

MINUTES -

Nashua and Manchester Regional Stormwater Coalition Meeting

Nashua Regional Planning Commission Office

9 Executive Park Dr. #201, Merrimack, New Hampshire

Thursday, February 14, 1:00 to 3:00 p.m.

Present:

<i>Gordon Leedy, Chair</i>	<i>Amherst</i>	<i>Linda McGhee</i>	<i>Nashua</i>
<i>Jeremy Bouvier, Chair</i>	<i>Manchester</i>	<i>John Gorman</i>	<i>Nashua RPC</i>
<i>Simon Corson</i>	<i>Amherst</i>	<i>Andrew Smeltz</i>	<i>Nashua RPC</i>
<i>Michael McLaughlin</i>	<i>Bedford</i>	<i>Mason Twombly</i>	<i>Nashua RPC</i>
<i>Todd Croteau</i>	<i>Hollis</i>	<i>Deb Loiselle</i>	<i>NHDES</i>
<i>Joan Cudworth</i>	<i>Hollis</i>	<i>Katie Zink</i>	<i>NHDES</i>
<i>Jacob Cantor</i>	<i>Hazen and Sawyer</i>	<i>Jeff Gowan</i>	<i>Pelham</i>
<i>Heidi Marshall</i>	<i>Hoyle Tanner</i>	<i>Maddie Dionno</i>	<i>Southern NHRPC</i>
<i>Krista Larsen</i>	<i>Laconia</i>	<i>Zach Swick</i>	<i>Southern NHRPC</i>
<i>Evan Rathburn</i>	<i>Laconia</i>	<i>Jamie Houle</i>	<i>UNH</i>
<i>Troy Brown</i>	<i>Litchfield</i>	<i>Michele Decoteau</i>	<i>Wilton</i>
<i>Dawn Tuomala</i>	<i>Merrimack</i>	<i>Rex Norman</i>	<i>Windham</i>
<i>Lincoln Daley</i>	<i>Milford</i>	<i>Dennis Senibald</i>	<i>Windham</i>
<i>Amy Prouty Gill</i>	<i>Nashua</i>		

1. Introductions: Those in attendance are listed above.

2. Meeting Minutes:

- January meeting minutes were approved.

3. SWMP Template:

- The Stormwater Management Programs (SWMP) are due on June 30th but will not be submitted to EPA. However, they must be completed and available for review. We will focus on one chapter of the SWMP at each meeting for the next few months and have a status check in June.
- In addition to the March group meeting on the 27th we will schedule a regular Manchester & Nashua Regional Stormwater Coalition meeting on March 14th. This meeting will be held at the Bedford Safety Complex at 55 Constitution Drive in Bedford, NH.
- The biggest portion to address in the SWMP is IDDE. This will likely require the majority of work and time.
- Gordon proposed moving forward as a cohesive group as it pertains to the SWMP. Propose taking the same approach that we did for the NOI. The more we do things the same as a group, the better.
- Template documents will be posted on the MS4 Blog.

4. MCM #3- IDDE Program Development for Year 1:

- Dawn Tuomala presented on IDDE development. Dawn will be taking the lead on the MCM #3- IDDE Program.
- One component is updating town code.
- Catch basin cleaning and inspection of stormwater treatment infrastructure are good housekeeping measures.
- IDDE template from Central Mass- modified by Gretchen in the Seacoast Stormwater Coalition was handed out at the last meeting.
 - [Outfall Inventory and Priority Ranking Document](#)
 - [Stormwater Management Program Template Document](#)
- Year 1 delineation of catchments and prioritization is a lot of work.
- Year 1 includes identifying outfalls and mapping them.
- We get 10 years to fill out the full document.
- The subcommittee talked about two tracks for this- municipalities with sanitary sewer and municipalities without.
- You can't exclude areas with septic- some towns have ordinances for failed septic systems. The Seacoast coalition is creating a spreadsheet for prioritization. See above for "Outfall Inventory and Priority Ranking Document".
- Q- What if residence is more than 100' from an outfall?
 - A- If it is in the drainage area it should be prioritized.
- Q- Would you identify interconnections in this?
 - A- Interconnections are to be addressed in phase 2 during year 3, however, you can do that now, if you want to.
- [Outfall Inventory and Priority Ranking Document](#) is an Excel spreadsheet that allows you to take page 2 from NOI and include it in your SWMP.
- Q- Has anyone heard back from EPA regarding their NOI?
 - A- Nothing new- Deb has heard the EPA has processed 50% of the NH permits.
- Dawn is currently evaluating several documents for a potential IDDE template for the group to use. It may be a mixture of several documents. She is currently evaluating the following documents for consideration: Center for Watershed Alliance's Access database, NHDES guidelines for IDDE, and the Seacoast/ Central Mass IDDE document. She will present to the group for decision on which template the group would like to use at a future meeting.
- Q- Would it be good to spend coalition money on an app for data collection?
 - A- Would consider this for year 2 activities.

- The following appendices are needed for the IDDE and have been outlined in the Seacoast Stormwater Coalition IDDE Template:
 - Appendix A: Legal Authority
 - Appendix B: Storm System Mapping
 - Appendix C: Outfall Inventory and Priority Ranking Matrix
 - Appendix D: Field Forms, Sample Bottle Labels, and Chain of Custody Forms
 - Appendix E: Water Quality Analysis Instructions, User’s Manuals and SOPs
 - Appendix F: IDDE Employee Training Record
 - Appendix G: Source Isolation and Confirmation Methods: Instructions, Manuals and SOPs

- Q- How many people had a written IDDE document in 2003?
 - A- Only Manchester. Some people put a written ordinance in their sewer ordinance.
- Q- How many people have a stormwater ordinance and is that mandatory?
 - A- Yes, by year 5. Subdivision and site plan review is the easiest place to put it.
- 2012 Southeast Watershed Alliance finalized ordinances. This is a living document and can be found on the UNHSC website. Gordon will talk more about this at the March 14th meeting.
- MCM #3 year 1 goal is to adopt a plan and do sanitary sewer inventory and initial outfall ranking.
- Q- Is there a difference between year 1 and 2 delineations?
 - A- You are improving it as you go, refine the detail in year 2.

5. MCM#1 – Education and Outreach:

- Barb is working with various groups to create a document that can be used for education and outreach.
- Amherst created a flyer by amending Every Drop’s pet waste poster. This was handed out to everyone. They will send this out with dog license mailer. It was \$635 for 2,500 copies.
- This will be posted on the MS4 Blog under “NH Resources – Part III: SWMP Minimum Control-MCM#1”. [Amherst Bifold Mailer.](#)
- The [MCM #1 SOPs](#) are also on the MS4 Blog. Refer to Part III: SWMP Minimum Control – Minimum Control Measure 1: Public Outreach and Education.
- Q- Can this be posted on a website, would that pass muster?
 - A- If you have a means to track hits then it would.
- Septic Smart brochures were available. The EPA Septic Smart webpage can be found at: <https://www.epa.gov/septic>.
- The new NHDES “Get Pumped” webpage and materials will be available in March.

- For the Statewide Bacteria TMDL- all of the seacoast communities in the Seacoast Stormwater Coalition decided to do messaging but that does not mean they admit to having bacteria issues- unless they are listed as such.
- 6. NHDES NPS Management Plan:**
- The Watershed Assistance Program plan is updated every five years. This will be coming up in a meeting in the future.
- 7. 1st Annual New Hampshire Stormwater Coalition Meeting:**
- The meeting will start around 8:30 on March 27th. Ed Suslovic, former Mayor of Portland, ME will be presenting on the stormwater utility in Portland Maine. A tour of the Manchester Wastewater Treatment Facility and BBQ lunch will follow. This is a less formal meeting and will include time for networking. Deb will be sending out a meeting request via Eventbrite.
- 8. Special Meeting on March 14th :**
- The Manchester & Nashua Regional Stormwater Coalition will be holding a meeting on March 14th in order to continue work on the Year 1 requirements. **The meeting will be held at the Bedford Safety Complex in the Police Training Conference Room located at 55 Constitution Drive Bedford, NH on the first floor.** Parking is limited and please do not park in the designated area for police cars.
- 9. NOI Status:**
- EPA has reviewed 50% of NH permits; the goal is to have authorizations at the beginning of March.
- 10. Updates and other Business:**
- Draft 2018, 303(d) List of Impaired Surface Waters is available for review and comment on the NHDES website: <http://des.nh.gov/organization/divisions/water/wmb/swqa/2018/index.htm>.
 - Q- A section of the Nashua River in Nashua was listed for chloride on the 2016 list and delisted on 2018 Draft. Amy Gill noted that it was removed from the 2018 Draft List because the sample was located in an incorrect portion of the river. How does that affect Nashua?
 - A-You work on the most current EPA approved list. If you are referring to a TMDL you go by the date of the approved TMDL. It was recommended that they contact EPA.
 - Water and Watershed Conference, March 15th, 2019. <https://campus.plymouth.edu/cfe/2019-nh-water-watershed-conference/>
 - New England Stormy Awards Nominations due on February 28, 2019. <http://www.nestormwater.org/website-builder>
 - 30th Annual Nonpoint Source Pollution Conference (NEIWPC) April 18-19, 2019 in Portsmouth, NH. <http://neiwpc.org/our-programs/nps/annual-nps-conference/>
 - Energy Efficiency Workshops for Water and Wastewater Facilities Workshops will be held throughout the state: March 13, March 28, April 10 and April 18. <https://www.eventbrite.com/o/nhdes-and-nh-saves-18698547976>

11. Next Meeting Date and Agenda:

- **March 14th:** MCM #4 Construction Site Stormwater Runoff Control and MCM #5 Construction Stormwater Management in New Development and Redevelopment (Post Construction). Gordon Leedy will lead this discussion.

12. Upcoming meeting dates for 2019 – Mark your calendars! We will continue to work through and create a SWMP and address the necessary work for Year 1 of the permit. Following are the topics that are planned for the monthly meetings. Please note that topics may change dependent on priorities identified during the year.

- **March 27th** **note this is an all-inclusive NH Stormwater Coalition meeting and will be hosted by the City of Manchester in Manchester, NH.*
- **April 11th:** MCM #3 – Illicit Discharge Detection and Elimination ***Location TBD – either Bedford Safety Complex or new RPC office in Nashua***
- **May 9th** : MCM #6 – Good Housekeeping and Pollution Prevention for Municipal Operations
- **June 13th:** Revisit everything as needed to complete tasks for Year 1 and check in on the status of SWMP.

Please email potential agenda items and/or presentations to Deb Loiselle at deborah.loiselle@des.nh.gov. These will be considered for upcoming meetings and very helpful in the development of the monthly agendas.