

North Beach Stormwater and Flood Committee October 21, 2019 Meeting Notes/Action Tracker

Membership: This Committee is comprised of Town residents and/or property owners appointed by the Mayor for a three year term. Mayor Benton appointed three Town residents and/or property owners: Lauren Kabler, Gary Koopman and Jay Loveless. Mayor Benton directed the Committee to work directly with the Director of Public Works (Donnie Bowen) and the Town Engineer (Paul Woodburn). The Mayor appointed Donnie Bowen as Committee Chair. The Committee selected Lauren Kabler as Committee Secretary. In addition, a representative from the Maryland Department of Planning (Sarah Sularz), attends Committee Meetings.

Frequency of Committee Meetings: The Committee will meet on the third Monday of every month at the Public Works Building.

October 2019 Committee Meeting Date and Participants: Committee members Donnie Bowen, Lauren Kabler, Gary Koopman and Jay Loveless attended this meeting and were joined by Elizabeth Lawton and Jane Hagen met at 3:00 on October 21, 2019. The meeting notes and action tracker for this meeting are below.

Meeting Notes/Action Tracker:

	Item/Discussion	Action	Lead(s)	Old/New Business
1	<p>Item: 5th and 9th Street Pump Upgrades (see August and September 2019 minutes for background information).</p> <p>Discussion:</p> <ul style="list-style-type: none"> The Chair informed the Committee that the Mayor partially approved its request for the Town Engineer, Paul Woodburn, to complete a design and RFP for the 9th street pump upgrade. Also, the Mayor asked that the Town Engineer update an older design for a pump for 7th street at the same time the Town Engineer is working on to the design/RFP for 9th street. The Mayor has not yet made a decision on when the design and RFP for the 5th street upgrade will commence. 	<p>Action: The Town Engineer will start work on the design and RFP for a pump for 7th street and an RFP for a pump upgrade for 9th street. The Town Engineer will work with Committee Member Gary Koopman on this project.</p>	Paul Woodburn, Gary Koopman	Old
2	<p>Item: Hiring a professional planner to draft a comprehensive stormwater and flood mitigation plan for the Town (see August and September notes for background information).</p> <p>Discussion:</p>	<p>Action: Obtain the RFP from the Town of Berlin.</p> <p>Action: Obtain the RFP from other towns.</p>	Donnie Bowen Gary Koopman Lauren Kabler	Old Old New

		Action: Ensure the Committee's Mission Statement includes components identified in FEMA's CFP grant checklist (see FEMA Grants for Flooding Mitigation).		
5	Item: Golf cart tour Discussion: <ul style="list-style-type: none"> The Committee continues to discuss dates for a golf-cart tour of the Town's stormwater and flood problem areas. 	Action: Let the Secretary know if you are available on November 18 th .	Gary Koopman, Jay Loveless, Sarah Sularz, Donnie Bowen	Old
6	Item: Text Notification of Flooding Events Discussion: <ul style="list-style-type: none"> The Committee continued to discuss the benefit of a system/process whereby Town residents likely to be impacted by flooding (or maybe just anyone who chooses to opt in) would receive a text notification whenever the high-water alarm signaled. 	Action: Reach out to Dawn as well as Calvert County in order to identify if/how this can be accomplished from an IT perspective.	Donnie Bowen	Old
7	Item: Conference Line/VTC/Timing for/of Committee Meetings <ul style="list-style-type: none"> The Committee discussed a request from Elizabeth Lawton to make a conference line and/or VTC available for interested residents to call into meetings. 	Action: Make a conference call-in number available for future meetings.	Donnie Bowen	Old
8	Item: Coordination with Environmental Committee Discussion: <ul style="list-style-type: none"> The Committee discussed the importance of coordinating with the Environmental Committee given potentially overlapping issues (e.g., the Environmental Committee could promote rain gardens which is not only good for the environment but also can help to minimize flooding events). Jay Loveless attended the October EC meeting and Jane Hagen attended our October meeting. 	Action: Coordinate with the Environmental Committee on overlapping issues going forward.	NEED A VOLUNTEER FOR THIS	Old
9	Item: Nuisance Flood Plan Development Guidance (see, https://dnr.maryland.gov/ccs/Documents/NuisanceFloodPlan.pdf) Discussion:	Action: Contact Sasha Land at DNR at 4102608718 and make a formal request for technical and financial assistance.	Donnie Bowen	New

	<ul style="list-style-type: none"> • The Committee discussed the implications of this October 2019 Guidance, issued by the State of Maryland, pursuant to House Bill 1427. Briefly, it requires that every jurisdiction that experiences flooding to develop a plan to address the flooding on/before October 1, 2020. Further, the plan shall be updated every five years; published on the jurisdiction's website; and, a copy submitted to the Maryland Department of Planning. • The Committee discussed the fact that this will help drive the development of our stormwater/flooding plan. • The Committee also noted that page 3 of the Guidance states that, "There is technical and financial assistance available to communities to meet this requirement through the Maryland DNR" and provides a contact name and phone number. 			
10	<p>Item: Report out on visit to the Town of Berlin</p> <p>Discussion:</p> <ul style="list-style-type: none"> • The Mayor and Donnie Bowen visited with the Town of Berlin to discuss what steps the Town has taken to address flooding. The meeting was productive, as follows: <ul style="list-style-type: none"> ○ Berlin shared a slide deck of their stormwater management projects (attached). ○ Berlin shared a word document describing their stormwater initiatives (attached). ○ Berlin will send us copies of their flooding related RFPs (so we can borrow language). ○ Berlin will send us a copy of their comprehensive stormwater plan (created with help from the University of Md Environmental Finance Center or EFC). ○ Berlin strongly suggested that our Town consider the creation of a stormwater utility. The primary benefit of a such a utility is that it well situates us for enhanced grant approval and matching funds. However, in order to get buy in we need to do a lot 	<p>Action: Ask Berlin for their stormwater/flood plan, all RFPs related to stormwater/flooding, and stormwater utility information and/or public education materials on the benefits of a stormwater utility.</p> <p>Action: Reach out to the EFC re: help in the development of our comprehensive stormwater/flooding plan.</p>	<p>Donnie Bowen</p> <p>Lauren Kabler</p>	<p>New</p> <p>New</p>

	of up-front public education on the benefits of a stormwater/flooding utility. We discussed asking Berlin for additional information on their educational efforts in this regard.			
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