts that own land. Tom explained that he believes a large amount of money will be soon available (through the inflation reduction act and the climate change act) for conservation efforts and he strongly suggests that the District think about ways and staffing structures to capture and expend this money effectively, particularly in developing plans. He feels the accent will be on soil health practices and the concern is “who will do the planning?” He suggested we concentrate on building staff capacity for planning in applying resources to soil health and perhaps forest practices and invasive species management. A few questions and discussion followed. Sarah and Toby thanked Tom for his attendance and comments.

**New Business**

**Election Results:** Kacey provided the results of the Board elections. Steve Tatko was elected as a Supervisor to replace Sue Mackey Andrews at the conclusion of her term in January, 2023. All paperwork has been submitted to install Kent Black as an appointed supervisor. Kent’s voting rights will begin when the paperwork comes back. **It was moved and seconded to accept the voting report. The motion passed unanimously.** Sarah then brought up a request to elect a new chair, as Toby will be resigning in December. Toby opened the floor to nominations for district chair. Kent nominated Jensen for Chair. Some discussion ensued about the process for nominating officers. Kacey explained that the only official Board position is chair. Sam seconded the nomination. **A motion was made and seconded to vote for Jensen Bissell as Chair as of January 1. The motion passed unanimously.**

**Treasurer’s Report and 2023 Budget:**  Sheila provided an overview of the October results. The results continue to be very favorable, including very favorable results in the Services and Programs and Donations lines. Some discussion ensued about the placement of some revenues and expenditures. Sheila noted that our Days Cash on Hand (DCOH) is over 240, well over the usual target of 90-120. **A motion was made and seconded to accept the Treasurer’s Report as presented. The motion passed unanimously.** Sheila then moved directly to the 2023 budget. Sheila presented and discussed the bottom line of the major budget items. Some discussion ensued. **A motion was made and seconded to accept the 2023 Budget.** Sarah provided an overview regarding her overall view of the budget and the coming year for the District. **The motion passed unanimously.**

Toby then introduced Cheryl Gormley as the incoming contracted bookkeeper. Toby and Supervisors welcomed Cheryl. Sarah raised the issue that the Board did not approve Cheryl as a replacement for Sheila. Discussion ensued. **A motion was made and seconded to accept the contract with Cheryl Gormley to provide accounting assistant to the District.**

**District Conservationist Report:** there was no report as Seth did not attend.

**New Business:** Sarah reviewed the TNC Sub-award. **A motion was made and seconded to accept the TNC Sub-award, including the vehicle liability issue as resolved by the Director.** **The vote was unanimous.** Sarah then reviewed the issues with Bangor Savings Bank and the Quickbook payroll issues. Sarah detailed the many issues she has had to address with BSB. Sarah suggests the Board vote to allow Cheryl Gormley, who has solid experience with payroll to handle this part of the District business. **A motion was made and seconded to approve the Quickbook change from Bangor Savings Bank to Cheryl Gormley.**  **The motion passed unanimously.**

**Consent Agenda:** **A motion was made and seconded to accept the Consent Agenda as presented.** **The vote was unanimous.**

**Board Development and Outreach:** Jensen reported on the work he and Kent completed on the new trail connector on the Law Farm Trail. Mike reported that he participated in the cruising work on the Williamsburg Forest. Toby reported on the great event at Marr Pond Farm. Kent added more observations. Sue reported that she is continuing to work on the strategic plan for presentation in March.

**Upcoming Events:** Sarah reviewed upcoming events, including an AMC grant of $20,000 to the District to work on education efforts in the youth and environmental program. Much discussion ensued on this and other programs.

There being no further business, **Toby declared the meeting adjourned at approximately 5:47 pm.**

| **PCSWCD Meeting Attendance Record** |
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| **2022 Attendance** | **1/20** | **2/17** | **3/24** | **4/21** | **5/19** | **6/16** | **7/21** | **8/18** | **9/15** | **10/20** | **11/17** | **12/15** |
| ***Supervisors*** |  |  |  |  |  |  |  |  |  |  |  |  |
| **Toby Hall, Chair** | x | x | x |  x |  x |  |  x | x | x |  | x |  |
| **Jensen Bissell** | x | x | x |  x |  x |  x |  x | x | x |  | x |  |
| **Mike Pounch** | x | x |  |  |  |  x |  x | x |  |  | x |  |
| **Sue Mackey Andrews** | x |  |  |  x |  x |  x |  x |  | x |  | x |  |
| **Jim Ferrante** |  | x | x |  x | x | x |  | x | x |  |  |  |
| ***Associate Supervisors*** |  |  |  |  |  |  |  |  |  |  |  |  |
| **Sam Brown** | x | x | x |  x | x |  |  x | x | x |  | x |  |
| **Donna Coffin** | x |  |  |  x |  |  |  |  | x |  | x |  |
| **Steve Tatko** |  |  |  |  |  |  |  |  |  |  |  |  |
| **Amber Hines** | x |  | x |  x |  |  x |  |  |  |  |  |  |
| **Kim Merritt** | - |  |  |  |  |  |  x | x |  |  | x |  |
| **Kent Black** |  |  |  |  |  |  x |  x | x | x |  | x |  |
| **Molly London** |  |  |  |  |  |  x |  x  |  |  |  | x |  |
| ***Staff*** |  |  |  |  |  |  |  |  |  |  |  |  |
| **Sarah Robinson Ex Dir** | x | x |  |  x | x | x |  x | x | x |  | x |  |
| **Seth Jones NRCS DS** | x | x | x |  x | x |  x |  x |  | x |  |  |  |
| **Kacey Weber** | - |  |  |  | x |  |  x | x |  |  | x |  |
| **Emily Dickison** |  |  |  |  |  |  |  |  |  |  |  |  |
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