

TRANSMITTAL MEMO

TO: LAMOILLE BASIN WATER QUALITY COUNCIL (BWQC)
FR: LAMOILLE BASIN CLEAN WATER SERVICE PROVIDER (CWSP) STAFF
RE: MATERIALS FOR 3/23/23 MEETING
DA: 3/16/23

=====

Greetings, Lamoille BWQC members. The following brief notes provide some background material for the upcoming meeting, which takes place next week and will focus on prioritization of projects. Please let me know if you have any questions. [Apologies to those of you involved with the Missisquoi BWQC as well as the Lamoille BWQC. Both are meeting on 3/23. The meeting agendas are very, very similar. And thus the transmittal memos and materials are also very, very similar.]

Seating of any new reps or alternates (organizational matters)

This is a standing agenda item. BWQC members will have the opportunity to recognize any new representatives or alternates, should that be needed.

Voting Process

In my role as CWSP staff, I feel it is important that BWQC members have some context for voting prior to the meeting. As shown in one of the pages attached to this memo, the CWSP proposes that:

- the BWQC would act on ID/Assessment projects apart from Design/Implementation projects;
- the BWQC would consider whether projects require separate votes (with the determination being a function of 1) whether funding is available for all projects in category and 2) whether any projects fly in face of reasonable cost effectiveness);
- the BWQC would then consider need for any co-benefit score adjustment; and finally,
- the BWQC would adopt motions/vote, as necessary.

Cost Effectiveness

The item for “Cost effectiveness” will provide time for NRPC (as CWSP) to provide its preliminary position/thoughts on what might be called a cost effectiveness threshold. The threshold (or target) is basically a cost (dollars per KG) beyond which project cost effectiveness might be deemed unacceptably low. Some numbers that could provide points of reference are included in the materials attached.

Prioritized project lists

BWQC voting on projects would occur as part of this agenda item. Please note the packet includes separate lists for ID/Assessment projects and for Design/Implementation projects. The lists are presented in rank order as determined by the current prioritization system. The packet also includes ‘contextual’ material concerning the amount of available funding as well as actual amounts of funding requested for the two categories of projects. Please note: It is possible the CWSP will recommend that all ID/Assessment project applications be funded and with limited discussion. Discussion of Design and Implementation project applications will be more involved.

Schedule for next Call for Applications

This item is included on the agenda to allow discussion of the timing of the next application round, in light of what we have learned so far in the first round.

Updates and Conclusion

As time allows, we will provide updates, and hope meeting participants will share any they have.

AGENDA

Lamoille Basin Water Quality Council (BWQC)

Thursday, March 23, 2023

9:00 AM-11:00 AM

Held Via Zoom* (computer/smartphone/tablet etc)

<https://us02web.zoom.us/j/82336649019?pwd=K2ZNRkltTHBhZjdtc1NTMW1TU0NPZz09> (details below)

1. Welcome and Introduction
2. Review meeting protocol
3. Review/adjust and approve agenda
4. Approval of Minutes
5. Public comment not related to items on agenda
6. Seating of any new reps or alternate(s) (if required)
7. Voting process
8. Cost effectiveness "threshold"
9. Prioritized project list
10. Schedule for next Call for Application(s)
11. Updates
12. Conclusion

Lamoille Basin Water Quality Council March 2023 Meeting

<https://us02web.zoom.us/j/82336649019?pwd=K2ZNRkltTHBhZjdtc1NTMW1TU0NPZz09>

Meeting ID: 823 3664 9019

Passcode: 126489

Dial by your location

+1 646 931 3860 US

+1 301 715 8592 US (Washington DC)

+1 669 444 9171 US

Meeting ID: 825 0555 4349

Find your local number: <https://us02web.zoom.us/j/82336649019?pwd=K2ZNRkltTHBhZjdtc1NTMW1TU0NPZz09>

Staffing provided by Northwest Regional Planning Commission (NRPC), the Basin 6 Clean Water Service Provider. NRPC's physical / mailing address is 75 Fairfield Street, St. Albans, Vermont 05482.

NRPC will ensure public meeting sites are accessible to all people or provide an opportunity to request accommodations. Requests for free interpretive or translation services, assistive devices, or other requested accommodations, should be made to Amy Adams, NRPC Title VI Coordinator, at 802-524-5958 or aadams@nrpcvt.com. NRPC will accommodate requests made no later than 3 business days prior to the meeting for which services are requested, and will strive to accommodate all other requests. This support is provided in accordance with provisions of the Americans with Disabilities Act (ADA) of 1990.

**Lamoille Basin Water Quality Council (BWQC) Meeting
DRAFT MINUTES**

Thursday, December 1, 2022, 9:00-11:00 AM

Virtual Meeting/Held Via Zoom* (computer/smartphone/tablet etc.)

<https://www.youtube.com/watch?v=XvMR2MGzudA>

**A VIDEO RECORDING OF THE MEETING IS AVAILABLE THROUGH THE NRPC
YOUTUBE CHANNEL.**

**THE WRITTEN MINUTES ARE A SYNOPSIS OF THE DISCUSSION AT THE
MEETING. MOTIONS ARE AS STATED. MINUTES WILL BE SUBJECT TO
CORRECTION BY THE COUNCIL. CHANGES, IF ANY, WILL BE RECORDED IN
THE MINUTES OF THE NEXT MEETING OF THE COUNCIL**

Attendance: Lauren Weston (Q), Jed Feffer (Q), Kent Henderson (Q), Brad Holden (Q), Peter Danforth (Q), Erin De Vries (Q), Bruce Wheeler (Q), Katherine Sonnicks, Richard Goff (Q), Ken Minck, Sarah Hadd (Q), (Q=toward quorum).

Staff: Dean Pierce, Dea Devlin, Kyle Grenier

Guests: Karen Bates, Mel Auffredou,

Not Present: No voting members absent.

1. Welcome and Introduction

Peter Danforth opened the meeting at 9am as BWQC Chair. Everyone introduced themselves.

2. Review meeting protocol

Peter Danforth briefly reviewed the protocol that the BWQC should adhere to.

3. Review/adjust and approve agenda

Lauren Weston moved to approve the agenda as presented. Kent Henderson seconded the motion. Motion adopted.

4. Approval of Minutes

Richard Goff moved to approve the minutes as presented. Jed Feffer seconded the motion. Motion carried with one abstention by Brad Holden.

5. Public comment not related to items on agenda

No public comment offered.

6. BWQC organizational matters (representatives/alternates)

Dean Pierce mentioned there were no updates to share in this category.

7. Update on DEC documents affecting work of CWSP and BWQC

Dean Pierce shared slides which provided an overview of CWIP policy objectives and explained how they are relevant to the work undertaken by the CWSP and the BWQC. Dean Pierce reviewed the CWIP funding eligibility criteria. Erin De Vries asked for clarification on project ID numbers.

Dean Pierce highlighted a couple of potential sticky areas for rolling out the system as established by CWIP policy, including project ID numbers, and screening forms.

Kent Henderson asked if he needed to provide O&M information in the application while applying for final design. Karen Bates answered it may be one of the deliverables. Dean Pierce mentioned he would follow up on the issue.

8. Presentation of draft prioritization system

Dean Pierce shared that the Missisquoi Basin project application system form has been released this week and the Lamoille Basin form will be released shortly. Dean Pierce shared that the CWSP plans to share the prioritization system and the BWQC can choose to endorse it. Dean Pierce stressed the importance of getting a project application cycle underway soon.

Dean Pierce reviewed the intended model for prioritization that the NRPC has created. There was discussion of changing the distribution of points between sections A, B & C in the model.

Sarah Hadd moved to change agenda item 11 to “process discussion.” Kent Henderson seconded the motion. Motion adopted.

9. Presentation of draft solicitation and application form

Dean Pierce presented slides about the process for the project solicitation and required information that project applicants will need to submit. Lauren Weston asked if there was a deadline for project completion. Lauren Weston also mentioned that the DEC will sometimes review and expect organizations to have specific financial practices in place if they use DEC funding for projects. Dean Pierce shared the application may go live for Lamoille Basin as early as Monday January 30th and the deadline is six weeks after that date. Dean Pierce answered Lauren’s original question by saying he is unsure of a firm deadline but pondered that it may relate to the CWSP contract ending which will be in 2025.

Dean Pierce shared he hopes to have office hours and a FAQ webpage available for application help and then went through the project application form and highlighted some of the requirements of the form. Lauren Weston asked about any match requirements. Dean Pierce shared there is no match requirements for CWSP funding.

Richard Goff moved to endorse the prioritization scheme as presented. Erin De Vries seconded the motion. Motion carried.

Jed Feffer motioned to release the RFP as soon as logistically possible. Richard Goff seconded the motion. Motion adopted.

10. Compensation for BWQC members

Dean Pierce explained the compensation options for BWQC Representatives and Alternatives. Dean Pierce asked that reimbursements be submitted on a quarterly basis and clarified that the reimbursement will be directed to the individual participating in the meeting.

11. ~~Project sharing (if time allows)~~ Process Discussion

Erin Di Vries asked where its possible to access all the information about CWSPS in different basins in a centralized place. Erin Di Vries followed up with a question about whether watersheds organizations were polled about their level of preparedness for submitting project applications as early as next week. Erin also asked if non prequalified contractors can be hired. Dean Pierce answered that a centralized website would be a great idea and he will follow up on that. Dean Pierce answered that there was a plan to send a poll that was halted, and that the first round of project applications should give some sense of preparedness. Dean Pierce answered that contractors are not precluded from participating but may have more tasks to complete than prequalified partners or contractors.

12. Conclusion

Jed Feffer moves to adjourn the meeting; Kent Henderson seconded the motion. Motion adopted.

Voting Process

Prioritization notes

- From Rule

§ 39-403. Clean Water Projects. (a) With direction from the BWQC and in consultation with the applicable basin plan, the CWSP shall oversee identification and prioritization of clean water projects in accordance with the requirements of 10 V.S.A., Chapter 37, Subchapter 5, this Rule, and guidance.

(e) Clean Water Project Selection. Based upon project priorities identified under § 39-403(d), the BWQC shall consider the preliminary scoring and ranking of all proposed clean water projects as drafted by the CWSP for both project development or implementation categories and make any adjustments to the cobenefits scoring as needed. The BWQC shall vote to advance clean water projects for both development and construction to fulfill pollution reduction goals. Individual clean water projects should not be voted for advancement outside of this selection process unless to address an urgent water quality concern with the concurrence of the Secretary.

Proposed approach until Guidance finalized

- Act on ID/Assessment projects apart from Design/Implementation projects
- Consider whether projects require separate votes, as function of:
 - Is funding available for all projects in category?
 - Do any projects fly in face of reasonable cost effectiveness?
- Consider need for any co-benefit score adjustment
- Adopt motions/vote as necessary

Cost Effectiveness “Threshold”

Or acceptable minimum?

Things to consider

- CWSPs and BWQCs *must* consider cost effectiveness when selecting projects for funding.
- Key metric is cost per KG of Phosphorus reduced
- Cost data we have now is not great (few COVID era projects; predated requirements like cultural review).
- DEC doesn't expect true thresholds until CWSPs and BWQCs have better data (gained from project rounds).

More things to consider

- The average 'cost per KG reduction' is the basis for CWSP contracts with DEC.
- For the three basins in northwest Vermont, the numbers look like this:

Basin	P Target in KG	Project Funds Avail	Avg Cost Per KG
5	41.9	\$ 548,539	\$ 13,092
6	145.3	\$ 1,657,731	\$ 11,409
7	39.8	\$ 546,830	\$ 13,739

Different project types have different costs

Table 3. Clean water project categories' estimated design/engineering (if applicable) and construction costs per total phosphorus load reduction (kg/yr) averaged to estimate "cost rate" per non-regulatory target land use sector.

Non-regulatory target land use sector	Clean water project categories representing costs of implementing non-regulatory targets	Estimated design/engineering (if applicable) and construction cost per total phosphorus load reduction (\$/kg/yr)
Streams*	Floodplain/stream restoration†	\$16,647
	River corridor easement	\$10,041
	Riparian buffer restoration‡	\$5,116
	STREAMS SECTOR AVERAGE COST RATE	\$10,601
Developed	Stormwater best management practices (BMPs)	\$46,026
	Non-regulatory road BMPs	\$3,153
	Riparian buffer restoration‡	\$5,116
	Lake shoreline restoration§	\$8,333
	Lake shoreland runoff treatment	\$16,482
	DEVELOPED SECTOR AVERAGE COST RATE	\$15,822
Farm field††	Riparian buffer restoration‡	\$5,116
	Lake shoreline restoration§	\$8,333
	FARM FIELD SECTOR AVERAGE COST RATE	\$6,725
Forest††	Non-regulatory forest road BMPs	\$15,245
	Riparian buffer restoration‡	\$5,116
	Lake shoreline restoration§	\$8,333
	FOREST SECTOR AVERAGE COST RATE	\$9,565

Prioritized Project Lists

Context

Basin	P Target KG	Project Funds Avail for year (7/1/22-6/30/23)	ID/ Assessment baseline (7%)	ID/ Assessment requested	Design/ Implementation allocation	Design/ Implementation request
7	39.8	\$ 546,830	\$ 38,278	\$ 22,158	\$ 508,552	\$ 439,048

ID AND ASSESSMENT PROJECTS—CWSP RANKING

Applicant Organization	Project ID from WPD	Description of Project	Project Phase	Project Cost (Proposed Phase)	Total Project Costs	RANK
Town of Jericho	11322	This new project will expand upon previous studies in the area, take a more holistic look at multiple stormwater creation areas, and engage the community/stakeholders in creating a conceptual design(s) for treatment options with the desired outcome of using green stormwater infrastructure practices. Once completed, the BMPs identified and constructed will treat stormwater from significant amounts of impervious surface and protect the wetland on Wilder Road.	Assessment ID or Development	22158	225000	1

DESIGN AND IMPLEMENTATION PROJECTS—CWSP RANKING

Applicant Organization	Project ID from WPD	Description of Project	Project Phase	Annual P Reduction KG	Total Project Costs	KG/\$10K Overall	co-benefit score	RANK
Lamoille County Conservation District	11361	Rocky Woods Strategic Wood Additions. Objective: The objective of this project is to implement 2.5 linear miles of upland stream restoration on a 1,943-acre parcel in Elmore, Vermont. This restoration work will be completed using the strategic woody additions (SWA) technique to improve instream habitat complexity for aquatic organisms, reconnect to floodplains, store sediment and nutrients and improve climate resiliency. • Output: The output will be 2.5 miles (13,200 feet) of restored and improved stream with a minimum of 528 documented pieces of wood added.	Preliminary Design	10.26	90000	1.1400000	10	1
Friends of Northern Lake Champlain	9041	This project includes expansion of closed drainage system upgrades, two deep sump catch basin installations to capture and remove sediment, construction of in-channel log jams to capture sediment and reconnect the floodplain, construction of three gravel wetlands to capture sediment, treat stormwater, and provide flow attenuation, and installation of two catch basin risers to promote sediment deposition and provide flow attenuation. These stormwater improvements are part of a larger overarching gully stabilization project. The full benefits of and P removal associated with the project will only be realized when all components have been constructed.	Implementation	1.13	340000	0.0332353	7.5	2
Town of Fairfax, VT	9536	Bellows Free Academy East - Underground Chambers Final Design	Final Design	1.51	501000	0.0301397	7.5	3
Lamoille County Conservation District	11358	Church St. Post Office Stormwater Project	Preliminary Design	1.21	135000	0.0896296	10	4

Design/Implementation P Reduction progress

Basin	Annual P Reduction in apps	Annual target	Start up allowance
7	14.11	39.8	8.