

**MINUTES -  
NH Lower Merrimack Valley Stormwater Coalition Meeting  
Zoom**

**Thursday, May 14, 1:00 to 3:00 p.m.**

**Present:**

|                              |                         |                          |                  |
|------------------------------|-------------------------|--------------------------|------------------|
| <i>Jeremy Bouvier, Chair</i> | <i>Manchester</i>       | <i>Doug Starr</i>        | <i>Nashua</i>    |
| <i>Dawn Tuomala, Chair</i>   | <i>Merrimack</i>        | <i>Dan Hudson</i>        | <i>Nashua</i>    |
| <i>Eric Hahn</i>             | <i>Amherst</i>          | <i>Sara Siskavich</i>    | <i>NashuaRPC</i> |
| <i>Jeanne Walker</i>         | <i>Bedford</i>          | <i>Andrew Smeltz</i>     | <i>NashuaRPC</i> |
| <i>Brandon Boisvert</i>      | <i>Bedford</i>          | <i>Deb Loiselle</i>      | <i>NHDES</i>     |
| <i>Craig Durrett</i>         | <i>Derry</i>            | <i>Barbara McMillan</i>  | <i>NHDES</i>     |
| <i>Kristen Hayden</i>        | <i>Fuss and O'Neill</i> | <i>Tom Swenson</i>       | <i>NHDES</i>     |
| <i>Evan Clements</i>         | <i>Hollis</i>           | <i>Katie Zink</i>        | <i>NHDES</i>     |
| <i>Thomas Bartula</i>        | <i>Hooksett</i>         | <i>Jeff Gowan</i>        | <i>Pelham</i>    |
| <i>Earl Labonte</i>          | <i>Hooksett</i>         | <i>Dee Voss</i>          | <i>Plaistow</i>  |
| <i>Heidi Marshall</i>        | <i>Hoyle-Tanner</i>     | <i>Lyndsay Butler</i>    | <i>Salem</i>     |
| <i>Krista Larsen</i>         | <i>Laconia</i>          | <i>James Danis</i>       | <i>Salem</i>     |
| <i>Ashley Ruprecht</i>       | <i>Laconia</i>          | <i>Mike Leslie</i>       | <i>Stantec</i>   |
| <i>Ben Lundsted</i>          | <i>Manchester</i>       | <i>Zach Swick</i>        | <i>SNHRPC</i>    |
| <i>Kellie Shamel</i>         | <i>Milford</i>          | <i>Jamie Houle</i>       | <i>UNH SC</i>    |
| <i>Deb Chisholm</i>          | <i>Nashua</i>           | <i>Michele Detouteau</i> | <i>Wilton</i>    |
| <i>Dan Hudson</i>            | <i>Nashua</i>           | <i>Peter Howd</i>        | <i>Wilton</i>    |
| <i>Scott McPhee</i>          | <i>Nashua</i>           | <i>Dick Gregory</i>      | <i>Windham</i>   |
| <i>Amy Pouty-Gill</i>        | <i>Nashua</i>           | <i>Dave Sullivan</i>     | <i>Windham</i>   |

1. **Introductions:** Those in attendance are listed above. Ben Lundsted, is now working for Manchester and was introduced.
2. **Meeting Minutes:**
  - April 9<sup>th</sup> meeting minutes were approved.
3. **MCM #1 Year 2 Requirements:**
  - Tom and Barb gave an update.
  - Still looking for feedback on the contractor/developer materials.
  - Met with UNHT2 to coordinate on what is provided and how it can best suit the MS4 communities relative to training and/or materials.
  - Discussed record keeping with UNHT2. They have a current system that can track trainings and will evaluate how they can track and report out any trainings associated with MS4 topics.
  - Questions can be sent to Barb, Deb or Tom.
  - Barb is trying to schedule an outreach subcommittee meeting for MCM #1 with the NHLMV and Seacoast Stormwater Coalitions.
  - Julia Peterson (UNH Cooperative Extension) had the idea of adding information on fertilizer/lawn care outreach that is specific to COVID. This can be found on the Blog under “NH Resources/MCM #1”. Feel free to make this your own, but keep the message consistent. Let

her know if you are going to make significant changes. Julia can be reached at:  
[Julia.Peterson@unh.edu](mailto:Julia.Peterson@unh.edu)

#### 4. MCM #2 - Public Participation and Involvement:

- Dawn presented.
- Reminder that you need to engage the public annually.
- Q- How much have people been doing on this?
  - A- Nashua started this before COVID shut down. They are adding construction site review.
- Q- How are people providing public review?
  - Wilton- Dawn (works for Merrimack but resides in Wilton) spoke at Town Meeting. There was a discussion that followed.
  - Bedford- Intended to present at Town Council for Public Works Week. It is delayed and may not happen until June at this point.
  - Merrimack planned to do that as well.
  - Bedford- Google forms is an easy way to get responses to question and log the answers. You can send a link to the questionnaire or embed it on your website. They are not using this format but wanted to inform individuals of the potential for consideration.

#### 5. SWMP Year 2 Template:

- Deb Presented.
- NHDES has added information to the Year 1 template. This is still in DRAFT form.
- This is due June 30, 2020.
- There is an instruction box at the top of the document that has been added. Year 1 items have been highlighted in yellow, Year two is highlighted in green.
- You can use this document as a template, you will need to specify what the town actually did and when.
- Be sure to update responsible party, etc. as applicable.
- This biggest change under MCM #3 is the Written Catchment and Investigation Plan.
  - There are a lot of resources from UNH and Merrimack on the MS4 Blog and noted below. They can be found under “NH Resources/MCM #3/Dry Weather Guidance and Templates”

##### **Dry Weather Sampling Guidance and Templates**

[Dry Weather Sampling Procedures and Equipment – UNH Draft](#) (Posted: May 13, 2020)  
[Catch Basin & Outfall Sampling Field Sheet – Town of Merrimack](#) (Posted: May 13, 2020)  
[Dry Weather Sampling Chain of Custody – Town of Merrimack](#) (Posted: May 13, 2020)  
[Sampling Equipment – Town of Merrimack](#) (Posted: May 13, 2020)  
[UNH Dry Weather Sampling April 2020](#) (Posted: May 13, 2020)  
[Town of Merrimack Dry Weather Sampling – January 9, 2020 Presentation](#) (Posted: May 13, 2020)

- UNH is preparing a video for employee training relative to the collection of dry weather samples that should be available in June or earlier.

- UNH is putting together recommended equipment for dry weather flow. Videos will include what the equipment is and how to use it.
    - It will be shared with this group in June or July.
  - Q- For MCM #6, would folks prefer the web link to the document that contains all of the BMPs for maintenance, or would you like it broken out individually like we did for Year 1?
    - A- Manchester and Wilton agree that a link would be sufficient.
    - A- Hooksett would like it broken down individually
  - This should be finalized by the June meeting. Deb will reach out to the Seacoast Coalition for comments as well.
  - Let Deb know if you would like to see additions or changes to this document.
- 6. MCM # 3 - Dry Weather Outfall and Interconnection Screening and Sampling Procedures:**
- Dawn Presented.
  - Dawn presented in January- the presentation is on the MS4 Blog under [MCM #3 Dry Weather Sampling Guidance and Templates](#).
  - The [sampling equipment](#) Merrimack used is on the blog as well.
  - UNH is struggling with the surfactant test, because it is considered toxic waste that is in the initial test that they wanted to use. They are working with EPA to develop a UV/ Cotton approach and will calibrate this test using the Chemex kit.
  - They are experimenting with Idexx tests and UNH Genomics for Bacteria.
  - They will be working on those this summer.
- 7. MCM #4 Construction Site Runoff Control and MCM #5 Post Construction Stormwater Management:**
- Jeanne Walker (Bedford) presented.
  - Jeanne gave a quick rundown of her efforts last month.
  - MCM #4 [Template](#) has been annotated by Jeanne to add information.
  - She included the updates from the Southeast Watershed Alliance (SWA).
  - This document is tailored to Bedford, but has been annotated to where it can be adjusted to be specific to your municipality.
  - Make sure comments are turned on when you look at the document.
  - Land Development regulations has been changed to Land “Disturbance”.
  - Jeanne is waiting for the permit modifications to be approved before she incorporates them into the town’s document.
  - They have had a problem with salt or snow storage being close to bodies of water, so they put that in the regulations as well.
  - Q- Is this the same template that Gordon Leedy (formerly of Amherst) was working on?
    - A- Yes, Jeanne took over modifications when he left.
  - Section 4.06 references Hillsborough County - Update that if you are not in Hillsborough County.
  - Jeanne left in an inspection form, if anyone wants it.
  - There is a copy of Bedford’s [application](#) and [ordinance](#). The ordinance was created by Dawn under MCM #3.
  - Jeremy will share Manchester’s inspection forms. [City of Manchester’s Erosion & Sedimentation Control Inspection Form](#)
  - UNH inspection form - [UNH Construction Inspection Form](#)

## 8. Proposed Multi-Sector General Permit (MSGP):

- Jeremy (Manchester) presented.
- EPA won't be able to get out a new permit, so we will continue under the old permit.
- Manchester has put together comments for EPA.
- Comment period has been extended to Monday June 1<sup>st</sup>.
- Q-Do people want to make comments as a coalition? Manchester has two facilities that are covered under this permit. Jeremy can send out a summary of their comments and people can comment on that.
  - A- Yes, that would be helpful.
  - Deb will send that out to everyone.

## 9. Modifications to the Small MS4 Permit:

- There is another webinar on June 1<sup>st</sup> if you missed the one on May 4<sup>th</sup>.
- If anyone would like to comment as a coalition let us know.
- Nashua will have comments on how impairments are removed.
- Comments are due June 8<sup>th</sup>.
- Q- When will the changes become effective, tough with reporting ending June?
  - A- Deb referred to Suzanne's presentation last month in which she noted EPA hope to have it by June 30, 2020.

## 10. Updates and Other Business:

- **CWSRF (Clean Water State Revolving Fund) Loans – Planning and Asset Management**  
April 17<sup>th</sup> Announcement - Refer to MS4 Blog and Deb Loiselle's email on April 27<sup>th</sup>.  
[Pre-applications](#) due on June 15<sup>th</sup>.  
\*Contact Deb Loiselle [deborah.loiselle@des.nh.gov](mailto:deborah.loiselle@des.nh.gov) or Katie Zink [katherine.zink@des.nh.gov](mailto:katherine.zink@des.nh.gov) if you have questions or need assistance
- **2020 New Hampshire Salt Symposium**  
September 15, 2020 **SAVE THE DATE**  
Pats Peak Ski Area  
Henniker, NH  
More information coming in the next few months
- **2020 Asset Management Workshop for Water Infrastructure**  
November 5, 2020 **SAVE THE DATE**
- **No news on an EPA Year Two Report Template**
- **NRPC is working on their work plan, if you would like assistance contact Andrew**

## 11. 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](mailto:deborah.loiselle@des.nh.gov). These will be considered for upcoming meetings and very helpful in the development of the monthly agendas.

- **June 11<sup>th</sup>**: Annual Report Year 2

- **July 16<sup>th</sup>: Please note that this is not the regularly scheduled Thursday meeting date**
- **August 13<sup>th</sup>:**
- **September 10<sup>th</sup>:**
- **October 8<sup>th</sup>:**
- **November 12<sup>th</sup>:**
- **December 10<sup>th</sup>:**