



394 Schroon River Rd, Warrensburg, NY 12885  
Phone: 518-623-3119  
Fax: 518-623-3519

Email: [rhonda1@nycap.rr.com](mailto:rhonda1@nycap.rr.com)  
Website: [www.warrenswcd.org](http://www.warrenswcd.org)

---

## MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

June 26th, 2017

### PRESENT:

Frank Thomas, Chairman	Jim Lieberum, DM
Mark Brown, Director	Rhonda L. Jarvis, OM
Craig Leggett, Director	Robert Bombard, WRS
Tim Costello, Director	Dean Moore, Sr. DT
Ronald Montesi, Vice Chairman	Nick Rowell, NRS

- 1) **Meeting was called to order:** Chairman Thomas convened the Director's meeting at 1:05pm.
- 2) **Approval of the previous SWCD meeting minutes: Motion:** by Brown to approve the May's 2017 minutes, 2<sup>nd</sup> by Costello, carried.
- 3) **Presenter:** - No Presentation this month. Rowell had some pictures to show the board from two projects he has completed one through our Part C funding and the other through our LCB Stormwater Grant.
- 4) **Report of Officers:**
  - a) **Chairman Report:** Thomas has no report but just to say budget time is approaching fast and the district needs to start working on the budget and thinking about the new position.
  - b) **Treasurer Report:** As far as the financial situation, the District has \$276,446.37 for May; most of it is in grant money. Bills for payment for June totaled \$16,108.17 Operating bills and Grant Bills for \$18,498.46. **Motion: by Montesi to approve all bills for payment for June, 2<sup>nd</sup> by Costello, carried. Motion: by Costello to approve the financial report for May 2017, 2<sup>nd</sup> by Leggett, carried.**
  - c) **Correspondence:** 1. Lee from the County received a quote on the District's building ridge cap on roof and the quote is \$900.00 he is wondering if the District would like to get the ridge cap fixed at this time. **Motion:** by Costello to fix the ridge cap on District building for \$900.00 and have Frank Leeman complete a new wire connection for a generator for the District office for power outages in the amount \$700-\$900, 2<sup>nd</sup> by Brown, carried. 2. Registration form for Adirondack Lake Alliance for Lake and River Association Symposium please let Rhonda know if you are interested and she can sign you up and it does count for the performance Measures for the District. Montesi may be interested in attending he will let Rhonda know. 3. A letter addressed to Dean Moore from a Sandra Carpenter in regards to a purchase of certain plants back in 1990-92 asking for

assistance, letter was read and a letter of response was completed from Thomas to be sent back to her and we have no responsibility for the purchase of certain plants she had purchased and a recommendation was given to her for help.

5) **SWCD Business:**

- a) **Change of NYACD Executive Director**, The NYACD Executive Director was let go for many reason and the new part time NYACD Executive Director is Blanche Hurlbutt. Montesi mentioned she is doing a wonderful job stepping up to the plate and keeping things moving forward.
- b) **West Brook Conservation Initiative review**, The county has asked for our help with the West Brook Conservation Initiative and a contract will be drawn up Lieberum has contacted Jeff from DPW to see if it has been started, this contract will bring at least \$3000 in revenue for the District.
- c) **LGWC Subpoena and SWCD response**, The District was subpoenaed by the county on the information on David Decker for emails, contracts, invoices and any payment records having to do with him and Lake George Watershed Conference, so the District produced many things and put them all on a USB drive and sent down to the county attorney. District would also like to thank Rob Hosford at the IT department for coming to the District and searching all the computers for information too.
- d) **Queensbury MS4 program contract extension**, The Queensbury MS4 Program contract is coming to an end at the end of this month and Lieberum has suggested that the District do an extension of the contract and it will be modified with the additional information that may be updated when the time comes. **Motion:** by Leggett to extend the Queensbury MS4 program Contract for the next 3 years and make additions when they are presented at that time, 2<sup>nd</sup> by Brown, carried.
- e) **Part C Projects**, So far the District has been doing well and moving forward with the Part C projects, Education program at least 8 to 10 emails and calls on this one, Dry Hydrant program up to \$1,000 for a new install and \$500 for replacement parts and at least 4 to 5 calls on this program, the Wait house project has been completed except for the educational part that has been scheduled. MAP and LAP assistance is always moving forward.
- f) **Program Development ideas**, Lieberum mentioned some program ideas for the use for Part C monies now and in the future. Educational programs, Trout in the classrooms, rain gardens, nature trails and signage. Please let Lieberum know if you have any other suggestions to add to the programs.
- g) **Performance Measure Review**, Lieberum went over the performance measure again to the board to make sure the District is on track for completing the projects and trainings that all board members and staff need to attend and complete. It is looking like we are on board with completing all most all of the them so District should be on track to receiving a close to 100% of the funding.
- h) **NYSSWCC Managers Meeting – June 29, Raybrook**, Lieberum mentioned this meeting will count for the performance measurers for the state committee reporting. So far Lieberum, Thomas and Costello are

going, if anyone else is interested please let Lieberum or Rhonda know so you can make arrangements for a ride. Thomas may have to back out of going for a county meeting instead.

- i) **NYSDEC WQIP grant application**, The District will be applying to at least two of the NYS DEC WQIP grants 1. The Finke brook culvert replacement for the County. 2. A Stormwater grant, there are a few options still figuring out which one will get granted. Lieberum will keep board updated on what they are before submission. **Motion:** by Leggett to approve the applications for the NYSDEC WQIP grant applications for submission when completed, 2<sup>nd</sup> by Brown, carried.
  - j) **Summer/Fall project tours**, A project tour is set up for August monthly meeting to go to Bolton, Artist Falls, and UpYonda to see the rain garden installed there and have our meeting and lunch at the facilities. Lieberum will inform board of time and meeting place as it gets closer.
  - k) **Current grant project updates**,
    - 1. **Schroon** – the storm water projects at the Town Hall and Leland Avenue are moving forward, construction has started and all is moving forward for completion.
    - 2. **HMG-** The approval of the Hazard Mitigation has been adopted by the state with revisions. Lieberum has received 6 out of 8 town resolutions adopting the change.
    - 3. **LCBP-Habitat-** Halfway brook habitat structures have been completed above Hovey pond and Bombard and interns have been looking for others to install to complete this grant.
    - 4. **NYSDEC Erosion Control-** many hydroseeding projects have been completed and many have been scheduled.
  - l) **Other**, 1. Lieberum mentioned that the Adirondack Lake Alliance is interested in renting the upstairs of the District building and this will have to go in front of the facilities committee. Lieberum spoke to Thomas about what has to get this ball rolling to get an answer to the Adirondack Lake Alliance. 2. Mini bid for the new vehicle has come in and Holstein Chevelotte has won the bid for a 2018 Chevy 1500 Silverado double cab. **Motion:** by Montesi to accept the bid from Holstein Chevelotte, 2<sup>nd</sup> by Brown, carried. 3. Lieberum mentioned the fire alarms have been going off in the building Frank from the county has been up doing some work on them cleaning them out and hopefully that is all it was, if not District may have to replace some, Lieberum will keep the board up to date on them.
- 6) **Other Agencies:** Bob Brower, NYSSWC last report was reviewed
- 7) **District Staff Reports:**
- a) **James Lieberum, DM**, Lieberum's report was reviewed.
  - b) **Bob Bombard, WRS**, Bombard's report was reviewed.
  - c) **Dean Moore, Sr. DT**, Moore's report was reviewed.
  - d) **Nick Rowell, NRS**, Rowell's report was reviewed.

8) **Adjournment: Motion: by Montesi to adjourn Directors meeting at 3:00p.m., 2<sup>nd</sup> Costello, carried.**

Respectfully submitted,

-----  
Rhonda L. Jarvis, Office Manager/ Treasurer  
Date Approved: \_\_\_\_\_