



Middlesex Conservation District

319 Littleton Road, Suite 205
Westford, MA 01886
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**Board of Supervisors Monthly Meeting Minutes
Hybrid Meeting in 2nd Floor Conference Room at
319 Littleton Road, Westford, MA 01886 and Zoom
May 13, 2024
7:00 PM**

Supervisors present: Kathie Becker, Liz Austin, Miri Becker, Margaret Delano
Others: Bob Purcell, Andrea Grossman (District Administrator)

Welcome and establish quorum. Chair called meeting to order at 7:08 PM

Approval of Previous Minutes - will be pushed to the next meeting.

February 26, 2024

March 11, 2024

April 29, 2024

District Administrator Report

- Signed up for Amazon Business. All Supervisors have been given the link as well. Made multiple lists for different things we may want to buy.
- Zoom said we cannot really pick and choose months for the webinar features, but we could sign up and then cancel before the next month.
- For the hydroponics workshop, we need \$50 down to hold the space. It is on the calendar, and we will begin marketing soon.
- FY 24 basic grants have been signed & sent to Tom Anderson
- From Michael Leff: MACD Boston meeting - Brainstorming session (see details below) for Conservation Districts in MA to see how we can work together to strengthen all the conservation districts in the State.

District Conservationist Report

- Working to obligate contracts by Friday, including energy efficiency upgrades at several farms. Max Timken is working on a lot of applications in Groton & Pepperell.
- Certain watershed (Unkety Brook in Pepperell) in Middlesex falls under a water quality grant so maybe we could do some kind of workshop.
- Natural Resources Specialist position being posted in both Westford & Holden in the next couple of weeks.
- Next Monday the Pathways student interns will start.

- Have many Cultural Resource Reviews to do this summer to ensure we are not disturbing artifacts.

Treasurer's Reports

- Quarter 1 Report
- Quarter 2 Report
- Quarter 3 Report
- March Treasurer Report
- April Treasurer Report

Liz Austin motions to accept reports. Miri Becker seconded. All approve.

Healthy Soils Challenge Grant Update

- No update

Board Votes on Money Spent:

- Hydroponics Presentation - \$250 LEVO international speaker fee is \$200 plus travel stipend of \$50.
- Sudbury Library requires \$50 down as well.
- Liz Austin motion to accept, Margaret seconded. All approve.

American Farm Trust Soil Sampling

- None of us can commit to it at this time so we will likely need to pass on this opportunity.

Plant Sale

- Spring Seed Sale Report
 - We did not make a ton of money, but it was great to get our name back out there and let people know we are still here.
- Fall Plant Sale Updates and Planning
 - Will we sell edibles? Want to stick to our values as closely as possible for natives & conservation. Also, it would be cool to sell bulbs.
 - Worcester County Cons District (WCCD) does a plant sale, and they have a coordinator. It is a lot of work, and they end up working more than part time hours. Each Supervisor committed some number of volunteer hours.
 - Kathie & Andrea toured Farrington Nature Linc as a pickup location. Seems great, we need to make sure we put driving directions in pick up instructions. Has a barn and a workspace that we can use. Plenty of space and out of the way so it is safe. Plenty of parking. Rent would be \$1,500 (at most) for the week.
 - Can we find someone who would be willing to volunteer the space?
 - Unlikely, we have not been able to find one in many years of looking.
 - Lisa Trotto is in Holden on Mondays - can connect with her to ask how WCCD approaches their plant sale.
 - Can we reach out to those who bought seeds to tell them we are looking to do a

limited sale and are looking to hire someone to coordinate?

- Liz Austin makes a motion to proceed with the plant sale, send out an email, and set a date. Margaret Delano seconds. All approved.

Status Training for Supervisors

- No update

Other Topics

- We are using too much space on our government server. Need to erase/compress/zip otherwise pare down that information.
 - Andrea and Miri will find a solution.
- Job descriptions. Need to generate job descriptions for plant sale coordinator and one for grant writing coordinator. Kathie will take lead on this in the next couple of weeks.
- No information about FY2025 Basic Grants & Innovation Grants yet but want to get started writing to be ahead of the game.

Important Dates:

- May Foraging on the Farm Workshop by Emily Carvalho on May 18, 2024, at 10:00 AM at Clark Farm in Carlisle (Address: 185 Concord Street, Carlisle, MA 01741)
- Starting or Integrating Hydroponics in your Garden on June 4, 2024 - Location TBD
- USDA NRCS \$1.5 Billion Available for Partner-Driven Conservation Solutions. Grant Proposals due by July 2, 2024, by 4:59 PM.
 - Applicant Outreach Webinar May 30, 2024, from 2:00 PM to 4:00 PM
- NACD Conference in Boston on August 11, 2024, at the Renaissance Boston Waterfront Hotel (Address: 606 Congress Street, Boston, MA 02210)
 - 9:00 AM EDT - NACD Regional Meeting - Northeast

Liz Austin motions to adjourn the meeting. Miri Becker seconds. All approve. Meeting adjourned at 8:40 PM