1. **Welcome**: Chelsea Mandigo called the meeting to order at 11:10 a.m.

2. **Changes to the Agenda**

   Dan asked to add two items: 1-Amendment to FY17 budget and 2-May 9th request from Agency of Agriculture. The Committee approved the request.

3. **Review and action on draft minutes of May 2, 2017**:

   After a brief recap by Dan Albrecht, DiPietro made a motion, seconded by Ravin to approve the May 2, 2017 minutes. No further discussion. **MOTION PASSED with Calvi, Witters, and Harris abstaining.**

4. **Review of 2017 Spring Activities**

   Dave Barron recapped the results of the spring campaign. For the time period starting April 19th through June 4th we have 4,039 page views vs 3,024 for the same time period in 2016. Dan noted that these results have been achieved with only spending about $11,000 compared to the typical $20,000 spent in most spring RSEP campaigns. With targeted Google ad word buys, overall costs were down. There is still a plan to conduct a targeted online ad buy once an algae bloom erupts and media interest is triggered. Members were encouraged to contact Dave if they start hearing of potential beach closures in their towns so that he has a heads up. After a brief discussion, the Committee authorized Tally Ho to use the untapped funds from the spring buy to conduct about 2 weeks of media starting June 19th.

   Chelsea read a memo from Holly Kreiner of the Winooski NRCD which provided an update on their spring outreach and events for Stream Team.

5. **May 9th request from Agency of Agriculture**

   Albrecht indicated CCRPC had received a request from Ms. Alison Kosakowski to link their YouTube videos about farmer’s clean water efforts on www.rethinkrunoff.org . After a brief discussion, the Committee directed Albrecht to indicate to her that at this time, the site needs to keep the focus on Minimum Measures #1 and #2 and the efforts of the 12 MS4s.

6. **Amendment to FY17 budget**

   Albrecht distributed a memo outlining current and projected expenses for FY17. He explained that unanticipated additional work (split equally between the RSEP and CCST accounts) for example on the merger MOU and the launch of Rethink Runoff, led to CCRPC being over budget. **After a brief discussion, on a motion by DiPietro, seconded by Calvi, the Subcommittee approved a transfer of $1,300 from the RSEP account to the CCST account to cover this overage.**

7. **Review and authorization of brief piece on RSEP-CCST for upcoming book**

   Albrecht briefed the group on the proposed submission for a book to be produced by the Vermont Clean Water Network. He did the first rough draft based upon the press release for the New England Stormwater...
Collaborative Award and Chelsea and Annie improved upon it. After a brief discussion and some minor edits, the Subcommittee approved its submission.

8. **Review and approval of draft FY18 Rethink Runoff budget**

Albrecht recapped the requests from Tally Ho Design and Winooski NRCD as well as estimated lead agency costs. Albrecht noted that he is requesting $300 for incidentals for CCRPC which is different than the draft budget posted on the web a few days ago. Dave noted that his request only showed the $13,000 cost for the new creative work. As noted in the original contract, he would require funds for maintenance level activity such as ad buys, reporting, website maintenance, etc. which for FY18 he estimates would be $10,000. After a brief discussion, on a motion by Calvi, seconded by Sherrard, the Subcommittee approved an overall FY18 Rethink Runoff budget of $101,049.

9. **Items for July 5th meeting agenda**

a. Check-in report from Tally Ho  
b. Quarterly report from Winooski NRCD

10. **Updates**

Christy Witters indicated that DEC is working on finalizing the next draft of the MS4 permit. She also reminded members of the meeting on June 14th to discuss MS4 Phosphorus baseload and tracking.

11. **Adjournment**

The meeting adjourned at 1:29 p.m.

Respectfully submitted, Dan Albrecht