

MINUTES -

NH Lower Merrimack Valley Stormwater Coalition Meeting

Nashua Regional Planning Commission Office

30 Temple Street, Suite 310, Nashua, New Hampshire

Thursday, September 12, 1:00 to 3:00 p.m.

Present:

| | | | |
|------------------------------|--------------------------|-----------------------|-------------------|
| <i>Jeremy Bouvier, Chair</i> | <i>Manchester</i> | <i>Troy Brown</i> | <i>Litchfield</i> |
| <i>Dawn Tuomala, Chair</i> | <i>Merrimack</i> | <i>Deb Chisholm</i> | <i>Nashua</i> |
| <i>Andrew Healy</i> | <i>Amherst</i> | <i>Scott McPhie</i> | <i>Nashua</i> |
| <i>Simon Corson</i> | <i>Amherst</i> | <i>Andrew Smeltz</i> | <i>Nashua RPC</i> |
| <i>Chris Bandazian</i> | <i>Bedford</i> | <i>Deb Loiselle</i> | <i>NHDES</i> |
| <i>Brandon Boisvert</i> | <i>Bedford</i> | <i>Katie Zink</i> | <i>NHDES</i> |
| <i>Craig Durrett</i> | <i>Derry</i> | <i>Jeff Gowan</i> | <i>Pelham</i> |
| <i>Lorilee Mather</i> | <i>Geo Insight, Inc.</i> | <i>Lyndsay Butler</i> | <i>Salem</i> |
| <i>Sarah Whearty</i> | <i>Goffstown</i> | <i>James Davis</i> | <i>Salem</i> |
| <i>Evan Clements</i> | <i>Hollis</i> | <i>Mike Leach</i> | <i>Stantec</i> |
| <i>Joan Cudworth</i> | <i>Hollis</i> | <i>Zach Swick</i> | <i>SNHRPC</i> |
| <i>Todd Croteau</i> | <i>Hollis</i> | <i>Peter Howd</i> | <i>Wilton</i> |
| <i>Thomas Bartola</i> | <i>Hooksett</i> | <i>Dick Gregory</i> | <i>Windham</i> |
| <i>Earl Labonte</i> | <i>Hooksett</i> | | |
| <i>Heidi Marshall</i> | <i>Hoyle Tanner</i> | | |

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

2. **Meeting Minutes:**

- Delayed until October meeting.

3. **NHDES Municipal Certified Salt Applicator Certification Program:**

- Deb Loiselle gave update.
- The NHDES Legal Department reviewed Green SnowPro program and found that NHDES cannot certify municipalities through that program so are moving forward with a municipal salt program.
- The draft language was put on the blog and hard copies are being handed out.
- NHDES would like comments. Following are comments that were expressed at the meeting by individuals:
 - Municipalities don't need the insurance so why not have a training instead of a certification.
 - The RSA definition is confusing and should be reworded.
 - Should this include the state as well as municipalities? RSA 507 says "but does not include the state or any department or agency"
 - Line 28-29 does that mean if we send employees to the training they will be certified.

- This seems pretty general
 - 1. The rules will be more specific and that will be forthcoming
 - What will the reporting requirements be?
 - 1. Similar to the GSP for Commercial Salt Applicators - submit salt usage to the UNH database or submit a hard copy to NHDES. Updates to the database are coming. The new database is more user friendly.
 - Page 2 line 5- talks about a fee, will there be requirements for the training as well?
 - 1. It will include initial training for first time certified applicators and every 5 years thereafter, and refresher training every 2 years. This is the same training schedule that the current GSP follows.
 - 2. We have put together an online training that will be coming soon.
 - Will the municipalities create the certificate or is the state doing that?
 - 1. It will go to the person receiving the certificate from the state. The goal is to certify a municipality and not individuals within the municipality.
 - Does everyone have to report on salt usage or just if you are in an MS4?
 - 1. If you choose to be certified, you have to report regardless on if you are in an MS4. All certified applicators will need to submit a salt usage report annually if they wish to maintain their certification status.
 - Have you thought about combining this with the UNH T2 Road Scholar Program?
 - 1. Yes, if you take a salt class with UNH T2 they put the credit towards Road Scholar Program.
 - If you have any additional questions, please send them no later than September 30th.
 - Deb will keep you informed as we moved through the next steps.
- 4. Year 2 Requirements:**
- Jeremy gave an update. We are working on a list of all of the Year 2 requirements.
 - Should be available at the next meeting for discussion.
- 5. Written Catchment Investigation Procedures:**
- Jeremy gave an update.
 - Draft template will be created for everyone.
 - Jeremy passed around section of MS4 pertaining to the Written Catchment Investigation Procedure (Pages 9-40, Section 2.3.4.8.a & b.)
 - Derry found several templates from states around the country.
 - A subcommittee was created to work on this effort. The following individuals volunteered to assist: Todd, Joan, Craig, Deb, Jeremy.
- 6. NHDES Local Source Water Protection Grant:**
- Deb presented some general information on the program.
 - Source Water Protection Grant is available- it is due November 1.

- This can be used for implementation on MS4- example- IDDE pipe removal, etc.
- Maximum of \$20,000.
- Deb will give more specifics at the October meeting.
- Reach out to Deb or whoever is on the grant application.
- Q- Are there prerequisites for this grant?
 - A- Deb will look into that. It would have to be in a source water protection area. Maps are being created that can be shared and will be made available in the near future.
- Q- Does it need to overlap for it to count for MS4?
 - A- Yes, if it goes outside it doesn't count toward your MS4 requirements.

7. Annual Report – Year 1:

- Dawn presented.
- The Seacoast Stormwater Coalition decided to create their own template.
- Dawn went to the meeting to discuss the changes.
- They removed requirements that were due in future years.
- There are instructions in red and what you need to fill in is highlighted in yellow.
- The [Annual Reports](#) will be posted on the EPA website with the NOIs and Authorization Letters.
- Year 1 activities are filled in- linking to the blog. You can adjust these accordingly to your municipality.
- This new template is consistent with what has been developed so far with the NOI and SWMP.
- Keep in mind the year ended June 30- anything past that gets reported in year two.
- Look at what you put in your NOI and match that up with what your report here.
- In the future we would like to have the IDDE template as an application that can be used on a tablet in the field and be uploaded to GIS or asset management software.
- Q- For training- do we just need a list of people trained with the title of the class or do we need to go into more depth than that?
 - A- We were thinking the simpler the better.
- MCM #4 - Report what you feel is meeting the intent of this statement. Dawn expressed that she would report that as number of plans approved that need SWPPP plan. Number of reviews versus inspections will vary. Dawn plans to use something more general i.e. once per week for inspections. There is also third party reporting in Merrimack so she will report that as well.
- Derry has escrow for inspections- so they are just reporting what they have records for.
- Q- We do a lot of this at the subdivision stage- so I approved our subdivision approvals in the site plan. Should I discuss that or just leave the numbers as the numbers?
 - A- Be able to document it somewhere. Many of the EPA questions in the Year 1 Annual Report aren't adequate for what we do, that's why Dawn said anything with a SWPPP.
 - In Manchester, review only goes to EPD if it has a SWPPP so that's what they're reporting.
- Q- Has anyone ever been questioned on an annual review?
 - A- Only one municipality said yes- they didn't fill out all the blocks.
- Q- Will all of the Seacoast communities be using this?
 - A- This will be presented as the preferred and recommended template to them next week at their monthly meeting.
- In the contaminants section go through and take out ones that you don't have in your community.

- Q- in previous years there was a place to report things done to improve water quality- for instance we narrowed a street and added grass swales.
 - A- These should go in the reporting section.
- This document can be found on the blog under today's meeting date or under NH Resources tab.
- Q-MCM #5- Post Construction Ordinance-does that have to be an ordinance or can it be a regulation?
 - A- Manchester has both. The wording was such that it had to be similar to an ordinance, so a regulation should be fine. Salem is putting this into town code. In another municipality they said this is already taken care of through regulations and they don't plan on duplicating that.
- Feedback for this report template- This is a good template that is in line with the NOI.
- Amherst is going to move textboxes under each of the check boxes.
- Q- Did anyone watch the webinar? I felt that they were pushing the check box method.
 - A- This is an alternative method that gets away from not being able to check a box even though they had done a lot of work or completed the task after the June 30 deadline.

8. Updates and other Business:

- Salt Symposium was 9/10- the floor was open for feedback.
 - There were some issues with the screens. There were some informative parts, we found out we were over salting, it is beneficial.
- Annual Asset Management Workshop – Save the Date “Strategic Communication: Holistic Understanding of Asset Management” October 2, 2019.
- Troy and Andrew will be participating in an EPA SOAK webinar. *Going Mobile- Mapping your Stormwater Assets*.
- NHDES WAS has posted a DRAFT 2020-2014 NPS Management Plan which is available for comment until September 19th.

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.

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

