

CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
 CLEAN WATER ADVISORY COMMITTEE – **DRAFT** MINUTES

DATE: **Tuesday, July 5, 2017**
 TIME: 11:00 a.m. to 12 Noon
 PLACE: CCRPC Offices, 110 West Canal Street, Suite 202, Winooski, VT
 DOCUMENTS: Minutes, documents, and presentations discussed accessible at:
<http://www.ccrpcvt.org/meetings/clean-water-advisory-committee/>

Committee Members in Attendance		
Bolton: Joss Besse	Hinesburg:	St. George:
Buels Gore:	Huntington: Darlene Palola	Underhill: Brian Bigelow (left at 12:00 pm)
Burlington: Jenna Calvi	Jericho:	Westford:
Charlotte:	Milton:	Williston: James Sherrard
Colchester: Karen Adams	Richmond:	Winooski: Tim Grover
Essex: Annie Costandi, Co-Chair	Shelburne: Chris Robinson, (arrived at 11:20 a.m.)	VAOT: Jennifer Callahan
Essex Junction: Chelsea Mandigo	South Burlington: Tom DiPietro	VANR:
Burlington Airport: Polly Harris (Stantec)	University of VT:	CCRPC Board: Don Meals, Co-Chair
Other Attendees: Juliana Dixon, Lake Champlain International		
CCRPC Staff: Dan Albrecht, Charles Baker, Regina Mahony, Chris Dubin		

1. Welcome: Annie Costandi called the meeting to order at 11:03 a.m.

2. Changes to the Agenda:

James Sherrard suggested that we submit a letter to the Clean Water Fund Board. The deadline for submission is August 2nd, the day after the next meeting. We can request an extension, or try to put a draft together for Board Approval. Committee members agreed to discuss the item after

3. Review and action on draft minutes of June 6, 2017 (Action):

After a brief recap by Dan Albrecht, *Darlene Palola made a motion, seconded by James Sherrard to approve the June 6, 2017 minutes. No further discussion. MOTION PASSED with Don, Joss, Karen and Polly abstaining.*

4. Consider retention of Watershed Consulting Associates for Underhill SWMP contract

Dan Albrecht explained the role of the CWAC in approving consultants for UPWP projects. Dan Albrecht explained the RFP process, and review Committee work for the Underhill Stormwater Management Plan (SWMP). The recommendation is to approve Watershed Consulting Associates for the Underhill SWMP contract.

Brian Bigelow made a motion, seconded by Jenna Calvi to approve the Watershed Consulting Associates for the Underhill Stormwater Management Plan contract as recommended. Don Meals stated that he will recuse himself on this and the next agenda item because he does work for two of the firms. No further discussion. MOTION PASSED.

5. Consider retention of CCRPC Selection of five Water Quality Professionals

Dan Albrecht explained that CCRPC typically works with consultants on retainer, rather than issuing a RFP for each individual project. This agenda item is to approve this list of consultants. CCRPC issued a RFQ for Planning, Engineering and Environmental Services and receive qualifications from eight firms for the Water Quality category. Dan Albrecht explained the review process and the recommendation from the review committee. Ms. Calvi served as the CWAC representative on this review committee which selected the following water quality firms to recommend for CWAC approval:

- Stone
- WCA

- 1 • Hoyle Tanner
2 • Malone & MacBroom
3 • Fitzgerald Environmental

4 *Chelsea Mandigo made a motion, seconded by James Sherrard, to approve the selected consultants (listed*
5 *above), as recommended by the selection committee, for Planning, Engineering and Environmental Services.*
6 *Don Meals has recused himself because he does work for two of the firms. No further discussion. MOTION*
7 *PASSED.*

9 **6. Brief preview of pending draft Municipal Roads General Permit (Information)**

10 Dan Albrecht highlighted a number of standards that will likely be included in the draft MRGP expected to be
11 released around July 15th and then finalized this fall after public comment and rule-making. Municipalities will
12 apply for the permit starting in 2018, conduct road erosion inventories and file their Roads Stormwater
13 Management Plan by the fall of 2020 and then start implementing projects in 2021.

15 **7. Upcoming Funding Opportunities, CCRPC staff (Information)**

16 Chris Dubin provided an overview of the road erosion work. There is \$100,000 in the FY18 UPWP for
17 transportation related water quality conceptual design. \$50,000 will be used for the conceptual design for the
18 top 5 priority road erosion sites for the FY18 inventory Towns; and \$50,000 that we will issue on a
19 competitive basis. There was a discussion about the Grants in Aid program. The application for this is due
20 today with a certification of the hydrologically connected road miles; and work on segments that don't
21 currently meet the MRGP requirements. Charlie Baker explained the Block Grant, which the RPCs were
22 awarded to partner with municipalities on construction projects. We haven't worked out how to get this
23 funding into the municipalities hands. Charlie Baker stated he hopes there are 100% municipally funded
24 projects that are happening now, where 50% could be recovered from the State. There was a question about
25 whether municipalities would be applying to the RPC or DEC. That is still being figured out. There was a
26 suggestion to have a second round of grants in February/March, or a rolling application so we can prepare for
27 next year. There was also a suggestion to use the ERP application as everyone is already familiar with that.
28 This match can be in-kind.

29 Charlie Baker described the two-page state grant opportunities flyer (which Dan will have posted later
30 this week), particularly the Municipal Highway and Stormwater Management program; and the Transportation
31 Alternatives Program (typically used for sidewalks and bike paths is being used for water quality/stormwater
32 for the next two years).

34 **8. Consideration of comment letter to the Clean Water Fund**

35 James Sherrard suggested that the CWAC or the full CCRPC submit a comment letter to the Clean Water Fund
36 Board. Don Meals questioned the timing to be able to do this, in order to bring a final letter forward to the
37 CCRPC Board. James Sherrard suggested the system needs to be figured out if we are always struggling to get
38 comments to the Board. Don Meals stated that the CWAC is a committee of the Board and so we need to
39 work within the proper framework.

40 *James Sherrard made a motion, seconded by Don Meals, for Staff to request an extension to the comment*
41 *deadline. No further discussion. MOTION PASSED.* Sherrard volunteered to draft a comment letter for the
42 CWAC to consider based on comments previously submitted for formal review by the CWAC at its August 2nd
43 meeting.

45 **6. Items for August 1st meeting agenda**

- 46 a. Draft MRGP permit.
47 b. Clean Water Fund Board comment letter.

49 **7. Adjournment**

50 The meeting adjourned at 12:12 p.m.

51 *Respectfully submitted, Regina Mahony*