

Winooski River Basin Water Quality Council Meeting

16 July 2026

Agenda

1:00 Begin Recording

1:01 Call to order & Roll Call

1:05 Updates to agenda

1:10 Public Comment

1:15 Bylaws & Policies review & updates (discussion & possible action)

1:30 Election of Officers (action)

1:45 Review & approve minutes from 21 May 2026 meeting (action)

1:50 Project Proposal Final Review (action)

- ◊ Central Vermont Regional Planning Commission

- Project Development - Cabot

2:10 Budget Adjustment Request (action)

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

2:20 Announcements (discussion)

2:30 Adjourn

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BWQC Bylaws

◆ **ARTICLE III Purpose**

◆ The Winooski Basin Water Quality Council:

1. establishes policy and makes decisions for the CWSP regarding the most significant water quality impairments that exist in the Winooski Basin;
2. prioritizes the clean water projects that will address those impairments based on the Winooski Basin Tactical Basin Plan; and
3. participates in the Winooski Basin Tactical Basin Planning process.

◆ **ARTICLE IV Membership**

- ### ◆ Section 404 – Attendance:
- BWQC members shall attend all BWQC meetings, unless good cause prevents attendance. Failure to attend one-half or more of the scheduled meetings per year without good cause shall constitute grounds for replacement of the member. The Chair shall notify the appointing entity when any BWQC member fails to attend two consecutive meetings without notice.

BWQC Bylaws

◆ ARTICLE IV MEMBERSHIP

- ◆ Section 407 - Terms of Members: The terms of regularly appointed members shall be **three years**. Member terms shall be staggered to allow continuity of the BWQC. It shall be the goal of the BWQC to arrange the terms of the members such that the members representing the same constituent interests on the BWQC will not have their terms end in the same year.
- ◆ Terms for new members shall begin on July 1 annually. Terms of Alternates shall run concurrent with the member with which they are paired.

◆ DEC Guidance Document Chapter 4 - Final-09-12-2022.pdf

- ◆ Section 1. Membership and Structure – (1)(ii.) Terms – BWQC members, including alternates, shall be appointed for **two-year terms**, with the exception of initial appointments where the beginning of the term shall be considered as the beginning of the next state fiscal year. BWQC duly adopted bylaws may establish term limits for membership.
- ◆ **Possible Action:** *The BWQC Chair may entertain a motion to amend the current bylaws to establish a two-year term length, with or without term limits for membership.*

BWQC Bylaws

◆ **ARTICLE VII DUTIES**

- ◆ Section 701 – BWQC Members: Each BWQC member shall make annual and periodic reports of the activities of the BWQC to the sector they represent.

◆ **ARTICLE IX Rules of Procedure**

- ◆ Section 904 – Code of Conduct for BWQC Members
 - ◆ BWQC members shall abide by the following code of conduct:
 - ◆ Respect other points of view;
 - ◆ Be committed to resolving disputes respectfully and professionally;
 - ◆ Be willing to compromise to achieve consensus;
 - ◆ Represent the watershed and its health over individual and organizational objectives when making decisions; and
 - ◆ Seek fair, equitable and timely resolution of any disputes.
 - ◆ Pursuant to Section 408 of these Bylaws, failure of a member to abide by this code of conduct may be cause for removal.

BWQC Bylaws

ARTICLE IX Rules of Procedure

- ◆ Section 906 – General Activities
 - ◆ Regarding water quality impairments in the Basin, the BWQC shall:
 - Participate in the basin planning process established in 10 V.S.A. § 1253(d);
 - Review Tactical Basin Plan “Implementation Tables” which cross-reference surface water conditions and related implementation plan strategies and priorities; and
 - Review the Vermont DEC Surface Water Assessment produced in conformance with Sections 303(d) and 305(b) of the Federal Water Pollution Control Act ...
 - ◆ Regarding clean water projects not required by regulation, the BWQC shall:
 - Identify and prioritize clean water projects in consultation with the Winooski River Tactical Basin Plan and in accordance with the requirements of 10 V.S.A., Chapter 37, Subchapter 5, of the Rule, and Act 76 Guidance;
 - Consider the preliminary scoring and ranking of all proposed clean water projects as drafted by the CWSP based upon project priorities identified under § 39-403(d) and make adjustments to the co-benefits scoring as needed; and
 - Vote to advance cost-efficient clean water projects for both development, design and/or implementation to fulfill pollution reduction goals.

BWQC Bylaws

◆ **ARTICLE X Conflict of Interest**

- ◆ A conflict of interest is defined in the Rule as “an interest, direct or indirect, financial or otherwise, of a person or entity with ... BWQC decision making-role, or such an interest, known to such person, of a member of that person’s immediate family or household, or of a business associate, in the outcome of a particular matter pending before the ... BWQC or which is in conflict with the proper discharge of the person’s duties under this Rule.”
BWQC members who propose a clean water project must disclose any potential conflict of interest and shall recuse themselves from any BWQC decision-making subject to that conflict. Notwithstanding these limitations, a BWQC member who is conflicted because they are a project sponsor may answer questions regarding the project in an open meeting of the BWQC.

Pursuant to Section 408 of these Bylaws, non-disclosure of a known conflict of interest by a member, or continued action by a member in a matter that involves a conflict of interest may be cause for removal of the member.

Outreach Policy

◆ AMENDMENT & REFINEMENT

- ◆ This policy shall be reviewed by the Clean Water Service Provider and Basin Water Quality Council **at their annual meeting**. It may be amended as deemed appropriate by the Clean Water Service Provider, in concurrence with the Basin Water Quality Council.

Outreach Policy

- ◆ Strengthen Project Solicitation - How can we better reach "other entities?"
 - Current policy: "Develop best practices for distributing Project Solicitation materials to other entities eligible to receive Formula Grant funds from a Clean Water Service Provider, including State agencies, colleges, universities, public hospitals & medical centers, public schools and other non-profit organizations."
 - Program promotion – On the road ...
 - Current policy: "Seek opportunities to present an overview of the Clean Water Service Provider program, funding resources and opportunities for collaboration to interested organizations."
- ◆ Expand Technical Assistance - Can we help plug capacity gaps?
 - Current policy: "Offer technical assistance with proposal preparation, including pre-proposal project evaluation."
 - What else can we (Clean Water Service Provider AND Basin Water Quality Council) do to facilitate proposal development / encourage proposal submission?

Public Participation Policy

◆ Broaden Public Participation - Ideas for implementation?

- Current policy: The BWQC will also make use of current and emerging best practices for justice, equity, diversity, and inclusion, such as:
 - identifying and compensating community connectors;
 - publicizing meeting notices using diverse communication channels;
 - scheduling meetings with due consideration given to accessibility;
 - translating materials (upon request) free of charge; and
 - engaging with and providing programmatic support targeted towards historically underrepresented communities (this includes giving consideration to the Agency of Natural Resource's Limited English Proficiency Accessibility Plan, Title VI of the federal Civil Rights Act).

◆ Solicit Public Input – Opportunity for BWQC sub-committee?

- Current policy: Within 6 months of adoption of this Policy, the BWQC shall solicit input on the policy from BWQC partners and the public.

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Final Proposal Review:

Culvert Replacement – Project Development

- ◆ Primary Contact: Brian Voigt, CVRPC
- ◆ Project Type: Project Development
- ◆ Project Description: This proposal requests funding support to investigate undersized culverts on town highways. The sites will be reviewed for their potential p-reduction and cost-efficiency.
- ◆ Project Deliverables:
 - ◆ Projects scoped: 25
 - ◆ Projects developed: 3 - 5
- ◆ Project Budget:
 - ◆ Formula Grant: \$ 24,465.20 (no match)
 - ◆ Future Funds: TBD
- ◆ Staff Recommendation: Fund this proposal

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Preliminary Proposal Review:

Floodplain Reconnection – Lower Fairgrounds

- ◆ Primary Contact: Brian Voigt, CVRPC
- ◆ Project Type: Floodplain Restoration – Preliminary Design
- ◆ Project Description: This proposal requests funding support to complete a Preliminary Design for a floodplain restoration and riparian buffer planting project on a 9.5-acre site along the Mad River.
- ◆ Project Deliverables:
 - ◆ Acres of floodplain restored: 9.5
 - ◆ P-reduction: 50.7 kg / yr
- ◆ Project Budget:
 - ◆ Formula Grant: ~~\$18,499.20~~ **\$55,000** (no match)
 - ◆ Future Funds: \$1.25 million





208 Flynn Ave #201, Burlington, VT 05401
Phone: (802) 497-2367 Website: www.watershedca.com

Drawn: SK

Checked: AT

Approved: AT

Client:

Central Vermont
Regional Planning Commission

Project Title:

**Upper Mad Valley
Floodplain**
Waitsfield, VT

Drawing Title:

Proposed Conditions
North Floodplain

Location Map



Notes

1) Plan oriented to NAD83 (2011) Vermont State Plane (horizontal) and NAVD88 (vertical).

2) Base orthophoto (captured 2020) sourced from VOGI.

3) Parcel boundaries are sourced from VOGI statewide parcel GIS database and do not represent survey grade boundary information.

Date

10/15/2025

Scale

1" = 100'

Drawing No.

M1

Final Proposal Review:

Floodplain Reconnection – Lower Fairgrounds

Table 1- 1: Cost-Effectiveness Score

Criteria	Value
Funding Request	\$18,499 \$55,000
Future Funding Request	\$1,250,000
Total Cost	\$1,350,000
P-Reduction (kg / yr)	50.7
Design Life	10
Cost Effectiveness* (\$ / kg)	37,530
Cost-Effectiveness Score	5

Maximum Design-phase
Cost-Effectiveness Score = 37.5 points

*Cost Effectiveness

$$(\$ / \text{kg} / \text{yr}) = ((15 \text{ years} / \text{project design life}) * (\text{Total Cost})) / (\text{Phosphorous Reduction (kg / yr)})$$

Table 1-4: Total Project Score

Criteria	Score
Cost-Effectiveness Score	5
Project Risk Score	7.5
Design Life Score	0
Co-benefits Score	1.6624
Total Project Score	14.16

Maximum Total Score = 100 points

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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)

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Next Meeting: 20 August 2026