

MEETING MEMO

TO: LAMOILLE BASIN WATER QUALITY COUNCIL (BWQC)
FR: LAMOILLE BASIN CLEAN WATER SERVICE PROVIDER (CWSP) STAFF
RE: MEETING ON SEPTEMBER 24, 2026
DA: SEPTEMBER 17, 2026

Greetings, members of the Lamoille BWQC and others. The next meeting of the BWQC will be held on September 24th. Materials for the meeting are attached. Noteworthy agenda items address the seating of a new representative, a request for budget amendment, a DEC proposal to modify the formula used to allocate funds to basins, and two policy topics of possible interest to the BWQC. Notes on the agenda items are provided below.

Introductions/Meeting protocols/Conflict of interest disclosures, if any

As is customary, time will be set aside for introductions, review of meeting protocols, and announcement of any Conflict of Interest.

Approval of Minutes

Please let us know if any part of the minutes for the July meeting require correction.

Seating of members

If a primary member must be replaced mid term, the successor is chosen using the same selection protocols as initial appointments. A replacement member serves the unexpired portion of the original term. Alice Weis, who recently joined Lamoille County Conservation District, will be joining the BWQC as one of the two NRCD representatives.

Budget Adjustments

The Lamoille Basin BWQC has adopted a policy for approving budget adjustments. The purpose is to streamline the process for making modest adjustments to previously approved project budgets. The agenda item is included to address the transparency requirements of the policy. There are no administrative budget adjustments to report as of the writing of this memo. However, the BWQC is being asked to take action on a request by Orleans County NRCD that is not eligible for administrative action. The request is necessitated by a change to the scope. The scope enlargement is due to a request by VDHP that OCNRCD pursue Archaeological Review for the Alley property stream/floodplain restoration project. The current budget totals \$10,040. OCNRCD’s request is to increase the budget by \$3,218, which CWSP staff finds reasonable.

DEC Formula Proposal

A recent memo from the Vermont Department of Environmental Conservation details the proposed funding and phosphorus reduction goals for the SFY 2027 Water Quality Restoration Formula Grants. To keep pace with rising economic pressures, the state has applied a 2.4% inflation adjustment to the cost rates of various environmental practices, such as forest and farm field improvements. The document also outlines a strategic shift in financial resources, moving \$800,000 from Basin 6 to Basins 7 and 17 to address project needs in those areas. The funding allocation proposal also includes specific provisions for operations and maintenance, ensuring that existing water quality projects remain effective over time. The agency aims to maximize the efficiency of clean water investments across Vermont’s watersheds by balancing administrative needs with localized project demand. Tables provide a breakdown of how these millions of dollars are distributed to achieve nutrient reduction targets.

Policy Topics

The agenda also includes time for discussion of two unrelated policy topics. The first pertains to the question of when costs for a specific project become eligible for reimbursement by the CWSP using Clean Water Funds. The second is the timing of BWQC officer elections. Regarding the first, the CWIP funding policy currently states that:

Agreements must be fully executed (signed by both parties) before incurring expenses unless pre-award expenses are authorized by CWIP within the agreement. CWIP only authorizes pre-award expenses for specific funding programs at the program-level and does not accept case-by-case requests.

Additionally, the policy outlines that most block grant agreements are structured as cost-reimbursable, meaning recipients can only invoice DEC for allowable expenses incurred during the active, executed award duration. In the view of some, the BWQC might do well to consider asking DEC to allow project expenses to become eligible for reimbursement as of BWQC approval rather than waiting until full execution of a Task Award.

Regarding the second, as most of you know, elections occur at the first meeting following the start of the state Fiscal Year, which is July 1. A representative of a partner organization has suggested that elections take place closer to /prior to when DEC provides approval of work plans.

Updates

Next Application Round

The next Call for Applications will launch on October 8, with a deadline of November 12. The Call for applications after that will open February 4, 2027, with a deadline of March 11, 2027. One question staff may pose to the board is whether members wish to continue receiving every single item submitted as part of applications—or whether a subset of items is preferred.

CWSP Reappointment process

Reappointment of a Clean Water Service Provider is governed by Act 76 and the CWSP Rule, which mandate a formal performance evaluation prior to the expiration of a five-year term. Staff of the NRPC initiated this process recently by submitting a formal request letter to the Secretary of the Agency of Natural Resources. On July 30, CWSP Staff will provide a presentation describing the timeline and the three primary performance areas DEC will consider before making its decision on the request.

Training opportunities

Various training opportunities currently available will be referenced at the meeting.

Conclusion

Please let us know if you have suggestions for future meeting topics.

And Speaking of Future Meetings, the date of the next meeting falls in conflict with the Thanksgiving Holiday. The group should settle on another date.

Sincere thanks to all who participate.

AGENDA

Lamoille Basin Water Quality Council (BWQC) bimonthly meeting

Thursday, September 24, 2026
9:00 AM-11:00 AM

Via Zoom
(Zoom details below)

1. Welcome and introductions
2. Meeting protocols
3. Conflict of interest declarations, if any
4. Review/adjust and approve agenda
5. Approval of minutes
6. Public comment not related to items on agenda
7. Seating of members/alternates
8. Budget Adjustment requests
 - Administrative
 - Requests requiring BWQC Vote (Alley project 12645)
9. DEC formula grant proposal
10. Policy Topics
 - Enabling of costs as of BWQC approval
 - Timing of Officer Elections
11. Updates
 - Next application rounds
 - CWSP reappointment/status renewal update
 - Training opportunities
12. Choose Date for Next Meeting (conflict with Thanksgiving) /Adjourn

NEXT FUNDING ROUND IS COMING UP

Round #	Open	Deadline
12	October 8, 2026	November 12, 2026

Join Zoom Meeting

<https://us02web.zoom.us/j/86562460349?pwd=dCtISjdHSGI1OFZ6Z2ZndTRPQ1pRQT09>

Meeting ID: 865 6246 0349

Passcode: 031502

Dial by your location

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 646 931 3860 US

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.

In accordance with provisions of the Americans with Disabilities Act (ADA) of 1990, and Vermont's Open Meeting Law, the 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, designation of a physical meeting location, electronic access to a meeting, or other requested accommodations, should be made to Amy Adams, NRPC Title VI Coordinator, at 802- 524-5958 or aadams@nrpcvt.com, no later than 2 business days prior to the meeting for which services are requested.

- Welcome and introductions
- Meeting protocols

Zoom Norms and Inclusive Language

- Introductions of all participants at each meeting
- As possible, BWQC members should have in their Zoom Name/Title the following: Name, Organization, “Voting” or “Alternate”, and pronouns (if desired)
- BWQC members are expected to have cameras turned on during entirety of meeting, as technically possible.
- BWQC members are expected to stay focused / avoid multi-tasking and follow the guidance of: if you wouldn't do something in an in-person meeting don't do it in a virtual meeting”
- BWQC members will use the “raise hand” function on Zoom to indicate a request to speak / come off mute – this is in an effort to make sure all are heard in turn.
- All members will stay muted until called upon; if needed, CWSP staff may mute participants to avoid background noise
- Any comments made in the chat will be read aloud at the appropriate time by the CWSP staff in full for the public record / record.

Inclusive Language

<https://pronouns.org/what-and-why>

- Conflict of interest declarations, if any
- Review/adjust and approve agenda

AGENDA

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 - Training opportunities
12. Adjourn

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- Approval of minutes

Lamoille Basin Water Quality Council (BWQC)

Thursday, July 30, 2026

10:00 AM to 12:00 PM

Virtual Meeting

Meeting video posted at <https://youtu.be/EWLcZMxuleM>

**A VIDEO RECORDING OF THE MEETING IS AVAILABLE THROUGH THE NRPC
YOUTUBE CHANNEL (Link above).**

**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**

Council Members: Meghan Rodier (Q), Mel Auffredou (Q), Ken Minck (Q), Brad Holden (Q),
Chris Steel (Q), Emily Lughart (q), Kristen Leahy (Q). Fiona McMurtrie (Q) Remy Crettol (Q)

Richard Goff (q), Dan Koenemanne (q)

Q= towards quorum q= towards quorum when representative has recused

Staff: Dean Pierce, Nora Brown, Lorna Peters

Others present:, Chris Rottler (DEC), Karen Bates (DEC), Tori Hellwig (LCPC)

1. Welcome and introductions

Meghan Rodier opened the meeting at 10:01am as Chair. A round of introductions was made.

2. Meeting protocols

Meghan Rodier reviewed norms for meeting on Zoom.

3. Conflict of interest declarations, if any

Meghan stated that she will abstain from voting in the Chair election.

4. Review/adjust and approve agenda

No changes to the agenda were made. Kristen motioned to approve. Mel seconded. Motion carried.

5. Approval of minutes

It was noted that Richard Goff is an alternate and should not be noted as counting for quorum at the May meeting since Meghan was present.

Kristen motioned to approve the minutes with these changes. Emily seconded. Motion carried.

6. Public comment not related to items on agenda

No public comments were made.

7. Budget adjustment requests (if any)

No adjustments were made.

8. Seating of Members/Alternates

Dean explained that this is a standing agenda item to announce representation changes. He shared the requirements for representatives and that this meeting is the start of a two-year term.

9. Election of Officers

Meghan shared that council members serve a two-year term and officers serve a one-year term, with elections at the annual meeting. Meghan temporarily 'relinquished the gavel' for the duration of the Chair election and allowed CWSP staff to preside.

Dean asked for nominations for Chair. Kristen nominated Meghan Rodier to serve as Chair. No other nominations were made. By unanimous vote Meghan was elected Chair. Meghan resumed her role running the meeting.

Meghan called for nominations for Vice Chair. Meghan motioned that Mel Auffredou be appointed Vice Chair. Kristen seconded. No other nominations were made. Mel was elected Vice Chair.

10. CWSP reappointment process overview

Dean provided an introductory presentation, explaining it is now time for the Lamoille Basin's CWSP to seek reappointment. A CWSP's term lasts 5 years. NRPC's term as the CWSP expires June 30th, 2027. To be reappointed by DEC CWSPs must show adequate progress towards pollution reduction targets, adequate maintenance of existing projects, and effective BWQC coordination. Compliance with open meeting law and future pipeline of progress is also assessed. NRPC has submitted a letter of request for reappointment, which starts the process.

A public opinion survey will be released by DEC between September and October. The CWSP will also complete a self-assessment, which will be reviewed by DEC in November and December with a determination in January.

Dean outlined potential issues, including target shortfalls, governance failures, and negative stakeholder feedback.

Ken asked what methods would be used to notify the public of this reappointment process. Dean shared that the NRPC newsletter has included an article on this process but has not yet been shared to other RPCs. NRPC has also considered notifying local newspapers for coverage.

Richard asked about the status of the Missisquoi targets since the Lamoille Basin is not meeting targets. Dean clarified that neither basin is meeting targets with projects currently “in the ground” but that the forecasted targets are good for both basins. The Missisquoi also has a significantly larger target. Nora shared some of the numbers for the Lamoille targets.

Richard also asked for the Missisquoi numbers, and Nora shared that the two basins are in similar places with their respective targets. Mel asked if there was an estimate for when the target will be reached if all of the current design projects go to implementation, to which Nora did not have an estimate, noting that the P-credits for projects can change. Mel also asked when O&M credits get awarded. The numbers are estimated at the start of the project, but become official when the project completion data are reviewed and approved by DEC. Nora added that numbers can fluctuate upon verifications. Richard asked if there was a termination time for the CWSP program. Dean explained that the CWSP is designed to target the TMDL, which gets reassessed in 2036, so the CWSP program won’t “terminate” necessarily.

11. Project Legal Expenses

Dean shared that DEC policy requires a site access easement for projects over \$200,000. This easement “runs with the land” as it is sold, whereas site access license does not. This easement process can be expensive with legal fees, and NRPC has come to the CWSP previously to request funding to cover these costs. Dean explained that when a project over \$200,000 comes to the BWQC, the BWQC should understand that this project will incur legal fees which will be added to the overall project cost.

Dean shared some previous examples of projects and the legal fees they incurred, with an overall average of about \$2,500 spent on legal fees per parcel. Dean showed the portion of the project application form that outlines legal expenses for implementation projects, which will add about \$2,500 per parcel to the overall project costs. Dean clarified that the cost will go on top of the project budget, not into the project budget and that the legal process will still be managed by the CWSP, not the project implementer. Mel asked whether the \$200,000 amount

applies to the total project cost or implementation phase. Dean explained that this amount is in regards to the implementation costs.

Ken asked whether this amount changes if projects cross the town lines. Dean shared that no projects crossing town lines have come up in either the Missisquoi or Lamoille Basins. But he understands the potential to be higher when two sets of deed research must be carried out.

12. Updates

Dean shared the possible topics for next meeting: progress towards P targets, update on “Year 5” CWSP contract, and proposed changes to DEC policies.

13. Recess or Adjourn to visit projects

Site locations were included in the meeting packet. Brad and Ken could not attend the site visits, so quorum was not maintained for site visits. Meghan motioned to adjourn at 10:54. Mel seconded. Motion adjourned.

- Public comment not related to items on agenda
- Seating of members/alternates

MEMORANDUM

TO: LAMOILLE BASIN WATER QUALITY COUNCIL
FR: CWSP STAFF
RE: SEATING OF NEW MEMBERS / ALTERNATES
DA: SEPTEMBER 17, 2026

LCCD has hired a water quality project manager—Alice Weis—who the NRCDs with territory in a basin (Lamoille, Orleans, Winooski, Franklin, and Caledonia) collectively support* serving as one of the two NRCD reps on the Lamoille BWQC.

Alice has been proposed to take on such a role, with Emily Lugthart (currently serves as the representative) becoming an Alternate.

Thus, under this agenda item, Alice Weis will be recognized and seated as a NRCD representative, and Emily Lugthart will be recognized and seated as a NRCD Alternate, with terms ending in July of 2028.

*The Act 76 Rule says that the NRCDs with territory in a basin determine the representation of NRCDs on the BWQC. CWSP staff have reached out to the district to get an indication of their consent to this change. We believe they support it.

- Budget Adjustment requests
 - Administrative
 - Requests requiring BWQC Vote (Ally)

MEMO

TO: LAMOILLE BASIN WATER QUALITY COUNCIL
FR: CWSP STAFF
RE: BUDGET ADJUSTMENTS
DA: REISSUED 9/17/26

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BACKGROUND

The Lamoille Basin BWQC has adopted a policy for approving budget adjustments.

- **Purpose:** To streamline the process for making modest adjustments to previously approved project budgets.
- **Eligibility:** Approved projects are eligible for adjustment according to this policy.
- **Approval Process:**
 - Adjustments up to 10% of the budget or \$10,000 can be approved by CWSP staff at their discretion.
 - Adjustments over 10% but less than 20% of the budget or \$20,000 can be approved by CWSP staff with concurrence from the BWQC Chair and Vice Chair or two BWQC members without conflicts of interest.
 - Adjustments over 20% of the budget or \$20,000 require approval by a vote of the BWQC.
- **Exceptions:** Projects with estimated total costs of \$150,000 or more have higher approval thresholds.
- **Transparency:** Budget changes approved by CWSP staff or the Chair and Vice Chair are to be listed as information items on the meeting agenda.

INFORMATION ITEM

The agenda item is included to address the transparency requirements of the policy. There are no budget adjustments to report as of the writing of this memo.

MEMO

TO: LAMOILLE BASIN WATER QUALITY COUNCIL (BWQC)
 FR: LAMOILLE BASIN CLEAN WATER SERVICE PROVIDER (CWSP) STAFF
 RE: BUDGET ADJUSTMENTS
 DA: SEPTEMBER 17, 2026

Reports on budget adjustments are provided in accordance with the Basin Council’s adopted policy regarding administrative approval of modest changes in project costs. As of this writing, staff will not have any previously-made budget adjustments to report at the meeting.

However, as noted on the agenda, there has been a request for a budget adjustment that cannot be addressed administratively (more than 20 % of original grant) and requires consideration by the BWQC. The request was made by OCNRCD in connection with project 12645. According the watershed project database, the purpose of Project 12645 is “Passive Stream and Riparian Buffer Restoration.”

The request is necessitated by a change to the scope and schedule. The scope enlargement is due to a request by VDHP that OCNRCD pursue Archaeological Review for the Alley property stream/floodplain restoration project. The current budget totals \$10,040. OCNRCD’s request is to increase the budget by \$3,218, or 32 percent. See details below.

CWSP staff finds OCNRCD’s request reasonable.

Alley Property Stream Restoration - Preliminary & Final Design Budget - Amended				
Task	Contractor	Quantity	Rate	Expense
Design & Permitting	FluidState Consulting			\$7,375.00
Drone Survey	"	x1	\$750.00	\$750.00
Riparian Planting Guidance	"	x1	\$625.00	\$625.00
Tile Drain Removal - Design	"	x1	\$1,500.00	\$1,500.00
In-Stream Features - Design	"	x1	\$1,500.00	\$1,500.00
Stream Crossing Culvert - Design		x1	\$3,000.00	\$3,000.00
Archaeological Review	Crown Consulting			\$2,503.00
Project Administration	"	x1	\$140.00	\$140.00
Background Research	"	x1	\$140.00	\$140.00
Field Work	"	x7	\$140.00	\$980.00
Drafting & Report Writing	"	x8	\$140.00	\$1,120.00
Mileage & Materials	"	-	-	\$123.00
Grant & Project Management	OCNRCD			\$3,380.00
Site Visits & Assessments	"	x16	\$65.00	\$1,040.00
VDHP Administration	"	x6	\$65.00	\$390.00
Stakeholder Meetings	"	x20	\$65.00	\$1,300.00
Grant Management	"	x10	\$65.00	\$650.00
Previous Grant Agreement Amount:				\$10,040.00
<i>Net Change</i>				<i>(+\$3,218.00)</i>
Project Total Expenses - Amended:				\$13,258.00

Alley Property Stream Restoration - Preliminary & Final Design Budget				
Task	Contractor	Original	Revised	Difference
Design & Permitting	FluidState Consulting	7375.00	7375.00	0.00
	Drone Survey	750.00	750.00	0.00
	Riparian Planting Guidance	625.00	625.00	0.00
	Tile Drain Removal - Design	1500.00	1500.00	0.00
	In-Stream Features - Design	1500.00	1500.00	0.00
	Stream Crossing Culvert - Design	3000.00	3000.00	0.00
Grant & Project Management	OCNRCD	2665.00	3380.00	715.00
	Site Visits & Assessments	650.00	1040.00	390.00
	VDHP Administration	195.00	390.00	195.00
	Stakeholder Meetings	650.00	1300.00	650.00
	Community Outreach	650.00		-650.00
	Grant Management	520.00	650.00	130.00
Archaeological Review	Crown Consulting		2503.00	2503.00
	Project Administration		140.00	140.00
	Background Research		140.00	140.00
	Field Work		980.00	980.00
	Drafting & Report Writing		1120.00	1120.00
	Mileage & Materials		123.00	123.00
Project Total		10040.00	13258.00	3218.00

From: [Will Marlier](#)
To: [Dean Pierce \(NRPC\)](#)
Cc: [Lorna Peters](#)
Subject: Re: Alley Property - WPDID: 12645 (Archaeological Review Request)
Date: Tuesday, August 11, 2026 3:46:15 PM
Attachments: [image001.png](#)
[Project Timeline - Alley - Amended 8 11 26.pdf](#)
[Alley Property - Preliminary & Final Design Budget - Amended 8 11 26 - Sheet1.pdf](#)
[Quote & Scope of Work - Crown Consulting.pdf](#)

Thanks, Dean.

I have attached an amended timeline and budget for your review, as well as the quote and scope of work from the archaeological consultant (Crown Consulting).

We are still hoping to complete this work by the end of the calendar year, so you will see that the timeline does not request a grant extension. The budget reflects a \$3,218 increase request which includes Crown Consulting's fees and additional time for my administrative work.

Please let me know if you'll need any other materials or if I should reformat/resubmit these ones.

I will plan to attend the September 24th meeting to explain the changes to the BWQC members.

All the best,

Will

On Tue, Aug 11, 2026 at 10:38 AM Dean Pierce (NRPC) <dpierce@nrpcvt.com> wrote:

Will, Sorry, yes, provide an amended budget and timeline to support the request.

Dean

Dean Pierce
Senior Planner



Northwest
Regional Planning
Commission

Address: 75 Fairfield Street, St. Albans, VT 05478

Website: www.nrpcvt.com

Office: 802.524.5958 (x 124)

Direct: 802.582.3087

This email may constitute a public record.

From: Will Marlier <will.marlier@orleanscountynrcd.org>

Sent: Tuesday, August 11, 2026 10:36 AM

To: Dean Pierce (NRPC) <dpierce@nrpcvt.com>

Cc: Lorna Peters <lpeters@nrpcvt.com>

Subject: Re: Alley Property - WPDID: 12645 (Archaeological Review Request)

Hi Dean,

Just following up on this.

Will

On Fri, Aug 7, 2026 at 11:42 AM Will Marlier <will.marlier@orleanscountynrcd.org> wrote:

Thank you, Dean.

That makes quite a bit of sense. I think formally applying for an amended budget likely makes the most sense.

What materials would you need from me in that case? An amended budget and timeline? It would probably still be a bit early in the process to offer a definitive phosphorus efficiency, but we could provide something in the ballpark if necessary.

All the best,

Will

On Fri, Aug 7, 2026 at 8:43 AM Dean Pierce (NRPC) <dpierce@nrpcvt.com> wrote:

Hi Will. It would hurt your schedule, but you might want to consider making a request for an amended budget of the 'non administrative' sort, which would go before the BWQC at their meeting on September 24. (I wouldn't pitch scaling down the practices just yet.) FWIW, you are not alone when it comes to this sort of hurdle popping up. Let me know if you want to talk further. If this is what you decide, we would need a formal request a couple of weeks before the meeting. Let us know if you have questions. Dean

Dean Pierce

Senior Planner (*he/him*)

Please note/ phone number has changed!



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Office: 802.524.5958 (x 124)

Direct: 802.582.3087

This email may constitute a public record.

From: Will Marlier <will.marlier@orleanscountynrpd.org>

Sent: Wednesday, August 5, 2026 4:54 PM

To: Dean Pierce (NRPC) <dpierce@nrpcvt.com>; Nora Brown <NBrown@nrpcvt.com>
Subject: Alley Property - WPDID: 12645 (Archaeological Review Request)

Dean and Nora,

We have recently heard back from VDHP that we need to pursue Archaeological Review for the Alley property stream/floodplain restoration project. You will find Scott Dillon's comments attached.

I had originally thought I could request a 10% contingency amendment, but since receiving quotes from prospective archaeological contractors, I see that it would exceed that threshold. The cheapest quote I have received is for \$2,500, roughly 25% of the originally awarded amount.

We could revise the plans to remove some of the proposed practices, but I would hate to let archaeological interests dictate environmental best practices.

Happy to hear any thoughts you have on the best way to proceed,

Will

Will Marlier (he/him)

Lake Watershed Program Specialist

Mobile: (802) 595-4538
41 School Street, STE 101, Newport, VT 05855
[Website](#) - [Facebook](#) - [Instagram](#)

Alley Stream Restoration Project Timeline - Preliminary & Final Design		
Task	Deliverable	Date
Sign Contract	Identify consulting/design partner (likely FluidState Consulting). Draft, finalize, and sign a contract that covers the full project scope.	August 2025
Site Survey	Survey of site for specific features / locations (limited topography from survey - 1' Lidar contours will be used). Drone imagery for the site will be captured.	September 2025
30% Design	Create preliminary designs that implement best management practices with consideration of feedback provided by stakeholders and information gained through site surveys.	January 2026
60% Design	Update 30% plan sheets to 60% to include details / typicals for revised management practices, in-field surveyed locations, etc.	July 2026
Archaeological Resources Assessment	Identify an archaeological consultant (likely Crown Consulting Archaeology LLC) to complete a formal ARA in accordance with the VDHP review request.	October 2026
90% Design	Revised 60% plan sheets to 90% - will include any regulatory/permitting review of revised design.	November 2026
100% Design	Final changes required to bring the design into good standing with all stakeholder and necessary permit documents completed for submission by the final applicant.	December 2026
Final Report / Grant Close	Final reporting to NRPC w/ O&M and Site access agreements signed.	December 2026

- DEC formula grant proposal

MEMO

TO: LAMOILLE BASIN WATER QUALITY COUNCIL (BWQC)
FR: LAMOILLE BASIN CLEAN WATER SERVICE PROVIDER (CWSP) STAFF
RE: DEC FORMULA PROPOSAL
DA: SEPTEMBER 17, 2026

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The purpose of this agenda item is informational.

As noted elsewhere in the meeting packet, a recent Vermont DEC memo –which has been released for public comment through the [Environmental Notice Bulletin](#)* –details proposed funding and phosphorus reduction goals for the SFY 2027 Water Quality Restoration Formula Grants. A copy of the proposal is attached.

The document notes that, to keep pace with rising economic pressures, the state has applied a 2.4% inflation adjustment to the cost rates of various environmental practices, such as forest and farm field improvements. The document also outlines a shift in financial resources, proposing allocating \$800,000 from Basin 6 to Basins 7 and 17. The purpose is to address project needs in those areas. The funding allocation proposal also includes specific provisions for operations and maintenance, ensuring that existing water quality projects remain effective over time.

In making these changes, the Agency of Natural Resources aims to maximize the efficiency of clean water investments across Vermont’s watersheds. The Agency indicates it does this by balancing administrative needs with project demand. Tables provide a breakdown of how the millions of dollars distributed using the formula to achieve nutrient reduction targets.

If implemented, the amount of so-called Year 5 funding in the Missisquoi and Lamoille Basins would be adjusted as shown below. The phosphorus reduction target in Basin 6 would be adjusted downward, while the target in Basin 7 would be increased.

Year Five Grant Comparison

Category	Basin 6 (Missisquoi)	Basin 7 (Lamoille)
Project Completion (Design, Engineering, and Construction)	\$1,167,869	\$829,376
Project Identification and Development (10% of total annual cost)	\$129,763	\$92,153
O&M (Base + 1.53% proportional rate)	\$45,043	\$15,000
Administrative Costs (15% of total award)	\$236,943	\$165,270
Total SFY 2027 Formula Grant Award	\$1,579,618	\$1,101,798

Additional details about the proposal may be shared at the meeting.

*The specific notice can be reached by entering Formula in the block next to Activity Name and clicking the Search button. Comments will be accepted through October 5th.

- Policy Topics
 - Enabling of costs as of BWQC approval
 - Timing of Officer Elections

MEMO

TO: LAMOILLE BASIN WATER QUALITY COUNCIL (BWQC)
FR: LAMOILLE BASIN CLEAN WATER SERVICE PROVIDER (CWSP) STAFF
RE: POLICY TOPICS
DA: SEPTEMBER 17, 2026

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As noted, the agenda includes time for discussion of two unrelated policy topics. The first pertains to the question of when costs for a specific project become eligible for reimbursement by the CWSP using Clean Water Funds. The second is the timing of BWQC officer elections.

Timing of Reimbursement Eligibility

The CWIP funding policy currently states that:

Agreements must be fully executed (signed by both parties) before incurring expenses unless pre-award expenses are authorized by CWIP within the agreement. CWIP only authorizes pre-award expenses for specific funding programs at the program-level and does not accept case-by-case requests.

Additionally, the policy outlines that most block grant agreements are structured as cost-reimbursable, meaning recipients can only invoice DEC for allowable expenses incurred during the active, executed award duration. In the view of some, the BWQC might do well to consider asking DEC to allow project expenses to become eligible for reimbursement as of BWQC approval rather than waiting until full execution of a Task Award.

Timing of Elections

Per the BWQC bylaws, officer elections (for Chair and Vice Chair) occur at the first meeting following the start of the state Fiscal Year, which is July 1. A representative of a partner organization has asked whether elections might take place closer to /prior to when DEC provides approval of work plans, which is why this topic is included and discussion sought.

BWQC member attendance is currently funded through two distinct mechanisms:

- Direct CWSP Reimbursement: Some members are reimbursed directly by the Clean Water Service Provider.
- Tactical Basin Planning (TBP) Grants: Other member organizations receive support through annual TBP work plans, which are drafted between late February/early March and June. Under TBP rules, an organization receives higher funding if one of its staff members serves as the BWQC Chair.

From the perspective of partner organizations receiving BWQC meeting support under the Tactical Basin Planning program, knowing whether a staff member will serve as Chair *before* drafting annual TBP work plans (late winter/spring) allows organizations to accurately budget for the higher compensation rate. From the perspective of Basin 7 CWSP staff, BWQC meeting reimbursement should be decoupled from the Tactical Basin Planning program and instead provided via the CWSP.

- Updates
 - Next application rounds
 - CWSP reappointment/status renewal
 - Training opportunities

MEMORANDUM

TO: Lamoille Basin Water Quality Council members

FR: CWSP Staff

RE: Briefly noted/ Updates

DA: September 17, 2026

Next Application Round

The next Call for Applications will launch on October 8, with a deadline of November 12. The Call for applications after that will open February 4, 2027, with a deadline of March 11, 2027. One question staff may pose to the board is whether members wish to continue receiving every single item submitted as part of applications—or whether a subset of items is preferred.

CWSP Reappointment process

Reappointment of a Clean Water Service Provider is governed by Act 76 and the CWSP Rule, which mandate a formal performance evaluation prior to the expiration of a five-year term. Staff of the NRPC initiated this process recently by submitting a formal request letter to the Secretary of the Agency of Natural Resources. On July 30, CWSP Staff will provide a presentation describing the timeline and the three primary performance areas DEC will consider before making its decision on the request.

Training opportunities

Various training opportunities currently available will be referenced at the meeting.

- Adjourn

MEMORANDUM

TO: Lamoille Basin Water Quality Council members

FR: CWSP Staff

RE: Selection of Meeting Date

DA: September 17, 2026

Meeting Date

The planned date of the next meeting is in conflict with the Thanksgiving Holiday. The group should settle on another date. In the past, the BWQC has moved the meeting to the first Thursday in December. It has also moved the meeting to the third Thursday / third Friday.

Meeting Topics

The meeting agenda will include discussion of and action on applications for funding. Please share any suggestions you might have for other agenda items.