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Bangor Area Stormwater Group Meeting Minutes

November 9, 2017

Orono Town Office, Orono, Maine

Feb - Orono
Mar - Veazie
Janna's Relay

Attendees: Rich May, John Rouleau, Patrick Decker, Rhonda Poirer, Andrea Dickinson, Brad Chesson, Janna, Phil Ruck, Karen Cullen, Belle Ryder, Shelby Hartin. **Facilitator:** Brenda Zollitsch.

Welcome

John R. welcomed everyone and asked for round-robin introductions.

April 5th

Maine Stormwater Conference

Belle R. and Brenda Z. presented about BASWG's new approaches to E&O. Had lots of people come up and talk to them about the different elements, saying they liked the approach and products. Several BASWG members attended portions of the conference. Some of the sessions were very informative, especially some of the groundbreaking work using data and mapping. A lot of presentations were focused on specific on-the-ground activities. Great networking opportunity. More BASWG members would attend if registration fee was lower.

2017 Governor's Excellence Award – Ken Locke

Ken Locke of Brewer, and long time member of the BASWG, has been awarded Maine's 2017 Governor's Excellence Award for the Environment. He is being awarded the honor in the coming weeks. This was announced at the Stormwater Conference. The members of the BASWG extend their warmest congratulations to Ken for all his hard work and his receipt of the award.

Maine Science Festival

Belle R. has submitted an application for BASWG to present at the Maine Science Festival. The group may need to come up with a new activity. Suggestions included creating sensors and other hands-on science activities related to stormwater pollution and water quality. More details to come.

Statewide Stormwater Outreach Campaign Impact Survey

CCSWCD is starting to collect survey data for impact analysis for the statewide outreach plan. BASWG will be receiving information about the survey and will be asked to help increase participation. More information will be available at the December BASWG meeting.

Maine Science Festival

Planning E&O Budget and Activities in the Face of Permit Uncertainty

DEP has not yet released any revised permit language addressing comments on E&O requirements. Without this information, it is very hard for the BASWG to do any budget planning related to E&O. The

BASWG will wait to receive the new draft language before proposing any changes to the current line item. For planning purposes between now and then, MS4s should assume a flat funded line item (same as PY5 for PY1). Planning and adjustments to the budget will take place once the permit language is made available.

Other Concerns about the New Permit:

- DOT is trying to be consistent with the MS4 permit. They are not supportive of DEP having taken out the definition of “urbanized area” and replacing it with the impaired rivers list.
- The BASWG is confused whether or not the education and outreach activities will each need to be assessed every year. This does not seem an effective use of resources.

Pulse Marketing Contract

Pulse Marketing’s contract only went until October 1. John R. approved continuation of the current planned social media plans for November. However, John R. will work with Patrick D. (treasurer) and Bell R. (E&O Chair) to draft a contract extension that covers until the end of PY5 (October 1 – June 30th) to ensure that BASWG’s work with Pulse continues as planned.

Potential E&O Expenses for Contract Extension Period

Pulse Marketing provided a list of potential education and outreach services for delivery by Pulse during this extension period. The list included social media management (\$4,640), an interactive Stormwater BMP/Success Stories Online Map (\$3,600), BASWG Booth Design (\$1,700) and Bus Wrap (\$1,000, not inclusive of the monthly cost to put it on the busses). The group was especially interested in exploring the potential for bus wraps, which would be visible by BASWG’s target audience (and the rest of the general public) from all seven communities.

Action: Pulse Marketing will provide more information about bus wrap opportunities to the E&O Committee.

Decisions:

- The BASWG approved moving forward with the social media management line item in the proposal (\$4,640), with the remaining proposed services for continuing discussion in December.
- The group decided to remove the map from the list, as they will apply for grants in the spring to fund this activity.

PY1 E&O Contract

As per the BASWG’s procurement plan, the E&O Committee will work with the Executive Committee to draft a request for proposals for E&O services in the new permit cycle. Decisions will include what activities, for what period of time, and with what planned outcomes. The BASWG will put the request out to bid. The selection of a service provider and the signing of a new contract should take place prior to the June 30, 2018 end of the contract extension with Pulse Marketing.

Trainings with the Penobscot Nation

- BASWG members participated in the O&M training hosted by the Penobscot Nation. The training had 37 participants and was well received.
- Not all interested participants were able to attend the October O&M training. A second session of the training will be held on November 15th at the PCSWCD Office in Bangor.

BASWG PY1 (2018-2019) Budget

Brenda Z. provided budget worksheets for the members to use in planning. The worksheets include information from 2014-Present and provides workspace for creating alternatives for the membership to consider. These worksheets will be used throughout the budget planning process and will be made available again at the December BASWG meeting.

Action: The BASWG needs to discuss including funding to develop the next five year BASWG Regional Stormwater Management Plan in the PY1 budget.

Decisions:

- The draft budget will be discussed at the December meeting.
- The BASWG will hold off on working on the budget until the new draft permit language is available. The members agreed to keep the regional coordination line item the same for the coming fiscal year.
- The group expects that most other expenses will remain the same, with the primary potential changes coming in response to new permit language around E&O requirements.

Spending Priorities and Excess Above Reserve

The BASWG discussed not funding any non-compliance activities from funds held by BASWG in excess of the Reserve Fund and legal fund. Before the December BASWG meeting, the E&O Committee will revisit the current funding priorities list and determine which are compliance activities and which are not and determine priority compliance activities. The BASWG will discuss in December the value of returning several hundred dollars to each MS4 or investing these funds in a compliance-related expense. The E&O Committee is tasked with coming to the December meeting with a set of recommendations for review by the full membership.

Upcoming Meetings

The December BASWG meeting will be held at Old Town City Hall. The BASWG members expressed interest in having presentations in 2018 about some of the following topics:

- Culvert assessment tool (Maine Habitat Reviewer)
- EPA funding opportunities
- Pervious pavement applications

FINANCIAL INFORMATION

Summary of Balance Sheet for Last Three Fiscal Years and Two Years Projected (*General Fund Only*)

ASSETS

<i>Enter Year</i> ==>	Enter Year 2018	Enter Year 2019	Enter Year Previous years - See	Enter Year on File	Enter Year Audited
Cash and Cash Equivalents	1,581,253	3,368,889	Financials		
Investments	192,964	192,964			
Accounts Receivable (<i>Net</i>)	136,829	-			
Allowances for uncollectibles	-	-			
Taxes Receivables (<i>Net</i>)	411,986	6,531,060			
Allowances for uncollectibles	-	-			
Due from other funds	450,397	450,397			
Due from other governments					

TOTAL ASSETS \$ 2,773,429 - \$ 10,543,310- \$ - \$ - \$ -

LIABILITIES

Bonds Payable	-	-			
Accounts Payable	131,958	-			
Due to other funds	102,000	102,000			
Other- <i>Explain Escrows</i>	32,781	10,115			
Deferred Revenue	238,490	-			
Reserve	-	-			

TOTAL LIABILITIES \$ 505,229 - \$ 112,115 - \$ - \$ - \$ -

FUND BALANCE

Designated					
Undesignated					

TOTAL FUND BALANCE \$ - \$ - \$ - \$ - \$ -

TOTAL LIABILITIES AND FUND BALANCE \$ - \$ - \$ - \$ - \$ -