

## MINUTES -

### Nashua and Manchester Regional Stormwater Coalition Meeting

#### Nashua Regional Planning Commission Office

30 Temple Street, Suite 310, Nashua, New Hampshire

Thursday, April 11, 1:00 to 3:00 p.m.

#### Present:

<i>Jeremy Bouvier, Chair</i>	<i>Manchester</i>	<i>Deb Loiselle</i>	<i>NHDES</i>
<i>Simon Corson</i>	<i>Amherst</i>	<i>Barb McMillan</i>	<i>NHDES</i>
<i>Michael McLaughlin</i>	<i>Bedford</i>	<i>Katie Zink</i>	<i>NHDES</i>
<i>Jeanne Walker</i>	<i>Bedford</i>	<i>Jeff Gowan</i>	<i>Pelham</i>
<i>Craig Durrett</i>	<i>Derry</i>	<i>John Boisvert</i>	<i>Pennichuck Water</i>
<i>Todd Croteau</i>	<i>Hollis</i>	<i>Maddie Dionno</i>	<i>Southern NHRPC</i>
<i>Joan Cudworth</i>	<i>Hollis</i>	<i>Zach Swick</i>	<i>Southern NHRPC</i>
<i>Heidi Marshall</i>	<i>Hoyle Tanner</i>	<i>David Horner</i>	<i>VHB</i>
<i>Troy Brown</i>	<i>Litchfield</i>	<i>Michele Decoteau</i>	<i>Wilton</i>
<i>Dawn Tuomala</i>	<i>Merrimack</i>	<i>Paul Branscombe</i>	<i>Wilton</i>
<i>Lincoln Daley</i>	<i>Milford</i>	<i>Dick Gregory</i>	<i>Windham</i>
<i>Deb Chisholm</i>	<i>Nashua</i>	<i>Jack McCartney</i>	<i>Windham</i>
<i>Cassie Mullen</i>	<i>Nashua RPC</i>	<i>Dennis Senibaldi</i>	<i>Windham</i>
<i>Sara Siskavic</i>	<i>Nashua RPC</i>	<i>David Sullivan</i>	<i>Windham</i>
<i>Andrew Smeltz</i>	<i>Nashua RPC</i>		
<i>Mason Twombly</i>	<i>Nashua RPC</i>		

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**1. Introductions:** Those in attendance are listed above.

**2. Meeting Minutes:**

- March meeting minutes were approved.

**3. 1st Annual New Hampshire Stormwater Coalition Meeting:**

- Positive feedback and thanks to Manchester for hosting.

**4. MCM #4 and MCM #5 – Construction Site Stormwater Runoff Control and Post Construction Stormwater Management in New Development and Redevelopment:**

- There will be further discussion at the May meeting.
- The floor was open for comments.
- The Southeast Watershed Alliance meeting to obtain feedback on the document was 4/10.
- Manchester and Pelham are planning to update their current documents and not planning to use SWA document.

**5. Status of Authorization to Discharge and/ or Requests from EPA:**

- Suzanne from EPA is hopeful that authorizations will go out next week to those that don't have questions/ lack of information.
- 18 entities have received authorization including; Bedford, Hollis, and Windham.

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

- Announcements anticipated to be out April 17<sup>th</sup> with Pre-applications due June 14<sup>th</sup>. 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](#)

## 7. MCM #1- Education and Outreach- Take 2

- There are new tools available on the Blog and can be found at: [https://www4.des.state.nh.us/nh-ms4/?page\\_id=54](https://www4.des.state.nh.us/nh-ms4/?page_id=54) under the “Part III: Stormwater Management Program Summary Minimum Control / Minimum Control Measure 1: Public Outreach and Education”. Please check this section often as this is where updated and new materials pertaining to MCM #1 will be located.
- Barb McMillan met with the Towns of Raymond, Wilton, and Merrimack to go over all of the materials and receive feedback.
- There are four topics that must be used for outreach this year.
- UNH Cooperative Extension – Green Grass and Clear Water- will have electronic versions next week.
- A description of the kits and how to use them is now available.
- These can be edited for municipality specific information.
- Please don’t change the content as it is research based- if you want to change the information leave the link but take off the logo.
- Pet waste/ Every drop flier is also available.
- Manchester had issues with the font that was used. Jeremy Bouvier reached out to Trevor for assistance. Trevor Mattera can be reached at: 603-862-1310 or [Trevor.Mattera@unh.edu](mailto:Trevor.Mattera@unh.edu).
- This is a good time for this “pet waste” message because people are registering their dogs.
- Yard Waste- there is a word version of a flyer that you can mail. Barb added narrative to include why the community should care and that this is being done due to an EPA requirement.
- Make sure you site David Carroll’s drawing if you use it.
- Septic Systems- Get pumped NH should be ready soon.
- Some people are using the Septic Smart Flyers.
- NH Association of Septic Haulers (NASH) will subsidize pump outs (just started in March). They offer an approximate \$20 rebate but you each municipality can subsidize as well. Flyers are available.

- There will be more to come.
- Milford is marketing at a race and the dog park as well as mailing septic brochures.
- Wilton has a pet waste website and spokes pooch, the girl scouts are putting up dog waste stations, and there will be a sustainability fair next month. They might be adding rain gardens as well.
  - Q- Are people doing before and after photos?
    1. A- It's in the SOPs for some of these and is a good way to reference these changes.

## **8. MCM #3- IDDE Program Timeline and Development:**

- Dawn Tuomala presented on behalf of the subcommittee that meets twice per month. She took the lead on developing the template on IDDE on behalf of the Manchester & Nashua Stormwater Coalition.
- There was a handout of the presentation. The [presentation](#) can be found on the Blog under the April 11, 2019 meeting information.
- IDDE Plan template:
  - Anything in yellow you will have to enter municipal specific information.
  - Boxes with red instructions will help guide what you need to do in each section.
- If you don't have certain divisions then you can delete them.
- Appendices –
  - Appendix A- legal authority (IDDE Bylaw and Ordinance)
  - Appendix B- Take list of impaired waters from NOI and SSO inventory from NOI and Mapping.
  - Appendix C- Outfall inventory and ranking. Please note that two templates are provided.
  - Appendix D- Field forms- these are not due now- example forms for dry weather, wet weather, manhole inspection, etc. are given. These are due at a year and a half, work on them in six months.
  - Appendix E- Water Quality/ Analysis instructions, user manuals and SOPs – work on these in six months.
  - Appendix G- Source Isolation and Confirmation methods.
- IDDE Ordinance
  - Dawn Tuomala suggested changing the title of the document Gordon Leedy prepared to “Stormwater and Land Disturbance Management Plan Regulations”.
  - The IDDE Ordinance titled “Stormwater Bylaws/Ordinance/Code and Illicit Discharge Detection and Elimination (IDDE) Chapter/Ordinance/Code” is to note who is responsible for both the Stormwater and IDDE programs within a community. It provides authority and establishes the parameters. Dawn is working on a stand-alone document which will be the IDDE Regulation. This regulation in conjunction with the one developed by Gordon

(i.e. Stormwater and Land Disturbance Management Plan Regulations) will provide the details of each the Stormwater Program and the IDDE Program. The regulations set up all the details. Regulations are more easily changed versus ordinances.

- Went through sections of the bylaws document. Make sure you are consistent with what you call the chapter/ ordinance/ code throughout the document.
- Section 7 was changed to add land disturbance if you do this make sure you update this language in other places as well.
- If we make ordinances/ regulations similar we will have less issues with contractors etc.
- If you can change ordinances easily than you don't have to do these as separate pieces.

#### **9. Updates and other Business:**

- NPS conference is sold out
- Asset Management workshop on Oct 2<sup>nd</sup> in Pembroke.
- Bring someone from DPW next month for MCM #6.

#### **10. Upcoming meeting dates for 2019 – Mark your calendars!**

- **May 9<sup>th</sup>:** MCM #6 – Good Housekeeping and Pollution Prevention for Municipal Operations.
- **June 13<sup>th</sup>:** 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](mailto:deborah.loiselle@des.nh.gov). These will be considered for upcoming meetings and very helpful in the development of the monthly agendas.