

PURSUANT TO NOTICE, THE QUARTERLY MEETING OF THE CONNECTICUT RIVER VALLEY FLOOD CONTROL COMMISSION was held at the Connecticut River Conservancy conference room at 15 Bank Row in Greenfield, MA on September 14, 2018.

COMMISSIONERS PRESENT:

Connecticut	Commissioner Denise Ruzicka Commissioner Jason Bowsza Commissioner Richard Sherman
Massachusetts	Commissioner Mike Misslin Commissioner Carl Gustafson
New Hampshire	Commissioner Robert Kline Commissioner Linda Tanner Commissioner Paul Berch
Vermont	Commissioner Evan Hammond Commissioner Gary Moore

Also attending:

Angela Chaffee – Administrator for the Commission, and Barbara Sherman.

1. Denise Ruzicka, Chair, called the meeting to order, 9:30am.
2. Public Comment – none.
3. Old Business
 - a. Commission reviewed June 22, 2018 meeting minutes. Paul Berch move to approve June minutes, second by Evan Hammond. Carl Gustafson & Linda Tanner abstain. Motion passed.
 - b. Commissioner vacancies & appointments. CT: All set. NH: All set. VT: Gary Moore tried to get Tim O'Connor's daughter but she's not interested. May have one other person interested. MA: Names have been suggested but no response, no interest in making appointments. Mike Misslin will continue to work on it.
 - c. NH & VT have paid their annual administrative support payments. MA & CT are in process. Mike & Denise will follow up. Re: increase New Hampshire's administrative payment from \$2,000 to \$2,500; this is a budget year so this is the time to put in a request. Linda will look into what department the request should go under.
 - d. Swim area has been dredged recently. Need to urge Congress to designate funds for dam maintenance. This Commission will revisit sending follow-up letters after the upcoming election. Angela will draft repeat letter to four state delegates and circulate before next mtg.
 - e. Review of final FY 17-18 budget/expenses. All looks ok.
4. New Business
 - a. Gary Moore moved to pay the CRC invoice, second by Mike Misslin. Motion passed.
 - b. Commission reviewed the standing motions – all look ok. Commission reviewed the Document Management Policy. Denise Ruzicka will check with our archivists at CT state library to get their advice re: whether we should be saving everything digitally or using archival quality PDF (to be compatible with future software). Currently paper files take up one drawer + one box, not a burden. Last transfer to archives was in 2013. Suggestion that every five years to scan only the permanent files, keep scans here of permanent files, and send paper files to archives.

Commissioners and administrator will review the list of documents in the policy for what we don't need and discuss at next meeting.

- c. CT River Flow Restoration Study –Report states obvious results but good collaboration on report. Value in doing incremental change. Need to continue looking at mid-level release rather than bottom release. States all have programs to remove small, unnecessary dams not related to flood control. Discussion about flood control, changing climate and increased precipitation, hydroelectricity, and dam removal. The report included study of Townshend & Ball Mountain dam region, focused on tributary rivers. This may be useful in our follow-up on the sedimentation issue there. A better model is needed to study the CT River main stem. Angela will post study overview & full report on the CRVFCC website.
 - d. Other New Business – Proxy material received from MSA group (surety bond provider), merger with another company. Gary Moore moved that Denise Ruzicka, as chair, handle this, second by Robert Kline.
- 5. Public Comment – none.
 - 6. Meeting adjourn, 10:37am. Next meeting December 7.