

1 CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION  
2 MS-4 SUBCOMMITTEE – DRAFT MINUTES  
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4 DATE: Tuesday, May 3, 2016  
5 TIME: 12:16 pm to 1:11 pm  
6 PLACE: CCRPC Offices, 110 West Canal Street, Suite 202, Winooski, VT  
7 DOCUMENTS: Minutes, documents, and presentations discussed accessible at:  
8 <http://www.ccrpcvt.org/meetings/clean-water-advisory-committee/>

Committee Members in Attendance		
Burlington: Megan Moir	Milton:	Williston: James Sherrard
Colchester:	Shelburne: Chris Robinson	Winooski:
Essex: Annie Costandi	South Burlington: Tom DiPietro	Burlington Airport:
Essex Junction: Chelsea Mandigo	University of VT: Lani Ravin	VANR: Christy Witters
<b>Other Attendees:</b> VT-DEC: Jim Pease		
<b>CCRPC Staff:</b> Dan Albrecht; Charlie Baker; Emily Nosse-Leirer; Emma Butterfield		

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10 **1. Welcome:** Chelsea Mandigo called the meeting to order at 12:16 p.m. No changes were made to the  
11 agenda.

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13 **2. Review and action on draft minutes of March 8, 2016:** After a recap by Albrecht, DiPietro made a  
14 motion, seconded by Robinson to approve the April 5, 2016 minutes. No further discussion. MOTION  
15 PASSED.

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17 **3. Discussion of desired elements in new RFP for Social Marketing Services** Albrecht gave an overview  
18 of some of the needed elements in the new RFP. Discussion ensued about whether a new logo was needed or  
19 whether it would be a waste of money. It was suggested that #2 should come first and the process should focus  
20 on modifying the Smart Waterways brand to encompass CCST work. #1 could possibly be combined with #2.  
21 Discussion ensued about whether changes to the surveying process would be needed. The conclusion was  
22 reached that the survey needed to reach a broader audience, and a methodology should be identified with the  
23 consultant and with UVM. The timing of the survey will be determined based on budget. Dan will make  
24 appropriate changes and send it to the Committee; it will be voted on at the June meeting.

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26 **4. Review & action on updated Final Draft of RSEP-CCST Consolidation MOU** Megan gave an  
27 overview of the new MOU. Discussion ensued about whether Burlington's Livable Wage Ordinance applies to  
28 this contract because of rules for subcontractor; whether the agreement qualified as an inter-municipal services  
29 agreement, and about other minor issues.

30 The group agreed that they would prefer to sign the agreement in June, but Charlie expressed concerned  
31 that the CCRPC Board would prefer not to sign anything resembling an inter-municipal service agreement  
32 without a corresponding change in bylaws consistent the recently signed House Bill 249. However, a bylaw  
33 change will take many months, and the CCST MOU expires at the end of FY16. A solution may be to simply  
34 extend the current CCST MOU for six months. Dan will send out the revised version of the agreement and  
35 members will review the agreement with their attorneys before May 13, 2016.

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37 **5. Update** There was a brief discussion about House Bill 674 and about illicit discharge requirements.

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39 **6. Adjournment**

40 The meeting adjourned at 1:11 p.m.

41 *Respectfully submitted, Emily Nosse-Leirer and Dan Albrecht*  
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