



Highland Lake Management Plan TAC Meeting #3

Falmouth Town Hall, 271 Falmouth Road, Falmouth

February 20, 2019

1 pm – 3:00 pm

NOTES

In attendance:

Rosie Hartzler, HLA

Kim White, HLA

Kimberly Darling, Town of Falmouth

Gretchen Anderson, Town of Windham

Jeff Dennis, MDEP

Wendy Garland, MDEP

Heather Hunt, CCSWCD

Chris Brewer, CCSWCD

**Notes in RED italicized*

Handouts

#1	TAC Meeting #2 Notes with To-Dos
#2	Project Timeline
#3	Draft Data Inventory

1. Project Status

a. Introduction of Chris Brewer

- *Chris will be lead for project while Heather is out on maternity leave*

b. Review TAC Meeting #3 Notes and To-Do List (**Handout #1**)

- *To-dos to be reviewed via email*

c. Review Project Timeline (**Handout #2**)

- *Pollutant Load Modeling needs to be determined after Action Items are decided upon (Timeline to be updated)*
- *Heather to start draft Action Item list now rather than in April; To be discussed at next TAC meeting*

d. Data Gathering Status (**Handout #3**)

- *Need input on categories of data being gathered (have we captured everything that could be impacting the lake's water quality) and are we looking at everything that we should per category.*
- *Some discussion had on these topics (see edits to Handout #3 attached)*
- *Heather requested TAC continue to review this draft document and provide input we may be overlooking*
- *All input and data to be provided to Heather by March 15th*

e. Septic Survey Status

- *Kim has started scanning and saving information on all watershed parcels*

- *Next steps for Kim and Gretchen are to prioritize these sites*
 - i. *Jeff suggested prioritizing ones that are old and close to the lake and those that are on sensitive soil*
 - ii. *Kim and Gretchen to work with Jeff in prioritizing*
 - iii. *The Management Plan to list priority systems, and action item of the Plan is to investigate these systems*

- f. **BMP Inspection Status**
 - *Rosie and Kim are working on, cannot access BMPs until snow melts*
 - *Heather available to assist Rosie and Kim: Can provide worksheet for BMP reviews*

- 2. Pollutant Load Modeling Process (Task 4 of #20180008)**
 - a. Jeff Dennis: Lead
 - b. Timeline for completion: May 31, 2019
 - *Timeline to be adjusted (see 1.c. above)*

- 3. Public Updates (Task 6 of #20180008)**
 - a. Updates in March and April – Coordinate update with public forum?
 - *Will need to provide public updates again this spring – perhaps discuss at next TAC Meeting*
 - b. Plan for action item presentation to public (HLLT, HLA, Towns)
 - *Discussion had on best way to present action items to public and to acquire feedback*
 - *Latest consensus:*
 - i. *HLA to send out notification to watershed residents this spring with presentation on action items to occur at HLA Annual Meeting on July 18th*
 - ii. *Presentation of action items to be given to the town councils (Windham’s will likely be a through a workshop meeting; Feedback will be requested from the council members)*
 - iii. *Press release and town websites will notify the public of the draft action items and encourage feedback through a Survey Monkey evaluation.*
 - iv. *Action items to include tasks, estimated costs, responsible entities, and timeline – Wendy says we should strive to get public input on the funding mechanisms of these proposed action items*
 - v. *Forum to mention that feedback will be requested but forum will not “present” the action items (forum to focus on water quality status; forum may or may not happen before*



management plan action item input is needed)

4. Review To-Dos / Schedule Next Meeting(s) - April and June

- **Next meeting: April 24th, 1 pm – 3 pm at Falmouth**

Additional Topics Discussed:

1. Ownership of the Management Plan

- a. *After much discussion, the TAC decided that HLLT would be best entity for Plan ownership (versus just HLA) due in part to:*
 - i. *HLLT is comprised of the two towns and HLA / It has representation from all stakeholders*
 - ii. *HLA would still be the boots on the ground*
 - iii. *HLLT as owner would keep the Towns involved, not have the lake's improvement just be HLA's responsibility*
 - iv. *HLLT as owner would be easier to justify support for the Towns to assist in implementing in action times*
- b. *Gretchen to create memo to HLLT on TAC decision of ownership, to be presented at next HLLT meeting*
 - i. *Kim to talk to Dennis about adding this topic/memo to the next HLLT meeting in March*

2. Jeff presented table on phosphorus mass in the lake's water column in 2018

- a. *Table shows phosphorus increasing yet remaining even after picocyanobacteria (pcy) bloom is no longer visible – there is a possibility the pcy remain yet have traveled deeper for phosphorus where they are no longer visible.*
- b. *Jeff and a few select lake scientists to meet in the next couple of weeks to discuss current lake data*

To-Dos

Task Category	Action Item To-Do	Person(s) Conducting Task	Deadline
<i>TAC</i>	<i>Send out TAC Meeting #3 notes</i>	<i>Heather</i>	<i>DONE</i>
	<i>Notify TAC of need for match for May Progress Report</i>	<i>Chris</i>	<i>Middle to end of April</i>
<i>Data Gathering</i>	<i>Look into and provide update on how use of point system is working for Windham (new ordinance)</i>	<i>Gretchen</i>	<i>Gretchen to talk with CEO in next week</i>
	<i>Check with snowmobile club for information on stream crossing</i>	<i>Gretchen</i>	<i>3/15/19</i>
	<i>Bring hardcopy of 1996 Build Out Analysis Report to February Meeting</i>	<i>Heather</i>	<i>DONE</i>
	<i>Email 1996 Build Out Analysis Report to TAC</i>	<i>Heather</i>	<i>3/1/19</i>
	<i>Organize private road spreadsheet</i>	<i>Kim</i>	<i>3/15/19: Kim is working on</i>
	<i>Save zoning map to shared drive</i>	<i>Heather</i>	<i>DONE</i>



	<i>Provide Heather with updated bathymetry map recalculated and created by IF&W</i>	<i>Rosie</i>	<i>DONE</i>
	<i>Add updated bathymetry map to shared drive</i>	<i>Heather</i>	<i>DONE</i>
	<i>Ask Jeff for pdf and shapefiles of tributary subwatersheds and save pdf to shared drive</i>	<i>Heather</i>	<i>Jeff provided prior to Heather asking!</i>
	<i>Using tributary subwatersheds, Jeff interested in finding density of stream and <u>houses along streams</u> to figure out which tributaries might have the most impact to the lake; Jeff would also like to look at impervious data</i>	<i>Jeff</i>	<i>DONE: Jeff created impervious map of tributary subwatersheds which he thinks is more beneficial than analyzing housing units</i>
	<i>Add HL water quality summary to-date (prior to 2018) to shared drive</i>	<i>Heather</i>	<i>3/15/19</i>
	<i>2018 water quality summary and any accompanying pdfs and shapefiles</i>	<i>Jeff (needed for Science Roundtable)</i>	<i>3/15/19</i>
	<i>Check on fertilizer application of the ballfield near McIntosh Brook</i>	<i>Gretchen</i>	<i>DONE – Info provide at 2/20/19 meeting and follow-up info sent to Heather on 2/21/19</i>
	<i>Create outline of data collected thus far per category to review at next TAC meeting</i>	<i>Heather</i>	<i>DONE: Presented at 2/20/19 meeting</i>
	<i>Investigate tributaries to determine those likely to be unstable (depositing sediment at a higher rate than typical) to recommend further investigation in the Management Plan – Check in with Keith Williams and John MacKinnon to see what surveying has been done</i>	<i>Jeff</i>	<i>6/15/19</i>
	<i>Meet to start creating an NPS Site Tracker, prioritizing NPS sites to address each year, and look into tentative cost estimates per site</i>	<i>Heather, Rosie, and Kim</i>	<i>Scheduled to meet on 2/27/19</i>
	<i>Compile data on fish passage barriers in watershed from Maine Stream Habitat Viewer</i>	<i>Heather</i>	<i>3/15/19</i>



	<i>Provide feedback to Heather on Draft Data Inventory presented at 3rd TAC Meeting</i>	<i>TAC</i>	<i>3/15/19</i>
<i>Septic Survey</i>	<i>Send watershed survey notes to Gretchen and Kimberly to identify possible illicit discharges observed during 2018 watershed survey AND ask Donna Pennoyer's cess pool site</i>	<i>3 of them (Cottage, Pine Drive, Pond Villa) – Kim to send to Gretchen Rosie has one in Falmouth to add</i>	<i>2/20/19 (Done?)</i>
	<i>Provide info on George's Pond septic survey to Gretchen and Kimberly</i>	<i>Wendy</i>	<i>2/20/19 (Done?)</i>
	<i>Provide Gretchen with shapefiles for all sensitive soils</i>	<i>Jeff</i>	<i>2/20/19 (Done?)</i>
	<i>Provide Kimberly with list of parcels within sensitive soils area for Falmouth</i>	<i>Gretchen</i>	<i>2/20/19 (Done?)</i>
	<i>Prioritize septic parcels</i>	<i>Gretchen and Kimberly with help from Jeff</i>	<i>4/30/19</i>
<i>Community Involvement</i>	<i>Send out initial news article highlighting the start of the Management Plan process</i>	<i>Rosie</i>	<i>February 2019</i>
	<i>Create statement/update Councils on the start of the Management Plan process</i>	<i>Gretchen and Kimberly</i>	<i>February 2019 (DONE?)</i>
<i>Action Items/Draft Mgmt Plan</i>	<i>Set up date/sign up to present Action Items to Town Councils and HLA Annual Meeting</i>	<i>Gretchen and Kimberly (Towns), and Rosie (HLA)</i>	<i>3/27/19</i>
	<i>Create draft action item list to be discussed at 3/27/19 TAC meeting</i>	<i>Heather</i>	<i>3/27/19</i>
	<i>Set up Survey Monkey questionnaire to gather feedback on Action Items</i>	<i>Chris?</i>	<i>7/1/19</i>
	<i>Create press release and website notifications to request public feedback to Action Items</i>	<i>TBD</i>	<i>7/1/19</i>
	<i>Provide TAC with EPA's 9 element guidance for management plans</i>	<i>Heather</i>	<i>3/1/19</i>
	<i>Create memo from TAC to HLLT recommending HLLT be listed as owner of HL Mgmt Plan</i>	<i>Gretchen</i>	<i>3/1/19</i>
<i>BMPs</i>	<i>Look into significant BMPs per road/Survey Sectors to start list of priority BMPs (groundtruthing to start when snow has melted)</i>	<i>Kim and Rosie</i>	<i>2/20/19 (Done?)</i>
	<i>Assist Kim and Rosie with a form/guidance on recording significant BMPs</i>	<i>Heather</i>	<i>March 2019</i>



