

MINUTES -

Nashua and Manchester Regional Stormwater Coalition Meeting

Nashua Regional Planning Commission Office

30 Temple Street, Suite 310, Nashua, New Hampshire

Thursday, May 9, 1:00 to 3:00 p.m.

Present:

<i>Jeremy Bouvier, Chair</i>	<i>Manchester</i>	<i>Scott Law</i>	<i>Nashua</i>
<i>Dawn Tuomala, Chair</i>	<i>Merrimack</i>	<i>Cassie Mullen</i>	<i>Nashua RPC</i>
<i>Andrew Healey</i>	<i>Amherst</i>	<i>Andrew Smeltz</i>	<i>Nashua RPC</i>
<i>Simon Corson</i>	<i>Amherst</i>	<i>Mason Twombly</i>	<i>Nashua RPC</i>
<i>Michael McLaughlin</i>	<i>Bedford</i>	<i>Deb Loiselle</i>	<i>NHDES</i>
<i>Jeanne Walker</i>	<i>Bedford</i>	<i>Barb McMillan</i>	<i>NHDES</i>
<i>Craig Durrett</i>	<i>Derry</i>	<i>Katie Zink</i>	<i>NHDES</i>
<i>Lorilee Mather</i>	<i>Geo Insight, Inc.</i>	<i>Jeff Gowan</i>	<i>Pelham</i>
<i>Todd Croteau</i>	<i>Hollis</i>	<i>Zach Swick</i>	<i>Southern NHRPC</i>
<i>Joan Cudworth</i>	<i>Hollis</i>	<i>Sylvia VonAulock</i>	<i>Southern NHRPC</i>
<i>Heidi Marshall</i>	<i>Hoyle Tanner</i>	<i>Michele Decoteau</i>	<i>Wilton</i>
<i>Lincoln Daley</i>	<i>Milford</i>	<i>Paul Branscombe</i>	<i>Wilton</i>
<i>Deb Chisholm</i>	<i>Nashua</i>	<i>Dick Gregory</i>	<i>Windham</i>
<i>Emil Bravo</i>	<i>Nashua</i>		
<i>Linda McGhee</i>	<i>Nashua</i>		

1. Introductions: Those in attendance are listed above.

2. Meeting Minutes:

- April meeting minutes were approved.

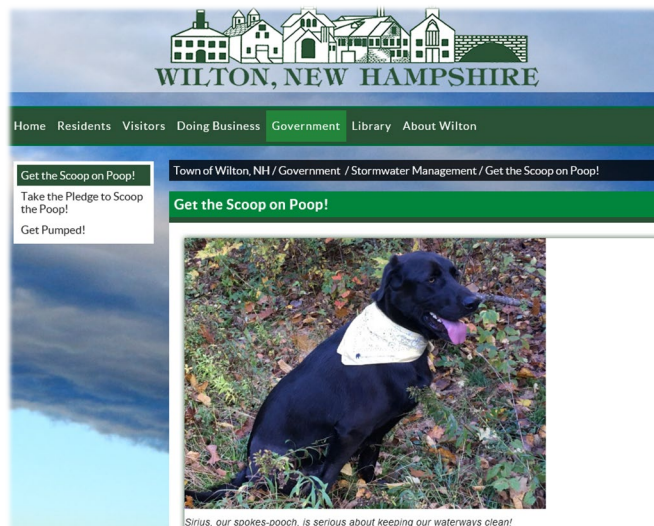
3. MCM #1- Public Education and Outreach

- There will be updates pretty much every month.
- UNH Extension (previously called UNH Cooperative Extension) updates to the blog were discussed.
- There are customizable (open as “save as”) and standard brochures.
- Some hard copies are available but you can have them printed on your own.
- SWMP language was updated.
- Work will begin on messaging for developers and industrial education and outreach. This is twice during the 5 year permit so might be good to think about doing for Year 2
- Would like to create a checklist for materials for developers to acknowledge they reviewed the information.
- Will brainstorm with the Education and Outreach Subcommittee regarding UNH T2 and how they can get involved.
- Manchester attended Project Wet.

- Manchester attended the Drinking Water Festival.
- Gundalow will be happening soon, Barb will let towns know if their school participated.
- The SOAK program also counts towards the permit.
- EPA has a “Septic Smart” brochure that you can customize. Septic week is September 11-18. DES has a life size cut out of the Septic Smart Man. Contact Deb Loiselle or Barb McMillan if you would like to reserve the life size version of Septic Smart Man. He is a great speaker and holiday entertainer. See photos below.



- DES has “Get Pumped” brochures if anyone would like some. Contact Deb Loiselle or Katie Zink if you would like some.
- The Town of Wilton has developed a Get the Scoop on Poop campaign. Sirius is their spokes-pooch. Check out their campaign at:
<https://www.wiltonnh.gov/cms/one.aspx?portalId=13599924&pageId=15399699>



4. MCM # 3 IDDE Program Plan

- Dawn Tuomala went over flow chart and timeline of MCM's.
- [April 15, 2019 IDDE Presentation](#)
- [IDDE Plan Template](#)
- [IDDE Ordinance Template](#)
- Appendix A- legal authority- should already be in place.
- Put Purpose, intent, definitions, authority, notification and enforcement in ordinance and more specifics of the permit in regulations.
- Appendix B- list of impaired waters, mapping and inventory, can be taken from the NOI.
- Documents noted as "EXAMPLES" are place holders and examples only. Where there are "Examples" the following narrative is noted in the IDDE Plan Template, *"Examples only have been included in this appendix; These have not been finalized but are only examples to be further evaluated and the specific standard operating procedures & forms for New Hampshire communities will be developed per the approved schedule."*
- Dawn is developing IDDE Regulations and will share them with everyone at the June meeting.
- Q- The SWMP template is a fillable PDF, can we get that in Word?
 - It is on the Blog (under Seacoast) but will be moving to Manchester/ Nashua.
 - In the process of converting the PDF version to a more user friendly Word version. This document will be posted on the Blog once available.
- Q- Pelham is planning to put a fine schedule in, is anyone else doing that?
 - Merrimack has bonds to keep liability on developer for 2 years.

5. MCM #4- Construction Site Stormwater Runoff Control

- Jeanne Walker presented.
- [Stormwater and Land Development Regulations Template](#)
- Gordon started this conversation.
- Handout was passed out.
- Yellow highlighted sections are what each community needs to fill in.
- Under 4.03, stormwater management general performance criteria – was moved to 4.05
- 4.07 was added- stormwater management during construction.
- Q- Section 4.07 B – has 0.5 inches – it should be 0.25. DEB needs to update.
 - A- This will be updated.
- 4.08 talks about compliance- each municipality will have to talk about who will have the authority to enforce this.
- It is up to the municipalities to enforce this.

6. MCM #6- Good Housekeeping and Pollution Prevention for Municipal Operations

- Joan Cudworth Presented.
- A lot of us are doing this through DPWs.
- Parks and open spaces, building and facilities, and vehicles and repair are due year 2.
- Hand out was passed out.
- **Catch Basin cleaning program**
 - routine inspections and cleaning such that catch basins are not more than 50 % full.
 - If catch basin is more than 50% full for 2 consecutive routine inspections, then document your findings and investigate.
 - Catch basins near construction should be inspected and cleaned more frequently.
- **Street Sweeping**
 - Sweeping should be done once per year- more frequently in targeted areas.
 - Twice for areas that discharge to nutrient impaired waters.
 - Report # of miles cleaned or pounds of material removed.
- **Winter Road Maintenance**
 - Minimize sand usage, maintain records, prevent exposure of deicing product, and provide training on procedures.
- **Stormwater Treatment Structures and Maintenance**
 - Inspect annually and maintain.
 - SWPPP- Develop SWPPP for all city owned or operated facilities.
 - Q- Can we add that handles waste and exposure to SW? - this doesn't include the library etc.
- NHDES can no longer give Green SnowPro certificates to municipalities.
- NHDES is working on legislation to create a "municipal" certified salt applicator program.
- Q- Do you think training from UNH T2 for good housekeeping would be helpful?
 - A- yes, particularly inspections.

7. CWSRF (Clean Water State Revolving Fund) Loans- Planning and Asset Management

- Pre-applications are due June 14th. The announcement has been posted on the Blog under "News and Updates". Follow-up: Deb Loiselle sent an email to all Manchester & Nashua Stormwater Coalition members on 5/2/2019 regarding the announcement.
- There are two categories that are pertinent to this group: Asset Management and Planning.
- Asset Management has \$30,000 available in principal forgiveness.
 - [CWSRF Asset Management Principal Forgiveness Guidance Document](#)
 - Milford is expanding their Asset Management Program- working with a consultant on mapping and expanding Asset Management.

- Planning has \$75,000 in principal forgiveness. The loan can be used for “planning” projects and can be used for MS4, impaired water, etc.
 - [CWSRF Planning Principal Forgiveness Guidance Document](#)
 - These are loans not grants. You have to get authority to borrow.
 - There was discussion about whether the group would like to go in on a planning grant for MS4 work.
 - Q- Would that preclude towns from doing an individual application?
 - A- No, but DES only has limited funds.
 - If you put in a pre-application you don’t have to follow through with the project, but that takes the opportunity away from others, so if you don’t have a project in mind maybe think about it for next year.
 - Q- What are more specifics on planning projects?
 - A- Check out the planning guidance document- planning is pretty broad but the main goal is to improve water quality.
 - One example would be watershed based plans, you could partner with a watershed group.
 - Phosphorus control plans are also eligible.
 - Contact Deb Loiselle or Katie Zink if you have questions or need additional information.
- 8. Municipality Updates-**
- Q- Where do we need more assistance?
 - What is an outfall?
 - Would like to continue looking at this in small chunks.
 - Blog updates- add dates to new updates.
 - Give warning when money will be needed.
- 9. Status of NOI Authorizations:**
- 3/9/19 - Hampstead, Windham, Manchester VA Medical Center, UNH, Seabrook, Sandown, Rye, Rollinsford, Pelham, NHDOT, Hudson, Hollis, Hampton, Greenland, Goffstown, Bedford, Atkinson, Allenstown.
 - 5/14/19- Wilton, Salem, Pembroke, Newmarket, Merrimack, Litchfield, Exeter, Danville, Auburn, Amherst, Manchester, Dover
 - Deb will send an email to the stormwater coalition member lead when she receives NOI Authorizations from EPA.
 - Emails for the Authorization to Discharge are coming from Stormwater.Reports@epa.gov.
- 10. Updates and other Business:**
- Sylvia is reaching out to municipalities with CSO’s on the Merrimack River- she is trying to establish a group on CSO’s.
 - This is not for the whole group, maybe a subcommittee.
 - 2019 Drinking Water Source Protection Conference, May 16, 2019, Grappone Center, Concord, NH.
 - NEWEA Spring Meeting and Exhibit, June 2-5, 2019, New Castle, NH.
 - Annual Asset Management Workshop – Save the Date “Strategic Communication: Holistic Understanding of Asset Management” October 2, 2019

11. Upcoming meeting dates for 2019 – Mark your calendars!

- **June 13th:** Revisit everything as needed to complete tasks for Year 1 and check in on the status of SWMP.
- For additional upcoming meeting topics please review the meeting agendas.

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.