

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

DATE: **Tuesday, November 1, 2022**  
 SCHEDULED TIME: 12:15 p.m. to 1:30 p.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: Nicholas Prussock	Winooski: Ryan Lambert
Essex: Annie Costandi, co-chair	Shelburne:	VAOT: Tyler Hanson
Essex Junction: Chelsea Mandigo, co-chair	South Burlington: Dave Wheeler	Univ. of VT:
DEC: Christy Witters, Sam Hughes		
<b>Other Attendees:</b> Winooski NRCD: Adelaide Dumm		
<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 12:15 p.m. by Chelsea Mandigo. No changes to the agenda were made. No public comments were made.

**2. Review and approval of minutes (October 11, 2022)**

After a brief recap by Albrecht, *on a motion by Wheeler, with second by Costandi, the minutes of October 11<sup>th</sup> were approved unanimously.* (Editor's note: correction made to posted October 11<sup>th</sup> minutes to correct to read that the minutes of June 6<sup>th</sup> were approved.)

**3. Consider adoption of FY24 Budget & final action on proposed \$7,000 FY24 Dues.**

Albrecht recapped the proposed budget which was the same as presented at the October meeting except he added in an operational reserve of \$1,230 to round up the budget to \$84,000 to match the funds raised if dues were \$7,000. *A motion was made by Sherrard, with second by Adams to adopt the FY24 Budget of \$8,4000 as proposed and also approve a dues level of \$7,000 for FY24. The motion was approved unanimously.*

Ravin asked  
 Consider adoption of FY24 Budget & final action on proposed \$7,000 FY24 dues

**4. Consider authorization to CCRPC to issue RFP for 2023 Survey**

Albrecht walked through the proposed RFP which he hopes to issue later this week. *A motion was made by Constandi, with second by Adams to authorize CCRPC to issue the RFP as presented. The motion was approved unanimously.* Albrecht then displayed the most recent version of the proposed survey noting which were old questions and which were new.

**5. Continued discussion of EPSC enforcement**

Item tabled as Mr. Benoit was not available.

**6. Rethink Runoff Stream Team update**

Dumm walked through the update quickly which is posted to the website. Highlights included:

- Spending down the FY22 budget allocation, currently at \$2,666.29
- Adopt a drain update: 483 lbs of debris removed, 167 drains adopted, and 122 storm drain adopters!
- Milton rain garden signage coordination
- Project development for Williston rain garden

**7. Staff, member and guest updates as needed**

1 Prussock reported that the Town of Milton is advertising for a new Town DPW Director. Sherrard reported  
2 that the City has not yet figured out yet what to do about replacing Jenna Olson. Albrecht asked, and Calabrese  
3 agreed, that she will check in with Larry Lackey of BTV and then reach out to Dave Barron regarding  
4 placement of new Rethink Runoff advertising materials near the baggage claim. Wheeler reported that they  
5 have two new employees starting in November: a new Stormwater Superintendent and Monica Ingalls will be  
6 the new Stormwater Project Manager.

7

8 **8. Items for December 6<sup>th</sup> meeting**

9 In addition to the EPSC discussion and presentation by Tom Benoit on same, other items will include action  
10 on stormwater survey RFP. Mandigo, Costandi and Sarepalli volunteered to serve with Albrecht on the  
11 proposal review subcommittee.

12

13 **9. Adjournment**

The meeting was adjourned at approximately 12:52 p.m.

14

15

16

*Respectfully submitted, Dan Albrecht*

17

18