**DRAFT BASWG Business Meeting Minutes**

September 10, 2015

3:00 – 4:00 pm

Held Following the Maine Winter Maintenance Roundtable

(See Roundtable Proceedings for 9:00 am – 3:00 pm Training Detail)

Maple Hill Farm Inn and Conference Center, Hallowell, Maine

**BASWG Business Meeting Attendees**

Rob Yerxa, Patrick Decker, Belle Ryder, John Rouleau , Jr., Sean Currier, George Hanson, Casey Brooks, Tracy Drew, David Ladd, Mike Gladu. Special Guest: Robyne Saunders (CCSWCD). Facilitator: Brenda Zollitsch.

**Welcome and Introductions**

Rob Y. called the meeting to order. Participants introduced themselves.

**Interim BASWG Vice Chair Elected**

Mike G. can no longer serve as the BASWG’s Vice Chair, as he has resigned as Public Works Director at the Town of Milford. Tracy Drew (City of Brewer) was nominated by Rob Y. to serve as interim vice chair. The City of Brewer has accepted Tracy’s nomination. The interim term will serve from September 10, 2015 until the next BASWG election in February 2016. Belle R. made the motion to approve Tracy as Vice Chair. Patrick D. seconded the motion. The motion was passed unanimously.

**New Chapter 500 Rule Available**

David L. shared that the new Chapter 500 Rule has been out for a while. The rule is on the DEP website. Many MS4s rely on Chapter 500 for MS4 stormwater compliance. The BASWG may want to petition to update Chapter 502 (re: Urban Impaired Streams). Contact is Mark Bergeron with the Land Bureau at DEP.

**DEP Enforcement Matrix Forthcoming**

The DEP is in the process of finalizing a DEP Enforcement Policy Matrix, documenting triggers for enforcement action. The BASWG seeks to receive a copy of this document as soon as it is available. Follow-up should be conducted at the October BASWG meeting. David L. indicates that having this information is in the best interest of both the state program and the permittees. The goal is to create well-communicated expectations.

**MEWEA Stormwater Committee**

Rob Y. and Phil Ruck attended the MEWEA Stormwater Committee inaugural meeting in Augusta. The meeting focused on developing organizational plans. All clusters were represented. Rob shared that he feels there will be value to participating in the group. He would like a second MS4 representative (in addition to Phil R.) to attend, in case he is not available for a meeting. This will be discussed at the October BASWG meeting. Next meeting of the MEWEA Stormwater Committee will be October 20th.

**Concerns re Tribal Waters and Delegation**

Brenda Z. shared that Governor LePage has expressed the possibility of revoking delegation of Clean Water Act delegation of several water programs, including stormwater. This would mean that EPA rather than DEP would regulate MS4s for the stormwater program. MS4s expressed concern that this would negatively affect regulation of both MS4s and industrial stormwater permittees. A letter from outgoing DEP Commissioner Patricia Aho details this information. **Action:** Rob Y. will circulate the letter from Commissioner Aho to the group. Rob will draft a letter and circulate to the group for review at the October BASWG meeting.

**Clean Water Rule**

The new Clean Water Rule has gone into effect across the U.S. Several states have filed lawsuits about the new rule. Maine is not one of these states and the law is now in effect in the state. There remain concerns nationwide about the process used to develop the rule as well as definitions and implications for implementation, including around ditches, tributaries and stormwater conveyance.

**Permit Year Two Regional BASG Report Approval**

Brenda Z. presented the draft Permit Year Two BASWG Regional Stormwater Report. This report is due to DEP electronically no later than September 15, 2015. The document was circulated to BASWG members prior to the meeting and several members have made small edits to the document. Edits were accepted regarding reporting on the regional household hazardous waste day events and some misspellings (e.g. “compelted” on pg. 4 corrected to “completed”). **Action:** The BASWG members voted to unanimously to submit the edited PY2 report by the deadline. Brenda Z. will make the edits and submit the report as the designated representative of the BASWG.

**Septic Systems**

BASWG members discussed their septic efforts. Some communities are looking at their records and deciding to simply inspect those systems without records, rather than sending staff/interns to sort through microfiche files in Augusta. City of Brewer has over three hundred septic systems, with 250 in the regulated urbanized area. **Action:** The BASWG will focus the November BASWG meeting on this issue.

**Recent MS4 E&O Events**

The University of Maine had a Service Project in Orono recently involving a clean-up and stenciling project from College Avenue to the Orono Town Office. Belle R. reported that the stencils need to be replaced. Additionally, the BASWG ducky mascot (Stormy) was at Brewer Days with a stormwater booth. **Action**: Belle is contacting the Sign Shop at UMaine to investigate the cost of getting replacement stencils.

**Planner Panel at Maine Stormwater Conference**

Robyne Saunders from CCSWCD seeks someone from the BASWG cluster to serve on the Maine Stormwater Conference Planning Panel. Rob Y. or a representative from Orono agreed to serve on this panel.

**E&O Contract**

The BASWG Education and Outreach Committee reviewed two submitted proposals from marketing consultants. Proposals were from CES and Pulse Marketing/Stillwater Environmental Engineering (SEE). Presentations were made to the BASWG (in attendance were Patrick D., Philip W., Rob Y., Belle R., Tracy D., and Scott W.) The proposals were first scored by the RFP scores and also ranked by first and second choice. Scoring was first tied, then separated by one point (13-12) in favor of Pulse Marketing/SEE. Pulse Marketing’s expertise in outreach and social media was a compelling asset.

Rob Y. shared that the presentations made it clear that Pulse knows how to draw someone’s attention, deliver the message and encourage individuals to move to action. The proposal allowed for the BASWG to not have to invest more than the total allocation budgeted for the coming year and also provided measuring tools.

**Decision:** George H. made the motion to accept the recommendation of the E&O Committee to award the contract to Pulse Marketing/SEE and allow the BASWG Executive Committee to execute a contract with them. **Action:** The October BASWG meeting will focus on E&O planning with the newly hired consultants. This work will include setting a milestone calendar and a social media editorial calendar.

**Need for a Non-Consultant E&O Committee Chair**

The E&O Committee believes that there should be a BASWG member chair of the Committee, rather than a consultant chair to ensure there is no conflict of interest in guiding meetings and decisions. **Action:** This need will be brought up at the October BASWG meeting.

**Upcoming BASWG Meetings:**

***October Meeting***: The BASWG meeting will focus on E&O Planning. Other business topics will include delegation, MEWEA, and the need for an E&O Chair.

***November Meeting***: The BASWG meeting will focus on septic systems and planning for outreach to restaurants and other entities regarding grease hoods.

***Future meeting topics:*** Business outreach, sniffing dogs, etc.