

MINUTES -

Nashua and Manchester Regional Stormwater Coalition Meeting

Nashua Regional Planning Commission Office

30 Temple Street, Suite 310, Nashua, New Hampshire

Thursday, August 8, 1:00 to 3:00 p.m.

Present:

<i>Dawn Tuomala, Chair</i>	<i>Merrimack</i>	<i>Sydney Lewis</i>	<i>Merrimack</i>
<i>Andrew Healy</i>	<i>Amherst</i>	<i>Laynie Rosati</i>	<i>Merrimack</i>
<i>Brandon Boivert</i>	<i>Bedford</i>	<i>Kellie Shamel</i>	<i>Milford</i>
<i>Jeanne Walker</i>	<i>Bedford</i>	<i>Deb Chisholm</i>	<i>Nashua</i>
<i>Craig Durrett</i>	<i>Derry</i>	<i>Amy Prouty-Gill</i>	<i>Nashua</i>
<i>Megan Dalton</i>	<i>Geo Insight, Inc.</i>	<i>Sarah Siskavich</i>	<i>Nashua RPC</i>
<i>Sarah Whearty</i>	<i>Goffstown</i>	<i>Andrew Smeltz</i>	<i>Nashua RPC</i>
<i>Thomas Bartola</i>	<i>Hooksett</i>	<i>Deb Loiselle</i>	<i>NHDES</i>
<i>Earl Labonte</i>	<i>Hooksett</i>	<i>Katie Zink</i>	<i>NHDES</i>
<i>Evan Clements</i>	<i>Hollis</i>	<i>Jeff Gowan</i>	<i>Pelham</i>
<i>Joan Cudworth</i>	<i>Hollis</i>	<i>Zach Swick</i>	<i>SNHRPC</i>
<i>Todd Croteau</i>	<i>Hollis</i>	<i>Slyvia VonAulock</i>	<i>SNHRPC</i>
<i>Heidi Marshall</i>	<i>Hoyle Tanner</i>	<i>Smitha Gopalakrishnan</i>	<i>SUNY Buffalo</i>
<i>John Trottier</i>	<i>Londonderry</i>	<i>Dick Gregory</i>	<i>Windham</i>
<i>William Dobbs</i>	<i>Merrimack</i>		
<i>Sam Lewis</i>	<i>Merrimack</i>		

1. Introductions: Those in attendance are listed above.

2. Meeting Minutes:

- June 13th and July 11th meeting minutes were approved.

3. NHDES Municipal Certified Salt Applicator Certification Program:

- Deb Loiselle gave update.
- Handed out current Green Snow Pro Legislation (commercial program) and Proposed Municipal Legislation.
- Page 2 has draft of proposed language.
- Ted will be looking for support from the legislators soon, but we would like to have feedback first.
- This will be a topic at the September meeting. Please review this and send any thoughts or concerns to Deb.
- This will add a municipal program and make changes to the commercial applicator RSA as well.
- RSA 507.b2 should be 508.22- Deb will check on that.
- This will be posted on the blog.
- Feel free to share this among other town officials.

4. **Get Pumped Campaign:**

- Dawn presented.
- Merrimack had a strong objection to the graphics on the original brochure.
- They substituted the cover photo with trucks.
- This will be posted on the blog- there is currently a Merrimack logo which will be removed.
- A handful of other communities had provided similar feedbacks.
- The Merrimack version is posted on the blog if you would prefer to use that.
- Q- Is there any other feedback on the original cover photo?
 - A- Derry questioned it, but weren't offended. They plan to mail them out anyway.
- Deb has boxes of the originals if anyone wants extras.
- Q- Is there someone we can contact from Every Drop? Can we modify that? We would like to add that emails wouldn't be sold etc.
 - A- Yes you can modify that. Reach out to Trevor with PREP.
- An option to get the flyer out is to laminate a flyer and put it on boards at trailheads.

5. **Proposed Name Change:**

- Dawn would like to suggest a name change- maybe something that has to do with the Merrimack River.
- Q- Does anyone have thoughts or comments
 - A- Merrimack River Watershed Coalition.
 - Lower Merrimack River Watershed Coalition.
 - NH Lower Merrimack Watershed Stormwater Coalition.
- Q- Do we want to vote on a name?
 - NH Lower Merrimack Valley Stormwater Coalition.
 - One abstention- Motion passed.

6. **Written Catchment Investigation Procedures:**

- Dawn and Deb presented
- Q- Has anyone started into this yet?
- Page 39 of the permit talks about written catchment investigation procedures that shall be developed.
- These are due at the end of this year (18 months from the permit effective date)
- This will be put on the agenda next month.
- Q- Would a template be helpful?
 - A- Yes.
- Q-Should we hire someone with the pooled funds to create a template?

- A- We should think on this and come back to it next month.

7. Annual Report – Year 1:

- Deb provided updates.
- Webinar will be August 22nd.
- The report is due on September 30th, the 90-day period ends on the 28th which is a weekend so EPA extended it to the 30th.
- Deb will compile a list of questions from NH for the webinar, so send suggestions to her.
- Merrimack interns went over final report.
- There is trouble opening with file with Microsoft Edge, but you can save it and open it in Adobe.
- There is a Word version now, but some buttons would not convert.
- There are sections that turn off/ on.
- Part one is municipality information.
- The date drop down is not on the PDF version.
- In part two when you click off of impairments or TMDLs the section will disappear in PDF, if you are working in Word you have to delete it.
- Part three-this is what's in your NOI.
- Remember this report is up to June 30th. Anything after that will be in next year's report.
- Part four- MCMs- In PDF hit the Add an Educational Message button- but be careful because if you click too many times you can't undo it.
- If you are working in Word, you have to copy and paste it yourself.
- Q- How should we answer if we haven't done it yet?
 - A- In the Word version you can delete it.
 - You don't have to use this template.
- It does say year one on page one but it looks like it was set up to cover the whole permit term.
- Q- for the fields that we haven't done yet can we leave them blank?
 - A- Deb will ask EPA.
 - If the field has been left blank it will be assumed that the requirement or task has not been completed.
- Q- Would the T2 classes be considered employee training?
 - A- Anything they do, webinars, workshops, courses, etc. write it down.
- Q- does anyone know of classes directly related to IDDE?
 - A- no.
- Q- I had someone dumping paint in a catch basin, is that IDDE?
 - A- Yes.
- Q- What about people that dump dog waste in the catch basin?
 - A- Its IDDE but not an SSO.
- Q- What do we put in for number of site plan reviews?
 - A- Answer in a way that makes sense to you.
- Q- Do you have to post the basin cleaning schedule to a website?
 - A- It is a component of your SWMP.
- Q- Can catch basin cleaning and green infrastructure report be in the same report?
 - A- One is maintenance and one is infrastructure.
 - How do you report the progress of Green Infrastructure in year 4 if you don't start earlier?
- Winter Maintenance is in year two.
- O&M procedures should have been written in 2003 permit.

- We will work through year two items next year as we worked through year one this past year.
 - If anyone is willing to help make a chart we would appreciate it.
- Q-If you don't do an electronic signature where do you mail the paper signature?
 - Deb will check into this; she thinks it is part of the email that she sent yesterday.

8. Updates and other Business:

- EPA webinar August 22nd on Annual Report. Deb sent email on 8/7/19.
- Annual Asset Management Workshop – Save the Date “Strategic Communication: Holistic Understanding of Asset Management” October 2, 2019.
- 2019 Salt Symposium – September 10, 2019 in Concord at the Grappone Center.
<https://www.eventbrite.com/e/6th-annual-nh-salt-symposium-registration-60142163831?utm-medium=discovery&utm-campaign=social&utm-content=attendeeshare&aff=escb&utm-source=cp&utm-term=listing>
- EPA recently posted NOI's on their webpage. This is where they will be posting your annual reports.

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

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.

September 12th : Annual Report pending items and MCM #1 Education and Outreach (Planning for Year 2), Catchment Procedure, Salt legislation update

October 10th : MCM #6 Good Housekeeping and Pollution Prevention for Municipal Operations (Items due Year 2)

November 14th : Investigation Procedures (Due December 2019)

December 12th: TBD – Holiday luncheon and work session

