

DRAFT

**Hudson 7 Work plan FY 2023/2024
Rebecca Martin**

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.