

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 December 7, 2018.

COMMISSIONERS PRESENT:

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

Also attending:

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

1. Denise Ruzicka, Chair, called the meeting to order, 9:45am.
2. Public Comment – introductions to Brian Ames, new Commissioner from Vermont.
3. Old Business
 - a. Commission reviewed September 14, 2018 meeting minutes. Gary Moore moved to approve September minutes, second by Carl Gustafson. Motion passed.
 - b. Commissioner vacancies & appointments. CT: All set. NH: All set. VT: All set. MA: Will check with Mike Misslin if we need to continue pushing for appointments.
 - c. NH, VT & CT have paid their annual administrative support payments. MA payment was approved on 12/6/18. 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 is continuing to meet with the Governor and Office of Strategic Affairs to pursue this.
 - d. Discussion of engaging local/state elected officials to meet with US representatives to lobby the Corps re: Townshend Dam sedimentation issues. CRVFCC will send an updated letter to federal delegates, send copy of that letter with a cover letter to local/state elected officials, and suggest a site visit by representatives, Corps. Importance of education/knowledge from restoring river banks & river dynamics for a long-term solution. VT has a restoration guide. Carl Gustafson will update letter, add info about increased frequency and intensity of storms, flood events. Denise Ruzicka will review. Commissioners will sign at our March 2019 meeting. VT Commissioners will create list of local representatives to send this to.
 - e. Review of document management policy. Denise Ruzicka has name and contact info of new CT State archivist. She will get in touch re: document retention, transfer of records (frequency or when we get certain volume). Add to our policy: tax loss inquiry letters to towns, report, letter to states; annual budget (put audits, 990, bank statements as sub-items)
4. New Business

- a. CRC invoice paid via standing motion. Angela to send list of standing motions to Commissioners.
 - b. Review Tax Loss Report. CRVFCC collects tax rates to maintain communication and fulfil our compact. Evan Hammond moved to approve Tax Loss Report, second by Gary Moore. Motion passed.
 - c. Review Annual Report. Send to governors, secretaries of state, state libraries, VT ANR. Gary Moore moved to approve Annual Report, second by Evan Hammond. Motion passed.
 - d. 2019 meeting schedule: March 15, June 14, September 20, December 13.
 - e. Other New Business – none.
- 5. Public Comment – none.
 - 6. Meeting adjourn, 10:36am.