



c/o Chittenden County RPC
110 West Canal Street, Suite 202
Winooski, VT 05404
www.ccrpcvt.org/northern-lake-champlain-cwsp/
802-861-0133

Northern Lake Champlain Basin Water Quality Council REGULAR MEETING Draft Agenda

THURSDAY, January 16, 2025, 10:00 a.m. to 11:30 a.m.

In-person option>>> @Chittenden County RPC 110 West Canal St, Suite 202 Winooski, VT
Remote Option:>>> <https://us02web.zoom.us/j/81477594157>
One tap mobile >>> +16469313860,,81477594157# US Dial by location>>> +1 646 931 3860 US
Find your local number: <https://us02web.zoom.us/j/81477594157> Meeting ID#>>> 814 7759 4157
See meeting materials at: <https://www.ccrpcvt.org/northern-lake-champlain-basin-water-quality-council/>

1) Introductions, Changes to & Approval of Draft Agenda and Public comment on items not on the agenda

2) Review and Approval of [Minutes for Meeting of November 21, 2024](#) (ACTION)

3) 10:05 - 10:25 a.m. Consider Two Project Development applications from FNLC (ACTION)

Track A (site-specific): Mill River NW site, \$3,300

Track B (general): Georgia Shoreline and Mill River area, \$6,700

4) 10:15 - 10:35 a.m. Round Robin: how have groups identified or are attempting to identify projects

5) 10:35 - 10:40 a.m. Demonstration of how to submit a [New Project Form](#) via DEC portal

6) 10:40 – 11:15 a.m. Review “ [Appendix A: CW Initiative Program - Project Eligibility Screening Form](#)”.

7) 11:15 a.m. – 11:25 a.m. Updates

Updates on current Design & Implementation Projects:

Lewis Creek Association.....McCabe’s Brook, Prelim Design (Shelburne)

Winooski Valley Parks District.....Wolcott Family NA, Prelim Design (Colchester)

Grand Isle County NRCD.....Two Heroes, Final Design (South Hero)

Town of Saint Albans.....Fairfax Street culvert, Final Design & Implementation (Saint Albans)

Updates on current Project Development efforts

Northwest RPC.....Project Decision Tree, Proj. Dev. (Grand Isle County)

Northwest RPC.....Road & Shoreline Erosion Issues (Basin 5)

Town of North Hero.....Pelots Point shoreline erosion, library

Chittenden County RPC..... Beebe Lane road rebuild (Williston)

Chittenden County RPC..... Four Streams, landowner outreach

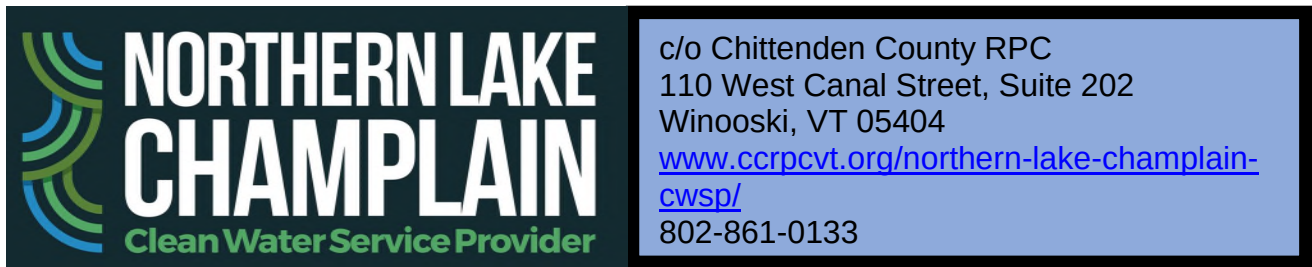
Other updates from staff, members, DEC and guests

8) 11:25 – 11:30 a.m. Affirm schedule of upcoming meetings & subgrant application deadlines (Information)

a) February 20: subgrant applications for Project ID & Dev due 2/14 and for Design or Const. due 2/10

b) March 20: subgrant applications for Project ID & Dev due 3/14 and for Design or Const. due 3/10

In accordance with provisions of the Americans with Disabilities Act (ADA) of 1990, as amended, the CCRPC will ensure public meetings are accessible to all people. Requests for free interpretive or translation services, assistive devices, or other requested reasonable accommodations, should be made to Emma Vaughn, CCRPC Title VI & ADA Coordinator, at 802-8464490 ext. 121 or evaughn@ccrpcvt.org, at least 5 business days prior to the meeting for which services are requested.



Date: July 16, 2024

To: Basin 5 Water Quality Council

From: Dan Albrecht, CWSP Manager

CC: DEC staff and subgrant applicants

Re: Applications for Project Identification & Development Sub-Grants **1/13/25 Round**

We received two requests for Project Identification and Development sub-grants both from the Friends of Northern Lake Champlain (see attached).

The first grant request is for a Track A application that can be summarized as follows:

Mill River Northwest Project Development, WPD#10841

Budget Request: \$3,300

This project proposes to revisit this project which was turned down for Final Design by the BWQC at its February 2023 due to some concerns about eligibility (vis-à-vis MRGP and wetlands issues) and because its p-reduction efficiency was “below par” for the Basin 5 then-stipulated, preferred efficiency. Funds are requested primarily for staff time to investigate eligibility issues related to the MRGP, wetlands, landowners and VDHP concerns and then, if those issues are satisfactorily addressed, for final consultations with the original engineering firm that did the preliminary design work and with DEC.

The 2nd grant request is for a Track A application can be summarized as follows:

Project Development in Town of Georgia, WPD#s t.b.d

Budget Request: \$6,700

This project proposes to follow up of projects identified in the *2022 Georgia Shore and Shoreline Erosion Assessment*. Moreover, FNLC plans to engage in targeted outreach around Mill River in Georgia.

My recommendation to the Council is as follows:

- Approve the Track A application. The original preliminary design estimated a phosphorus reduction of 1.46 kilograms with a projected final design plus construction cost of \$22,262 which equated with an efficiency of \$15,248 per kilogram. However, because the initial projected design life was only 10 years instead of the 15-year minimum, the efficiency dropped to \$22,872 P-reduced/\$, the project scored lower. Now, however, that we have more flexibility/leniency in our preferred P-reduction efficiency, this project is worth exploring.
- Approve the Track B application either at the requested \$6,700 or if desired at \$10,000 for consistency with other previously awarded Track B applications. The CWSP will then work with FNLC to aid them as they submit New Project requests for the Watershed Projects Database. If need be, two or more such Requests could be submitted to better define project boundaries or tasks. The FNLC would brief the Basin 5 Water Quality Council on a regular basis to foster collaboration and avoid potential overlap or conflict with similar efforts.
- The Task Orders would be in effect from January 20, 2025, through December 31, 2025.



Application Form
For Project Identification/Assessment and/or Development
Subgrant

Submit this form and required attachments in accordance with the following schedule along with other required documents noted in the [Ongoing Call for Applications](#) for consideration at a future Basin 5 Water Quality Council meeting.

Deadline for Subgrant Application, by 5 p.m. EDT to dalbrecht@ccrpcvt.org	Date of Basin 5 Water Quality Council meeting for consideration of Application (virtual, 10 a.m., EDT)
Friday, September 13, 2024	Thursday, September 19, 2024
Friday, October 11, 2024	Thursday, October 17, 2024
Friday, November 8, 2024	Thursday, November 14, 2024
Monday, December 16, 2024	Thursday, December 19, 2024
Monday, January 13, 2025	Thursday, January 16, 2025

1. APPLICANT INFORMATION	
Organization/Municipality Name: Friends of Northern Lake Champlain	
Name of Point of Contact: Josh Serpe	Title: Project Manager
Mailing Address: PO Box 1145 Saint Albans City, Vermont 05478	
Phone Number: 845-803-2546	
E-mail Address: jserpe@friendsofnorthernlakechamplain.org	
2. PROPOSAL (CHOOSE TRACK A-DISCRETE SCOPE OR TRACK B-GENERAL PROJECT DEVELOPMENT)	
Track A, Max Award=\$40,000: Detailed scope of work, locations/sites/sub-watersheds generally known in advance, work consistent with identification-assessment-development types detailed by DEC in Appendix B Project Types Table linked below and with a Watershed Projects Database # obtained in advance.	
Project Title: Mill River Northwest Project Development	
Watershed Project Database Number: 10841	
Project Type (according to Appendix B Project Types Table of the 2023 CWIP Funding Policy) : Stormwater	
3. PROJECT DESCRIPTION	

TRACK A: Please describe the proposed project in detail, especially the types of phosphorus reduction practices that will be identified and/or developed and the study area. Submit descriptive documents such as RFPs, competitively procured proposals, excerpts from applicable studies such as Stormwater Master Plans, Basin Plans, River Corridor Plans, Fluvial Erosion Hazards studies, etc. and other documents that may be useful for application reviewers.

In 2020 Friends of Northern Lake Champlain partnered with Watershed Consulting Associates to conduct a comprehensive stormwater and shoreline erosion assessment in the town of Georgia, which resulted in three 30% designs for stormwater projects that will reduce phosphorus loading into the Mill River, which drains into St. Albans Bay. The section of Mill River that is downstream from this proposed project is currently listed in the 2020 impaired (303d) waters due to agricultural runoff, streambank erosion, nutrient pollution, and sedimentation/siltation.

The intersection with Mill River Rd and Georgia Shore Rd was identified in this assessment and a BMP retrofit was developed into a 30% design. Runoff along Mill River Rd has damaged the infrastructure surrounding the road. Erosion has occurred and sediment is transported during rain events. The stormwater currently flows in a ditch along the northern side of Mill River Rd and drains west toward Georgia Shore Rd. The drainage then passes under Georgia Shore Rd in a culvert and drains toward Mill River, Mill River has been noted as a significant source of pollutants to the lake and reducing stormwater impacts to Mill River is a priority.

The proposed BMP includes reshaping the lower approximately 250ft of Mill River Rd to drain to the ditch on the north side of the road and allowing the water to flow in the existing culvert under Georgia Shore Rd. The water would then enter a plunge pool basin. The basin will slow down and spread the water out, allow for some infiltration, and allow pollutants to settle out of suspension. The outlet will direct water into the wetland buffer north of the practice.

The VT Department of Environmental Conservation Stormwater Treatment Practice (STP) Calculator was utilized to estimate the expected total phosphorus removed by the practice. The practice has the potential to prevent 1.46 Kg of TP from entering Mill River and then Lake Champlain annually. The design standard used for this retrofit was management of the Water Quality Volume (WQC, or 1 inch of rain in a 24-hour period) by providing a storage volume of 476 ft³.

Project development for this stage focuses on ensuring feasibility to move forward with 100% design. This includes comprehensive project management and targeted outreach to address key aspects such as:

1. **Municipal Roads General Permit (MRGP):** Clarifying Mill River Road MRGP requirements and compliance measures to ensure alignment with regulatory standards.
2. **Wetlands:** Consult with DEC wetlands scientist and addressing any potential impacts on wetlands, including revisiting necessary assessments, and consultations.
3. **Landowner Outreach:** Engaging with relevant property owners to address concerns, and revisit the project through individual and select board meetings
4. **Vermont Division of Historic Preservation:** Coordinate with this agency to determine whether a historic assessment is needed for this project.
5. **Collaboration with DEP and Engineering Consultants:** Allocating time for ad-hoc work with Environmental Engineering firm. (Watershed Consulting Associates) to bring them into the loop regarding project next steps. Consult with Basin Planner to ensure alignment between DEC and Project Goals.

4. APPLICATION REQUEST BUDGET (Only required for Track A applications) Attach a sheet showing how sub-totals calculated. Be sure you budget enough time/funds for Project Management/Completion (supervision of consultants, reporting tasks, check-in meetings with CWSP, DEC, landowners, consultants, potential archeological investigation, etc.) to fully meet the required milestones and deliverables of your project type detailed in the CWIP Funding Policy.

Expense/Item	Grant Request	Leverage / Match Funds	Sub-Totals
APPLICANT			
Project Management/Completion (including salary/hourly costs and fringe benefits). Include any volunteers or ad hoc employees if applicable.	40hrs@\$50/hr.		\$2,000
Mileage Charges (use Federal 2024 rate)			
SUBCONTRACTORS			
Services to aid in I.D./Assessment/Development of projects	\$1,000		\$1,000
Other eligible costs (see 2023 CWIP Funding Policy)			
<i>Project Completion SUBTOTAL</i>			
Indirect**: If you have a negotiated indirect rate, you typically charge, please use that. Otherwise, you may charge up to 10% on all APPLICANT costs and 10% on the first \$50,000 of SUBCONTRACTORS costs, noted in the rows above.	10%		\$300
<i>Project Completion TOTAL (Project Completion SUBTOTAL + Indirect)</i>			\$3,300
Procurement of subcontractors: Providing prior proof of competitive procurement is not required. However, Subcontractors such as engineers/designers/consultants must be competitively procured either before or during the duration of the grant. Subgrantees will have to demonstrate that such services were sought from at least three firms prior to attaching a quote from a firm. Applicants are encouraged to competitively procure consultation services prior to submitting a Track A grant application so that their budget request is firm for those services. <u>Please attach any winning quotes/cost proposals for any services used in your budget above if applicable.</u> Please describe your plans for procurement either before or during the grant period. Be sure to read the requirements for procurement at https://www.ccrpcvt.org/northern-lake-champlain-basin-water-quality-council/#policies . For example, you can say “we sent an RFP for X services to the following three firms: Firm A, Firm B and Firm C. Attached is the proposal from Firm B which we selected” or “we plan to issue an RFP for Project I.D./Assessment/Development services and for purposes of this grant proposal we are budgeting in \$15,000.” We initially collaborated with Watershed Consulting Associated on preliminary designs and intend to follow up regarding their potential involvement in the project.			
Track A only: In addition to submitting the Subgrant Application Form, complete & submit the following documents, combined in the following order, into one PDF: ○ Descriptive documents as noted in Project Description section of this application. ○ Winning quotes/cost proposals from subcontractors proposed in budget (if applicable);			

- In addition to familiarizing yourself with Vermont DEC’s *FY23 Clean Water Initiative Program Funding Policy* visit the page for the Basin 5 Water Quality Council <https://www.ccrpcvt.org/northern-lake-champlain-basin-water-quality-council/> to view examples of previous Project Development applications previously considered by the Council. See documents and minutes for meeting of 4/20/23, 8/17/23 and 6/20/24.

Project Eligibility

Please Review the following eligibility documents before submitting this application: 1) <i>FY23 Clean Water Initiative Program Funding Policy</i> (click here) 2) <i>Act 76, Clean Water Service Provider Rule and Guidance & explanatory materials</i> (click here)	
Are the phosphorus-reduction projects you are investigating considered non-regulatory? I.E., the portion of the phosphorus being treated/reduced is not a required or compelled element of a regulatory permit (e.g. MS4 permit, MRGP, 3-9050 permit, wetland permit, etc.) or a legal settlement. (Answer must be YES to submit).	Yes No
Track A only: Does your project type meet the applicable definitions and minimum standards as provided in the CWIP Funding Policy and is eligible for a Formula Grant as noted in Column B of DEC's Appendix B Project Types Table (Answer must be YES to submit).	Yes No
Has your organization/municipality been pre-qualified to receive subgrants from the CCRPC / Basin 5 Clean Water Service Provider? If No, please submit Qualification Materials along with your application to dalbrecht@ccrpcvt.org . Qualification Materials templates are available at https://www.ccrpcvt.org/northern-lake-champlain-cwsp/#funding	Yes No
If your proposal is for Track A, have you discussed your application with the DEC Basin Planner, Karen Bates or with Dan Albrecht the Basin 5 CWSP Manager? If not, we encourage you to do so, prior to your proposal being deliberated on by the Basin 5 Water Quality Council.	Yes No



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1. APPLICANT INFORMATION

Organization/Municipality Name: Friends of Northern Lake Champlain

Name of Point of Contact: Josh Serpe Title: Project Manager

Mailing Address: PO Box 1145 Saint Albans City, Vermont 05478

Phone Number: 845-803-2546

E-mail Address: jserpe@friendsofnorthernlakechamplain.org

2. PROPOSAL (CHOOSE TRACK A-DISCRETE SCOPE OR TRACK B-GENERAL PROJECT DEVELOPMENT)

Track A, Max Award=\$40,000: Detailed scope of work, locations/sites/sub-watersheds generally known in advance, work consistent with identification-assessment-development types detailed by DEC in Appendix B Project Types Table linked below and with a Watershed Projects Database # obtained in advance.

Project Title:

Watershed Project Database Number:

Project Type (according to [Appendix B Project Types Table](#) of the 2023 CWIP Funding Policy) :
 Stormwater

Track B, Max Possible = \$10,000: This track is solely to have the Basin 5 Water Quality Council consider a pre-authorization for the Basin 5 CWSP to potentially provide funds to the applicant for ad

hoc Project Identification/Development tasks consistent with DEC policy. Applicant would then request funds directly from the CWSP for discrete, task orders such as site visits, conversations with landowners, small contracts with consultants and other tasks allowed under the Project Development framework as described by DEC subject to an overall Maximum Limiting Amount set by the Council.

The CWSP and the Council will then decide how much funding it will set aside for the CWSP to be able to provide to the applicant.

General Area (If generally known, please note towns or sub-watersheds where such work might be conducted. If not sure at this point, okay to leave blank):

FNLC aims to follow up of projects identified in the 2022 Georgia Shore and Shoreline Erosion Assessment. Moreover, FNLC plans to engage in targeted outreach around Mill River in Georgia.

3. PROJECT DESCRIPTION

TRACK A: Please describe the proposed project in detail, especially the types of phosphorus reduction practices that will be identified and/or developed and the study area. Submit descriptive documents such as RFPs, competitively procured proposals, excerpts from applicable studies such as Stormwater Master Plans, Basin Plans, River Corridor Plans, Fluvial Erosion Hazards studies, etc. and other documents that may be useful for application reviewers.

Track B [No entry required.]

4. APPLICATION REQUEST BUDGET (Only required for Track A applications) Attach a sheet showing how sub-totals calculated. Be sure you budget enough time/funds for Project Management/Completion (supervision of consultants, reporting tasks, check-in meetings with CWSP, DEC, landowners, consultants, potential archeological investigation, etc.) to fully meet the required milestones and deliverables of your project type detailed in the CWIP Funding Policy.

Expense/Item	Grant Request	Leverage / Match Funds	Sub-Totals
APPLICANT			
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Mileage Charges (use Federal 2024 rate)			
SUBCONTRACTORS			
Services to aid in I.D./Assessment/Development of projects			
Other eligible costs (see 2023 CWIP Funding Policy)			
<i>Project Completion SUBTOTAL</i>			
Indirect**: If you have a negotiated indirect rate, you typically charge, please use that. Otherwise, you may charge up to 10% on all APPLICANT costs and 10% on the first \$50,000 of SUBCONTRACTORS costs, noted in the rows above.			
<i>Project Completion TOTAL</i> (Project Completion SUBTOTAL + Indirect)			

Procurement of subcontractors: Providing prior proof of competitive procurement is not required. However, Subcontractors such as engineers/designers/consultants must be competitively procured either before or during the duration of the grant. Subgrantees will have to demonstrate that such

services were sought from at least three firms prior to attaching a quote from a firm. Applicants are encouraged to competitively procure consultation services prior to submitting a Track A grant application so that their budget request is firm for those services. Please attach any winning quotes/cost proposals for any services used in your budget above if applicable.

Please describe your plans for procurement either before or during the grant period.

Be sure to read the requirements for procurement at <https://www.ccrpcvt.org/northern-lake-champlain-basin-water-quality-council/#policies> . For example, you can say “we sent an RFP for X services to the following three firms: Firm A, Firm B and Firm C. Attached is the proposal from Firm B which we selected” or “we plan to issue an RFP for Project I.D./Assessment/Development services and for purposes of this grant proposal we are budgeting in \$15,000.”

We initially collaborated with Watershed Consulting Associated on preliminary designs and intend to follow up regarding their potential involvement in the project.

Track A only: In addition to submitting the Subgrant Application Form, complete & submit the **following documents, combined in the following order, into one PDF:**

- Descriptive documents as noted in Project Description section of this application.
- Winning quotes/cost proposals from subcontractors proposed in budget (if applicable);

- In addition to familiarizing yourself with Vermont DEC’s *FY23 Clean Water Initiative Program Funding Policy* visit the page for the Basin 5 Water Quality Council <https://www.ccrpcvt.org/northern-lake-champlain-basin-water-quality-council/> to view examples of previous Project Development applications previously considered by the Council. See documents and minutes for meeting of 4/20/23, 8/17/23 and 6/20/24.

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- 1) *FY23 Clean Water Initiative Program Funding Policy* [\(click here\)](#)
- 2) *Act 76, Clean Water Service Provider Rule and Guidance & explanatory materials* [\(click here\)](#)

Are the phosphorus-reduction projects you are investigating considered non-regulatory? I.E., the portion of the phosphorus being treated/reduced is not a required or compelled element of a regulatory permit (e.g. MS4 permit, MRGP, 3-9050 permit, wetland permit, etc.) or a legal settlement. **(Answer must be YES to submit).**

Yes
No

Track A only: Does your project type meet the applicable definitions and minimum standards as provided in the CWIP Funding Policy and is eligible for a Formula Grant as noted in Column B of DEC’s Appendix B Project Types Table **(Answer must be YES to submit).**

Yes
No

Has your organization/municipality been pre-qualified to receive subgrants from the CCRPC / Basin 5 Clean Water Service Provider? If No, please submit Qualification Materials along with your application to dalbrecht@ccrpcvt.org. Qualification Materials templates are available at <https://www.ccrpcvt.org/northern-lake-champlain-cwsp/#funding>

Yes
No

If your proposal is for Track A, have you discussed your application with the DEC Basin Planner, Karen Bates or with Dan Albrecht the Basin 5 CWSP Manager? If not, we encourage you to do so, prior to your proposal being deliberated on by the Basin 5 Water Quality Council.

Yes
No