

Pursuant to notice, the quarterly meeting of the **Connecticut River Valley Flood Control Commission** was held at the Dept. of Conservation and Recreation office in Northampton, MA on June 25, 2010.

COMMISSIONERS PRESENT:

**Connecticut**

Commissioner Charles Berger  
Commissioner Denise Ruzicka  
Commissioner Barbara Ruhe

**Massachusetts**

Commissioner Mike Misslin  
Vacancy  
Vacancy

**New Hampshire**

Commissioner Robert Kline  
Commissioner Fred Parker  
Commissioner Robert Grimley

**Vermont**

Commissioner Evan Hammond  
Commissioner William Pettengill  
Commissioner Gary Moore

ALSO ATTENDING:

Polly Smiarowski, Outgoing Secretary/Assistant Treasurer  
Pat LaMountain, CRWC Finance Director, New Administrator (Secretary/Assistant Treasurer) for the Commission  
Chelsea Gwyther, CRWC Executive Director  
Ben Warner, former Commissioner from Connecticut

**Agenda #1 – Acceptance of Minutes of March, 2010 meeting**

Since the March meeting was not official, the December 2009 minutes were not accepted at the March meeting. They will be brought to the September 2010 meeting for approval.

**Agenda #3 – New Business (Old Business taken up later)**

a) The Connecticut River Watershed Council brought an agreement to contract for providing administrative services to CRVFCC for six months through December 2010. Pat LaMountain, Finance Director, and Chelsea Gwyther, Executive Director, were present at the meeting. Pat LaMountain will serve as Secretary/Assistant Treasurer for the interim agreement.

b) **Motion was made (Ruhe) and seconded (Hammond)** and passed unanimously: **To require that all checks over \$500 require two signatures, one the Chair or Vice Chair of the Commission, the second the Executive Director of the Connecticut River Watershed Council, as contractual administrator for the Commission. Any check under \$500 can be signed by any one of the three signers.**

c) **Motion was made (Moore) and seconded (Parker)** and passed unanimously: **To authorize the Chair to procure a new web site and/or a new domain name at a cost of up to \$300.**

d) **Motion was made (Moore) and seconded (Ruhe)** and passed unanimously: **To authorize the Chair to sign the agreement between CRVFCC and CRWC.** The Chair signed the agreement at the end of the meeting.

e) Pat LaMountain was asked to update the contact list and include on it data for herself and for Chelsea Gwyther. All Commission members present updated their info. This list will be sent out to all Commissioners with the Minutes of this meeting.

f) It was announced that the Deerfield phone will be cancelled as of July 1. It is probable that the email address will be changed as well. (NOTE: the email address remains as it has been [CRVFCC@crocker.com](mailto:CRVFCC@crocker.com) . The phone will be Pat LaMountain's extension at CRWC: 413-772-2020 X 203 .On a second note, the web site was retrieved to the ownership of CCRFCC and is up and running for another year at the same address: [www.crvfcc.org](http://www.crvfcc.org) .

#### **Agenda #2 – Old Business**

a) Mike Misslin believes new Massachusetts members will be appointed soon.

b) Mike Misslin reported that Eileen Honen at the DCR had paid the Massachusetts support money electronically in November 2009. Pat LaMountain will research the bank accounts and find the payment or cancel it and have it reissued.

#### **Agenda #4 – Any Other Business to Come Before the Commission**

a) CRWC presented an invoice for \$1570.46 for all administration transition work to date (prior to the agreement). **Motion was made (Ruhe) and seconded (Moore)** and passed unanimously: **To accept CRWC's invoice and authorize the Chair to pay it.** In the process of clarifying the administrative tasks, Pat LaMountain has created a calendar of activity for CRVFCC. This will also be mailed to all commissioners with the June 25 minutes.

b) **Motion was made (Moore) and seconded (Ruhe)** and passed unanimously: To authorize the Chair to purchase an Insurance policy that covers the Commissioners, the officers, and the Commission's relationship with CRWC.

#### **Agenda #5 – Date of Next Meeting**

The next meeting will take place on Friday, September 17, 2010 at 9:30 am, at the DCR building in Northampton.

The meeting was adjourned at 11:30 am to go to Fitzwilly's for a retirement commemoration dinner honoring Polly Smiarowski, Secretary of the Commission for 28 years.

Submitted by

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Pat LaMountain, Secretary/Assistant Treasurer