

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

DATE: **Tuesday, May 5, 2020**
 SCHEDULED TIME: 12:30 p.m. to 1:00 p.m.
 PLACE: ONLINE via Zoom
 DOCUMENTS: Minutes, a video recording, documents, and presentations discussed accessible at:
<http://www.ccrpcvt.org/meetings/clean-water-advisory-committee/>

Committee Members in Attendance		
Burlington: James Sherrard	Burlington Airport: Polly Harris (Stantec)	Williston:
Colchester:	Milton: Dave Allerton	Winooski: Ryan Lambert
Essex: Annie Costandi, co-chair	Shelburne: Chris Robinson	VAOT: Jennifer Callahan
Essex Junction:	South Burlington: Tom DiPietro	Univ. of VT: Lani Ravin
DEC:		
Other Attendees: Winooski NRCD: Kristin Balschunat; DEC: Jim Pease, Karen Bates; Blue® Stormwater: Drew Bissell		
CCRPC Staff: Dan Albrecht, Sai Sarapelli		

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

The meeting was called to order at 12:30 p.m. With the consent of Annie Costandi, co-chair, it was agreed to have Dan Albrecht run the meeting since it was all online. No public comments were made.

2. Review and action on draft minutes of March 4, 2020 and April 7, 2020

After a brief recap by Dan Albrecht, *Chris Robinson made a motion, seconded by Dave Allerton to approve the minutes of March 4th as drafted. No discussion. MOTION PASSED with abstentions by Harris and Costandi.*

After a brief recap by Dan Albrecht, *Annie Costandi made a motion, seconded by Lani Ravin to approve the minutes of April 7th as drafted. Minor correction made by Annie Costandi: page 2, line 18, change to read “the Essex rain barrel workshop has been moved to ~~Vermont~~ August.” MOTION PASSED with the correction as noted with abstentions by Harris and Robinson.*

3. Stream Team update

Kristen Balschunat walked through the highlights of the RRST monthly update posted to the Subcommittee webpage. Some key changes due to COVID-19 are that 1) the LaRosa funding is frozen so she is investigating alternative data that volunteers can collect such as turbidity, temperature and macro-invertebrates; 2) the rain-barrel workshop has been pushed back to August and 3) she is investigating developing more online content such as a monthly contest and giveaway. It was noted that the Facebook page was performing well and Dan recommended that municipal staff post RRST contents on appropriate municipal pages.

4. Review and final action on FY2021 Rethink Runoff program budget

Dan Albrecht first presented a spreadsheet showing current and projected expenses for the current FY20 operating year. The year was projected to end in a surplus already however an additional approximately was \$2,000 was able to be “saved” due to some CCRPC staff time for subcommittee meetings and minutes being able to be charged to CCRPC’s grant with DEC. As of now, current projections are that FY20 will finish with a surplus of about \$13,276. The actual cash remaining would be \$6,000 higher as that amount represents two years’ worth of reserving \$3 per year so that at the end of FY22 a reserve of \$15,000 would be accumulated to pay for the “every 5 year” survey in early 2023.

Dan then walked through the proposed budget for FY21. Based upon reviewing the data from FY20, he suggested some minor changes to the version previously discussed at the March meeting and the version posted for this meeting: an increase in CCRPC hours from 60 to 80; web hosting costs increasing from \$361 to \$450 and CCRPC incidentals from \$200 to \$300. Also, as discussed at the last meeting, Pluck has proposed an additional \$1,500 from \$9,000 to \$10,500 to revamp the “Stormville” feature on the website to latest HTML

1 standards. This would result in a overall proposed budget for FY2021 of \$72,810. He noted that as they
2 Subcommittee works to develop the FY22 Budget it could choose to use some of the surplus.

3 *Tom DiPietro made a motion, seconded by James Sherrard to approve an operating budget of \$72,810 for*
4 *FY21 Budget, MOTION PASSED with abstention by Harris.*

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6 **5. Agenda Items for Tuesday June 2nd**

7 Dan and Annie noted that there were no pressing matters. Therefore, there is the potential that no
8 meeting would be held.

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10 **6. Adjournment** The meeting adjourned at 1:15 p.m.

11 *Respectfully submitted, Dan Albrecht*

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