

- b) **Grant Updates: Schroon Lake:** The Horicon side of the project material has been ordered and Moore has been working with the Horicon Highway department and things are moving forward.
- Glen Lake:** Rowell and Bombard Worked on the installation of additional permeable pavers at the Glen Lake Car-Top Boat Launch as the install is being completed by the Town of Queensbury, Along with two dry well systems being installed on Oxbow Road in the Town of Queensbury. They have been completed.
- Fish Passage:** Field work has been completed on the fish passage grant with two streams having an improvement enhanced with addition of step-pools at two perched culverts in Glens Falls and Town of Queensbury. Also similar structure will be built in Johnsbury on Armstrong road.
- Schroon River Habitat,** Moore mentioned there will be an extension on this grant and it will continue to move forward this year was a great construction year.
- c) **Civil Service Exams out-come: Appointment of 1. District Manager:** Motion By Wood to appoint James Lieberum to continue at District Manager of the Warren County SWCD, 2nd by Costello, carried. **2. Natural Resources Specialist:** Motion by Montesi to appoint Nicholas Rowell to continue as Natural Resources Specialist for the Warren County SWCD 2nd by Brown, carried. **3. Water Resource Specialist:** Motion by Costello to appoint Robert Bombard to continue as Water Resource Specialist for the Warren County SWCD, 2nd Montesi, carried.
- d) **Procurement and Personnel Policy Revised, Motion:** Costello to approve and adopt the revised Procurement and Personnel Policy for cell phone use and credit card use, 2nd by Maine, carried
- e) **AEM Strategic Plan Review,** Rowell mentioned that this AEM strategic Plan needs to be reviewed every 5 years, so Rowell will be setting up a meeting in January so if any board members are interested please contact Rowell, Wood, Lieberum and Fitscher will be attending so far.
- f) **Adopt the Employee and Director Training Plans for 2013-2016, Motion:** by Wood to adopt the employee and directors training plans for 2013-2016 and Rhonda's yearly excel spread sheet training courses, 2nd by Costello, carried.
- g) **2014 Conservationist of the year.** It was discussed and decided that Mark Dutra, Town of Queensbury Highway foreman will be this year 2014 Conservationist of the year. **Motion: by** Montesi for the Conservationist selection, 2nd by Costello, carried. James will send out a letter and invite to Mark for the December board meeting.
- h) **Other,** 1. Lieberum has reviewed Urban Forestry Grant and signed and returned for processing. 2. December 15th the District December board meeting will be held at Lizzy Keys in Warrensburg at 11:30am. 3. Lieberum was asked to be the manager for the West Brooke Project, there are still details to be figured out but this can be an income item for the District Lieberum will keep the Board informed. 4. Maine mentioned that he would like to see the front lawn clipped all the way to the road to make the Office look more presentable, it was agreed by the board member that the lawn is taken care of in the spring.

5) **Other Agencies:** Bob Brower, NYSSWC report was reviewed.

6) **District Staff Reports:**

- a) **James Lieberum, DM,** Lieberum Report was reviewed.
- b) **Bob Bombard, WRS,** Bombards Report was reviewed
- c) **Dean Moore, Sr. DT,** Moore's Report was reviewed
- d) **Nick Rowell, NRS, Rowell's** Report was reviewed

7) **Adjournment: Motion: by Maine to adjourn Directors meeting at 2:19p.m., 2nd Brown, carried.**

Respectfully submitted,

Rhonda L. Jarvis, Office Manager/ Treasurer
Date Approved: _____

APPENDIX: A - Treasurer Report
B - Correspondence
C - Partners reports
D- Staff Reports