

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

DATE: **Tuesday, April 2, 2019**
 SCHEDULED TIME: 12:30 p.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/>

Committee Members in Attendance		
Burlington: Jenna Olson	Burlington Airport: Polly Harris (Stantec)	Williston: James Sherrard
Colchester: Andrew Douglas	Milton: Dave Allerton	Winooski: Tim Grover
Essex:	Shelburne: Chris Robinson	VAOT: Jennifer Callahan
Essex Junction: Chelsea Mandigo, co-chair	South Burlington: Tom DiPietro	Univ. of VT: Lani Ravin
DEC:		
Other Attendees: WNRCD: Kristen Balschunat; Pluck: Dave Barron		
CCRPC Staff: Dan Albrecht		

1. Call to Order, Changes to the Agenda and Public Comments on Items not on the agenda:

Chelsea Mandigo called the meeting to order at 12:30 p.m. No changes to the agenda nor public comments made.

2. Review and action on draft minutes of March 6, 2019

After a brief recap by Dan Albrecht, Tom DiPietro *made a motion, seconded by James Sherrard to approve the minutes as drafted. MOTION PASSED with abstentions by Harris, Ravin and Callahan.*

3. Pluck: Spring 2019 advertising and outreach materials.

a. Review & approve final MCM-#1 2018 Calendar Year report

Dave Barron provided a brief update. Digital web will start on April 15th with other formats launching shortly after. He showed what the two rack cards, the interchangeable art banner and the seed cards will look like. Total estimated costs are about \$1,180 (if 250 rack cards purchased) or \$1,334 (if 500 purchased). The original total budget authorized was \$1,200. Dave would like to request a higher allocation. He believes this can be supported as the winter ad buy completed with a savings in the range of \$400-\$600. *After a brief discussion, James Sherrard made a motion with a second by Chris Robinson to raise the overall budget limit for the rack cards, banner and seed cards to \$1,600. The motion carried.*

Upon inquiry from a member, Dave indicated that he would have high-resolution versions of the various ad graphics done in about two weeks. These would be sufficient quality for downloading to print for posting.

4. WNRCD: Stream Team update

Kristen Balschunat provided a brief update. Upcoming events are: Burlington (May 4th rain barrel workshop), Shelburne (late August storm drain mural), Milton (July storm drain mural and stenciling). Additionally, a May 10th “mini” rain barrel workshop is planned with Essex Middle School students and outreach continues to local libraries to host Stream Display along with recommended books related to water quality. In other items, she anticipated receiving final approvals from the LaRosa lab this week regarding water quality sampling and the budget is getting fairly close to being spent with \$19,101.77 spent through March 23rd out of the overall \$23,000 budget.

She would like to speak further with the subcommittee about first, revisiting the planned sites for water quality sampling to see about potential changes to locations for 2020 and second, consideration of an increase to cover additional work in this current fiscal year. Chelsea indicated both those items can be addressed at the May 7th meeting.

5. Updates

1 James Sherrard asked Kristen if the Stream Team could come to the Williston July 4th parade again. She
2 indicated that Williston is not one of their outreach towns, but she will do what she can do.

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4 Kristen noted that in a last-minute request she will be speaking to 4th and 5th graders at Shelburne Community
5 School about water quality.

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7 Tom DiPietro reported that Christy Witters said she is looking over all the annual reports submitted by the
8 MS4s.

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10 **8. Items for Tuesday, May 7th meeting**

11 Discussion of revisions to water quality sampling program for 2020

12 Consideration of increase to current fiscal year contract with WNRCD for Stream Team services.

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14 **9. Adjournment** The meeting adjourned at 12:55 p.m.

15 *Respectfully submitted, Dan Albrecht*