

Meeting Minutes  
Pleasant Bay Alliance  
Steering Committee  
July 30, 2020  
10:45 am via Webex

Participating: Allin Thompson, Chuck Bartlett, Dolly Howell, Fran McClennen, Chris Miller, Walter North, Dee Dee Holt, Carole Ridley

Allin Thompson called the meeting to order at 10:47 am.

Consideration of minutes of June 9<sup>th</sup> was delayed until the next meeting.

Coordinator's report:

1. The SNEP Progress report was discussed. The report had been reviewed by the Watershed Work Group at a meeting earlier in the day. The progress report covers grant activities between January 1, 2020 and June 30, 2020. The activities included completion of task 1A, substantial completion of task 1B, and progress on Tasks 2 and 3. Chuck Bartlett moved that the progress report be accepted and that the Coordinator be authorized to obtain the signature of the fiscal agent and submit to the SNEP program manager as required. Dolly Howell offered a second to the motion. The committee discussed information shared at the Watershed Work Group that morning that sought to achieve consistency between the nitrogen removals by town reported in the Targeted Watershed Management Plan and the updating of the SMAST model. Following discussion a vote was taken and the result was approval of the motion 7-0-0.

2. A SNEP invoice was discussed. The invoice will seek reimbursement of \$25, 375 for work during the progress report period. Fran McClennen moved to authorize the Coordinator to submit the invoice to SNEP in coordination with the Alliance Treasurer. Walter North seconded the motion and the vote was 7-0-0 in favor.

3. A Memorandum of Agreement with the SNEP Stormwater Technical Assistance Network was discussed. The MOA spells out the three tasks that the Network will perform with the Alliance: a) review of bylaws and regulations concerning stormwater, 2) development of stormwater financing options, and 3) development of best management practices for quantifying nitrogen removal credit for stormwater management measures. There is no money to be transferred between the Network and the Alliance, and the indemnification language had been reviewed and approved by Chatham Town Counsel. Fran McClennen moved approval of the MOA and authorization for the Chair to sign and for the Coordinator to forward to the Town of Chatham for signature. The motion was seconded by Chuck Bartlett. The vote was 7-0-0.

4. An update on the CZM resilience grant was provided. The grant period was extended to August 31<sup>st</sup>. The final grant deliverables will be reviewed by the Coastal Work Group on August 19<sup>th</sup>. The deliverables are concept plans for living shoreline treatments for the town-owned marsh at Portanimiticut Road in South Orleans and the Muddy Creek channel at Jackknife Harbor Beach in Chatham. The concept plans had been presented to the Orleans Conservation Commission and Chatham Park and Recreation Department, respectively, and each group was supportive. The Alliance has not heard about a year two grant award which would continue permitting on the concept plans, and additional outreach to stakeholders and neighbors.

A reimbursement invoice for \$62,050 is being processed by CZM and payment should be forthcoming from the state to the Alliance account.

5. A support letter was submitted on behalf of Sipson Island Trust for a state grant to support purchase of the island.

6. The Alliance has been asked to participate in a SNEP grant program on science in Pleasant Bay being organized by Center for Coastal Studies. More information will be forthcoming.

7. An adjustment to the contract with Wright Pierce was proposed to address additional time to support the work with the SNEP Stormwater Technical Assistance Network. A \$3,000 increase in the total budget amount is proposed by Wright Pierce. Chuck Bartlett confirmed that funds are available. Dolly Howell moved approval of the \$3,000 increase in the contract amount, to a total of \$33,000. Walter North seconded the motion. The vote was 7-0-0.

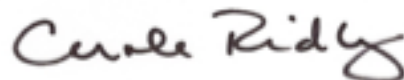
8. The coordinator's contract expired and a one-year contract extension is permissible under the existing contract. Fran McClennen moved approval of the one-year contract extension for Ridley & Associates to serve as coordinator. Chuck Bartlett seconded the motion. The vote was 7-0-0 in favor.

The Committee set the August meeting for August 19<sup>th</sup> at 2:45 pm via webex.

Allin Thompson asked for a motion to adjourn at 11:50 am. Dolly Howell so moved, seconded by Dee Dee Holt. The vote was 7-0-0 and the meeting adjourned.

Signed:

Date: 8/19/20

A handwritten signature in dark ink, appearing to read "C. Ridley". The signature is written in a cursive, flowing style.