

Applicants' Conference**Second Subround of Round 3 Restoration Project Proposals for Land Acquisition to Conserve Habitat**Massachusetts Housatonic River Watershed Restoration Program / 195601077

Date/Time: December 10, 2015 / 5:30 PM

Place: Lenox Library, Lenox, Massachusetts

Next Meeting: Not Scheduled

Attendees: Karen Pelto (MassDEP), State Trustee Representative, MA SubCouncil;
Thomas Potter (MassDEP), Trustee Representative Alternate, MA SubCouncil;
Cathy Kiley (MassDEP), NRD Contract Administrator;
Molly Sperduto (USFWS), Federal Trustee Representative, MA SubCouncil;
Robin MacEwan and Simon Hildt (Stantec); and
Attendees (see Attendance Sheet, Attachment 1)

Distribution: Program Website (www.ma-housatonicrestoration.org)

These meeting notes summarize the presentation and discussions conducted during the Applicants' Conference for the second subround (SubRound 2) of Round 3 Restoration Project Proposals for Land Acquisition to Conserve Habitat. Questions and answers presented here are paraphrased and edited for clarity. Note that formal responses to questions raised at this meeting, and written questions received by January 8, 2016, by MassDEP will be posted by the MA SubCouncil and MassDEP on January 22, 2016.

Introductions

The meeting formally commenced at 5:40 PM. Molly Sperduto (MS) introduced herself and the purpose of the meeting; following which, the Massachusetts SubCouncil of the Housatonic River Natural Resource Trustees (MA SubCouncil), representatives from the Massachusetts Department of Environmental Protection (MassDEP) and Stantec Consulting Services Inc. (Stantec), and audience members introduced themselves and their affiliation. Karen Pelto (KP) stated that meeting notes were being taken and that audio was being recorded for the purposes of supporting development of the meeting notes.

Presentation

Beginning at 5:40 PM, the MA SubCouncil, MassDEP, and Stantec gave a presentation that provided an overview of the Restoration Program and the Round 3 Restoration Plan; summarized the status of the first subround (SubRound 1) of Round 3 Restoration Project selection; and outlined the anticipated timeline, application, proposal review, and grant award processes for the second subround of Round 3 Restoration Projects.

The presenters noted that written questions must be submitted no later than January 8, 2016, and applications are due by April 6, 2016. The Grant Announcement and Application (GAA) has been posted on the program website at: <http://www.ma-housatonicrestoration.org/library.htm>, on the MassDEP website at: <http://www.mass.gov/eea/agencies/massdep/cleanup/nrd/nrd-restoration-funding-opportunities.html>, and on the Commonwealth's Procurement website (COMMBUYS) at:

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www.commbuys.com.

The PowerPoint presentation slides are available on the program website at: <http://www.mahousatonicrestoration.org/library.htm>.

Open Forum¹

At 6:27 PM, KP opened the Open Forum / Q&A portion of the meeting. Questions posed by the audience, and answers provided by the presenters, are summarized below.

Question 1: How many applications did you receive in the first SubRound of Round 3, and how many of those were selected to proceed from Phase 1 to Phase 2 of application review?

Response: *KP stated that four proposals were received. Three of these proposals passed the Threshold Criteria and were evaluated and then selected to advance to Phase 2. All three proposed projects were ultimately funded.*

Question 2: In what instances might a proposed project receive partial funding? If a project includes two parcels, might the MA SubCouncil choose to fund one parcel and not the other?

Response: *KP described that partial funding is possible and has been awarded in the past. In Round 1, a proposal was submitted involving a dam removal and establishment of a greenway. In that case, the MA SubCouncil decided to fund only the dam removal portion of the proposed project. KP also described that, in a hypothetical case where a proposal involves two parcels, and one of the parcels appears to provide significantly more value with regard to the goals of the Restoration Plan, it is conceivable that the MA SubCouncil could decide to fund only acquisition of the parcel with significant value relative to the goals of the Restoration Plan.*

Cathy Kiley (CK) described that proposed project components that do fall within the requirements for Round 3 funding (e.g., maintenance activities) would not be funded with NRD funds.

KP also described that proposed projects may use matching funds or in-kind service from other sources.

Question 3: Will tonight's presentation be made available to the public in electronic format?

Response: *KP stated that the presentation would be posted on the DEP website (<http://www.mass.gov/eea/agencies/massdep/cleanup/nrd/nrd-restoration-funding-opportunities.html>) and the MA SubCouncil's website (<http://www.mahousatonicrestoration.org>). KP reminded the audience that printed copies of the presentation were available at the meeting.*

¹ Questions and answers documented here are paraphrased and summarized; they do not represent direct quotes.

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Question 4: In an instance where an applicant submits multiple applications, should the required supplemental documentation be provided with each application?

Response: *CK stated that each application will be evaluated separately; thus, each application must be accompanied by all required application materials and supplemental documentation.*

CK stated that if a proposed project involves multiple parcels included in a single application, all of the required parcel information identified in the GAA must be submitted for each parcel included within the application.

CK stated that, in the case where an applicant is considering proposals related to multiple parcels and those parcels are viewed as separate projects (i.e., they do not appear to be related in such a way as to constitute a single project), then those parcels should be addressed in separate applications.

Question 5: Should proposed acquisition of multiple parcels be submitted as separate projects (e.g., one application per parcel)?

Response: *CK stated that if a proposed project includes multiple parcels, but is envisioned as a single project (e.g., if the parcels are contiguous), the proposed project may be submitted in one application addressing multiple parcels; however, the GAA does require that specific information be provided on a per-parcel basis and this information must be submitted for each parcel included within an application.*

If an applicant proposes acquisition of multiple, distinct parcels as separate projects, they should each be submitted under separate applications.

The meeting adjourned at 6:39 PM.

The foregoing is considered to be a true and accurate record of the items discussed. If discrepancies or inconsistencies are noted, please contact Karen Pelto at 617-292-5785.

Stantec Consulting Services Inc.



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Attachment: Attendance Sheet