

Winooski Basin Water Quality Council (BWQC)

Draft Meeting Minutes – 16 July 2026

Winooski Basin Water Quality Council Members: (9 seats total) ✓

NRCDs		RPCs	
	Emily Porter-Goff, Lamoille NRCD	✓	Garret Mott, CCRPC (Chair)
✓	Sarah Skelding, Lamoille NRCD	✓	Lisa Cicchetti, CCRPC alternate
✓	Daniel Koenemann, Winooski NRCD	✓	Royal DeLegge, CVRPC
✓	Lucas Goldfluss, Alternate	✓	Rich Turner, CVRPC alternate
Land Conservation Organizations		Municipalities	
	Remy Crettol, VT River Conservancy		Annie Costandi, Essex
	Vacant, Alternate	✓	Rachel Tobler, Alternate
Watershed Protection Organizations		✓	Alice Peal, Waitsfield (Vice Chair)
✓	Sam Puddicombe, Friends of the Winooski River		David Stapleton, Moretown, Alternate
	Michele Braun, Alternate		
	Taylor Litwin, Alternate		
	Ira Shadis, Friends of the Mad River		
✓	Julie Frost, Alternate		

CVRPC Staff: Brian Voigt & Lincoln Frasca

Guests: Delaney Hindel (Winooski Natural Resources Conservation District -WNRCD). Keith Fritschie (Department of Environmental Conservation – DEC)

Call to order & Roll call: G. Mott called the meeting to order at 1:03 PM.

Updates to agenda: None

Public comment: None

Bylaws & Policies Review & Updates

L. Frasca introduced the BWQC bylaws and policies. The bylaws were created for and by the council. Membership on this council involves oversight of the Formula Grant funding received from the Department of Environmental Conservation to fund CVRPC as the Winooski River Basin Clean Water Service Provider. Funding decisions are based on project proposals that are submitted by project implementors.

Membership: The current bylaws appoint members for a three-year term. [DEC Guidance Document Chapter 4](#) states that BWQC members shall be appointed for two-

year terms. The BWQC may consider a vote to amend the current member term length from three to two years to align with DEC Guidance.

D. Koenemann made a motion to keep the current policies in place including a three-year membership term with no term limit. A. Peal seconded, all were in favor, and the motion passed.

Rules of Procedure: L. Frasca mentioned the focus of the committee is on prioritizing funding for non-regulatory clean water projects. The BWQC is also responsible for participating in the basin planning process and reviewing the Tactical Basin Plan's implementation plan, strategies, and priorities. K. Fritschie engaged the CVRPC Clean Water Advisory Committee in the basin planning process by soliciting comments on how their committee may contribute to advancing implementation strategies. The BWQC may consider getting involved in a similar way. B. Voigt mentioned the BWQC could consider opening a special round of funding targeted at advancing specific Tactical Basin implementation strategies. This funding round could have a relaxed cost-efficiency threshold with a cap on a maximum award amount. K. Fritschie offered to give a future presentation to the BWQC with the summary of progress on the 2024 Tactical Basin Plan report. This would inform the BWQC of ways they may consider helping to advance the priority strategies and what project types to target in any potential special round of funding.

Conflict of interest Policy: L. Frasca noted that members will recuse themselves from voting on proposals submitted by their organizations to maintain transparency and fairness in funding decisions.

Outreach & Public Participation Policies: L. Frasca mentioned past outreach efforts that have led to successful project development opportunities. He encouraged committee members to assist in getting the word out and partnering on presentations, with a focus on making the program more accessible to those unfamiliar with it. The creation of a BWQC Subcommittee on Public Participation was mentioned as a potential future option. G. Mott inquired about outreach efforts to towns within the Lower Winooski area. B. Voigt added that the CWSP attends the bi-monthly Chittenden County RPC Clean Water Advisory Committee meetings to report on updates and activities in the Winooski Basin. He also mentioned the recent Winooski NRCD Cheese Factory Road buffer planting project in Shelburne. G. Mott will reach out to Charlie Baker, Chittenden County RPC Executive Director, about promoting the Winooski CWSP in upcoming annual municipal visits. S. Puddicombe spoke to the planting projects Friends of the Winooski is engaged in within the town of Huntington. He has been promoting the CWSP program in this area as. Friends of the Winooski is also working with the basin planner on project development in the towns of Williston and Essex. A. Peal spoke about the importance of using diverse communication channels such as Front Porch Forum, local newspapers, and social media.

Election of Officers (action)

A. Peal nominated G. Mott for Chair, D. Koenemann seconded. G. Mott abstained, All others were in favor, and G. Mott was elected Chair.

D. Koenemann nominated A. Peal for Vice Chair, R. DeLegge seconded. All were in favor, and A. Peal was elected Vice Chair.

Review & approve minutes from the 21 May 2026 meeting (action)

D. Koenemann made a motion to approve the minutes of the 21 May 2026 meeting. R. DeLegge seconded, all were in favor, and the motion passed.

Project Proposal Final Review (action) – see slides

Central Vermont Regional Planning Commission – Town of Cabot Culvert Replacement Project Development

B. Voigt introduced the Town of Cabot Culvert Replacement Project Development effort. This project emerged after a Road Foreman meeting where the CVRPC were promoting the CWSP program. The Town Road Foreman has since identified priority culverts on perennial streams. The project proposes to scope up to 25 projects and identifying the top 3-5 projects for further development by the spring of 2027. Implementation could occur as soon as next Fall. The Cabot Selectboard has moved to support this project. The project budget is \$24,465.20. G. Mott asked if there would be any town match? B. Voigt responded that there would not be in the development phase. It is possible that if a priority project did not meet the cost-efficiency threshold that the town may then be asked to contribute. A. Peal mentioned that culvert replacement is also becoming a high priority for other towns such as Waitsfield. She emphasized that it is good that this project is being developed with the Road foreman. B. Voigt mentioned the similarities between this proposal and the completed CVRPC Berlin Project Development effort. The fact that the town approached the CWSP and has created the priority project list is promising for future implementation. K. Fritschie asked if CVRPC has coordinated with other partners working in Cabot such as Friends of the Winooski. B. Voigt offered to distribute the culvert list to other partners working in the area. S. Puddicombe mentioned the Friends of the Winooski culvert work in Cabot was over three years ago and was more focused on Aquatic Organism Passage. D. Koenemann stated that the Winooski NRCD is not currently working on any culvert projects in Cabot.

D. Koenemann made a motion to prioritize \$24,465.20 of Formula Grant funds for the Central Vermont Regional Planning Commission – Town of Cabot Culvert Replacement Project Development, R. DeLegge seconded, all were in favor, and the motion passed.

Budget Adjustment Request (action) – see slides & budget adjustment request memo

Central Vermont Regional Planning Commission – Lower Fairgrounds Floodplain Restoration – Preliminary Design

B. Voigt described the budget adjustment request for an additional \$36,500.80 for a total project cost of \$55,000.00. In speaking with the engineer, the project would benefit from multiple design options to help build a local consensus on the future use of this parcel. This money will also help answer additional questions during the preliminary design phase such as what type of archeological work will be required before implementation. A. Peal mentioned that the project came through the Road Crew, Selectboard, and is identified in the Town's Local Hazard Mitigation Plan. This is a good project with a lot of phosphorus reduction potential. S. Puddicombe asked if the original preliminary design budget included an alternatives analysis. B. Voigt responded that it did include an alternatives analysis but not to the level of detail now being proposed. This will include hydraulic and hydrologic modeling and more refined phosphorus estimates. A. Peal mentioned this is a town owned property. B. Voigt explained that the overall project's cost effectiveness score does not change with this budget increase.

S. Puddicombe motioned to approve an additional \$36,500.80 in Formula Grant funds for the Central Vermont Regional Planning Commission – Lower Fairgrounds Floodplain Restoration – Preliminary Design, D. Koenemann seconded, all were in favor, and the motion passed.

Announcements

- ◆ Department of Environmental Conservation Hydrology and Hydraulics ("H&H") Webinar:
 - ◆ **When:** Wednesday, September 23, 2026 - 12pm to 1pm
 - ◆ **Where:** Online - Teams
(<https://teams.microsoft.com/meet/218034334001662?p=IFWB3dEETYPIC6j7RI>)
 - ◆ **Who:** Andrew Sampsell, Dam Safety Engineer (VTDEC) and Kyle Medash, River Engineer (VTDEC)
 - ◆ **What:** A training/discussion on H&H topics as they relate to clean water projects in Vermont by engineers for non-engineers
- ◆ Flood Safety Act Education & Outreach – The Department of Environmental Conservation has released an RFP for education and outreach around the Flood Safety Act. Visit the [VT Buys website](#) to view the "Flood Safety Act - Education and Outreach" solicitation.

- ◆ Proposals are due August 7th 2026 at 3 pm ET
- ◆ CWSP Funding - The deadline for consideration at the 20 August 2026 Winooski River Basin Water Quality Council meeting is 13 August 2026. [Schedule a meeting](#) with Brian & Lincoln for project reviews & proposal development assistance.
- ◆ FEMA Flood Bylaw CVRPC Assistance - [Book a meeting](#) or email Lincoln (frasca@cvregion.com) or Brian (voigt@cvregion.com)

D. Koenemann announced the Winooski NRCD Annual Dinner will be held Thursday November 12, 2026, at the Richmond Free Library from 5:00 PM – 7:00 PM.

[Register here](#)

Adjourn

D. Koenemann made a motion to adjourn the meeting at 2:08 PM.

R. DeLegge seconded. The motion carried unanimously.

Next meeting scheduled for 20 August 2026.

Minutes submitted by CVRPC staff member Lincoln Frasca.