

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

**Thursday, August 13, 2020, 1:00 to 3:00 p.m.**

**Present:**

*Dawn Tuomala, Chair Merrimack  
Jeanne Walker, Chair Bedford  
Eric Hahn Amherst  
Nic Strong Amherst  
Brandon Boisvert Bedford  
Craig Durrett Derry  
Lorilee Mather GeoInsight  
Sarah Whearty Goffstown  
Joan Cudworth Hollis  
Thomas Bartula Hooksett  
Earl Labonte Hooksett  
Michael Trainque Hoyle-Tanner  
Jeremy Bouvier Manchester  
Ben Lundsted Manchester  
Ryan Fournier Merrimack  
Samantha Lewis Merrimack  
Sydney Lewis Merrimack  
Kellie Walsh Milford*

*Amy Pouty-Gill Nashua  
Doug Starr Nashua  
Sara Siskavich NashuaRPC  
Andrew Smeltz NashuaRPC  
Deb Loiselle NHDES  
Tom Swenson NHDES  
Katie Zink NHDES  
Jeff Gowan Pelham  
Christine Addington Pembroke  
James Danis Salem  
Zach Swick SNHRPC  
Jamie Houle UNHSC  
Michele Decoteau Wilton  
Peter Howd Wilton  
Dick Gregory Windham  
Dave Sullivan Windham*

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

**2. Meeting Minutes:**

- July 16<sup>th</sup>, 2020 meeting minutes were approved.

**3. Winter Maintenance Requirements continued:**

- Tom presented.
- There are new postings of winter maintenance materials and resources on the MS4 Blog. They can be located on the MS4 Blog at: “NH Resources”, “Part III: Stormwater Management Program Summary Minimum Controls”, “Winter Maintenance”.
- Please give comments/ feedback to Tom, specifically on Appendix H.
- MCM #6 Winter Road Maintenance Plan template
  - Template was reviewed.
  - MCM #6 requirements for winter road maintenance applies to everyone.
  - This template covers the requirements outlined in the permit.
  - It is formatted the same as other NH templates.
  - There are a lot of options, leave what you use or plan to use and delete any additional items. “Optional” items are clearly noted.
  - There are links at the top of each section where you can get additional information.
  - You can use the optional reporting section to aid with your annual report.

- We are still waiting for the new UNHT2 salt database to be posted. We will email and post on the MS4 Blog when it is ready.
- If you have any issues logging into the current UNHT2 Salt Usage database contact Deb Loiselle [deborah.loiselle@des.nh.gov](mailto:deborah.loiselle@des.nh.gov) or Chris Avery [christopher.avery@des.nh.gov](mailto:christopher.avery@des.nh.gov).

#### 4. IDDE Dry Weather Interconnection Screening & Sampling Training Videos:

- Tom gave an update.
- We are in the processes of getting these online. We are waiting to hear back about getting these on a NHDES YouTube channel and then will link to the MS4 Blog. They are large files so we think YouTube is best.
- These videos will be uploaded as draft.
- There are more videos in the works so stay tuned.
- Update: The videos have been uploaded to the MS4 Blog and can be found at "NH Resources", "Minimum Control Measure 3: Illicit Discharge and Elimination (IDDE)", "IDDE Training Videos"

#### 5. Year 3 Requirements:

- Deb and Tom presented the draft Year 3 Requirement Summary Table.
- They are looking for general comments on this.
- This will be posted next week after the Seacoast Coalition meeting.
- There are some items that are ongoing and others that need to be started this year.
- For MCM #1 the plan is to do a quarterly update seasonally and/or as needed.
- All of the information you need for MCM #1 is on the MS4 Blog.
- MCM #2 is Public Outreach-this needs to be done yearly.
- MCM# 3 is IDDE. Some highlights of this section is below.
  - IDDE links will be added. Dry weather screening is due in year 3.
  - Investigations of problem outfalls should have started in year 2 and is continuous.
  - Update your IDDE progress annually.
- Deb and Tom will provide an updated list for those with bacteria (and other) impairments in case there were changes from the 2012, 305b report to the 2018 report.
- MCM #4 is Construction Site Control.
  - Modified permit language is in red- it will remain that way until it is finalized. There wasn't anything that changed the permit, but rather things were reordered.
  - Jeanne looked over the regulations template to make sure they met the intent of the modified permit or you can check that your current regulations are good.
  - Q- Do we need to develop inspection form templates?
  - Let Deb know if you have a template and would like to share it for others to use.
- MCM #5 is Post Construction Site Control.
  - Again resources can be found on the right side of the page.
  - There maybe be a typo in the permit that Deb will look into. **Note:** *this is in reference to Section 2.3.6.a.ii e)2) on page 48. Deb looked into this and the correct reference should be Env-Wq 1507.07 not Env-Wq 1507.08. Env-Wq 1507.08 Long-Term Maintenance was readopted with amendments and renumbered as Env-Wq 1507.07*
  - Q-Do people feel like they have adequate procedures for long term maintenance?
  - Let Deb know.

- MCM #6 O&M programs.
  - There are some sections that Deb would like to remove, those are highlighted in light grey.
  - Each municipality will have to look into which BMPs they employed.
  - Deb suggests that we take a look at trainings and working with T2 and others for training.
  - Q- Do we need a log form for catch basin cleaning, do you have one to share? Let Deb know.
  - Street sweeping disposal has come up, we may want to establish a procedure for everyone.
  - Storm drain and treatment structures should be inspected annually, UNH has a checklist.
  - Update: UNH has developed several checklists and are posted on the MS4 Blog at: “NH Resources”, “Minimum Control Measure 3: Illicit Discharge and Elimination (IDDE)”, “Storm Drain Systems and Treatment Structures Inspection and Maintenance Forms”
- The Year 3 Summary table does not currently include Appendix F and H but that section will be updated in the next week or so.
- There is Hot Spot mapping on the coast that can be used for Appendix H, they are looking into if/ how they can bring that to the rest of the state. Stay tuned.

## 6. NH MS4 EPA Audits:

- Dawn Presented.
- There have been two EPA audits in the past month. Merrimack and Salem have now gone through this.
- They were notified by email – from an EPA Contractor named Kevin Stockton from PG Environmental so don’t throw the email away.
- They were given a week and a half to supply requested materials.
- These audits are intended for fact finding and information for both sides.
- Due to COVID this process was done through remote meetings.
- The email had an agenda outline and included 30 questions that were documents that needed to be submitted to the EPA contractor prior to the audit meetings.
- They set up a drop box where you deposit your documents.
- They went over the MCM’s, broken up over 4 days.
- Merrimack was given preliminary observation items and a list of additional items to submit.
- Dawn shared these observations. These will be different for each community that is audited.
- Q- Was this audit for year 1 or 2?
  - A- It was for 1 and 2.
- Q- Was there something lacking from your year 1 report or a random audit?
  - A- It was described as a random audit.
- James Danis from Salem shared his experiences as well. Lyndsay Butler put together the Salem response. We lost James so Deb did an update.
- As a general note, Deb is willing to attend these audit meetings, but she needs to be invited by the town, she will not just show up.
- Salem received the same questions from the EPA contractor. They also had internal meetings with individuals that worked on specific MCMs. Their consultant was also there to answer questions.
- It was beneficial to have the correct people at the meetings and debriefings were helpful as well.
- Overall the audit went well. They received good feedback to help them improve their program over the years.
- A stormwater utility was mentioned at both audit meetings by the contractor, who is from Colorado where they are more common.
- Q- Who from EPA was in attendance
  - Elizabeth, Michele, Rachel, Samantha Couture (Merrimack only), Newt or Suzanne were not there, no one was from EPA enforcement attended the audit meetings .

- Q- On the O&M you said they seemed upset that you didn't look at private properties, but that shouldn't be in place until year 3, they expected you to have O&M in place today?
  - A- Yes.
- They will receive a written report from the EPA contractor in about 60 days.
- EPA was just there to observe and seemed more interested in holding developers accountable.
- Merrimack and Salem were given thanks for sharing their experiences. They will share their written reports once they are available.

## 7. Year 2 Annual Report:

- Jeanne Presented.
- [EPA template for Year 2 Annual Report](#), [EPA template for Year 2 \(new permittees\)](#) and [NH Stormwater Coalition template for Year 2 Annual Report](#) are on the MS4 Blog. They can be found on the MS4 Blog at: "NH Resources", "2020 Annual Report Templates and Guidance"
- Year 2 Annual Reports are due September 28, 2020.
- Jeanne went over the NH Stormwater Coalition Year 2 Annual Report template.
- Municipalities will need to go through the template and update specifics. Some of the BMPs are pre-populated. You need to update with your specifics.
  - Craig said to check back in with Trevor at PREP as they were having issues with reporting. Update: Deb Loiselle sent an email to everyone with the correct numbers from PREP on 8/14/2020 and the subject line was "Online Pet Pledges for NH MS4 Year 2 Annual Report". You can also find the [pledge report](#) on the MS4 Blog.
- If something was delayed because of Covid, make sure to make note of that.
- If you missed the June 30 deadline you can include the work you did, but make sure you put in the date you are certifying this information so don't expand the truth.
- For IDDE you can use the UNH training video and update that to the NHDES video for year 3.
- Since we ran out of time Jeanne gave a quick how to- If there are yellow highlights, update it, if red read the directions and delete.
- We can go over this more next month.
- Tom will reach out to Trevor and get the Dog Waste Pledge info out to you.

## 8. Updates and Other Business:

- 2020 New Hampshire Salt Symposium- early bird registration until 8/14/2020  
September 15, 2020  
Pats Peak Ski Area  
Henniker, NH  
Registration: <https://www.sima.org/training/new-hampshire-salt-symposium>
- 2020 Asset Management Workshop for Water Infrastructure  
November 5, 2020  
Update: In-person workshop cancelled but will be offering a shortened version remotely. More information coming soon.

- NHDES Local Source Water Protection Grant- MS4 does qualify.  
Due November 2, 2020  
[https://www.des.nh.gov/organization/divisions/water/dwgb/dwspp/lswp\\_grants.htm](https://www.des.nh.gov/organization/divisions/water/dwgb/dwspp/lswp_grants.htm)

Contact for more information: Bess Morrison, LSWPGP manager at [Bess.Morrison@des.nh.gov](mailto:Bess.Morrison@des.nh.gov)

The NHDES Local Source Water Protection Grant Program (LSWPGP) has just released its 2021 grant application and provides up to \$20,000 per grant project (annually) to protect drinking water resources. Specifically, grant money is available to develop and implement programs to protect existing (active or planned) sources of public drinking water. The application deadline is November 2, 2020. Activities that protect source water, conducted under US EPA's Small Municipal Separate Storm Sewer System (MS4) permit, including identification, monitoring and elimination of illicit discharges, particularly high priority outfalls that discharge to drinking water sources or within source protection areas, conducting public education and the design/installation of structural BMPs may be eligible, provided they meet the eligibility criteria as described in Section 6 of NHDES grant application. Routine operations/maintenance activities are not eligible.

**9. Upcoming meeting dates for 2020 – 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.

- **September 10<sup>th</sup>**: Year 2 Annual Report
- **October 8<sup>th</sup>**: DWGW Source Protection Grant
- **November 12<sup>th</sup>**:
- **December 10<sup>th</sup>**: