

Seacoast Stormwater Coalition Meeting Minutes

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

Wednesday, December 12, 2018, 1:00 – 3:00 p.m.

Present:

Gretchen Young, Dover (Chair)
Katie Zink, NHDES
Deb Loiselle, NHDES
Barb McMillan, NHDES
Jen Mates, Exeter
James Hafey, Hampton
Heidi Marshall, Hoyle-Tanner
Michael Trainque, Hoyle-Tanner
Steve Brewer, Raymond
Owen Friend-Gray, Rochester
Paul Cazeault, Rollinsford

Dennis McCarthy, Rye
Gary Lemay, Somersworth
Kyle Pimental, SRPC
Tavis Austin, Stratham
RH Snow, SWA
Daniel Macadam, UNHSC
Jamie Houle, UNHSC
Matt O'Keefe, UNH
Lyndsay Butler, Wright-Pierce

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1. **Introductions:** All in attendance are listed above.
 2. **November 14, 2018 meeting minutes:** Approved – **May 23, 2018 & June 27th** forthcoming at a later date.
 3. **Template SWMP:**
 - EPA template still has issues, Gretchen converted it to Word.
 - Will discuss pertinent parts of this document moving forward each month.
 - SWMP was passed out to all attendees. The electronic version will be posted on the MS4 Stormwater Blog once Gretchen has revised it from its current form. See below. [SWMP Working Document Template - NH Seacoast Stormwater Coalition](#)
 - Non-highlighted sections are town specific.
 - Gretchen discussed the individual sections of the document.
 - The Chloride section is only for those that need it, others can leave it out.
 - MCM #3 list of discharge and elimination plan. Gretchen put this together.
 - Q- MCM #2 and others without year one requirement- would you just write in progress?
 1. A- Yes, you don't want to over promise on things you aren't going to do.
 4. **MCM 3- IDDE Program Timeline and Development:**
 - IDDE requirements and Central MA SW Coalition document- amended by Gretchen passed out. See below. [IDDE Plan Template - NH Seacoast Stormwater Coalition](#)
 - EPA has an IDDE video which can be found at on the EPA webpage at: <https://www.youtube.com/watch?v=Br8ujFKAMd4&feature=youtu.be>
 - Catchment Prioritization might be the hardest part of this.
 - NEIWPCC (2006) developed an IDDE document as well but this document does not correlate well with the 2017 MS4 General Permit requirements.

- The IDDE document created by Gretchen will need to be updated every year. There is a matrix on page 3 with what is required each year.
- This and the SWMP are living documents.
- Schedule with IDDE timeline passed out and can be found on the EPA website at: <https://www3.epa.gov/region1/npdes/stormwater/ma/idde-implementation-timeline.pdf>
- Make sure you have legal authority- should be in NOI too.
- Responsible parties need to be filled in.
- There are procedures for initial outfall ranking.
- SSO's- only Portsmouth and Exeter need that section.
- Dry weather screening is in years 2-3.
- Catchment investigations.
- It is important to note what permit year you are in.
- You will have more opportunity to make changes to this than you did with the NOI.
- For responsible parties, keep it generic, things like plumber changes every year. Use DPW and phone number.
- SW system mapping- have ten years to develop it, but it leads to prioritization, mapping can be a planning tool at this point and be fully developed by year ten.
- Engage the public with these plans- make sure it is put together in a way that the public can review and comment.
- Section 3.3 (Additional Recommended Mapping Elements) goes above what is required but feel free to add that in.
- Section 4 Sanitary Sewer Overflows (SSOs)
- Assessment and priority ranking of outfalls.
- EPA has excluded outfalls including athletic fields and areas with no sewer, etc.
- The SSC membership had previously discussed, and agreed to, excluding areas that aren't discharging into an impaired waterbody.
- Problem outfalls- hopefully anyone with an illicit connection is already working on fixing it.
- Priority outfalls- there is a spreadsheet of what to look for – shellfish, swimming, etc.
- Low priority- everything else.
- Page 10 talks about specific requirements.
- There is a GIS tool on the EPA webpage to delineate catchment. It only looks at surface topography.
- You have to prioritize “problem outfalls” with the exception of excluded outfalls. However, you still have to list excluded outfalls. “Problem Outfalls”: Outfalls/interconnections with known or suspected contributions of illicit discharges based on existing information shall be designated as “problem outfalls”. This shall include any outfalls/interconnections where previous screening indicates likely sewer input.
- Outfalls that don't go into impaired waters don't need to be listed.
- For outfalls in your NOI- the first cut is whether it is excluded or not. You should reference your municipal NOI.
- Q- Would an undeveloped green space without services be excluded?
 1. A- If it isn't sewer served walk away.
 2. A- That leaves septic out, you can't assume it's not working.

- Q- What about a farm with equipment (oil, etc.)
 1. A- That wouldn't be IDDE it would fall under pollution prevention.
- There was discussion about whether there would be potential for IDDE if there was no sewer.
- The definition on page 30 for Illicit Discharge gets vague. The 2017 MS4 General permit section 2.3.4.1 states, *"An illicit discharge is any discharge to a municipal separate storm sewer that is not composed entirely of stormwater, except discharges pursuant to a NPDES permit (other than the NPDES permit for discharges from the municipal separate storm sewer) and discharges resulting from fire fighting activities."*
- Lidar data from 2011-2014 is accurate to +/-1 foot so in flat area could give bad data. This should be used as a starting point but recommend field review as verification.
- It is still good for knowing if you have sanitary sewer.
- Municipally owned septic would count.
- Failed septic could be a source of pollution.
- The permit doesn't have a definition for sanitary sewer.
- Q-Do you have authority if there is a septic issue?
 1. A- The health officer does under RSA 147.
- When is a "sanitary sewer" a "sanitary facility"?
- The group had to move on leaving the question about septic vs. sewer unanswered. Jamie Houle will follow-up with Suzanne Warner on this.
- Section 6 Dry Weather Outfall Screening and Sampling will need more discussion in the future.
- Training for employees on how to identify illicit discharges will need to be documented. It should include date, what you did and a list of participants.
- For progress reporting, you can take Appendix A "Legal Authority (IDDE or Ordinance)" out and make a note where it is located.
- Appendix B "Storm System Mapping" is the same map that you did in year 1.5 you need to add catchment delineations. Noted in your NOI.
- Appendix D "Water Quality Analysis Instructions, User's MANUALS AND Standard Operating Procedures"- Placeholder for samples and SOPs.
- Appendix E "IDDE Employee Training Record"- User manuals and training log.
- Appendix F "Source Isolation and Confirmation Methods: Instructions, Manuals and SOPs" – SOPs and manuals used to perform source isolation and confirmation of illicit discharges.
- The outfalls ranking spreadsheet will be sent electronically – See below [Outfall Inventory and Ranking Template - NH Seacoast Stormwater Coalition](#)
- It is based on what MA did.
- Won't need to include excluded outfalls.
- Reference your NOI for all outfalls and use the spreadsheet for ranking.
- Q- Do you do this segment by segment?
 1. A-Yes, conform to the approach that you did with your NOI.
- The group worked through the spreadsheet on page 18 – Table 5-1 outfall Inventory and Priority Ranking Matrix.
- The check boxes are high priority. If "no" check box use ZERO - if check box use TEN.
- Everything has to be screened - ranking just lets you know when and helps to prioritize.
- The permittee can prioritize how they see fit.

- HOMEWORK- give this a shot, put in #'s and see where we go. If there are significant challenges we will schedule a special meeting.

5. Updates and Other Business:

- The outreach subcommittee will meet on Friday December 14th from 10-12. Durham, Dover, Raymond, Stratham and Rollingsford will be there. Rochester is a maybe. The invitation is open to anyone.

6. Meeting Dates and Agenda:

- If there is a snow day should we meet or reschedule.
- Upcoming dates:
 1. **January 16th**: Outreach and Education.
 2. **February 20th**: Construction site SW controls and post construction.
 3. **March 28th**: NH Coalitions joint meeting in Manchester.
 4. **April 17th**: Good Housekeeping- catch basin, street sweeping, etc.
 5. **May 14th**: Revisiting SWMP.
 6. **June 19th**: Prep for annual report.
 7. **July 17th**: Christmas in July. Focus on winter activities and salt. Organize a subcommittee.