

LEWISBORO STORMWATER COMMITTEE

Meeting Minutes

Meeting Date: January 9, 2013
Members Present: Paul Lewis, Joe Cermele (Town Engineer), Janet Andersen, Evelyn Kahlow, Joel Smith, Sam Wear, Dan Welsh (departed the meeting quickly because of illness)
Absent: Peter Ripperger, Ron Tetelman
Meeting Location: Town House
Call to Order: 4:10 pm

1. **Minutes:** The minutes from the December 5, 2012 meeting were approved.
2. **Stormwater Mapping.** Joe reported that all of the mapping is complete as required by permit. (Yay!) Data at the level of minimum requirements and recommended guidelines are provided. Joe transmitted a hardcopy version of the town's 690 outfall reconnaissance forms and photos, organized by the 7 basins in Lewisboro: Cross River (CR), Cross River East (CRE), Croton River (CE), Mill River (MR), Silvermine (SR), Titicus (TR), and Waccabuc (WR). The outfalls are all labeled L-basin id-number, eg L-CR-1. Joe also provided a disk with the GIS layers. The catch basins in the attribute table tie to their outfall numbers. Joe also provided a transmission letter. A pdf of all of the outfall inspections will be provided to the town.
3. **Adding Vista data & Westchester County mapping.** Joel will update the Town House computer with ESRI and load the GIS files provided by KS. The Town House computer is tied to the Highway department and the plotter. He will set up an account that can update and view-only accounts. Sam will arrange to educate Paul (and others) on how to update the GIS system so that the Vista information, not required by the permit, can be added so the stormwater infrastructure information will be complete town-wide. Pending agreement by town clerk & records manager Janet Donohue, Westchester County will get these data layers for its Mapping Westchester County site, and will also make 11x17" pdf tiles of the maps available.
4. **New inspections and updates to the current information.** We discussed that the requirement to inspect 20% of the outfalls per year starts now. This work includes a need to inspect & photograph the outfalls and sample suspicious flows, communicate any maintenance needs, and update the system and documentation. We discussed the need to talk through a workflow with Peter Ripperger and Paul suggested that we do that at the next meeting. It may be that the town does not have workforce to do more than the maintenance portion of the work. We also discussed the need to have new infrastructure added, for example, as new developments are approved and built.
5. **Near term obligations.** Paul reviewed the need to have the Annual Report completed by March 9 and submitted by June 9 after a public hearing. Joe will also prepare a list of other obligations.
6. **Public Education.** Paul drafted a column for the Spring Parks and Rec. Program Brochure, which the committee reviewed and approved. Evelyn also volunteered to organize a variety of updates for Bob Dumas to publish. Paul also asked us to look for videos that might be appropriate on LCTV.
7. **Town Facilities SWPP .** The report from the inspection of the municipal sites was prepared and transmitted to the committee.
8. **Town Code.** The revised Chapter 189 of the Town Code is complete after State acceptance. The revised Questionnaire and proposed Stormwater Permit Fee Schedule is underway.
9. **Meeting schedule.** Paul proposed a list of meetings. We agreed to move the meetings to the first **TUESDAY** of the month. The next meeting is scheduled for **February 5, 2013** at 4 pm at the Town House.

The meeting adjourned at 5:20 pm. Subsequently, Supervisor Parsons arrived and Paul summarized the meeting for him.