

## **DRAFT BASWG Meeting Minutes**

April 9, 2015

9:00 am – 11:30 am

Bangor Wastewater Treatment Plant, Bangor, Maine

### **Meeting Attendees**

Bob Osborne, Kyle Severance, Angie Dijanic, Tracy Drew, Rob Yerxa, Belle Ryder, John Rouleau, Phil Ruck, Peralie Burbank, Wynne Guglielmo, John Theriault, Kathy Hoppe, Andy Fish, LaMarr Clannon, Patrick Decker, Tom Grogan. Facilitator: Brenda Zollitsch.

### **Welcome and Introductions**

Bob O. welcomed everyone and asked meeting participants to introduce themselves. Brenda Z. provided an overview of the agenda.

### **DEP/Audit Updates**

- EPA conducted an audit of Orono. Orono shared with to the group that the audit consisted primarily of a four-hour conversation about program goals and how the town meets those goals. The emphasis was on the MS4's understanding of the permit and what the town is doing to meet the permit. Belle shared that they believe the audit will provide a yardstick for where the community stands. Looked at outfalls, construction sites, and municipal facilities. Found some unmapped outfalls. Auditors and town staff stayed together for the audit. Encourages DEP to stay together for the audit, as may need more than one staff person to both get a complete understanding of what the town is doing and to learn from the audit itself.
- DEP conducted an audit of Gorham took place at the end of March. Some outfalls were not identified or mapped; SWPP needed to be updated.
- EPA conducted an audit of Scarborough
- EPA conducted an audit of Westbrook. Outfalls still and issue; ESC issues at construction sites
- Old Town will be audited on May 11<sup>th</sup>; Lewiston on May 15<sup>th</sup>.
- Angie D. shared an "Annual Report Review Template" which she will be working to complete in the near future. The document is not for circulation, but will be shared soon. Participants thought this was a good resource for MS4s.

DEP has been tasked by EPA with coming up with formal "**Triggers for Enforcement Action**" and a timeline. Examples of such triggers might include: not conducting catch basin inspections, not mapping or incorrectly documenting outfalls, plowing snow into outfalls.

Group discussed how the audit process allows MS4s to understand the appropriate allocation of resources (e.g. is Orono allocating too few, too many or just the right amount of resources to stormwater compliance work). Useful to help tell the Council – we need funding for X.

### **Questions re Presentation by Forrest Bell**

The group is interested in having a presentation about the sniffing dogs from FB Environmental. Brenda Z. has contacted Forest. Brenda surveyed the group to see who is interested in having this service in the future. At this time, only Bangor is; however, Old Town, Orono and Veazie are all interested over the long-run. The group would like to see a demonstration. Peralie indicated that Bangor will not be ready for this work until late summer. The cost of the services of the dog is around \$2,000/day. **Decision:** Brenda Z. will speak with Forest and let him know that it would be desirable for the group to see the dogs in action when doing work for Bangor in August or later. Brenda Z. will encourage Forest to work directly with the City of Bangor to make arrangements. Efforts will be made to schedule work on a BASWG morning to facilitate a demonstration.

### **Completion of DEP Survey re Stormwater Inspections**

Angie D. circulated a survey from DEP asking for feedback on their inspection work. The survey included documentation of the inspector's name, date and location of inspection, reason for inspection, the inspector's level of courteousness and professionalism, whether the instructions and directions were clear, whether the inspector was knowledgeable, whether they were helpful and whether or not their feedback was received in a timely manner. There was also a space for additional comments. Completed surveys were to be forwarded to David Ladd at DEP.

Angie asked for feedback on the survey and encouraged anyone at the meeting to complete the survey and hand it back to her. She indicated that there is more than one form and this is not the municipal-specific one. Several people provided feedback at the meeting. Some of this feedback related to concerns about confidentiality. Providing specific information about an inspection event did not feel anonymous and might influence what feedback that was shared. Several of the comments expressed concern about whether this was necessary or effective for a regulator to ask these questions of those they inspect. Rob Y. said that he did not feel he was able to complete the survey at the meeting, as they were just in the middle of the audit process. Angie will take this feedback back to David and staff at DEP.

### **Education and Outreach Planning**

#### **E&O Contract**

The Executive Committee met to discuss the RFP for Education and Outreach consulting services. The ExComm asked Brenda to revise the RFP and provide it for review. The draft was reviewed by Bob O. and Rob Y. this morning prior to the meeting. The draft RFP based on the services the BASWG needs to achieve compliance with the remainder of the permit. The contract would be for 12 months, with the potential to be renewed for PY4 and PY5 as well.

Belle R. expressed concern that the group is asking for the same services we have over time and that more is needed in terms of marketing and effective messaging for BASWG's education and outreach efforts. John R. concurred that there needs to be more effective messaging to attract people to stream

clean-ups, stenciling, etc. He said that Old Town can get the events done, but has a hard time driving people to them. Others agreed in principle that a more attractive packaging and promotion of BASWG's E&O would be beneficial.

#### Decisions:

- Bob O. will convene a special meeting of BASWG members specifically interested in revising the draft RFP. This meeting will take place in the next two weeks. Interested parties included Bob O., Belle R., Tracy D., Pearlie B., Wynne G. and Kyle S.
- Qualifications should include marketing experience.
- Add that there must be a minimum of quarterly written reports submitted to the E&O Committee to support MS4 record keeping requirements (more than BASWG minutes).
- The contract will be managed by the BASWG Executive Committee.
- Advertising of the RFP should include local consulting firms, SWCDs, local marketing firms, as well as posting on BASWG.org, MS4 stormwater webpages. May want to see if can be posted on the MMA website as well.
- The group will consider whether or not the BASWG can get a revised RFP out in time or whether the group wants to extend the current contract by three months.
- The group authorized the VASWG Executive Committee to finalize the RFP if there are no specific questions that require group input.

#### Garden Show

- Peralie's daughter will attend in the Stormy the Duck costume (Wynne G. said that the costume is at the Bangor Police Department)
- Will need a list of volunteers at the Garden Show with names and numbers
- Scott W. is printing brochures; rob will pick them up
- Will be taking pictures of people at the booth; asking them to go to Facebook and like BASWG page to see pics
- Considering adding a QR Code to survey for people with cell phones to find our Facebook page

#### Stream Clean-ups

- Church of Latter Day Saints will have 200+ volunteers for a clean-up on April 25<sup>th</sup> (will be conducting clean-up activities on all Bangor impaired streams).
- Hermon is also having an Anytime Stream Clean-up
- Several communities are going to be using Orono's new poster and adapting it to their local events (if you want one of these posters, please provide the dates, times and locations to meet).
- So far, BASWG has raised \$2,750 in sponsorships. Donations have been secured from US Cellular, UMAB, Casella, SEE, CES, Lane and DOT.
- Phil R. is ordering 350 more t-shirts (~\$1,750); this leaves \$1,000 for supplies.
- There is a forthcoming ad in the Bangor Daily re the regional array of Stream Clean-up Events

#### Stormdrain Stenciling

- Phil R. and LaMarr C. are working on scheduling stenciling dates. The ability to stencil relies on dry pavement. Please work with them to set dates and rain dates.

### **Website and Social Media**

- Jacob has been working with the E&O Committee on the BASWG website.
- Information about the stream clean-ups is live on the site.
- Facebook's new requirements for "boosts" to be paid for to promote items on Facebook pages has dampened the Facebook exposure of the group. Members should not only like but share BASWG's posting to their own Facebook pages to boost visibility.

### **Chloride Manual and MS4 Chloride Outreach Plan Development**

Brenda Z. met with Robyne Saunders, Doug Roncarati, Erik Street, and Brian Taddeo at the Cumberland County Soil and Water Conservation District to review final suggested changes to the forthcoming Maine Snow and Ice Control BMP Manual. The Manual is expected to be handed over to the City of Bangor at the end of May to be formatted and developed into a PDF by June 30<sup>th</sup>. The PDF will be disseminated to MS4s (and others) as soon as it is ready.

Brenda Z. and Tyler C. (EMDC) completed the chloride plan development meeting with the City of Bangor. This creates a model from the template that can be used by other MS4s. They are meeting with City of Brewer staff this afternoon to complete planning for them as well. Anyone interested in having assistance with their plan should contact Brenda. Action: At the meeting, Old Town, Milford and Veazie all expressed interest in receiving assistance.

### **Report on April Inspection Training at MEANG**

The BASWG hosted a regional training on inspections at the Maine Air National Guard Bangor Base. The session ran from 8:30 am – 11:30 am. Presenters included Phil R., Jeff Spaulding, David Ladd and Angie Dijanic. The session was successful and very interactive. Thirty people attended the training.

### **Maine Water Conference Presentations**

The BASWG delivered two presentations at the Maine Water Conference: 1) a presentation on the Audit Preparation Scenario Exercises (presented by Belle Ryder and Phil Ruck) and 2) a presentation on the MS4 Chloride Outreach Plans (presented by Brenda Zollitsch).

### **Tour of the Bangor Wastewater Treatment Plant**

Meeting attendees were provided the opportunity to tour the Bangor Wastewater Treatment Plant and its stormwater BMPs following the formal meeting.

### **Upcoming BASWG Meetings:**

- **May Meeting** will be held at the University of Maine Augusta Bangor Campus.
- **June Meeting** will be held at the Milford Town Office.

- ***July Meeting*** will be held in Old Town and will be followed by an optional potluck lunch.

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