

CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION  
**MS4 SUBCOMMITTEE**  
 OF CLEAN WATER ADVISORY COMMITTEE – **DRAFT** MINUTES

DATE: **Tuesday, February 6, 2018**  
 SCHEDULED TIME: 11:30 a.m. to 1:00 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: Jenna Olson	Burlington Airport: Larry Lackey (left at 12:15 p.m.), Polly Harris, Stantec	Williston:
Colchester: Karen Adams	Milton: David Allerton & Lindsay Beaudoin	Winooski: Tim Grover; Jon Rauscher (left at noon)
Essex: Annie Costandi, Co-Chair	Shelburne: Chris Robinson	VAOT: Jennifer Callahan
Essex Junction: Chelsea Mandigo, Co-Chair	South Burlington: Tom DiPietro; Dave Wheeler	University of VT: Claire Forbes
VANR: Christy Witters		
<b>Other Attendees:</b> Watershed Consulting Associates: Rebecca Tharp; DEC: Jim Pease, Emily Schelley; Blaine Hastings; Stone Environmental: Dave Braun; Fitzgerald Environmental: Joe Bartlett		
<b>CCRPC Staff:</b> Dan Albrecht, Charles Baker, Regina Mahony		

1. **Welcome:** Chelsea Mandigo called the meeting to order at 11:30 a.m.

2. **Changes to the Agenda** – none

3. **Review and action on draft minutes of January 9, 2018**

After a brief recap by Dan Albrecht, *Tom DiPietro made a motion, seconded by Jenna Olson to approve the January 9, 2018 minutes with no corrections. Polly Harris abstained. MOTION PASSED.*

4. **Review (and consider authorization of CCRPC RFP for Stream Services starting FY19**

Dan recapped the proposed RFP that was modeled on the first one done in 2011. The proposed scope of work for FY19 is fairly detailed however the RFP notes that scopes in following years may deviate slightly. *Jenna Olson made a motion, seconded by Karen Adams to approve issuance of the RFP as presented. Polly Harris abstained. MOTION PASSED.*

After a brief discussion, Annie Costandi, Dave Allerton, Chelsea Mandigo and Jenna Olson agreed to serve on an ad hoc subcommittee to review the proposals received.

5. **Finalize FY19 Budget**

Albrecht recapped the proposed budget for FY19 which at \$68,911 is slightly less than was discussed at last month's meeting primarily due to Tally Ho's anticipated charges being less. Annual dues of \$5,500 would stay the same for FY19 yielding a total of \$66,000. Coupled with an anticipated FY18 ending of surplus of \$3,500, the FY19 budget should be covered. Regarding the long-term, we may need to increase dues in FY20 considering the expenses in FY19 and reduction in reserves.

*Karen Adams made a motion, seconded by Tom DiPietro, to approve the FY19 budget as presented. Polly Harris abstained. No further discussion. MOTION PASSED.*

6. **Proposed revision to MOU, re: indirect rate as required by 24 VSA §4345b**

Dan provided an overview of the proposed change to the MOU. As described at the last meeting, House Bill 249 aka the "regional services bill", passed in spring 2016 regarding Intermunicipal Agreements specifically precludes using municipal RPC dues or State planning funds to cover the cost of providing Intermunicipal services which in this case means the Indirect costs not currently charged to the MS4s signatory to the MOU. Jenna indicated that the City needs at least 30 days prior to the meeting where it needs to be voted on.

*[Jon Rauscher left the meeting at 11:46 a.m.]*

1 Annie Costandi made a motion, and Jenna Olson seconded, to approve this change to the MOU. Polly  
2 Harris abstained. MOTION PASSED. Charlie will prepare a cover memo for MS4 staff to use when they  
3 present the proposed change to their governing bodies. He asked for signatures to be gathered within two  
4 months.

## 6 **7. Updates**

7 MS4 Permit update: Christy Witters provided an update. The MRPG permit has been issued. They are  
8 working on the framework for incorporating the MRGP permit into the MS4 permit. DEC will not expand the  
9 designation to the Town boundary as they were originally thinking. It will stay with the MS4 boundary  
10 because the impervious surface fee would be extensive. However, any 3 acre developed lands, private system  
11 takeovers, and all improvements needed for the MRGP will be covered under the MS4 permits. The permit  
12 requirements might be more activity based than geographic based to try to explain what land area is covered  
13 under the MS4 component specifically and avoid an increase in permit fees for the MS4 area. Christy indicated  
14 that the MS4 permit will go out next week for public comment (for approximately 38 days). The phosphorus  
15 control plans will be municipally wide for anything that the municipality's own. They also have a Feb. 16<sup>th</sup>  
16 EPA scorecard deadline.

17 [Larry Lackey left the meeting at 12:11 p.m.]

18 Street Sweeping Project update: Jim Pease and Dan Albrecht reported on the Clean Streets project. The  
19 RFP for a GIS analysis of Street Tree Canopy Buffer was issued last week. A vendor should be selected by the  
20 end of the month. Jim Pease explained they have 40 UVM students helping with this data collection and  
21 analysis. They are working on establishing a more accurate phosphorus reduction for street sweeping. Pease  
22 noted that data from Wisconsin has shown an 18% credit can be achieved through a focus on street sweeping  
23 in the fall and spring and by doing so before it rains. Its more about when the leaves are picked up rather than  
24 the technology used.

## 26 **8. Presentations on Stream Gauge Flow Monitoring (Information/Discussion)**

- 27  
28 a. MS-4 Flow and Precipitation Monitoring Project: Progress Report (Dave Braun, Senior Water  
29 Resources Scientist, Stone Environmental)

30 Dave Braun provided a report on activities carried out by Stone Environmental in partnership with  
31 Fitzgerald Environmental to implement the project. [ Details can be seen in their presentation posted on the  
32 Subcommittee page on the CCRPC website.] Overall the project was successful with rain gauges and flow  
33 monitoring pressure transducers installed. Some minor challenges at a few locations included excessive silting,  
34 beaver dams causing backwatering or excessively low flows. The monitoring is ongoing using lessons learned  
35 from the past year.

36 Data gathering can be tracked at these two websites:

37 Flow gages: <http://vt-ms4-flow.stone-env.com/FlowDev/index.html>

38 Standalone rainfall gages: <http://vt-ms4-flow.stone-env.com/Precip/index.html>

- 39  
40 b. Flow Monitoring and FRP Indicators (Vermont DEC: Blaine Hastings, Hydrologist and Emily  
41 Schelley, Environmental Analyst)

42 Emily and Blaine: [ Details can be seen in their presentation posted on the Subcommittee page on the  
43 CCRPC website.] Flow Duration Curves for both High Flow and Low Flow were detailed for the impaired  
44 streams vs. the "attainment" streams. This comparison helps to set the targets to be achieved for the TMDL  
45 and hence for the Flow Restoration Plans (FRPs). These Flow metrics are useful but in the end, streams are  
46 "listed" or "delisted" based upon biomonitoring results (aka, "bugs and fish") typically done every 5 years.  
47 While flow targets may be achieved, it may take longer for these biota to establish healthy enough populations  
48 to warrant a "delisting." The DEC will be tracking implementation of FRP projects, however, and these may  
49 trigger more frequent biomonitoring.

50 Biomonitoring data can be tracked on the web in either of two ways:

1 <https://anrweb.vt.gov/DEC/TWIS/> then click on “Site Search”, then type in Stream Name and then click  
2 “Monitoring Site Summary.”  
3 <http://anrmaps.vermont.gov/websites/anra5/> then turn on Watershed Management Layer then Water  
4 Quality Monitoring and then click on sample site of interest and then click “Link to Monitoring Site  
5 Summary.”  
6

7 **9. Next Meeting Agenda**

8 The next meeting will be Wednesday, March 7<sup>th</sup> Agenda items will include:

- 9 -approval of MM-1 and MM-2 annual reports from Tally Ho Design and Winooski NRCD, respectively  
10 -MS4 permit  
11 -Vendor recommendation on Stormwater Public Involvement  
12

13 **10. Adjournment**

14 The meeting adjourned at 1:15 p.m.  
15

*Respectfully submitted, Regina Mahony and Dan Albrecht*

DRAFT