

**DRAFT**  
St. Lawrence County Soil and Water Conservation District  
1942 Old DeKalb Road, Canton, NY 13617  
BOARD OF DIRECTORS MEETING MINUTES  
For July 9<sup>th</sup>, 2026, at 4:30 pm

**Board Members Present:** Robert Andrews, Jr. (Chairperson), Patrick Smith (Treasurer), Jackie teRiele, Ross Kostin, and John Burke

**Excused Board Members:** Anthony Levato, Adam Cook (Vice-Chair)

**Staff Present:** Alivia Bleau (Manager), Melissa Woods (Secretary/Assistant Treasurer), Allycia Foote (Technician)

- I. Call to Order:** at 4:39 pm
- II. Agenda** (Attachment A)
- III. Minutes of the Previous Meeting:** *Motion to approve the May 21, 2026 minutes, made by Smith, seconded by Burke, approved by all.*

**IV. Reports**

**A. Board of Legislators** –John Burke

- 1. Burke stated he got a chance to read a segment of the Declaration of Independence at the 250<sup>th</sup> celebration.
- 2. BOL sent a resolution to Albany to help fix senior housing vacancy issue.
- 3. BOL approved resolution that the Sheriff office can use the old landfill for a shooting range.
- 4. Burke stated that construction has begun on the new administration building.

**B. Ag and Farmland Protection Board** – Bob Andrews

- 1. Andrews brought up an issue that USDA is having with New York State regarding solar facilities being built on prime agricultural land in NYS.

**V. SWCD Reports:**

**A. Treasurer's Reports:** Melissa Woods

- 1. Woods helped with on-boarding the interns, sent final ARPA/Hazard tree payment to Putney (this project is now complete), helped with the Newsletter, worked on month end procedures, worked on truck post on NYS OGS website, attended a civil service meeting with the county, went on a site visit with Foote, spend a lot of time working on the audit, and attended a wetland ID training.
- 2. *Motion to sign audit engagement letter, made by Smith seconded by teRiele, approved by all.*
- 3. *Motion to pay Jefferson County SWCD \$150 for PE services, made by Smith, seconded by Kostin, approved by all.*
- 4. *Motion to pay Alpha Nurseries the 25% deposit for 2027 trees up to \$2,000, made by teRiele, seconded by Kostin, approved by all.*
- 5. *Motion to transfer ARPA interest to Money Market account and close the account, made by Smith, seconded by Kostin, approved by all.*
- 6. *Motion to allow Woods to transfer up to \$40,000 from Money Market Savings account to the checking account to pay for August expenses, made by Burke, seconded by Smith, approved by all.*

*Motion to approve the May and June 2026 Treasurers Report, made by Burke, seconded by teRiele, approved by all.*

**B. Technician Report- Allycia Foote**

1. Foote has continued working on AEM Round 19, and has completed 5 new Tier 1 applications; completed 3 site visits; completed 2 soil health and 1 prescribed grazing tier 3as; and 1 applicant has been in to sign contract for Tier 4 funding.
2. Foote has received 9 applications for Cover Crops, of those 9, 7 of them are new to the program.
3. Foote attended Soil Health Field Day it Sheland Farm in Adams NY, thought it was a great training and is working with CCE to bring one to SLC next year. She also attended the Canton Farmer's Market and attended ArcPro training with State SWCC. Foote will be attending the Farm Bureau summer picnic on July 16<sup>th</sup>.
4. Foote is working with Bleau and Sam Joseph from SLC Planning Department, on a solar information sheet.
5. Foote has received a few stream bank restoration calls and has been doing a few site visits.

**C. Forester's Report- Aaron Barrigar**

1. Barrigar continues to work on Part B Forest Management Plans, doing landowner assistance, site visits.
2. Barrigar has been working on Tapping into your lands potential tree planting program.
3. Barrigar has been assisting AHPIS with an EAB IPM study (tree injections), and State of the forest address.

**D. Technician Report- Heidi Knafelc**

1. Knafelc has continued studying for her Pesticide Exam and retakes it July 14<sup>th</sup>.
2. Knafelc went to Conservation Field Days, worked the Farmers Market, and worked with APHIS for treatments.
3. Knafelc completed 8 Ag Values, and did 2 inventories for Forest Management Plans.

**E. Manager Report- Alivia Bleau**

1. Bleau worked on on-boarding the interns, attended NYS Envirothon and Conservation Field Days, attended Wetland plant ID training, attended the managers meeting in Croghan, and O'Malley Brook project meetings.
2. Bleau has been working on division report, pesticide follow up, TNC time reporting, working on the budget, Invasive species program research and attended AcrPro training.

**VI. Old Business:**

- A. Discussion on truck bids and which truck to buy. Based off of policy we go with the least expensive option.
- B. ***Motion to purchase the truck from Joe Basil Chevrolet for a total of \$44,155.75, made by Burke, seconded by Smith, approved by all.***
- C. Discussion on as is waiver/surplus document.
- D. ***Motion to accept as-is waiver for surplus policy, made by teRiele, seconded by Smith, approved by all.***
- E. Discussion on old printer.
- F. ***Motion to accept printer as surplus and either dispose or offer to staff, made by Smith, seconded by Burke, approved by all.***
- G. Discussion on Invasive Species program. We are currently looking into options and we will discuss this at a later time.

**VII. New Business:**

- A.** Discussion on the 2027 proposed Budget. Bleau will meet with the county in August to discuss our budget, will approve official budget in January.
- B.** *Motion to approve drafted 2027 budget to send to the county with funding request, made by Smith, seconded by Burke, approved by all.*
- C.** Discussion on Tapping into your Lands Potential contract. Planning for 3-5 more projects.
- D.** *Motion to go into contract with The Nature Conservancy for Tapping into your Lands Potential for another year with 3 – 5 new projects, made by Burke, seconded by Smith, approved by all.*
- E.** *Motion to enter executive session at 6:37 pm under section 105 1f of opens meeting law, made by teRiele, seconded by Smith, approved by all.*

Exit executive session at 7:06 pm

**VIII. Correspondence:** Mail was available for the Board's review.

**IX. Announcements:** None

**X. Next Meeting:** August 20, 2026 4:30 p.m.

**XI. Meeting Adjourned:** *Motion to adjourn at 7:07 p.m., made by Smith, seconded by teRiele, approved by all.*

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Robert Andrews, Jr., Chairperson

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Date

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Melissa Woods, Secretary/Assistant Treasurer

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Date