



BASWG December Meeting

Thursday, December 11, 2025, 9:00 – 11:00 am
Rangeley Room (105), Eastern Maine Community College
268 Sylvan Road, Bangor, ME
ZOOM: [LINK HERE](#)

MINUTES

Attendees: Megan Hess (Chair - Town of Orono), Abe Chase (Vice Chair - Eastern Maine Community College), Brenda Zollisch (Facilitator), Rob Howard (Secretary - Brewer), Victor Smith (Hampden), Brian Bernosky (UMaine), Cara Belanger (Stillwater Environmental Engineering, Veazie, Old Town), Karoline Bass (Stillwater Environmental Engineering), Reinhard Bustillos (ANG), Rich May (Bangor), Cindy Dionne (MDOT), Melissa Genoter (Haley Ward, Milford, UMAB), Holiday Keen (MDEP), Angela Marcolini (Pulse)

9:00 am Welcome, Agenda Review (Megan)

9:05 am DEP Updates

- Scheduled Audits (Holliday)
 - **Field Audits for PY4:** Brewer (week of June 29, 2026) and Orono (week of July 27, 2026) have scheduled Field audits. Holliday and the MS4 communities receiving audits in PY4 will make a plan in the wintertime to prepare for field audits. Field audit dates can be rescheduled if they don't work with the suggested week.
 - **Desk Audits for PY4:** No desk audits (Desk Audits will happen over the winter for Brewer and Orono) PY4. Old Town can expect a desk audit in PY5.
 - **Additional MDEP Updates:** Maine is transitioning to an online database called MELS. The tentative stormwater program switch to using the MELS database is scheduled for 2027. Holliday would like feedback from MS4 communities on how they would like to submit MS4 annual reports.
 - **LID Appeal Update:** No LID update currently available
 - **New Permit Year Cycle:** Stakeholder feedback will be valued; no specific dates for stakeholder groups are set yet. SEE previously heard from Gregg Wood that stakeholder meetings would begin in January 2027, six months before the current permit expires.
 - **Action Item:** BASWG members, ensure your community is included on Holliday's Listserv. Brainstorm how you would like the MELS interface designed.

9:40 am Organizational Business



- Approval of October Minutes (Cara) - Rob made a motion to approve the minutes as amended with minor edits. Victor seconded for Hampden. Minutes were approved by consensus, with a quorum present.
- Budget for Needs of PY5
 - **Wet Weather Assessments:** BASWG members are interested in having someone present information on Wet Weather inspections, how to identify outfalls, and what parameters should be monitored.
 - **Action Item:** SEE will invite a presenter on wet-weather monitoring for the Annual Meeting.
 - **PY5 Impact Survey:** Brenda will review the cost of producing the survey in PY1. Angela at Pulse can update the material from PY1 to reuse in PY5. There was potential interest in an enter-to-win option for a gift card.
 - **Winter Maintenance Behavior Change Evaluation:** Brenda manages the report and can provide an update.
 - **New Permit Cycle Stakeholder Process:** Budget to send SEE to participate in the new MS4 permit stakeholder process.
- **Annual Meeting Ideas**
 - Brief BASWG and Pulse Marketing Presentation
 - Pulse 5-slide presentation deliverable deadline by the end of January
 - Audit Information
 - Municipal Project Case Study on Stormwater Improvement
 - Wet Weather Inspection Training on how to identify outfalls and which pollutants to monitor.
 - According to Greg Wood, wet-weather plans should be initiated in PY6 regardless of whether the new permit is completed on time.
 - Presentation to learn something that would help with permit compliance

10:00 am Education and Outreach Update

- **Maine Science Festival:** March 28th, 9 AM - 4 PM - we are signed up.
- **Action Item:** Megan will send out the time slot sign-up. Megan will find the how-to document for the water table
- Recommendations include:
 - At least two people with a 2-hour shift
 - 30-minute overlap for a shift change
 - The sign-in sheet will require people to include their phone numbers
 - Items BASWG will bring to the event: an outfall sign, poop emoji pencil toppers, and new stickers from Pulse. BASWG will consider raffling a rain barrel.
- **Stormwater Pipe Assessment Video:**
 - Davis Foundation Grant: \$500 remaining towards final video production, which Cara/Pulse are working on (Due: 12/31/25)
 - Video Draft Reviewed in the meeting with the following feedback:



- Pulse recommendation: A 30-second teaser video to bring traffic to the long video
- More pipe footage, rather than B-Roll.
- **Action Item:** Rich will also send over construction photos of pipe repairs.
- **Stormwater Stewardship Trail:** Brenda to meet with Boy Scouts and identify project logistics for the Feb meeting.
 - Challenge coins as a way to continue the education
- **2026 Conferences - Mark your calendars!:**
 - Maine Sustainability & Water Conference: Augusta Civic Center, March 26
 - Brenda will talk about Sign Search
 - Maine Stormwater Conference: Holiday Inn by the Bay in Portland, September 3 & 4
 - NEIWPC Conference: Plymouth, MA April 7-9

MELS New Permit Year Annual Report Submission Format Discussion

- **Action Item:** BASWG will draft a one-page letter to MDEP outlining the features they would like the MELS system to include.
- Features BASWG Members are interested in:
 - Ability to review report questions ahead of time
 - The submission form has a save button to save progress mid-way.
 - Option for additional information and the ability to upload attachments, including but not limited to: Excel, PDFs, and photos.
 - For MS4 communities that use a third party to write annual reports, MELS should permit a third-party log-on for collaboration and review of MELS submissions.
 - The MELS application prompts need to be clear while providing sufficient flexibility to accommodate community-specific BMPs.
 - There is general interest in having Holiday send a demo of what other departments have done to demonstrate the capabilities of the MELS system.
- Resources:
 - MDEP YouTube <https://www.youtube.com/@maine-dep/videos>

DOT Updates: Cindy Dionne

- MDOT Salt Tracking Pilot Project in Bangor
- Background: Swedish firm uses AI to collect weather data, road-specific information provided by an optical eye in plow trucks, and record weather forecasts. The goal is to use region-specific data to reduce salt applications over time. This is year 1, where AI is only collecting data.
- Cindy Dionne will share materials at the winter maintenance roundtable in April. Material should be sent to Megan by the end of March.



BASWG Social Media Post Ideas

- MDOT Salt Project.
- BASWG to participate in Salt Week: <https://wintersaltweek.org/>

10:30 am Adjournment

Next meeting: Feb 12, 2026 @ Eastern Maine Community College, Katahdin Hall - Room Number: 309 which is at 354 Hogan Rd, Bangor, ME 04401

10:30 am Ex Comm Meeting to Prepare Budget for February Meeting