

New Hampshire
*Department of Agriculture,
Markets, and Food*

Shawn N. Jasper, Commissioner



May 27, 2026

Her Excellency, Governor Kelly A. Ayotte
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the New Hampshire State Conservation Committee (SCC) to enter into a grant agreement with Rockingham County Conservation District, Brentwood, NH, (Vendor Code 154584-B001), in the amount of \$19,832.00 for the Enhancing Coastal Ecosystem Health at the Little Harbor Shoreline, Odiorne State Park project in the Town of Rye, Rockingham County, effective upon Governor and Council approval for the period of July 1, 2026, through April 30, 2028. **100% Other Funds (Agency Income).**

Funding is available in Fiscal Year 2027, with the authority to adjust encumbrances in each of the state fiscal years through the Budget Office, if needed and justified.

02-18-18-184510-28600000, SOIL CONSERVATION

073-509074

Grants Non-Federal

FY2027

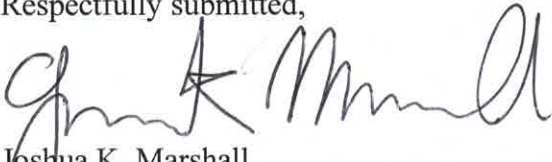
\$19,832.00

EXPLANATION

The State Conservation Committee (SCC) in fulfillment of its responsibilities under the Conservation Number Plate grant program, RSA 261:97-c III(a), wishes to provide grant funds to Rockingham County Conservation District to perform certain tasks as enumerated in Exhibit B for the purposes of restoring and stabilizing dune systems along the northern Little Harbor shoreline to enhance coastal resiliency in the town of Rye, NH.

The SCC is confident that the grantee possesses the necessary staff and resources to effectively carry out the duties imposed by this grant.

Respectfully submitted,

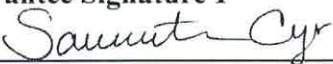
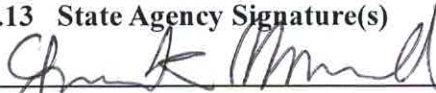


Joshua K. Marshall
Assistant Commissioner

GRANT AGREEMENT

The State of New Hampshire and the Grantee hereby
Mutually agree as follows:
GENERAL PROVISIONS

I. Identification and Definitions.

1.1. State Agency Name State Conservation Committee		1.2. State Agency Address 1 Granite Place South, Suite 211, Concord, NH 03301	
1.3. Grantee Name Rockingham County Conservation District		1.4. Grantee Address 110 North Road, Brentwood, NH 03833	
1.5. Grantee Phone # 603-679-2790	1.6. Account Number 28600000	1.7. Completion Date 4/30/2028	1.8. Grant Limitation \$ 19,832.00
1.9. Grant Officer for State Agency Rachel Stevens		1.10. State Agency Telephone Number 603-271-3551	
If Grantee is a municipality or village district: "By signing this form we certify that we have complied with any public meeting requirement for acceptance of this grant, including if applicable RSA 31:95-b."			
1.11. Grantee Signature 1 		1.12. Name & Title of Grantee Signor 1 Sammy Cyr, Chair	
Grantee Signature 2		Name & Title of Grantee Signor 2	
Grantee Signature 3		Name & Title of Grantee Signor 3	
1.13. State Agency Signature(s) 		1.14. Name & Title of State Agency Signor(s) Joshua K. Marshall, Assistant Commissioner	
1.15. Approval by Attorney General (Form, Substance and Execution) (if G & C approval required) By: <i>Vasilios Manthos</i> Assistant Attorney General, On: 5/27/26 /			
1.16. Approval by Governor and Council (if applicable) By: _____ On: / /			

2. **SCOPE OF WORK:** In exchange for grant funds provided by the State of New Hampshire, acting through the Agency identified in block 1.1 (hereinafter referred to as "the State"), the Grantee identified in block 1.3 (hereinafter referred to as "the Grantee"), shall perform that work identified and more particularly described in the scope of work attached hereto as EXHIBIT B (the scope of work being hereinafter referred to as "the Project").

3. AREA COVERED. Except as otherwise specifically provided for herein, the Grantee shall perform the Project in, and with respect to, the State of New Hampshire.
4. EFFECTIVE DATE: COMPLETION OF PROJECT.
- 4.1. This Agreement, and all obligations of the parties hereunder, shall become effective on the date of approval of this Agreement by the Governor and Council of the State of New Hampshire if required (block 1.16), or upon signature by the State Agency as shown in block 1.14 ("the Effective Date").
- 4.2. Except as otherwise specifically provided herein, the Project, including all reports required by this Agreement, shall be completed in ITS entirety prior to the date in block 1.7 (hereinafter referred to as "the Completion Date").
5. GRANT AMOUNT: LIMITATION ON AMOUNT: VOUCHERS: PAYMENT.
- 5.1. The Grant Amount is identified and more particularly described in EXHIBIT C, attached hereto.
- 5.2. The manner of, and schedule of payment shall be as set forth in EXHIBIT C.
- 5.3. In accordance with the provisions set forth in EXHIBIT C, and in consideration of the satisfactory performance of the Project, as determined by the State, and as limited by subparagraph 5.5 of these general provisions, the State shall pay the Grantee the Grant Amount. The State shall withhold from the amount otherwise payable to the Grantee under this subparagraph 5.3 those sums required, or permitted, to be withheld pursuant to N.H. RSA 80:7 through 7-c.
- 5.4. The payment by the State of the Grant amount shall be the only, and the complete payment to the Grantee for all expenses, of whatever nature, incurred by the Grantee in the performance hereof, and shall be the only, and the complete, compensation to the Grantee for the Project. The State shall have no liabilities to the Grantee other than the Grant Amount.
- 5.5. Notwithstanding anything in this Agreement to the contrary, and notwithstanding unexpected circumstances, in no event shall the total of all payments authorized, or actually made, hereunder exceed the Grant limitation set forth in block 1.8 of these general provisions.
6. COMPLIANCE BY GRANTEE WITH LAWS AND REGULATIONS. In connection with the performance of the Project, the Grantee shall comply with all statutes, laws regulations, and orders of federal, state, county, or municipal authorities which shall impose any obligations or duty upon the Grantee, including the acquisition of any and all necessary permits and RSA 31-95-b.
7. RECORDS and ACCOUNTS.
- 7.1. Between the Effective Date and the date seven (7) years after the Completion Date, unless otherwise required by the grant terms or the Agency, the Grantee shall keep detailed accounts of all expenses incurred in connection with the Project, including, but not limited to, costs of administration, transportation, insurance, telephone calls, and clerical materials and services. Such accounts shall be supported by receipts, invoices, bills and other similar documents.
- 7.2. Between the Effective Date and the date seven (7) years after the Completion Date, unless otherwise required by the grant terms or the Agency pursuant to subparagraph 7.1, at any time during the Grantee's normal business hours, and as often as the State shall demand, the Grantee shall make available to the State all records pertaining to matters covered by this Agreement. The Grantee shall permit the State to audit, examine, and reproduce such records, and to make audits of all contracts, invoices, materials, payrolls, records of personnel, data (as that term is hereinafter defined), and other information relating to all matters covered by this Agreement. As used in this paragraph, "Grantee" includes all persons, natural or fictional, affiliated with, controlled by, or under common ownership with, the entity identified as the Grantee in block 1.3 of these provisions
8. PERSONNEL.
- 8.1. The Grantee shall, at its own expense, provide all personnel necessary to perform the Project. The Grantee warrants that all personnel engaged in the Project shall be qualified to perform such Project, and shall be properly licensed and authorized to perform such Project under all applicable laws.
- 8.2. The Grantee shall not hire, and it shall not permit any subcontractor, subgrantee, or other person, firm or corporation with whom it is engaged in a combined effort to perform the Project, to hire any person who has a contractual relationship with the State, or who is a State officer or employee, elected or appointed.
- 8.3. The Grant Officer shall be the representative of the State hereunder. In the event of any dispute hereunder, the interpretation of this Agreement by the Grant Officer, and his/her decision on any dispute, shall be final.
9. DATA: RETENTION OF DATA: ACCESS.
- 9.1. As used in this Agreement, the word "data" shall mean all information and things developed or obtained during the performance of, or acquired or developed by reason of, this Agreement, including, but not limited to, all studies, reports, files, formulae, surveys, maps, charts, sound recordings, video recordings, pictorial reproductions, drawings, analyses, graphic representations, computer programs, computer printouts, notes, letters, memoranda, paper, and documents, all whether finished or unfinished.
- 9.2. Between the Effective Date and the Completion Date the Grantee shall grant to the State, or any person designated by it, unrestricted access to all data for examination, duplication, publication, translation, sale, disposal, or for any other purpose whatsoever.
- 9.3. No data shall be subject to copyright in the United States or any other country by anyone other than the State.
- 9.4. On and after the Effective Date all data, and any property which has been received from the State or purchased with funds provided for that purpose under this Agreement, shall be the property of the State, and shall be returned to the State upon demand or upon termination of this Agreement for any reason, whichever shall first occur.
- 9.5. The State, and anyone it shall designate, shall have unrestricted authority to publish, disclose, distribute and otherwise use, in whole or in part, all data.
10. CONDITIONAL NATURE OR AGREEMENT. Notwithstanding anything in this Agreement to the contrary, all obligations of the State hereunder, including, without limitation, the continuance of payments hereunder, are contingent upon the availability or continued appropriation of funds, and in no event shall the State be liable for any payments hereunder in excess of such available or appropriated funds. In the event of a reduction or termination of those funds, the State shall have the right to withhold payment until such funds become available, if ever, and shall have the right to terminate this Agreement immediately upon giving the Grantee notice of such termination.
11. EVENT OF DEFAULT: REMEDIES.
- 11.1. Any one or more of the following acts or omissions of the Grantee shall constitute an event of default hereunder (hereinafter referred to as "Events of Default"):
- 11.1.1 Failure to perform the Project satisfactorily or on schedule; or
- 11.1.2 Failure to submit any report required hereunder; or
- 11.1.3 Failure to maintain, or permit access to, the records required hereunder; or
- 11.1.4 Failure to perform any of the other covenants and conditions of this Agreement.
- 11.2. Upon the occurrence of any Event of Default, the State may take any one, or more, or all, of the following actions:
- 11.2.1 Give the Grantee a written notice specifying the Event of Default and requiring it to be remedied within, in the absence of a greater or lesser specification of time, thirty (30) days from the date of the notice; and if the Event of Default is not timely remedied, terminate this Agreement, effective two (2) days after giving the Grantee notice of termination; and
- 11.2.2 Give the Grantee a written notice specifying the Event of Default and suspending all payments to be made under this Agreement and ordering that the portion of the Grant Amount which would otherwise accrue to the Grantee during the period from the date of such notice until such time as the State determines that the Grantee has cured the Event of Default shall never be paid to the Grantee; and
- 11.2.3 Set off against any other obligation the State may owe to the Grantee any damages the State suffers by reason of any Event of Default; and
- 11.2.4 Treat the agreement as breached and pursue any of its remedies at law or in equity, or both.
12. TERMINATION.
- 12.1. In the event of any early termination of this Agreement for any reason other than the completion of the Project, the Grantee shall deliver to the Grant Officer, not later than fifteen (15) days after the date of termination, a report (hereinafter referred to as the "Termination Report") describing in detail all Project Work performed, and the Grant Amount earned, to and including the date of termination. In the event of Termination under paragraphs 10 or 12.4 of these general provisions, the approval of such a Termination Report by the State shall entitle the Grantee to receive that portion of the Grant amount earned to and including the date of termination.
- 12.2. In the event of Termination under paragraphs 10 or 12.4 of these general provisions, the approval of such a Termination Report by the State shall in no event relieve the Grantee from any and all liability for damages sustained or incurred by the State as a result of the Grantee's breach of its obligations hereunder.
- 12.3. Notwithstanding anything in this Agreement to the contrary, either the State or, except where notice default has been given to the Grantee hereunder, the Grantee, may terminate this Agreement without cause upon thirty (30) days written notice.
- 12.4. CONFLICT OF INTEREST. No officer, member of employee of the Grantee, and no representative, officer or employee of the State of New Hampshire or of the governing body of the locality or localities in which the Project is to be performed, who exercises any functions or responsibilities in the review or

Initials SC
Date 5/20/26

- approval of the undertaking or carrying out of such Project, shall participate in any decision relating to this Agreement which affects his or her personal interest or the interest of any corporation, partnership, or association in which he or she is directly or indirectly interested, nor shall he or she have any personal or pecuniary interest, direct or indirect, in this Agreement or the proceeds thereof.
14. GRANTEE'S RELATION TO THE STATE. In the performance of this Agreement the Grantee, its employees, and any subcontractor or subgrantee of the Grantee are in all respects independent contractors, and are neither agents nor employees of the State. Neither the Grantee nor any of its officers, employees, agents, members, subcontractors or subgrantees, shall have authority to bind the State nor are they entitled to any of the benefits, workmen's compensation or emoluments provided by the State to its employees.
 15. ASSIGNMENT AND SUBCONTRACTS. The Grantee shall not assign, or otherwise transfer any interest in this Agreement without the prior written consent of the State. None of the Project Work shall be subcontracted or subgranted by the Grantee other than as set forth in Exhibit B without the prior written consent of the State.
 16. INDEMNIFICATION. The Grantee shall defend, indemnify and hold harmless the State, its officers and employees, from and against any and all losses suffered by the State, its officers and employees, and any and all claims, liabilities or penalties asserted against the State, its officers and employees, by or on behalf of any person, on account of, based on, resulting from, arising out of (or which may be claimed to arise out of) the acts or omissions of the Grantee or subcontractor, or subgrantee or other agent of the Grantee. Notwithstanding the foregoing, nothing herein contained shall be deemed to constitute a waiver of the sovereign immunity of the State, which immunity is hereby reserved to the State. This covenant shall survive the termination of this agreement.
 17. INSURANCE.
 - 17.1 The Grantee shall, at its own expense, obtain and maintain in force, or shall require any subcontractor, subgrantee or assignee performing Project work to obtain and maintain in force, both for the benefit of the State, the following insurance:
 - 17.1.1 Statutory workers' compensation and employees liability insurance for all employees engaged in the performance of the Project, and
 - 17.1.2 General liability insurance against all claims of bodily injuries, death or property damage, in amounts not less than \$1,000,000 per occurrence and \$2,000,000 aggregate for bodily injury or death any one incident, and \$500,000 for property damage in any one incident; and
 - 17.2 The policies described in subparagraph 17.1 of this paragraph shall be the standard form employed in the State of New Hampshire, issued by underwriters acceptable to the State, and authorized to do business in the State of New Hampshire. Grantee shall furnish to the State, certificates of insurance for all renewal(s) of insurance required under this Agreement no later than ten (10) days prior to the expiration date of each insurance policy.
 18. WAIVER OF BREACH. No failure by the State to enforce any provisions hereof after any Event of Default shall be deemed a waiver of its rights with regard to that Event, or any subsequent Event. No express waiver of any Event of Default shall be deemed a waiver of any provisions hereof. No such failure of waiver shall be deemed a waiver of the right of the State to enforce each and all of the provisions hereof upon any further or other default on the part of the Grantee.
 19. NOTICE. Any notice by a party hereto to the other party shall be deemed to have been duly delivered or given at the time of mailing by certified mail, postage prepaid, in a United States Post Office addressed to the parties at the addresses first above given.
 20. AMENDMENT. This Agreement may be amended, waived or discharged only by an instrument in writing signed by the parties hereto and only after approval of such amendment, waiver or discharge by the Governor and Council of the State of New Hampshire, if required or by the signing State Agency.
 21. CONSTRUCTION OF AGREEMENT AND TERMS. This Agreement shall be construed in accordance with the law of the State of New Hampshire, and is binding upon and inures to the benefit of the parties and their respective successors and assignees. The captions and contents of the "subject" blank are used only as a matter of convenience, and are not to be considered a part of this Agreement or to be used in determining the intent of the parties hereto.
 22. THIRD PARTIES. The parties hereto do not intend to benefit any third parties and this Agreement shall not be construed to confer any such benefit.
 23. ENTIRE AGREEMENT. This Agreement, which may be executed in a number of counterparts, each of which shall be deemed an original, constitutes the entire agreement and understanding between the parties, and supersedes all prior agreements and understandings relating hereto.
 24. SPECIAL PROVISIONS. The additional or modifying provisions set forth in Exhibit A hereto are incorporated as part of this agreement.

Initials SC
Date 5/20/26

**Exhibit A
Special Provisions**

There are no modifications, deletions or additions to the General Provision of this form.

**Exhibit B
Scope of Services**

The Rockingham County Conservation District shall perform the following tasks as described below and detailed in the proposal titled *Enhancing Coastal Ecosystem Health at the Little Harbor Shoreline, Odiorne Point State Park* in Rye, NH, dated September 12, 2025:

Task 1 a: In the first year of this grant develop a plan for planting no less than 8,000 square feet of dune system along the Little Harbor Shoreline including implementation of Best Management Practices for site preparation and planting. Provide documentation of costs and demonstration of planting plan. Conduct at least two volunteer planting events.

b: In the second year of this grant develop a plan for planting no less than 8,000 additional square feet of dune system along the Little Harbor Shoreline including implementation of Best Management Practices for site preparation and planting. Provide documentation of costs and demonstration of planting plan. Conduct at least two volunteer planting events.

Task 2. Outreach that acknowledges NH State Conservation Committee Moose Plate Grant Program funding is expected of all Grantees. The following shall be provided in electronic format to the Grant Administrator for project outreach and completion:

- a. Implement outreach and public awareness program, provide documentation of relevant publications such as press releases or newsletter articles about the project. All outreach materials produced for public distribution shall include the NH State Conservation Committee Moose Plate logo and acknowledgment the project was funded by the NH State Conservation Committee Conservation Moose Plate Grant Program.
- b. Provide at least one project photograph for NH State Conservation Committee use, with photo authorization form.
- c. Install and display, as appropriate to the project, the NH State Conservation Committee Moose Plate sign, provided by the NH State Conservation Committee. Provide a dated photograph of displayed sign.
- d. Submit final report and associated documents, as provided and instructed by the NH State Conservation Committee.

Subcontract Provision.

The Grantee may subcontract the services described in the Tasks to entities that are qualified and appropriately licensed to conduct such activities.

Grantee Initials SC
Date 5/20/26

Exhibit C
Contract Price and Method of Payment

The NH State Conservation Committee shall pay to the Grantee the total reimbursable program costs not to exceed the grant limitation (section 1.8) in accordance with the following requirements:

The invoice form shall be accompanied by proper supporting documentation based upon project costs. The Grantee will maintain adequate documentation to substantiate all project related costs. All work shall be performed to the satisfaction of the NH State Conservation Committee before payment is made. Payment shall be made in accordance with the following schedule based upon completion of specific tasks described in Exhibit B:

Upon Completion and SCC approval of Task 1	\$ 19,332.00
Upon Completion and SCC approval of Task 2	\$ 500.00
Total	\$ 19,832.00

Changes to the Scope of Services require NH State Conservation Committee approval in advance. All work must be completed prior to the completion date (section 1.7) in this Grant Agreement to be eligible

Grantee Initials SC
Date 5/20/26

Certificate of Authority #1 – Resolution for Vote

I, Greg Balog, hereby certify that I am duly elected Clerk/**Secretary**/Officer of
(Name #1)
Rockingham County Conservation District. I hereby certify the following is a true copy of a vote taken at
(Name of Grantee)
a meeting of the Board of Directors / Council / Selectboard / **Supervisors**, duly called and held on
May 20, 2026,

at which a quorum of the Directors/Councilors/Selectmen/**Supervisors**, were present and voting.

VOTED: That Samantha Cyr, Chair
is
duly authorized to enter into contracts or agreements on behalf of

Rockingham County Conservation District with the State of New Hampshire and any of
(Name of Grantee)

its agencies or departments and further is authorized to execute any documents which may in his/her
judgment be desirable or necessary to effect the purpose of this vote.

I hereby certify that said vote has not been amended or repealed and remains in full force and effect as of
the date of the contract to which this certificate is attached. This authority **remains valid for thirty (30)**
days from the date of this Resolution. I further certify that it is understood that the State of New
Hampshire will rely on this certificate as evidence that the person(s) listed above currently occupy the
position(s) indicated and that they have full authority to bind the corporation. To the extent that there are
any limits on the authority of any listed individual to bind the corporation in contracts with the State of
New Hampshire, all such limitations are expressly stated herein.

DATE: 5/20/2026 ATTEST: Greg M. Balog



ROCKINGHAM COUNTY CONSERVATION DISTRICT

110 North Road, Brentwood, NH 03833-6614 Tel:
603-679-2790 • Fax: 603-679-2860
www.rockinghamccd.org

Regular Board Meeting RCCD
110 North Rd
Brentwood, NH 03833

Board Of Supervisors:

Sammy Cyr, Chair
Greg Balog, Secretary
Jeremy Boucher, Associate Supervisor
Liz Willey, Associate Supervisor

Staff and Partners:

Tracy Degnan, Asst District Manager, Programs
Sara McGraw-Small, Acting NRCS District Conservationist

May 20, 2026 DRAFT - MINUTES

- 1) Non-Public session may be called in accordance with RSA Chapter 91 A:3II a, b, c, d, e, and f.

Call to order-Board of Supervisors meeting, with introductions and an announcement that portions of this meeting fall under a consent agenda. The meeting opened at 6:40pm. All were present, except Sammy Cyr was remote.

Cyr appointed Willey to serve as a Supervisor for the meeting for purposes of achieving a quorum.

- 2) Minutes, April 2026
 - i) *A motion was made by Balog to accept the April minutes. The motion was seconded by Boucher and so approved.*
- 3) Financials, March 2026
 - i) Degnan reviewed the financials with the Board, noting that the County quarterly disbursement came in, and that resulted in the District being in the black.
 - ii) *A motion was made by Balog to file the March financial report as presented. The motion was seconded by Boucher and so approved.*
- 4) District Report:

Degnan reviewed the various activities as provided in the packet. Degnan noted that a vote to approve two state contracts was needed; a) a re-vote for the NH SCC Grant and b) a vote for the NH DES American the Beautiful Challenge funding for the Fairhill saltmarsh restoration project.

 - i) *A motion was made by Willey to accept funds and enter into a contract with the State of New Hampshire, Department of Agriculture, Markets and Food, through the State Conservation Committee, and to authorize Cyr to sign all required documents. The motion was seconded by Boucher and so approved.*
 - ii) *A motion was made by Balog to accept funds and enter into a contract with the State of New Hampshire Department of Environmental Services Coastal Program, for the Fairhill saltmarsh restoration project provided by the America the Beautiful Challenge grant, and to authorize Cyr to sign all required documents. The motion was seconded by Boucher and so approved.*

5) Partner Reports:

- (1) NHACD – No report was provided.
- (2) NH SCC – Degnan noted that three items were located in the digital folder that include updates and new information, as well as the public hearing slated for May 21st, where both Boucher and Willey are on the agenda for nomination to the Rockingham Board of Supervisors, and the NH SCC Meeting Packet. Degnan also noted that the SCC is hoping that a member from Rockingham or Strafford would join the SCC.
- (3) NRCS - As provided in the packet. McGraw-Small noted that she was temporarily filling in for Matt Larkin, as NRCS Acting District Conservationist. McGraw-Small noted the May 2026 monthly district report as provided in the packet. She also reviewed the Memorandum of Agreement (MOA) between NRCS and NHACD, and the presentation on Civil Rights Overview for Conservation Districts for FY 2026. All members present had read through the MOA and presentation and signed the form for McGraw-Small indicating that they had reviewed the information provided. McGraw-Small also provided some posters for the District to display.

6) New Business

- i) Per Annual Plan: Review Annual Plan of Work July 1, 2026-June 30, 2027. Degnan noted that she had updated the Annual Plan with dates and Supervisor names and added two new items as follows: Under Goal 1, added s) Review opportunities and funding support for Strategic Planning and initial implementation recommendations; and under Goal 8, e) Engage in development opportunities and/or funding support and/or fundraising opportunities. Degnan explained the rationale for adding these two items, and outlined a few changes in the corresponding spreadsheet, and the Board agreed.
- ii) *A motion was made by Balog to accept the changes made to the RCCD Annual Plan of Work for FY 2027. The motion was seconded by Boucher and so approved.*
- iii) Per Annual Plan: Envirothon. Degnan noted that RCCD staff attended the Envirothon this year, during a very hot day, which was difficult for the students attending.
- iv) Per Annual Plan: Public Hearing on Executive Committee Proposed Budget. Degnan noted that she and Nelson attended the Public Hearing in early May, and that Degnan reviewed the budget before the Committee, which did approve our \$148,500 request for FY 2027.
- v) Per Annual Plan: NH Farm and Forest Expo- NHACD Booth Volunteers. Degnan noted that due to the shortage of staff and variety of activities going on that RCCD staff were unable to attend the Expo this year, however, a few poster boards of activities were provided to NRCS, and were available for review at the NHACD table. She also noted that the BCS tractor was also there for review.
- vi) Per Annual Plan: Safety Committee Meeting & Policy Review. Safety Meeting Opened at 7:30. Degnan noted that the Policy was created in 2016 and hasn't been modified to her knowledge. Boucher offered to have an employee review the policy as a certified safety professional (CSP). It was noted that the policy is in the Dropbox folder. Degnan also reported that there are a couple of boards on the walkway that need attention, and she will be in touch with the Maintenance Department. Safety meeting closes at 7:38.

7). Other Business

- a) Updates on Finance and Operations Manager position. Degnan reported that RCCD staff held several interviews, thoroughly addressed options, and decided upon an applicant that will be a positive addition to our team. Our new Finance and Operations Manager's name is Danika Smith, and she will be starting her full-time position right after Memorial Day.
- b) Updates on Strategic Planning. Degnan noted she had interviewed two consultants and several individuals that had gone through the Strategic Planning Process. She also noted that on first review the District has an Annual Plan and Five-Year Plan, but that implementation of Operational efficiencies and funding development might be where the most assistance is needed, particularly with stewardship of our conservation easements. Balog concurred and provided some historical context of the District's former

acceptance of conservation easements did not request stewardship funds, and that the responsibility to monitor and enforce easement rights is in perpetuity. Degnan reported that around 2018, the Board made a policy not to accept any new easements for that reason. She also noted that the staffing support that is necessary to carry out the stewardship and legal responsibilities as it is currently operating, is not sustainable.

Degnan noted that staff may bring the Office hours and Board meeting schedule back to the Board in June to possibly change the timing of RCCD's Office Hours.

8.) Adjourn.

vii) *A motion was made by Balog at 7:45 pm to adjourn the meeting. The motion was seconded by Boucher and so approved.*

