

Regular Meeting

Cayuga Lake Watershed Intermunicipal Organization (I O) Minutes

Wednesday, December 16, 2020 @ 7 pm

Held Via ZOOM

Minutes

**Voting Members Present:** Tee Ann Hunter, Liz Thomas, Roxy Johnston, Kelly O’Hara, Bud Shattuck, Dave Sprout, Don Slocum, Mike Allinger, Ronny Hardaway, Deborah Dawson, Tony Del Plato, Becky Sims, Grace Bates, Cynthia Brock, Jackie Cassaniti

**Others Present:** Jennifer Karius, Darby Kiley, Hilary Lambert, Roxanne Marino, Shawn Murphy, Jon Patterson

**Agenda Item 2 – Consider Approval of Minutes-**

BE IT RESOLVED that the I O approves the minutes from the November 18, 2020 meeting as submitted.

MOVED: Dave Sprout            SECONDED: Liz Thomas            VOTE: Unanimous

**Agenda Item 3 – Consider Approval of the Financial Report –**

There is a balance of \$66,966.65 in the I O treasury.

BE IT RESOLVED that the I O approves the Financial Report from the November 18, 2020 meeting as submitted.

MOVED: Roxy Johnston            SECONDED: Dave Sprout            VOTE: Unanimous

**Agenda Item 4 – 2021 Appointments and Committees-**

**APPOINTMENT OF THE IO CHAIR**

Current Chair, Tee Ann Hunter has to take one year off as per the bylaws and the I O needs members for the committees. Tee Ann will still be part of the I O.

RESOLVED that the Cayuga Lake Watershed Intermunicipal Organization membership appoints Elizabeth Thomas to be the IO Chair for 2021. (Art. III, §2.a.)

NOMINATED by Roxy Johnston            SECONDED: Tony Del Plato

VOTE: 14 Yeas, 1 Abstention

**APPOINTMENT OF THE IO VICE CHAIR:**

RESOLVED that the Cayuga Lake Watershed Intermunicipal Organization membership appoints \_\_\_\_\_ to be the IO Vice Chair for 2021. (Art. III, §2.b.)

Roxy Johnston was NOMINATED by Liz Thomas      SECONDED: Tony Del Plato

Discussion was started by Jennifer Karius to move the board “up the lake”, and asked Bud and Tony if they would consider being an officer. Bud said he was on 8 others committees and Tony said he would think about it. They will table the appointment of a vice-chair and put this on the January agenda. The motion to appoint a Vice Chair was tabled.

MOVED: Roxy Johnston      SECONDED: Tee Ann Hunter      VOTE: Unanimous

#### **Executive Committee –**

They meet weekly for grant administration, and now about the water quality project. The Committee consists of Tee Ann Hunter, Liz Thomas, Roxy Johnston, Cynthia Brock, Tony Del Plato and Grace Bates.

RESOLVED that the Cayuga Lake Watershed Intermunicipal Organization membership appoints

- The IO Chair is also the Chair of the Executive Committee (per bylaws): Liz Thomas
- Tee-Ann Hunter
- Grace Bates
- Tony Del Plato
- Cynthia Brock

MOVED: Bud Shattuck      SECONDED: Dave Sprout      VOTE: Unanimous

#### **Approval of the Project Advisory Committee to act as the Technical Committee for 2021.**

RESOLVED that while the *Project Advisory Committee (PAC also known as the Interagency Committee)* for the Cayuga Lake Watershed Intermunicipal Organization is active, it will serve as the *Technical Advisory Committee (TAC)* for the IO (Art. IV, §4.a.)

MOVED: Liz Thomas      SECONDED: Mike Allinger      VOTE: Unanimous

#### **Appointment of the Finance Committee**

RESOLVED that the Cayuga Lake Watershed Intermunicipal Organization appoints the following to be the Finance Committee for 2021

- Tom Vawter
- Liz Thomas
- Dave Sprout
- Ronny Hardaway
- Mike Allinger

Jennifer Karius is interested in joining but bylaws are unclear about membership

MOVED: Roxy Johnston      SECONDED: Don Slocum      VOTE: Unanimous

## **Appointment of the Membership and Nominating Committee**

This committee is putting together a power point presentation to recruit municipalities around Cayuga Lake. They would like to include an updated dues formula which includes the Seneca River watershed area.

Roxanne Marino said there aren't a lot of voting members on the committees because there aren't very many participating members at the meetings. Liz said the "voting members" are defined in the bylaws but the definition may need to be updated. Motion to accept the slate:

RESOLVED that the Cayuga Lake Watershed Intermunicipal Organization appoints the following to be the Membership and Nominating Committee for 2021

- Cynthia Brock
- Grace Bates
- Tee-Ann Hunter
- Liz Thomas

MOVED: Roxy Johnston

SECONDED: Don Slocum

VOTE: Unanimous

Other committees that are not formed at this time that are in the bylaws are: Agriculture Committee, Environmental Review Committee, Legislative Committee and Personnel Committee. Bud suggested that the I O think about the bylaws, writing down possible changes so they don't have to do it again later, Tee Ann said the I O will look at the bylaws during the organizational assessment to update them.

## **Agenda Item 5 - Approval of Education and Outreach Guidelines-**

Roxy said the I O should have a formal and structured outreach by reestablishing an Education/Public Participation/Outreach Committee (EPPOC) as called for in the 2017 RPP; and also work with CLWN and DCL (Discover Cayuga Lake). (full document below) "Now there is no process when funding is available or applications, EPPOC would set up a deadline for grant applications; they should be applied for in March with funding awarded in June"; everyone needs to have a contract. Liz said there was a lot of work done by the Education Committee, and Hilary said she was looking forward to working with the I O., The goal is a standardized, systematic process, checking the I O's priorities, and then reach out to CLWN and DCL. "A clear deadline for applications will also allow (the I O) to get a complete packet of applications at one time and compare the various applications against its priorities based on available funds."

The Education and Outreach Committee has been an ad hoc committee of the I O, Roxy recommended the Ad hoc EOC become the EEPOC.

## **Appointment of the Education/Public Participation/Outreach Committee (EPPOC)**

RESOLVED that the Cayuga Lake Watershed Intermunicipal Organization appoints the following to be the Education and Outreach Committee for 2021

- Cynthia Brock
- Roxanne Marino
- Tom Vawter
- Roxy Johnston

- Becky Sims

(Art. IV, §5. a.)

MOVED: Liz Thomas

SECONDED: Dave Sprout

VOTE: Unanimous

### **Agenda Item 6 – Update on Organizational Assessment –**

The Village of Aurora is holding the contract with The Consensus Building Institute for the organizational assessment of the I O. The CBI planning team is working on a list of interviewees, they are going to do thirty interviews, and will be asking them a series of questions to determine how the IO can best reach its mission. Anyone interested in helping, please contact Liz.

### **Agenda Item 7 – Committee Reports –**

#### **-Executive Committee-**

They have been doing a lot of work with The Consensus Building Institute and sent out invitations to the interviewees last week. Tee Ann talked to Kathy Bertuch of CNYRPDB, who is back on track and completing information on 26 or 27 projects. Kathy has visited sites and is working on a matrix of the projects. Tee Ann has met with the Village of Aurora and the Parks Foundation to ask for an extension of the project until September 30, 2021.

#### **Membership Committee-**

They did not meet in December, but are scheduled to meet in January. Cynthia said they want to set up a structure to let non-voting members to participate in the I O.

#### **Finance Committee-**

They have not met in December, Liz said they will meet in January with a funding formula.

There is no calendar for 2021, but the I O will meet in January on the 4<sup>th</sup> Wednesday, January 27 at 7pm.

### **Agenda Item 8 - Adjournment-**

MOVED: Roxy Johnston

SECONDED: Liz Thomas

Submitted by Jackie Cassaniti

# Cayuga Lake Watershed Intermunicipal Organization

## Education and Outreach Recommendations

Developed by the Cayuga Lake Watershed Intermunicipal Organization (CLWIO) Ad hoc Education Outreach Committee (EOC). Members: Roxy Johnston (Chair), Roxanne Marino, Tom Vawter, and Cynthia Brock

Date Adopted by IO: December 16, 2020

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The purposes of this memo are 1) to provide a concise summary of the actions related to watershed education and public engagement that the CLWIO, as the organization charged with implementing the 2017 Watershed Restoration and Protection Plan (RPP), might undertake or participate in; and 2) to recommend a process to determine yearly education and outreach priorities for applicants requesting CLWIO funding.

Derived from its organizational documents<sup>1</sup>, this memo will assist the CLWIO:

- 1) In developing an Education/Public Participation/Outreach Committee, and
- 2) In undertaking a review of its mission and organizational structure and prioritizing annual goals
- 3) In providing a clear directive to community organizations seeking to receive CLWIO funding to support the CLWIO's annual goals, and
- 4) In providing clarity and consistency for making justifiable and equitable decisions on funding requests, and in promoting a "level playing field" for watershed organizations that are interested in applying for CLWIO funding

With a formal and structured prioritization and funding-solicitation process, applicants who seek to deliver education, public participation, and outreach services to CLWIO will know in advance what is deemed a project eligible for funding, and the IO will be able to evaluate applications based on pre-established criteria.

### Ad hoc Education and Outreach Committee Recommendations

1. The IO should create and establish an official Education/Public Participation/Outreach Committee (EPPOC).
2. The EPPOC should be tasked with regularly reviewing the Action Items associated with Education, Public Participation and Outreach identified in the 2017 RPP (see attached Summary Table)
3. The EPPOC should create an annual workplan based on the Action Items; the workplan should be presented to the CLWIO for adoption and approval.
4. The annual EPPOC workplan will provide the basis for

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<sup>1</sup> Information for this memo was obtained primarily from the [2017 RPP](#). It is consistent with the 2001 RPP and current IO By-Laws to the extent that they address this material.

- a. a public request for proposals for funding, and
  - b. informing the public as well as watershed organizations- especially the CLWN and Discover Cayuga Lake - of CLWIO education and outreach priorities
5. The IO and the EPPOC should communicate and cooperate with the CLWN and DCL toward
- a. inclusion of the IO EPPOC workplan in CLWN and DCL's respective programming priorities, and
  - b. advising the watershed community of stated goals for available EPPOC funding.
6. CLWIO should engage CLWN and DCL in conversations to redefine our relationship towards a collaborative process that benefits the organizations and the watershed.\* (Specific Recommendation from RPP, see below)

The ad hoc EOC recommends an annual deadline for applications in March, with funding to be awarded in June so that prospective applicants can prepare in advance. A clear deadline for applications will also allow CLWIO to get a complete packet of applications at one time and compare the various applications against its priorities based on available funds. Successful applicants should be expected to enter a service contract with the CLWIO through its municipal sponsor (currently the Town of Ithaca), meet all needed insurance and liability requirements, identify CLWIO sponsorship in all materials and presentations, and provide relevant copies of materials (video, electronic, paper) created as a result of CLWIO funding, and link online material to the CLWIO website, as desired.

## Background

In April 2020, CLWIO received requests for funding from three organizations for a total requested amount of just under \$17,000. The ad hoc CLWIO Education Outreach Committee (EOC) was created to assist CLWIO in determining what kind of education and outreach projects are appropriate for funding. The committee reviewed the Bylaws, 2001 and 2017 RPP for guidance on the mission and goals of the CLWIO and worked to distill from these documents a recommendation on funding priorities in response to the specific requests for 2020. As the number of organizations seeking funding from the CLWIO are increasing, and as the CLWIO undertakes hiring of a watershed management coordinator, the ad hoc EOC offers this guide to assist in future decision-making processes.

## Specific Guidance for Identifying and Prioritizing Education, Public Participation and Outreach Actions, from the 2017 RPP<sup>2</sup>

The Education/Public Participation/Outreach Committee (EPPOC) should be reestablished, and governed via collaboration between its principals, the CLWIO and CLWN.\*

1. CLWIO should allocate a reasonable amount of financial support to ensure this group functions - two meetings/year to produce/maintain an EPPOC work plan annually.
2. CLWN should identify EPPOC priorities as an annual objective.\*
3. Organizations such as Discover Cayuga Lake should incorporate EPPOC annual plan priorities into public programming plans.\*

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<sup>2</sup> "Recommendations for Watershed and Water Quality Education". [Page 60](#).

4. EPPOC should be tasked with reviewing information on work being pursued relevant to all other Watershed Strategy Components on an annual basis and compiling a priority list of Public Participation objectives/strategies/measures.
5. EPPOC should develop and formally accept criteria for public participation strategy:
  - a. Equity & inclusiveness within larger watershed population.
  - b. North/south end balance & participation numbers.
  - c. Determine qualities that constitutes a potentially successful effort.

\*We note that recommendations for CLWN and DCL cannot be unilaterally imposed upon these organizations. The language above reflects the wording of the RPP under the circumstances and understandings of the working relationships of the relevant organizations at the time the document was written. See Ad hoc EOC recommendation #6.

Summary Table:

Education and Outreach Action Items Specified in 2017 Restoration and Protection Plan

Category	Specific actions Listed
Public Education and Engagement	<ul style="list-style-type: none"> <li>• Request the CLWN and DCL to incorporate EPPOC annual plan priorities into their public programming and priority plans<sup>3</sup></li> <li>• Support efforts to create and provide educational opportunities for children, focused on Cayuga Lake and its watershed<sup>4</sup></li> <li>• Encourage state and local efforts to provide public access to the lake and its tributaries<sup>5</sup></li> <li>• Support the work of the FL Land Trust in identifying and preserving critical resource areas<sup>6</sup></li> </ul>
Watershed/Water Quality Education	<ul style="list-style-type: none"> <li>• Establish and maintain a central clearinghouse to provide the public with access/information to ongoing projects and watershed-quality related work, either via an updated IO website, or via CLWN website. It should provide links to organizations and working groups and public-access meetings, including Cayuga Hydrilla Task Force, Watershed Monitoring Partners, and others<sup>7</sup></li> <li>• A Watershed Curriculum should be established to offer a framework for educational efforts. For students, this curriculum should reference NYS learning standards and existing local curricula that already been developed to address topics such as invasive species, climate change, geologic history and other relevant topics.<sup>8</sup></li> </ul>
Agricultural practices and prospects	<ul style="list-style-type: none"> <li>• Establish better communications between farmers and non-farmers, and better education among non-farmers about farm practices and programs<sup>9</sup></li> </ul>

<sup>3</sup> “Watershed/Water Quality Education: Recommendations for Watershed and Water Quality Education”. [Page 179](#).

<sup>4</sup> “Public Education and Engagement”. [Page 176](#).

<sup>5</sup> “Public Education and Engagement”. [Page 176](#).

<sup>6</sup> “Public Education and Engagement”. [Page 20](#).

<sup>7</sup> “Watershed/Water Quality Education: Recommendations for Watershed and Water Quality Education”. [Page 179](#).

<sup>8</sup> “Watershed/Water Quality Education: Recommendations for Watershed and Water Quality Education”. [Page 178-179](#)

<sup>9</sup> “Agriculture, Recommended Actions”. [Page 179](#).

<p>stormwater management and erosion control</p>	<ul style="list-style-type: none"> <li>• Increase public knowledge regarding climate change and impacts from it<sup>10</sup></li> <li>• Organize and seek funding for trained volunteer monitoring groups for tributaries on the northwest, northeast and southeast shorelines in 2017 and future years.</li> <li>• Exclude further fossil fuel infrastructure development – including fracking (HVHC), pipelines, compressor stations, injection wells, etc – by supporting sustainable renewable energy alternatives and public education about their environmental benefits, and by renewing and strengthening bans and moratoria<sup>11</sup></li> </ul>
<p>Wastewater management</p>	<ul style="list-style-type: none"> <li>• Educate and act aggressively (via local laws, state, and federal laws; monitoring, and research) to prevent rapid rise in Emerging Contaminants.</li> <li>• Educate the public about purchasing and waste disposal choices that affect water quality, for example; medication disposal, plastics, etc.<sup>12</sup></li> </ul>
<p>Hazardous Waste Management Improvements</p>	<ul style="list-style-type: none"> <li>• Train and empower community groups in municipalities to express concerns and take effective action vis-à-vis old and new industrial threats to water quality.</li> <li>• Create a central information and data node for hazardous waste issues watershed-wide.</li> <li>• Create educational curriculum to encourage well-informed use and disposal of medications and personal care products.</li> <li>• Support needed research to mitigate known problem sites<sup>13</sup></li> </ul>
<p>Public Participation and outreach</p>	<ul style="list-style-type: none"> <li>• Use website, social media, print media to retain / develop active engagement with the public and local government</li> <li>• Maintain a schedule of educational and interactive events throughout the year to encourage the message that public participation requires action<sup>14</sup></li> </ul>
<p>Forestry / Silviculture</p>	<ul style="list-style-type: none"> <li>• Develop and share community education on climate change impacts to woodlands; how residents can protect woodland cover.</li> <li>• Actively support programs to educate and involve the public and municipalities in invasive species programs and emerging threats.</li> <li>• Educate about the need to protect creeks and streams from overdevelopment via buffers, trails, parks, and other tools.</li> </ul>

<sup>10</sup> “Regulatory Approaches, Goals and Recommendations”. [Page 79](#).

<sup>11</sup> “Stormwater/Erosion: Recommended Actions”. [Page 180](#).

<sup>12</sup> “Emerging Contaminants/Pollutants, Goals and Recommendations”. [Page 90](#).

<sup>13</sup> “Public Measures to control and manage hazardous waste production, use and disposals, Goals and Recommendations”. [Page 103](#).

<sup>14</sup> “Public Participation Recommendation”. [Page 178](#)

	<ul style="list-style-type: none"> <li>• Improve public education on requirements for streamside protection when tree cover is altered or removed<sup>15</sup></li> </ul>
Wetlands/ Riparian	<ul style="list-style-type: none"> <li>• Educate the public and municipalities about the importance of wetlands and their protection; encourage update of planning documents to include effective wetlands protections<sup>16</sup></li> </ul>
regulatory management	<p>Recommendations for improvement of regulatory controls and management of the Cayuga Lake watershed’s water resources:</p> <ol style="list-style-type: none"> <li>1. A CLWIO/CLWN/partners water resources protection working group should be established to <ul style="list-style-type: none"> <li>• Review and comment on land use and economic development plans and proposals, to ensure that they are based on sound assessment of natural and environmental resources constraints and protective of our lake, creeks, streams, waterfalls, wetlands, shoreline and groundwater resources.</li> <li>• Educate the public and municipal and county officials and agencies about the available land and water protection options at local, state and federal levels, how to benefit from them, and how to respond if these are threatened.</li> </ul> </li> <li>2. CLWIO and CLWN should encourage local and county governments to pass resolutions embracing US EPA’s six 2016 Priority Areas for Drinking Water Protection, and develop strategies for implementation across our watershed.</li> <li>3. A working group should review the Mohawk River’s Watershed Plan and “Mighty Waters” Initiative <ul style="list-style-type: none"> <li>• As a model for better coordination of multiple water resources management across the Oswego River Basin and in the individual Finger Lakes basins.</li> <li>• To work for its implementation with regional groups including the Finger Lakes Regional Watershed Alliance, the Great Lakes Restoration Initiative (GLRI) and proposed Finger Lakes Sub-Basin Work Group, the Finger Lakes Institute, the Finger Lakes Hub and others.</li> </ul> </li> <li>4. The IO, CLWN and partners should study, support, help obtain the funding, and implement the Finger Lakes Land Trust’s 2016 Lakes, Farms, &amp; Forests Forever proposal for land and water quality protection.</li> <li>5. Climate change awareness, preparedness and resilience planning comprise a basic metric for development, review and implementation of all water resources tasks, initiatives, and programs.</li> </ol>

<sup>15</sup> “Forestry/Silviculture Recommendations”. [Page 182](#)

<sup>16</sup> “Wetlands/Riparian Recommendations”. [Page 183](#)

	<p>6. The CLWN will publish this chapter on its website and promote its use and value across the watershed<sup>17</sup></p>
<p>monitoring and assessment</p>	<ul style="list-style-type: none"> <li>• Implement a lake-wide volunteer monitoring program in cooperation with NYS DEC and other groups, to provide an opportunity for regular activity, practice, and learning of old and new water quality threats<sup>18</sup></li> <li>• Provide information to lake managers and the watershed community regarding <ul style="list-style-type: none"> <li>o Trends in quality of surface water and groundwater in the Cayuga Lake basin.</li> <li>o Suitability of water quality for designated human uses (such as drinking and swimming).</li> <li>o Status of the lake’s food web, habitat health and biodiversity.</li> </ul> </li> <li>• Coordinate monitoring activities to maximize resources and eliminate redundancies.</li> <li>• Resume annual meetings with sharing of research, watershed-wide. A simple State of the Lake report should be a product for the public.</li> <li>• Increase monitoring of tributaries lake-wide to refine estimates of pollutant loading for lake modeling and the Whole Lake Phosphorus TMDL, and to prioritize subwatersheds for protective actions. Roles for IO, CSI, CLWN, FLI, others. <ul style="list-style-type: none"> <li>● Encourage municipalities to support regular monitoring.</li> <li>● Continue and expand macroinvertebrate monitoring in tributaries.</li> <li>● Coordinate data collection, analysis and assessment with other groups.<sup>19</sup></li> </ul> </li> </ul>

<sup>17</sup> “Regulatory Management Recommendations”. [Page 183-184](#)

<sup>18</sup> “Water Quality Issues, Climate Change”. [Page 44](#)

<sup>19</sup> “Monitoring Assessment Goals and Recommendations”. [Page 152](#)