

## **Hudson 7 Work plan FY 2023/2024**

**Rebecca Martin**

*(approved by Hudson 7 on 10/19/23)*

The focus of Rebecca Martin's work plan for the second half of 2023 and 2024 is to put her strategic management skills to work on developing Hudson 7's initiatives.

### **Hudson River Drinking Water Intermunicipal Council (Hudson 7)**

- Provide coordination for Hudson 7 hybrid meetings:
  - i. Intermunicipal Council Meetings and committee meetings;
  - ii. Agendas and minutes or note taking;
  - iii. Guest speakers to meet recommendations;
  - iv. Engage the community to attend and participate in the work where applicable;
  - v. Ensure timely response to external communications, including FOIL requests.

### **Create 501c3**

- Meet with the Hudson 7's lawyer and Mayor Gary Bassett to identify the appropriate non-profit intermunicipal structure to bring back to the council for discussion and approval;
- Host a facilitated strategic session to support the Hudson 7 in developing its mission (the "what") statement;
- Support the council in its work to develop its vision (the "why") and ongoing goals (the "how");
- Maintain legal invoices for council and county approval;
- Work with the Executive team to develop new bylaws that allow for effective 501c3 governance and clarify decision-making roles for the Hudson 7 relative to member municipalities.

### **Establish Policies & Procedures with the Hudson 7 Executive team**

- Provide research support to identify equitable and inclusive policy and procedures framework;
- With the Executive team, create develop, evaluate and review all necessary policies and procedures for the Hudson 7 and its committees to present to the full council for discussion and adoption;
- Identify and create policies and procedures such as social media, hiring, reporting, communications, giving, record management systems, archives, etc.;
- Review and apply all aspects of Open Meetings Law for public meetings;
- Ensure that each Hudson 7 committee has a clear charge, shared stewardship and agrees on decision-making structure to achieve its goals;
- Prepare all committee notes to be shared publicly.

### **Develop a strategy for maintaining sustainable funding streams for operation and development expenses**

- Participate in the development of a Hudson 7 budget with the Executive team;
- Assist the Hudson 7 treasurer in their work to file taxes/990's when applicable and if requested;
- Research municipal funding options through water user fees and tax-funded municipal dues;
- Create up to two fundraisers in 2024.

**Support the Hudson 7 become an important resource for participating municipality's drinking water operators**

- Develop a plan with Randy Alstadt that includes communications, accredited training sessions and data and shared services support for participating municipality's drinking water operators;
- Establish dates and times to meet with Hudson 7 water plant operators to build relationships and to learn about their unique drinking water plant facilities.

**Drinking Water Source Protection Program (DWSP2)**

- Support the DWSP2 committee to complete a Drinking Water Source Protection Plan for the Hudson. The plan will include potential contaminant sources and associated maps of the watershed areas contributing to the Hudson 7 intakes, and strategies for addressing concerns to be adopted by each municipality and included in a new source water assessment;
- Create resolutions for municipalities and counties to adopt the drinking water source protection plan;
- Upon approval by the state and adoption by member communities, coordinate the plan implementation team that will implement the plan;
- Provide information to operators so that Drinking Water Source Protection Plan information can be included in each system's Annual Water Quality Report.

**Salt Front Study**

- Liaise with DEC to ensure the successful scoping and implementation of a salt front study in the Hudson.

**Maintain watchdog role on key issues threatening water quality**

- Create a communication chain for all mid-Hudson river issues that impact drinking water supplies
- Continue to support committee work that includes:
  - CHPE
    - Advocate to improve TDI's pre-lay matting and construction EM&CPs;
    - Coordinate municipal plans whenever appropriate;
    - Set up an account with PSC to review all communications related to the EM&CP process.
  - Lower Esopus Creek

- Advocate for thorough and timely completion of the supplemental EIS that is to address concerns about turbid releases on Hudson 7 drinking water quality.
- Anchorages
  - Establish and coordinate a Hudson 7 Anchorage committee that includes Captain John Lipscomb of Riverkeeper as technical advisor;
  - Develop a Regulated Navigation Area (RNA).

**General Outreach and Advocacy**

- Update all Hudson 7 contacts (fed/state/local reps);
- Prepare a powerpoint presentation for speaking engagements;
- Organize in-district meetings to discuss Hudson 7 efforts and priorities;
- Develop short films of drinking water operators;
- Create a timeline of all Hudson 7 activities.