

# Seacoast Stormwater Coalition Meeting Notes/Minutes Draft

Dover Community Services Building, 271 Mast Road  
Dover, New Hampshire

Wednesday, September 20, 2017, 1:00 – 3:00 p.m.

## Attending:

Gretchen Young, Dover (Chair)  
James Houle, UNH Stormwater Center  
Tim Puls, UNH SC  
Barbara McMillan, NHDES  
Sally Soule, NHDES  
Julie LaBranche, RPC  
Rachael Mack, SRPC  
Owen Friend-Gray, Rochester  
Paul Cazeault, Rollinsford  
Steve Brewer, Raymond  
Heidi Marshall, CLD Consulting  
Paul Paradis, Rye

Paul Vlasich, Exeter  
James McCarthy, Portsmouth  
Suzanne Huard, Rollinsford  
Tavis Austin, Stratham  
Jim Hafey, Hampton  
RH Snow, SWA  
Diane Hardy, Newmarket  
Liz Durfee, AECOM  
Lyndsay Butler, Wright-Pierce  
Shanna Saunders, Somersworth  
Gill Boulanger, Dover  
Dean Peschel, Peschel Consulting

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- 1. Seacoast Stormwater Coalition (SSC) Application to RPC for Technical Assistance:** Gretchen Young, Dover DPW will summarize proposal to use funding for collaboration of NOI and other work.

Gretchen: An application to do a collaborative NOI has been developed. Key tasks include: Collaborative kick off meeting, develop detail for scope of work, put into collaborative NOI format, identify and prioritize areas for effort, and produce tools. NEED: Identify partner communities. Technical support would be provided through the SSC group supplemented by UNH Stormwater Center (UNHSC) and NHDES. Timeframe for completion: April 2018. \$6K project; RPC grant funds \$3K with cash match of \$3K from the SSC funds housed at Southeast Watershed Alliance (SWA).

- **Rockingham Planning Commission Grant Program and EPA Technical Assistance Program Update:** Julie LaBranche, RPC will provide update on what came in for applications.

Julie LaBranche: RPC award status update: RPC has received six proposals from the coastal watershed. Able to fund all proposals; June 30 2018 is completion date. RPC will be able to share information across regions and projects. Projects are generally NOIs, audits, working group for outreach and etc. Road map to prioritize. Common theme is NOI. Projects funded include: Rye Sandown, Atkinson, and North Hampton. Notices will go out to awardees next week. RPC will create a web page to share preliminary tools. The RPC will attend monthly meetings. Drafts of products will be sent around for review.

Jamie Houle: How much opportunity for interaction will there be? We want to make sure everything is aligned/consistent with other related efforts.

Julie: RPC will attend SSC meetings and will be available by email. We will maybe do a survey to collect additional information. And we will provide monthly updates. The starting point for the NOI is the Region 1 template.

## 2. Subcommittee Progress Updates:

- **Mapping Subcommittee:** James Houle, UNH Stormwater Center will provide meeting summary and next steps on the more targeted and strategic approach to outfall mapping and the NOI information needed.

Jamie: We are on the verge of getting out an RFQ for mapping. The subcommittee met with Shawn Herrick, UNH, and went over subdrainage area mapping methodologies. He submitted it and Jamie McCarthy and Jamie hashed out what is needed for a base map. Need to get impaired waters data from NHDES for multiple years. Maps will identify assessment units and impairment of concern – pollutant of concern. We will have hard copies and shape files – which will work for GIS and non-GIS communities to use – some could hand write location of outfalls. Scope of work will be relatively defined.

Gretchen: We will do an RFP and ask for a planned scope of project and price and then it won't be just price based.

Diane Hardy: Have you formulated who you will send RFP to? Could you circulate that list?

Gretchen: We can send the RFP out and people can post on municipal websites, SWA, blogs, etc..

- **Outreach Subcommittee:** Barbara McMillan, NHDES will provide update of how the Natural Resource Outreach Coalition (NROC) members have come to the plate to help out with the MS4 Outreach packaged "Kit."

Barbara: Shares handout/flow chart describing the education requirements by impairment type.

Barbara: If you have a bacteria and nitrogen impairment, you could use a pet waste message or similar overlapping message to cover both. The Natural Resource Outreach Coalition (NROC) has taken the messages for fertilizer, pet waste, leaves, and bacteria and are putting together all of the existing materials plus information from the other coalitions' brainstorming. We are going to figure out the what, where, when, and how to measure impact and who will do this. We will report out to you after October. Next steps are to get as much done as we can without spending a lot of money. Then we might need funding to put it all together. A lot of partners helped.

Julie: Did you identify the media for creating this? PDFs, Power Point, etc.

Jamie: We are identifying existing resources right now and the forms they currently exist in. Hoping to do a manual with stuff you can rip out and put in your program. As we move forward you might want to diversify, but we will work on a booklet that is a packaged program.

Barbara: Nashua RPC came up with a tool that would be used with educational videos to show how you could see who saw the video. Shows video (SOAK video). A survey follows that helps get an idea if you're going to do anything as a result of viewing the video. It is a measurement tool. This makes it easy to check off on NOI.

Owen: It's simple, easy to distribute, it's awesome.

Gretchen: Stuff is really happening now....the planning helped but now we are creating and implementing tools that will be useful.

- 3. **Minimum Control Measure (MCM) #4 and MCM #5 Work Session:** James Houle will present on UNH construction site ESC program requirements in and discuss how municipalities can meet the MCM 4 and MCM 5 requirements.

### **MCM #4 – Construction Site Runoff**

Jamie: MCM 4 deals with construction site runoff, MCM 5 is stormwater regulations. The objective of MCM 4 is to minimize erosion and sediment from construction sites. There has been confusion around whether this needs to be an entire municipal department. On extreme it could be a whole department in your town or it could be an SOP as UNH is interpreting it. We have identified shared opportunities to meet the measure – where it could be your code person or whoever handles construction site inspection goes through the SOP during a site inspection and checks off items to show compliance. The SOP is a document that is communicated to project managers or those who already regulate this as part of their job. It is filed as part of your SWMP.

Bill Boulanger: It's generally the contractors who submit records, but if you have a policy in place to grant municipal authority to enforce the SOP, you can shut projects down until their controls are installed. Have regulations in place that say that you have to provide reports and plans and if they don't do it, then no certificate of occupancy.

Jamie: This is exactly what this does – it covers you in those instances. This serves both purposes – commercial and municipal construction projects. At UNH, we lacked authority to be sure it was being done. No increase in staff, just a procedure on the books that also gives us authority to shut projects down if controls aren't in place.

Diane: What about projects that fall through the cracks? Things that aren't covered by site plan review. Is there a policy we could attach to a building permit?

Jamie: This could be attached to regulations to capture smaller projects, but I don't know if your staff time is best served following up on residential development.

Gretchen: I think you have to figure out at what scale it is worth following up.

Jamie: We advocate that you put the contingencies in there.

Owen Friend-Gray: We specify based on our thresholds that certain developments follow erosion and sediment control and have a plan. That gives me the authority to inspect and fine – RSA 676.17 enables us to fine if people don't comply with our local ordinances.

Diane: Could Rochester share its application/regulations?

Owen: It's chapter 50, we are trying to update. Pre and post construction regulations are more stringent than AOT. We do it through a permit so we can work within the system. Most of the smaller sites I don't check but if I notice when driving by I do check.

Gretchen: 5K SQ FT of disturbance is a big single family home.

Diane: We have a lot of projects on the books, we had a development that didn't fall under AOT and we had to negotiate on how to resolve the problem. This mechanism gives us leverage.

Jamie: We have a checklist we provide to project managers to fill out for inspections.

Gretchen: This is a good example of where you can DIY and not necessarily hire new staff – figure out how to use the tool or see if you're already covered.

Owen: This approach gives you authority and a fining structure.

### **MCM # 5 – Stormwater Ordinances**

Jamie: This is your town working with an RPC or a consultant or on your own to adopt the SWA model ordinance.

Gretchen: who isn't using SWA? Most seem to be in process or have adopted some version. (All municipal representatives raise their hands.)

Jamie: Then you're done – for compliance with MCM #5. We are finalizing the update to the SWA model ordinance. We need to incorporate the recent AOT change regarding stormwater. We hope to get it done next week and back to SWA for review.

Rollinsford: Waiting for PB to hold public hearing to adopt.

Diane: We are working with RPC to bring our requirements into alignment with SWA ord. It's moving forward...hopefully by Nov. 1 we will have a draft.

Jamie: MCM 4, 5, and 1 are all relatively easy and there are resources available. 6 and 3 are really the hardest MCMs.

#### **4. Other Business:**

##### **IDDE**

Julie: RPCs are working together to coordinate MS4 activities – sharing to be consistent. We applied to EPA for assistance to: 1. Develop IDDE model ordinance and implementation protocol, and 2. Examples/models for inter-municipal collaboration on watershed based issues regarding impaired waters – cross border issues; putting case studies together. And identifying opportunities for leveraging/sharing. Workshops, webinars, etc.

Dean: IDDE is not as simple as writing rules and then do as I say so. Example: 70s sewer separation project where 15 yrs. later doing IDDE with NHDES we found many that weren't connected, but people had been paying sewer rates and they weren't connected. There was a legal challenge as a result.

Julie: I think you have to take it on a case by case basis with some statute of limitations. Craft in a way that there is guidance for how to deal with older – harder situations.

Gretchen: Is there a plan to share a draft?

Julie: Yes.

Gretchen: Are you focusing on not over complicating? You aren't prescribing?

Julie: Yes, but rural is difficult so we are putting together guidance.

##### **Dover – LID Innovations**

New segmented filtering catch basin is an easy way to get LID in the ground – the maintenance is the same as other catch basins. Cost: ~\$2200. Each segment is 4x4x4 and treats ¼ acre. Inlet placement is flexible. Has a high flow by pass. Infiltration chamber has media, fabric, and stone. Easy to install. UNHSC will be monitoring performance.

#### **5. General Announcements:**

- Maine Stormwater Conference, October 23 - 24
- DES – BCCD Gravel Roads Workshop, September 29
- Exploring New Hampshire being a delegated state meeting - NHMA, October 4

#### **6. Next Meeting Date and Agenda:** Next meeting: October 18, 2017 – same place and time.