

## DRAFT BASWG Meeting Minutes

April 10, 2014

Hampden Town Office, Hampden, Maine

9:00 am – 11:30 am

**Attendees:** Bob Osborne, Gretchen Heldmann, Chris Brewer, Amy Polyot, Andrea Dickinson, Tracy Drew, Andy Fish, Rhonda Poirer, Rob Yerxa, Patrick Decker, Phil Ruck, LaMarr Clannon, Scott Wilkerson, Mark Faulkner, Nike Gladu, Peralie Burbank, Jeff Allen, Susanne Miller, Kathy Hoppe, Wynne Guglielmo, Bill Murphy, John Peckenham. Facilitator: Brenda Zollitsch.

### Update from ISWG:

- Chris B. shared that ISWG will be writing a letter to DEP asking DEP to increase its engagement with construction inspection violations. If a municipal inspection triggers a violation, need DEP to provide back-up (“teeth”). Have DEP show-up on site, publicize violation. Want this to be across the state, not just in MS4s, to even the playing field. Non-OMS4s are supposed to be monitored by DEP. Want things to be more standardized.
  - Group discussion resulted in the following recommendations:
    - BASWG reps are interested in signing the letter, but want to see the content before making a commitment.
    - Thought that both MMA, AGC could both be possible additional supporters of the letter.
  - Susanne Miller (DEP Regional Director) recommended that rather than a letter that the groups try to set up a meeting with Micky Kuhns, Brian Kavanaugh, David Ladd, Mark Bergeron and MS4 reps. Sue offered to help set it up. BASWG reps and Chris B. agreed that this may be a better approach. Chris will bring this idea back to ISWG for consideration.
  - Wynne G. and Phil R. volunteered to work with CCSWCD to arrange a meeting or work on a letter, which ever approach is taken.
- Portland and the Southern Maine Group are interested in jointly purchasing the PeopleGIS software as a tool to track and manage stormwater data
  - Chris reports that the database is fairly user-friendly, has standardized forms, and can have data entry through tablets in the field
  - The software is being tested in Long Creek this summer
  - Cost will be less than \$1k per year per municipality
  - BASWG is interested, but some members would like to do due diligence by looking at other options as well
  - BASWG will host demos of different software options at the May BASWG meeting
    - Discussion of Microsoft Access and Excel options
    - Freeware (Used by Fred Dillon)
    - GIS-based Database from FB Environmental
    - ArcGIS

- PeopleGIS – Chris B. has offered to arrange a demo for BASWG’s May meeting
- The Urban Runoff (road race) will be held on April 26<sup>th</sup>. They have 300+ runners signed up. IDDEX was willing to serve as lead donor again this year. BASWG members are welcome to come and volunteer or participate.

### **UMaine National Science Foundation STEM Stormwater Education Project**

- John P. from the University of Maine’s Mitchell Center is working with the Department of Engineering to engage students in a stormwater program of study.
- This is a three-year project; they are currently in the first year of the grant
- Seeking to help kids understand how to measure and manage stormwater
- Students will tour stormwater projects in the Bangor area in June
- Students will be doing physical sampling and remote sensing; measuring conductivity, turbidity, temperature and bacteria
- John requested potential sites from BASWG members; sites need to be near wireless hotpoint
- BASWG members that offered were:
  - EMCC – Chris Easton
  - Orono – Rob Yerxa – Johnny Mack Brook and Treatment Plant
  - Brewer – Ken Locke – Monitoring in Phelps Brook
  - Bangor – Wynne Guglielmo - Arctic Brook (Chlorides)
- Also possibility of project students working with BASWG on their electronic media plan implementation (focus on information transfer)

### **Planning Joint Session with Regional CEO Group**

- At the last meeting Ben Breadmore suggested that the BASWG members jointly meet with a regional CEOs group to discuss stormwater code enforcement MS4 requirements.
- The BASWG members are interested in developing more statewide consistency, better tracking in databases and shared understanding of requirements and expectations.
- The BASWG members came up with a draft agenda for the May BASWG meeting:
  - What code enforcement officers need to address for stormwater compliance
  - Discussion of DEP involvement with violations
  - Review a template inspection sheet
  - Database demonstrations
- Brenda Z. will send a draft agenda to Andy Fish for him to send to Annette Merrithew (CEO from Hampden) to invite the regional CEOs to join BASWG for a joint meeting on May 8<sup>th</sup>.
- Phil R. will look into securing DECD credit for the session (Susanne will help with this if needed)
- BASWG will host or help co-host a second training that is specifically about how to do this work
  - Focus will be on MS4-specific information
  - Some municipalities may not participate if they have their own training arrangements
  - Likely presenters from DOT and DEP
    - Peter Newkirk has presented great slides in the past
  - Likely to be run in early June

- Phil R. volunteered to take a lead on planning this
- Bill LeFlamme is holding a sediment and erosion training session on April 23rd

## Education and Outreach

- **Bangor Garden Show Report:**
  - The BGS was a success for the BASWG
  - Gave out 1,200+ duckies; also lots of factsheets on grubs, ants and rain barrels
  - Did Bangor Daily News Ad
  - Have some ideas for next year:
    - Would like to secure a table closer to the door next year.
    - Might want to raffle off a rain barrel with a press release about it
  - In response to a n attendee's question: PCSWCD 's rain barrels ARE BPA-free, but they do have yellow PCB-11; May not want to use on garden anyway
- **Stream Clean-up Updates**
  - There are 3 anytime stream clean-ups
    - April 26<sup>th</sup> – 250 Handy Helpers from the Church of Latter Day Saints
    - 70-80 employees from JC Penney
    - ~80 volunteers from Hermon clean-up along Rte 2
  - Last meeting, approved \$1,500 in shirts (received \$1,750 in donations). Costs for shirts from Ad Specialists include shipping, screen and printing. Able to order 350 shirts for that. Tally showed that we have enough shirts for this year, as the Handy helpers wear their own vests.
  - City of Bangor needs waters; DOT will provide waters for the clean-up. BASWG will add DOT to the logos on next year's shirts. Bangor Will include DOT in press release.
  - BASWG may want to solicit donations from W.A. Bean and Dennis Paper in the future.

## BASWG Organizational Business

(Quorum Present)

- **BASWG March Minutes Approved:** Members approved March Minutes with specific edits. Jeff A. made the motion to accept the minutes as amended. Tracy D. seconded the motion. The motion passed unanimously.
- **BASWG FOAA Policy Adopted:** Gretchen H. presented the revised FOAA (Freedom of Access Act) Policy and information request form, which have been reviewed by legal staff Paul Nicklas at the City of Bangor (March 13, 2014 Draft). Gretchen reviewed the changes to the policy. The group agreed that the changes were acceptable. Mike G. made a motion to adopt the revised FOAA policy as presented. Bill Murphy seconded the motion. The motion passed unanimously.
- **DIMS Project:** Sewall has completed the DEP-funded Stormwater Funding Pre-feasibility Study and will be presenting the findings to the members of the DIMS Planning Committee immediately following this meeting.

- **Other Announcements:**

- Jerry Hughes, City of Bangor Public Works, passed away recently. He was the Household Hazardous Waste Day coordinator. He will be missed tremendously by all.
- BASWG want to send a retirement card to Art Thurston. Someone needs to get Brenda Z. an address for him.
- Contacts in the L-A Area:
  - Justin Early – Lewiston
  - Zach Henderson – Auburn
  - Unknown - Lisbon

**Upcoming Meetings**

May	Hampden	Joint meeting with CEOs Database demos Hydrant flushing Electronic Media Plan Review DIMS and Snow and Ice Control Manual updates
June	Orono	Regional IDDE Sharing Session People GIS Demo Hydrant Flushing Permit Wrap-up
July	Old Town	Review of PY2 Requirements Discussion of messaging for Electronic Media Plan implementation E&O Planning PY1 Report Planning <i>More to be added</i>
August	Orono	Snow and Ice Control Manual BMPs Discussion of grant opportunities <i>More to be added</i> BASWG Potluck Lunch Following

Future: October – Planning fundraising for BASWG Stream Events