



## Memphremagog Basin Water Quality Council

Thursday, April 6, 2023 10:00am - 12:00pm

Zoom: <https://us02web.zoom.us/j/87446101287>

Phone: (646) 558-8656 Meeting ID: 874 4610 1287

**Attending:** Eric Pope, Sam Mayne, Kerry O'Brien, Patrick Hurley, Doug Morton, Meg Carter, Ted Sedell, Jesse Colby, Ben Copans, Bill Dell'Isola, Karen Freeman, Beth Torpey, Tom Bernier, Jess Colby

### Meeting Notes:

#### Introduction and review of previous meeting minutes:

- Beth initiated meeting. There were no public comments.
- Karen gave context to previous meeting notes. Meg moved to approve minutes and Eric seconded. All in favor.

#### Notice of Appointment of NVDA Alternate

- Jesse introduced himself as NVDA alternate, recently moved to the basin from Maine and has experience working with others on this team. Karen raised a motion to accept Jesse. Patrick made a motion and Eric seconded. All in favor.

#### CWSP Program update

- Startup grants extended by DEC to 12/13/23.
- Formula grant contracts extended by DEC to 12/31/24.
- O&M added recently to FG contract.
- Prequalification RFQs
  - Program manager RFQ released April 10<sup>th</sup> due May 19<sup>th</sup>
  - Subcontractor RFQ to be released April 17<sup>th</sup> due May 26<sup>th</sup>
- Project scoring, co-benefits and application materials
  - Developed and reviewed by BWQC, project application and funding materials to be discussed today. There will be a master list.
- Karen reviewed yearly CWSP reduction targets
  - Karen reviewed funding levels for Project Id and development (\$36k); and design engineering and construction (\$514k) for FY23; and how many/timing of project rounds/solicitations.
  - Eric asked about timing. Karen: CWSP 5-year P reduction targets need to be met by 2028.
  - Patrick suggested not putting restrictions on when consider the two categories of grants (Assessment/ID and Design/Implementation).



- Ben provided clarification on state definitions of implementation.
- Meg agrees with Patrick that we should put \$ where it needs to go vs. hard line on specific buckets. June/July application dates could work.
- Kerry suggested that applications come in ahead of meeting so that they have adequate time for review; Karen: Yes, that is the plan.
- **Feedback on scoring thresholds.**
  - Karen asked if there were members interested in discussing thresholds between meetings. Meg indicated she would be available for more in depth conversation on co-benefits.
  - Patrick asked about this conforming to basin plan. There are many and irregular revisions to basin plan. Suggests adding “watershed projects database” to this factor since it is updated more regularly.
  - Ben suggests broadening this factor as well since “basin plan” can be unclear.
  - Meg Carter suggest adding language about coordinating with basin planner to the conformance factor.
  - Kerry: shouldn’t conformance be a given for all projects?
  - Karen suggested lowering to 2 points for conformance and Patrick suggested adding those points to “project risk” should be 10 since there is wider interpretation for risk.
  - Kerry suggested we go with this and see how scoring goes in practice and reevaluate from there.
  - Beth- do we need more volunteers or a larger core group to work with this scoring. Beth, Meg, Patrick, and Sam volunteered.
  - CWSPs have all sorts of variations on this.
  - Ted Sedell: Missisquoi program has scoring based mostly on efficiency and weeds out expensive projects that have little P reduction per dollar.
- **Solicitation schedule**
  - Round 1 April 7 to May 5 2023.
  - CWSP Review May 4 – 22
  - BWQC review May 23- June 8
  - Project prioritization June 9, 2023
  - Patrick had questions over timing and complications with having entities to take funds and perform work.
  - Meg: A month for review should work fine.
  - Sam: Timing wise, keeping this schedule consistent across years would work well.
  - Meg/Karen: solicitation deadlines can be extended if needed.

### **Co-Benefits Scoring Matrix & Project Scoring – Review changes and adoption**

- Karen provided review on changes including 0-3 scale for most categories and 0-2 for other categories. This was voted on and adopted at last meeting. No additional comments from partners.

### **Revised Project Application – Discussion and adoption**

- Karen reviewed the application and companion process piece. Applications will be emailed



to Karen as a fillable PDF, not an on-line form at this time.

- Question about VHCB being a project manager. Karen: VHCB will not play this role, though other CWSP's intend to do so. VHCB will be managing funds, tracking deliverables, reporting outcomes, etc.
- Kerry would like to avoid lots of smaller grants, she wondered about aggregating.
- Ben: when there are implementation projects does the application address need for access to property (ie access agreements/easements)?
  - \*\*We will include a more specific question on this.
- Meg: Access agreements, how to we breakdown easements vs license? She's thinking about Farrow Farm and projects with multiple phases. This can be very complicated on projects where the state is involved.
- Patrick made a motion and Sam seconded to approve application as recommended. All in favor. Karen will make the minor tweaks.

**Call for Project Proposals for BWQC Ranking/Vote on June 9 – Member input on process, outreach and timing**

- Karen reviewed the process
- Patrick has project going to construction this summer and they had a budget gap. Concerned with budget gaps and timing with the program and if the application can support this budget gap. His timeline does not work with the application timetable.
- Beth- can we provide funding to something that has other sources? Ben, this element of guidance is not finalized. We will need to play this through but it is not easy to determine in this phase.

**P calculator subcommittee: Meg, Sam, Patrick, Ted, Ben, Karen**

- Ted suggested talking to Missisquoi basin group about their process and table for calculating this. Important to determine total project costs vs just costs that apply directly to the P reduction.
- Ben: we want all service providers to do this calculation similarly, Guidance notes total project costs for all phases.
- Group will meet to discuss this topic:
  - 4/15 8:30-9:30 am

**Next BWQC meetings – Dates and agenda**

- September 14<sup>th</sup>, 9am-11am
- December 14<sup>th</sup>, 9am-11am

**Training update – Functioning Floodplains Initiative:**

- April 19<sup>th</sup> at Dead Creek Visitor Center in Addison
- May 24<sup>th</sup> at VTran's Dill Building in Berlin

**12:00 Adjourn**

- Meg made a motion to adjourn and Kerry seconded