

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

DATE: **Tuesday, June 5, 2018**
 SCHEDULED TIME: 12:30 p.m. to 1:30 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/>

Committee Members in Attendance		
Burlington: Jenna Olson	Burlington Airport: Polly Harris (Stantec)	Williston: James Sherrard
Colchester: Karen Adams	Milton: Dave Allerton	Winooski: Tim Grover
Essex: Annie Costandi, Co-Chair	Shelburne: Chris Robinson	VAOT: Jennifer Callahan, Tyler Hanson
Essex Junction: Chelsea Mandigo, Co-Chair	South Burlington: Tom DiPietro	University of VT: Claire Forbes
DEC: Christy Witters		
Other Attendees: DEC: Helen Carr, Emily Schelley; Kevin Burke; UVM-EPSCOR: Sam Christopher; Alexandra Cole; WNRCD: Corrina Parnapy; Pluck: Dave Barron		
CCRPC Staff: Dan Albrecht, Regina Mahony		

1. Call to Order: Chelsea Mandigo called the meeting to order at 12:25 p.m.

2. Changes to the Agenda – None

3. Review and action on draft minutes of April 3, 2018

After a brief recap by Dan Albrecht, *Jenna Olson made a motion, seconded by Karen Adams to approve the minutes. Corrections: date: change to read “April 3, 2018.”; attendance: Jenna indicated she was not present for that meeting, and section 8 by Jennifer: change to read “Stone Environmental & Stantec.”*
MOTION PASSED. *Polly Harris and Jenna Olson abstained.*

4. Spring-Summer Media Campaign, Dave Barron, Pluck

Dave described recent and upcoming efforts related to the campaign. This spring he has made many edits and upgrades to the website based upon member input. He has taken measures to integrate Mailchimp via templates with the website, for example for event signups. He’s produced three, new 30 second animated spots and completed the artwork for Rain Garden signage. With regards to advertising, the videos are now also being advertised via YouTube advertising (see link: <https://www.youtube.com/user/SmartWaterways>) which is becoming more common lately. He’s also begun to rollout video to social media. In terms of upcoming work, he’ll be working with the co-chairs to see if we can coordinate our efforts with the timing of Clean Water Week; funds & ads are again being held at the ready for potential deployment of a mini-campaign in the event of an algae bloom; he’ll start planning the fall ad buy and continuing to work on ongoing updates and ad rollouts as needed. Members complimented Dave on the look of the advertisements.

5. Draft MS4 Permit

a. Update on permit. Christy Witters indicated she has completed the response summary to the comments received on the draft and forwarded it to the DEC legal staff for review. Once the permit is formally issued, previous permittees will have 180 days to file a NOI, a revised SWMP, and all necessary attachments. April 1, 2019 will be the deadline for the submission of the first annual report regarding Phosphorus Control Plans.

b. Phosphorus tracking / Stormwater Treatment Practice calculator: Helen Carr & Emily Schelley walked through how to use the calculator, available at:

<https://anrweb.vt.gov/DEC/CleanWaterDashboard/STPCalculator.aspx>

Subcommittee members made various suggestions for improvement.

- 1 **6. Updates**
- 2 a. New Winooski NRCD staff: Holly Kreiner is departing the WNRCD for new opportunities out west. Her
- 3 replacement, Kristin, will start the week of June 18th
- 4
- 5 **7. Items for Tuesday, July 3rd meeting**
- 6 Dan will work with the co-chairs on a possible agenda should a meeting be called although at this point a
- 7 meeting may be unlikely to occur
- 8
- 9 **10. Adjournment**
- 10 The meeting adjourned at 1:40 p.m.
- 11

Respectfully submitted, Dan Albrecht

DRAFT