

CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION  
MS-4 SUBCOMMITTEE – DRAFT MINUTES

DATE: **Tuesday, March 8, 2017**  
TIME: 12:30 p.m.  
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/>

<b>Committee Members in Attendance</b>		
Burlington:	Essex Junction: Chelsea Mandigo	South Burlington: Tom DiPietro
Colchester:	Milton: Jacob Hemmerick	Williston: James Sherrard
Essex: Annie Costandi	Shelburne: Chris Robinson	Winooski: John Choate; Tim Grover
Burlington Airport:	University of VT: Lani Ravin	VAOT
<b>Other Attendees:</b> VT-DEC: Jim Pease; Tally Ho Design: Dave Barron; Winooski NRCD – Corrina Parnapy, Holly Kreiner		
<b>CCRPC Staff:</b> Dan Albrecht; Charlie Baker;		

**1. Welcome:** Annie Costandi called the meeting to order at 12:34 p.m. Discussion of Winooski NRCD’s CCST stream sampling report was added to the agenda after the CCST 2016 report.

**2. Review and action on draft minutes of February 7, 2017 (Action):**

After a brief recap by Dan Albrecht, *DiPietro made a motion, seconded by Sherrard to approve the February 7, 2017 minutes. No further discussion. MOTION PASSED.*

**3. Review, edit and approve 2016 Reports**

**a. Regional Stormwater Education Program report**

Albrecht and Barron reviewed the draft report which had been distributed earlier. The Committee asked that the website visit data be clarified. *Robinson made a motion, seconded by Choate to approve the 2016 RSEP Report as clarified. No further discussion. MOTION PASSED.*

**b. Chittenden County Stream Team report**

Kreiner reviewed the draft report which had been distributed earlier. *Sherrard made a motion, seconded by Choate to approve the 2016 CCST Report. No further discussion. MOTION PASSED.*

**b. CCST 2016 Volunteer Water Quality Monitoring report**

Kreiner reviewed the draft report which had been distributed earlier. *DiPietro made a motion, seconded by Choate to approve the 2016 Water Quality Monitoring Report. No further discussion. MOTION PASSED.*

**4 Review and approve RSEP-CCST merger MOU effective July 1, 2017**

Albrecht briefly recapped the draft MOU which was discussed extensively in 2016 prior to being put on hold while CCRPC went through the process of amending its Bylaws to allow for the formal adoption of such an MOU which constitutes an “Intermunicipal Service Agreement”, a new Act addressing such agreements having been passed by the legislature in 2016. Note that VTRANS’ new attorney needs to review it so we may see some minor edits regarding TS4 permits. Baker noted that the CCRPC is currently waiting the requisite 30 days for any municipal feedback on its proposed amendments to the Bylaws but the formal Public Hearing is anticipated at CCRPC’s March meeting. *DiPietro made a motion, seconded by Ravin to approve the format of the MOU as written. No further discussion. MOTION PASSED.*

**5. Initial review of revamped Stormwater Practices survey questions**

Albrecht provided a quick recap of some of the markup that has been conducted to date (by a working group of subcommittee members) on the survey to be administered in 2017 or early 2018. UVM and DEC staff have provided some excellent feedback. Continued edits are anticipated for the next month.

**6. Quick review of draft Rethinkrunoff.com website: Tally Ho Design**

1 Barron provided an overview of how the navigation and overall look of the proposed new website which will  
2 go live this spring. He will continue to work with the smaller set of committee members over the next few  
3 weeks on finalizing the content. He will also work to craft a press release to accompany the Spring launch.  
4

5 **7. Quick review of draft Communications Plan: CCRPC and Tally Ho Design**

6 Albrecht recapped this document which was largely prepared by Tally Ho with the exception of some of the  
7 introductory language he prepared. He noted that it had been a while since the program had prepared such a  
8 Plan which provides the overall rationale and goals of the program. He and Tally Ho will continue to refine the  
9 document.

10  
11 **8. Items for April meeting agenda**

- 12 • Final version of RSEP-CCST merger MOU  
13 • CCST Status Update  
14 • Review survey questions  
15 • Further review of website redesign, proposed spring campaign, CCST outreach collateral, press release  
16

17 **9. Adjournment**

18 The meeting adjourned at 1:30 p.m.  
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*Respectfully submitted, Dan Albrecht*