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**Middlesex Conservation District**

319 Littleton Road, Suite 205  
Westford, MA 01886  
(978) 303-8272

**Board of Supervisors Monthly Meeting Minutes  
Hybrid Meeting in 2nd Floor Conference Room at  
319 Littleton Road, Westford, MA 01886 and Zoom  
January 22, 2024  
6:30 P.M.**

Supervisors present: Kathie Becker, Liz Austin, Margaret Delano, Miri Becker  
Others present: Andrea Grossman (District Admin), Dick Gelpke, Ann McCartan (president of the MMGA), Bruce Piper, Austin Miles, Elizabeth McGuire, Bob Purcell

Chair called the meeting to order 6:33 PM

**Approval of Previous Minutes**

November 20th  
FY 2023 Annual Meeting - December 4, 2023  
December 21st - next meeting

Liz Austin motioned to approve Nov 20th and Annual Meeting minutes. Miri Becker seconded.  
All approve.

**District Administrator Report**

A few people have signed up for the Harvey Leonard workshop tomorrow. Many other workshops on the calendar (see calendar on website)

Insurance payments (mentioned at the last meeting) will have to wait until they send us the invoices.

Plant sale: need input on pricing for the seed packets. Need to send pictures and descriptions to Scott to put on the website. Prairie Moon nurseries said we can use their photos as long as we credit them.

Sending the reimbursements and quarterly reports to keep up with District finances.

**District Conservationist Report - Bob Purcell**

Olivia resigned in December to pursue other dreams. New employee starting next Monday as Soils Planner. Held interviews with Michael Leff for the new Program Assistant for the Westford office. Candidates were selected and the offer was accepted so they are going through the onboarding process. The onboarding process is prolonged and takes a long time.

An unfunded agreement needs to be re-signed. There needs to be a partner contact person to resign. That person can be Andrea, or it could be someone else. We need to discuss who that will be and figure it out by the next meeting.

### **Treasurer's Report**

November expenses: had grant money income. Liz Austin motioned to vote on the November expense report, Miri Becker seconded. All approved.

December expenses: slight change in Andrea's payments, where did that come from? Postpone voting on this until the next meeting.

### **MCD BOS Monthly Meeting Dates**

Feb 26, Mar 11, Apr 15, May 13, Jun 10, Jul 22, Sept 9, Oct 21, Nov 18, Dec 2 or 9. All dates occurring in the calendar year of 2024.

Idea to send a postcard/flier to every town hall in the county about the dates. Let them know we're looking for new Board members.

### **Board Vote on Supervisor Positions**

Put off one month and try to get new Supervisors.

### **Board Votes on Money Spent**

New Honorarium for Havey Leonard.

He said he does it for free so it's up to us. Idea to donate to a cause in his name.  
\$100

Gift under \$25 for Ellen Mecray - root bag & seeds?

Pollination Presentation by Giancarla Kalpas of SVT - asked for \$250.

Invasive Species Presentation by Jane Maloney of SVT - \$250

Miri Becker motions to accept. Liz Austin seconds. All approve.

### **Plant Sale Updates**

Spring 2024 Plant Sale Starts by Jan 31, 2024

Date(s) Volunteers Bag Seeds March 21, 2024 at 10 AM - MCD Conference Room

Plant Sale Orders Update

When Website Sale Should Start - Jan 31, 2024

Plant Sale Newsletter - will include the flier.

Plant Sale Flier - print some and place around town. Email out to list. Snail mail flier to those who have sent in physical copy in the past.

Ship orders April 1, 2024

### **Discussion on FY 2024 Healthy Soils Action Grant**

Brainstormed a Program to help individuals or businesses to transform their yards or sections of their yards to be native plant habitats. Encouraging homeowners to transition their yards to meadowland. Looking into transitioning waste spaces. Education for Landscapers so they are more aware.

Want to try a couple of techniques to remove the lawn before planting.

Plan Grant, including feedback from brainstorming.

#### Discussion on 2023 SLWG Survey Results with Austin Miles

Almost 50 responses for our county. We will all look at the results and come to the meeting next month to review.

Statewide Local Working Group March 19, 2024 from 9:30-12:30. He hopes we can come & help with outreach (website/newsletter/individual invites).

Need volunteers to facilitate discussion groups, including a training session beforehand.

#### MCD Status Training for Supervisors

Links:

- [Conservation District Supervisor Training](#) from MACD - Use the “Training Modules.”
- Open Meeting Law [training info](#) - Multiple dates upcoming
- Conflict of Interest training registration
  - [March 28, 2024 10AM-12PM](#)
  - [May 30, 2024 10AM-12PM](#)

#### Other Topics

None brought up.

#### **Important Dates:**

Climate Change: Simple, Serious Solvable by Harvey Leonard on January 23, 2024, at 3:00 PM at the First Parish Church United of Westford (Address: 48 Main Street, Westford, MA 01886)

Backyard Invasives: ID and Removal by Jane Maloney on February 24, 2024, at 2:00 PM at the Maynard Public Library (Address: 77 Nason Street, Maynard, MA 01754)

Mushroom Workshop with Andrew Mintz and Elizabeth of Fat Moon Mushrooms on March 15, 2024, at 3:00 PM at White Pond Farm (Address: 26 White Pond Road, Stow, MA 01775)

Regional Climate Change Presentation by Ambarish Karmalkar on April 13, 2024, at 4:00 PM at the First Parish Church United of Westford (Address: 48 Main Street, Westford, MA 01886)

Liz Austin motioned to adjourn the meeting. Miri Becker seconded. All approved. Meeting adjourned at 8:20

Meeting minutes prepared and submitted by Miri Becker.