

**Lamoille Basin Water Quality Council (BWQC)**

**Thursday, September 26, 2024, 9:00 -11:00 AM**

**Remote/Zoom meeting with physical location at:**

Meeting video posted at <https://www.youtube.com/watch?v=y9fvM1IFhic>

**A VIDEO RECORDING OF THE MEETING IS AVAILABLE THROUGH THE  
NRPC YOUTUBE CHANNEL (Link above).**

**THE WRITTEN MINUTES ARE A SYNOPSIS OF THE DISCUSSION AT THE MEETING.  
MOTIONS ARE AS STATED. MINUTES WILL BE SUBJECT TO CORRECTION BY THE  
COUNCIL. CHANGES, IF ANY, WILL BE RECORDED IN THE MINUTES OF THE NEXT  
MEETING OF THE COUNCIL**

Council Members: Peter Danforth (Q), Daniel Koenemann, Christine Armstrong (Q),  
Meghan Rodier (Q), Brad Holden (Q), Lauren Weston (Q), Richard Goff, Brent Sheets (Q),  
Ken Mink (Q)

Q= towards quorum

Staff: Dean Pierce

Others present: Peter's AI Notetaker, Karen Bates, Ron Rodjenski

**1. Welcome and introductions**

Peter Danforth opened the meeting at 9:00 am as Chair. A round of introductions was determined unnecessary, as no new attendees were present.

**2. Zoom Norms**

Peter Danforth reviewed norms for meetings on Zoom.

**3. Conflict of interest declarations, if any**

No conflicts of interest were made.

#### **4. Review/adjust and approve agenda**

No adjustments to the agenda were made. Daniel Koenemann motioned to approve the agenda, and Brad Holden seconded. Motion carried.

#### **5. Approval of minutes**

Meghan Rodier motioned to approve the minutes, and Daniel Koenemann seconded. Motion carried.

#### **6. Public comment not related to items on agenda**

No public comments were made.

#### **7. Report on budget adjustments, if any**

No budget adjustments were reported.

#### **8. Operations and Maintenance Topics**

Dean Pierce raised a point of clarification regarding site access agreements that CWSPs need to verify and maintain clean water projects. He explained that these agreements are different than other agreements used in the past and laid out their structure. He also highlighted the difference between the agreements and easements.

#### **9. BWQC Member and Subgrantee Training**

Dean Pierce asked BWQC members for their thoughts on the highest priorities for trainings. Daniel Koenemann expressed a need for instruction on calculating common measures needed for early project stages, such as area of drainage.

Peter Danforth and Lauren Weston requested more training on identifying required deliverables for CWSP projects.

## **10. Proposed Procurement Changes**

Dean Pierce outlined proposed DEC changes to CWSP guidance to eliminate the requirement for sub-awardees to carry out 3-bid solicitation, allowing them to follow their own procurement policies. The proposed change also allows CWSPs to sole source awards up to \$25,000 with BWQC approval.

## **11. Updates**

Dean Pierce provided an update on the Expedited Project Development Funding Program. Applications opened on September 6, 2024 and are being processed as they are received.

He then provided a quarterly invoicing update, reminding that Q1 of FY24-25 ends September 30<sup>th</sup>. He mentioned an upcoming “pre-invoice review” tool CWSP staff are working on developing.

He then informed attendees that the Public Participation Plan has been delayed and continues to be in review by the Executive Committee. Lauren Weston expressed concern with the contents of the Public Participation Plan.

## **12. Future Meetings**

Dean Pierce brought up that the November 28 meeting would conflict with the Thanksgiving holiday. He suggested November 22 and December 5 as alternate dates.

Lauren Weston notified members of a Vermont barrier removal workshop also on December 5<sup>th</sup>.

Ken Minck moved for December 4, and Daniel Koenemann seconded. Motion carried.

Karen Bates of DEC asked whether time should be set aside to discuss issues being faced by applicants. Peter Danforth suggested setting aside time in the following meeting for this discussion.

Ken Minck requested that determining eligibility for projects should be a topic of discussion at the next meeting.

## **13. Updates and conclusion**

Brent Sheets motioned to adjourn the meeting, and Daniel Koenemann seconded. Motion carried. Meeting ended at 10:58 am.

