

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

DATE: **Tuesday, September 6, 2022**  
 SCHEDULED TIME: 11:00 a.m. to 11:30 a.m.  
 PLACE: ONLINE via Zoom  
 DOCUMENTS: Minutes, documents discussed, and presentations accessible at:  
<http://www.ccrpcvt.org/meetings/clean-water-advisory-committee/>

<b>Committee Members in Attendance (all attending online unless otherwise noted)</b>		
Burlington: James Sherrard	Burlington Airport: Catie Calabrese	Williston: Christine Dougherty
Colchester: Karen Adams	Milton: Dave Allerton, Nicholas Prussock	Winooski: Ryan Lambert
Essex: Annie Costandi, co-chair	Shelburne: Chris Robinson	VAOT: Jennifer Callahan, Tyler Hanson
Essex Junction: Chelsea Mandigo, co-chair	South Burlington: Dave Wheeler	Univ. of VT: Lani Ravin
DEC: Christy Witters, Samuel Hughes		
<b>Other Attendees:</b> Pluck: Dave Barron; Winooski NRCO: Remy Crettol, Adelaide Dunn		
<b>CCRPC Staff:</b> Dan Albrecht, Sai Sarepalli,		

**1. Changes to the Agenda and Public Comments on Items not on the agenda:**

The meeting was called to order at 12:17 p.m. No changes to the agenda were made. No public comments were made.

**2. Review and approval of minutes (August 2, 2022 & August 24, 2022)**

After a brief recap by Albrecht, *on a motion by Ravin, with second by Mandigo, the minutes of August 2<sup>nd</sup> were approved unanimously.*

After a brief recap by Albrecht, *on a motion by Dougherty, with second by Mandigo, the minutes of August 24<sup>th</sup> were approved unanimously.*

**3. Review and approve of final version of Chittenden County MS4 Stormwater Program Services Agreement**

Albrecht walked through proposed changes compared to the version discussed at the August 24<sup>th</sup> meeting. Members agreed with the proposed changes and agreed that it should be circulated to members for signature. If further changes are requested it is understood that the Subcommittee will need to revisit the matter *A motion was made by Mandigo with second by Callahan, that the Agreement as edited today be circulated to members for signature. Motion was approved unanimously.*

**4. Review and first “straw man” draft of FY24 Budget.**

Albrecht walked through the proposed budget developed based upon rough estimates by him as well as WNRCD and Pluck as well as projected expenses for advertising, etc. Pluck estimate ranged from \$19,500-\$22,000 depending upon how much effort was to go towards Ad hoc Design for Stream Team and Social Media Content Development. At the low end, the total budget would be \$82,770. If dues were \$7,000, that would raise \$84,000. Albrecht asked for feedback on whether a \$7,000 dues ask would be achievable. Dougherty and Allerton and others indicated that that amount was probably okay.

**5. Elect co-chairs for FY23.**

Albrecht noted that this was not really required but since we are starting a new MOA it would be good to seek confirmation. Mandigo and Costandi were both willing to continue as co-chairs. *A motion was made by Allerton with second by Lambert, to elect Mandigo and Constandi as co-chairs. Motion was approved unanimously.*

**6. How are municipalities tackling EPSC enforcement?**

Committee members discussed the challenges with EPSC enforcement. Some comments were as follows:

1 Wheeler Enforcement has been a challenge. For example, silt fences not being installed properly nor  
2 shown properly on the plans. They need to be following contours. A simple rectangle on the property line  
3 won't work. State permits are based off of the final conditions. EPSC plans should be updated based upon  
4 mid-point as well as final as built. Midpoint check-ins need to be followed as well. Contractors need to update  
5 their EPSC plans. They are supposed to be sending those updates to State as well as doing turbidity samples.  
6

7 Witters: Yes, improved coordination with State staff on how they do inspections vs. how towns do it.  
8 We will also tighten up language in the new MS4 permit regarding Construction Inspection requirements. She  
9 is also supportive of more training with contractors.  
10

11 Dougherty: Agreed with Wheeler comments. He suggested that DEC receives and posts a notice of  
12 construction to the online Environmental Notice Board that we could also see the actual site plans without  
13 having to request them. It would be really good if there were separate plans for each phase (grading/cutting,  
14 initial BMPs, interim BMPs, final BMPs). Finally, while there is a requirement to inspect...there is no  
15 requirement to document those inspections. We occasionally work with the Planning & Zoning office to hold  
16 up Certificates of Occupancy if EPSC not being followed.  
17

18 Sherrard: Admittedly, the City has an ordinance but needs to do better on enforcing it. But when State  
19 also has responsibility, maybe we could get video of sediment discharge, and then it would be good for State  
20 to show the contractor that footage as the contractor may be more compliant. Some contractors are saying if it  
21 is not in the bid list, then it is not enforceable.  
22

#### 23 **7. Future rotating discussions on Minimum Control Measures #3 thru #6**

24 Members agreed that discussion of the EPSC should continue at our October meeting. Wheeler noted we  
25 should discuss ways we can find ways to beef up enforcement (tickets, etc.).

#### 26 **8. Staff, member and guest updates as needed**

27 CCRPC staff, members, and WRNCD staff introduced themselves to Sam Hughes. Witters introduced  
28 Sam Hughes who will helping with the MS4 permit program. Albrecht asked for a subcommittee to begin  
29 work on crafting the 2023 survey to save hours eating into his allotment of time for FY23. The following  
30 persons volunteered: Dougherty, Mandigo, and Dumm who will also work with Dave Barron of Pluck.

31 Dumm provided an extensive update on WRNCD's activities in support of the Stream Team (note: see  
32 attached Status Report). Highlights included: FY22 budget allocation being heavily spent down, a big increase  
33 in number of storm drains adopted, new projects being developed in Milton, Williston, Winooski, Shelburne  
34 and Burlington in addition to adopt-a-drain projects, exploring river cleanup projects, tabling at Art Hop in  
35 Burlington.  
36

#### 37 **9. Items for October meeting agenda & determine meeting date due to conflict with Yom Kippur**

38 In addition to the EPSC discussion, discussion will continue on the FY24 budget. Members concurred with  
39 Mandigo's recommendation to meet on Tuesday, October 11<sup>th</sup> at 11 a.m. so as not to conflict with Yom  
40 Kippur.  
41

#### 42 **10. Adjournment**

The meeting was adjourned at approximately 1:31 p.m.

43  
44 *Respectfully submitted, Dan Albrecht*  
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