Stormwater Advisory Committee
DRAFT Minutes of February 5, 2019 Meeting
Location: Town Hall, 101 Main Street, Meeting Room A

Members Present: Robert St. Germain, Chair; Meghan Selby, Vice Chair; Jeanne Walker; [two vacant positions] Maeghan Dos Anjos (ex-officio), Evan White (ex-officio)
Non-members present: Brian McGrattan, Leah Lester
Absent: none

Minutes
Meeting opened 7:03

1. Review and approval of minutes
Minutes of the January 24, 2019 meeting were read; a few amendments were made. Motions were then made, to accept the minutes as amended. 3/0/0

2. Reports and updates on ongoing activities
Rob reported that Brittany Iacaponi is investigating the authority of the board to set SW rates and that he has asked the BoS for a date for fee setting. More on these at the next meeting.
Evan reported that Tighe & Bond are working with him to update the Impervious area measurements for non-homeowner properties that will be subject to the I.A. based fee. He also reported that Tyler Systems, the owner of the MUNIS software that many of the town’s departments use, can make the adjustments needed to bill for Stormwater.
Maeghan Dos Anjos will check to see if more recent flyover data can be obtained from Mass GIS for use in calculating the I.A.

3. By-Law changes
Maeghan Dos Anjos reported that there are contradictions between the various (EPA, MA, and other town) IDDE bylaws models. The state is working with the EPA to resolve the differences between the Stormwater Handbook and the EPA requirements. She and Evan will continue to work on our draft and will send it to the committee to read and comment. Maeghan will also check to see if a public hearing is required for the bylaw prior to Town Meeting.
Rob reported that he is working with Brittany on the authority bylaw (if needed) and a bylaw for additional SW authority for the DPW. He will send it to the committee for review prior to meeting.

4. Discussion of MS4 Checklist
A draft MS4 checklist was developed by Maeghan D.A. and is fairly extensive. Rather than attempt to
process it at this meeting the chair recommended that we review it and to identify those things the committee feels it should be involved with and discuss it at the next meeting.

5. **Review of SWAC mission/role draft request to the Board**

   There was an active debate on our ongoing mission statement. Several changes were recommended and noted. Rob will redraft and the committee will discuss it at the next meeting.

6. **New Business**

   There was a question relative to the frequency of our meetings going forward. The consensus was that the SWAC meeting schedule must be driven by current need based on the various tasks we take on with our DPW partners. If unneeded we might even skip a monthly meeting from time to time. Members agreed to come prepared to discuss availability going forward.

7. **Next steps** – none discussed in addition to the above

8. **Summarization of meeting, assignments, next meeting date** – The assignments indicated above were reviewed and the next meeting date of Feb 19, 2019 at 7PM was affirmed.

Upon a motion duly made and seconded, it was voted to adjourn at 8:55 – voted: 3/0/0

**Documents Reviewed:**

- Agenda
- Meeting Minutes from 1/24/19 meeting
- Sample bylaws
- SWAC Mission draft
- Draft to do list
- IN PROCESS 2019 Calendar