

**Regional Stormwater Education Program
Steering Committee Notes
December 12, 2023**

Attending: Chip Sawyer, City of St. Albans; Dave Allerton, St. Albans Town; July Medina-Triana, St. Albans Town; Dean Pierce, NRPC; Sara Gratz, NRPC; Kent Henderson, FNLC; Bridget Butler, FNLC; Hannah Mahar, FNLC; Lauren Weston, FCNRCD.

1. Introductions

It was established that the purpose of the meeting is to reach a decision regarding the revised MOU and workplan/budget.

2. Revised MOU

The MOU presented at the meeting in November was discussed. Edits made since the last meeting included revising the annual amount provided by each partner, tweaking text regarding when partner approval is required for subcontracts, and dates. At the conclusion of the discussion, a revised MOU was endorsed. The new MOU will be circulated for signature.

3. Updated work plan and budget

A budget built around the increased level of annual support was shared and discussed. The updated budget proposed total expenses of \$14,000. Lines with significantly increased amounts include program for technical assistance (+500) and workshops, projects, and other events (+1050). Consistent with the budget adjustment, the work plan has been updated to indicate an expansion of consultations (as part of the program to provide technical assistance) and to specifically mention a rain barrel workshop and a public event in connection with outreach to property owners in St. Albans town (as part of workshops, projects, and other events).

4. Next meeting

The date targeted for the next meeting is Friday March 1, 2024. Dean will issue a calendar notice and provide a reminder.

5. Adjourn

The meeting finished by 8:30 am.