

**COHASSET STORMWATER ADVISORY COMMITTEE
MEETING MINUTES
4 FEBRUARY 2010**

Present: Noel Collins, Ross Rosano, Jim Fitzgerald

Absent/Excused: None

Invited Guests: None

1. CALL TO ORDER

The meeting convened on 4 February 2010 at 7:00 PM in the lower basement of Cohasset Town Hall.

2. PREVIOUS MINUTES

As this is the first meeting of the Stormwater Advisory Committee there were no prior meeting minutes to review and/or approve.

3. ELECTION OF OFFICERS

Upon discussion and a motion duly made, seconded and approved the committee elected Noel Collins as Chairman and Jim Fitzgerald and Secretary.

4. COMMITTEE TERMS

The Composition of the Stormwater Advisory Committee is for five members with three year terms with the initial terms to be two members appointed for three years, two members appointed for two years and one member appointed for one year. The Board of Selectmen left it to the Committee Members to determine terms. Upon discussion and a motion duly made, seconded and approved the committee terms were adopted as follows:

Noel Collins – 3 years

Ross Rosano – 2 years

Jim Fitzgerald – 1 year

Committee also discussed need to recruit additional members.

5. REVIEWED COMMITTEE CHARGE

The Committee spent some time reviewing the Stormwater Advisory Committee Charge. Items discussed included:

1. Outreach and Public Education – discussion revolved around mechanism for Committee to assist with public education efforts.
2. Opportunities for Public Participation – discussion revolved around how to effectively gather information from public on areas and issues of stormwater concern.
3. Conduct Annual Inventory – discussion revolved around how this will be performed and what resources Committee will have to assist in this effort.
4. Grant Applications – discussion revolved around how grant applications will be identified and efficiently prepared. Committee also discussed need to better understand the contracting mechanism with Norfolk-Ram Group, LLC (Cohasset Stormwater Agent).

5. Report Review – discussion revolved around level of review required and mechanism for review of reports prepared by Norfolk-Ram Group, LLC (Cohasset Stormwater Agent).

Committee discussed interaction/leveraging input of other interested parties (e.g., John Buckley, Cohasset Maritime Institute, Inc.)

Committee discussed need to better understand working relationships of Conservation Commission, Building Inspector and Norfolk-Ram Group, LLC (Cohasset Stormwater Agent).

Committee determined Noel Collins would take lead in coordinating with Board of Selectmen and Jim Fitzgerald would take lead related to grant application process.

6. MEETING WITH CONSERVATION COMMISSION

From 8:00 to 9:00 PM the Committee relocated upstairs for a meeting with the Conservation Commission. After introductions, items discussed included:

- Flood Control Master Plan – need to prioritize issues, identification and application for grants, need for and mechanisms for public participation and education
- Sarah Charron (Conservation Commission) to contact Norfolk-Ram Group, LLC and have Committee members added to stormwater e-mail distribution list.
- Need for and how to address ongoing maintenance of recently installed rain gardens.
- Committee charge includes stormwater quality as well as flooding concerns.
- Need to have Board of Selectmen identify liaison from Board of Selectmen, Board of Health, Conservation Commission, Water Commission, Sewer Commission, Planning Board, School Committee and Department of Emergency Management.

7. ACTION ITEMS

Following the meeting with the Conservation Commission the Committee discussed appropriate follow-up activities. In addition to the action items noted previously, it was determined the Committee would use the time prior to the next meeting to review the Stormwater Bylaw and existing documents.

8. NEXT MEETING

Upon a motion duly made, seconded and approved the next meeting of the Stormwater Advisory Committee was scheduled for 7:00 PM on 23 February 2010.

Upon a motion duly made, seconded and approved the Committee accepted the above meeting minutes during the 23 February 2010 Committee meeting.

Attested

James D. Fitzgerald
Secretary