

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

DATE: **Tuesday, January 7, 2020**  
 SCHEDULED TIME: 12:15 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/>

<b>Committee Members in Attendance</b>		
Burlington: James Sherrard	Burlington Airport: Polly Harris (Stantec)	Williston:
Colchester: Karen Adams, Amanda Clayton	Milton: Dave Allerton	Winooski: Tim Grover; Ryan Lambert
Essex: Annie Costandi, co-chair	Shelburne: Chris Robinson	VAOT:
Essex Junction: Chelsea Mandigo, co-chair	South Burlington:	Univ. of VT: Lani Ravin
DEC:		
<b>Other Attendees:</b> Emily Schelley, DEC; Dave Barron, Pluck; Kristen Balschunat, WNRCD; Dave Braun and Serena Matt, Stone Environmental		
<b>CCRPC Staff:</b> Dan Albrecht, Eleni Churchill, Chris Dubin		

**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 12:15 p.m. No changes to the agenda nor public comments were made.

**2. Review and action on draft minutes of December 3, 2019**

After a brief recap by Dan Albrecht, *Karen Adams made a motion, seconded by Chris Robinson to approve the minutes as drafted with a correction made to note Amanda Clayton as a Colchester representative not one from UVM. MOTION PASSED with abstention by Harris.*

**3. Pluck (Dave Barron) update on creative, web results to date, planned winter campaign**

Dave recapped recent updates to the website and marketing materials. In short, the website navigation has changed from full navigation to a more “directed” mode so that users are taken straight to key content. Some of the text has been tightened up by using less “science” language but more layman’s terms. He’s also adapting the existing videos to create a set of shorter, 15-20 second videos focused on “facts & figures” which will work easier with social media. In March he’ll have some draft new creative to show to the Subcommittee. Additional next steps include finalizing a 30-second Pet Waste video; finalizing new rack cards focused on Lawn Care, Rain Gardens and Salting in the Winter; drafting a Lake Champlain Animals mini campaign and working on a new watershed graphic. In terms of the performance of the [www.rethinkrunoff.org](http://www.rethinkrunoff.org), overall performance improved in 2019 compared to 2018: total site sessions/visits went up from 7,8321 in 2018 to 10,111 in 2019; new users from 6,666 to 8,529 and page views from 12,071 to 15,679.

**4. Winooski NRC (Kristen Balschunat): Stream Team update**

Kristen summarized the result of the 2019 work plan, the proposed 2020 work plan and the first draft of the MCM#2 Annual Report. The latter report summarizes achievements/activities within the following categories: social media, RST website, newsletter, organizational partnerships, outreach events, projects, water quality monitoring program, adopt-a-rain garden program and the volunteer appreciation event. Kristen noted that she recently submitted a proposal to the LaRosa Partnership Program for 2020 funding.

**5. Stone Environmental (Dave Braun and Serena Matt): update on flow monitoring stations**

Dave stressed two points at the outset: first, after starting in 2016, the program has reached a point where the stations have minimal downtime and are fully functional and reliably reporting almost every single day and secondly, there are now three years’ worth of solid data for 2017, 2018 and 2019 but we are not at a point yet

1 to figure out what all the data means. Real-time data is available at: <http://vt-ms4-flow.stone->  
2 [env.com/FlowDev/index.html](http://vt-ms4-flow.stone-env.com/FlowDev/index.html). Dave showed examples/photos of the instrumentation, station construction,  
3 controlled cross-section monitoring stations, open-channel monitoring stations and precipitation monitoring  
4 stations. Serena provided more details on field activities such as discharge measurements, annual survey of  
5 benchmarks and rain gauges, annual calibration of tipping bucket rain gauges and maintenance. The  
6 presentation concluded with an illustration of an example “Preliminary Flow Duration Curve” with “% of time  
7 that flow is equaled or exceeded” on the X-axis and “normalized daily mean flow” on the y-axis. It was noted  
8 that the Flow Restoration Plan aim to implement projects so that peak flows are lowered and low flows are  
9 raised so that a stable environment is created so that aquatic biota / indicator species populations can increase  
10 to sustainable levels. Emily Schelley from DEC noted that more analysis of the data from these stations will  
11 take place over the next two years.  
12

## 13 6. Updates

### 14 a. Delivery of REI Implementation Table data to municipalities

15 Chris Dubin reported that all outfalls for MS4 communities have now been inspected with the exception of  
16 those that were inaccessible (e.g. down a steep slope) or those that show up in the DEC database but could not  
17 be found. He plans to finish QA/QC on these by January 10<sup>th</sup> and then transmit the data set for municipal  
18 review shortly thereafter and then hear back comments from same by January 24<sup>th</sup>. As a test case later this  
19 winter he will load the all the REI data from Colchester into DEC’s REI-reporting online portal.

### 20 b. Clean Water Block Grants

21 Dan reported that Southern Windsor County RPC (SWCRPC) will be issuing another RFP in the next week or  
22 so which can include projects larger than \$20k. Award notices for the prior “under \$20k” round were sent out  
23 last week. CCRPC helped secure a grant for the City of Winooski for an outfall design. Dan noted that CCRPC  
24 can again serve as a grant administrator on behalf of a project (aka, the “program delivery” task) or towns can  
25 also apply directly to SWCRPC. [ Note: see grant info here: [https://www.swcrpc.org/design-implementation-](https://www.swcrpc.org/design-implementation-block-grant/)  
26 [block-grant/](https://www.swcrpc.org/design-implementation-block-grant/)  
27

## 28 7. Items for upcoming meetings

29 Tuesday, February 4<sup>th</sup>

- 30 a. Presentation by USGS on Clean Streets project
- 31 b. Presentation by DEC on P-reduction-credit for NR projects
- 32 c. Review and action on 1) draft Annual MCM #1 report, 2) draft Annual MCM #2 report and 3) draft  
33 RRSST Water Quality Sampling report.
- 34 d. Review and action on purchase of update RRSST materials (rack cards, sticker, etc.)  
35

## 36 8. Adjournment

The meeting adjourned at 1:30 p.m.

37  
38 *Respectfully submitted, Dan Albrecht*