

# Seacoast Stormwater Coalition Meeting Minutes

## Zoom meeting

Wednesday, July 21, 2021, 1:00 – 2:30 p.m.

### Present:

Gretchen Young, Dover- Chair  
Jen Mates, Exeter  
Elliot Broadman, FB Environmental  
Joe Lynch, Hampton  
Heidi Marshall, Hoyle-Tanner  
Michael Trinqué, Hoyle-Tanner/ SWA  
Megan Dalton, Geolnsight  
Jonathan Meunier, Geolnsight  
Matt Scruton, Greenland  
Deb Loiselle, NHDES  
Sally Soule, NHDES  
Sue Lambert, NHDES

Tom Swenson, NHDES  
Caroline Kendall, Rollinsford  
Dennis McCarthy, Rye  
Amber Ferland, Somersworth  
Jackson Rand, SRPC  
Autumn Scott, SRPC  
Matt Perry, TEC/Seabrook  
Jamie Houle, UNH SC  
David Bowley, UNH  
Will Powers, UNH  
Bill Arcieri, VHB  
Christine Rinehart, Wright-Pierce

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1. **Introductions** All in attendance are listed above.

2. **Meeting minutes**

There were issues with posting the June meeting minutes to the website. Those minutes should be posted soon and we can talk about them at the next meeting.

3. **Year 3 Annual Report**

- Gretchen Young presented.
- The Year 3 annual report is due September 28.
- We are working on the NH stormwater coalition template.
- We received very minimal feedback from EPA regarding the coalition template.
- We will take the feedback that EPA gave us and include it in the coalition template.
- The EPA template is available to use as well. Please note that if you choose to use this template, you will need to use the Internet Explorer browser in order to access it.
- EPA noted that the annual report for **new permittees**, which is only one or two communities in the coalition, will be available soon. They are having some technical difficulties but they will make this available as soon as they can.
- The coalition template will be pulled together quickly and will be available very soon. There will be a few changes but will a similar look and feel as last year's template.

4. **Pollutants of Concern**

- Gretchen Young presented
- Regarding pollutants of concern for the IDDE program, the focus in the Seacoast region is nitrogen and in some cases phosphorus.
- There is a longer list of pollutants in appendix G of the permit.
- The list contains pollutants like mercury and manganese that are not stormwater related and are not being tested for in the IDDE analysis.
- We will probably put together some clarifying language to put in the annual report to clarify which pollutants of concern we are focusing on as a part of our IDDE program.

- If there are any questions regarding IDDE testing for dry weather, please reach out to Gretchen or Jamie.

## 5. Year 4 Requirements

- Gretchen Young presented a PowerPoint on some of the Year 4 requirements of the permit.
- Most of the requirements for MCM #1 Outreach and Education haven't changed.
- All the outreach materials for pet waste, lawn care, septic systems, and yard waste that we have used in previous years can continue to be used.
- The major change for Year 4 is that we have to do our second outreach effort to the developers/construction audience.
- We had done our first outreach effort to them during Year 2.
- All of the outreach resources can be found on the blog under MCM #1.
- The requirements for MCM #2 Public Involvement and Participation are the same as last years, so we can just do the same thing.
- MCM #3 Illicit Discharge Detection and Elimination (IDDE) was a big focus of Year 3.
- Everyone should have completed their dry weather sampling during Year 3.
- Now we will be diving into our Wet Weather Sampling that will need to be completed by Year 7.
- Gretchen went over system vulnerability factors (SVF). The factors include:
  - History of SSOs, including but not limited to those resulting from wet weather, high water table or fat/oil/grease blockages;
  - Common or twin-invert manholes serving storm and sanitary sewer alignments;
  - Common trench construction serving both storm and sanitary sewer alignments;
  - Crossing of storm and sanitary sewer alignments where the sanitary system is shallower than the storm drain system (in a lot of our cases we might not know that for sure);
  - Sanitary sewer alignments known or suspected to have been constructed with an underdrain system;
  - Inadequate sanitary sewer level of service (LOS) resulting in regular surcharging, customer backups, or frequent customer complaints;
  - Areas formerly served by combined sewer systems;
  - Sanitary sewer infrastructure defects such as leaking service laterals, cracked, broken or offset sanitary infrastructure, direct piped connections between storm drain and sanitary sewer infrastructure, or other vulnerability factors identified through inflow/infiltration analyses, sanitary sewer evaluation surveys or other infrastructure investigations.
- Gretchen suggested having a subcommittee to delve into the SVF. The subcommittee would work through thinks like how to proceed with wet weather sampling and what we would consider a SVF.
- We have to continue to eliminated and research illicit discharges.
- We need to continue to train municipal employees on IDDE.
- MCM #4 Construction Site Stormwater Runoff Control is the same as last year. Just have to stay on top of this requirement.
- Make sure the construction site inspections are happening, whether by you or a third party.
- Make sure you are documenting the inspections.
- MCM #5 Post Construction Stormwater Management in New and Redevelopment has a few new requirements but should be similar to last year.
- Everyone should have their redevelopment standards in place. Most of us will have something similar to what is in the Southeast Watershed Alliance Model.
- The redevelopment standards need to be written into the site plan review and we need to make sure that they are being reviewed and met for private development that is occurring.

- A requirement that is due this year is to develop a report assessing current street design and parking lot guidelines.
- They are looking to make sure the parking lot regulations reflect, that in addition to a minimum number of parking spaces, that there is also a maximum number of parking spaces so it limits the impervious area.
- They are looking for similar protocols for street design guidelines. It should be pretty straight forward.
- Looking to establish a subcommittee to come up with a one-pager checklist to keep in the books to meet this requirement.
- Another requirement is to develop a report assessing existing local regulations.
- This is looking for confirmation that a community allows green roofs, infiltration practices, water harvesting, etc.
- Looking for a subcommittee to come up with a standard checklist for all the communities to use.
- The last requirement for MCM #5 is an inventory and priority ranking of municipally owned properties for BMP retrofit potential.
- This requirement is mostly done because of the hot spot maps that Jamie and Sally Soule have provided us.
- There will be another meeting with Sally and Jaime to make sure everyone understands how to use the hot spot maps.
  
- MCM #6 Municipal Pollution Prevention & Good Housekeeping requirements are the same as last year. Just need to continue to work on these.
- Everyone should have created winter road maintenance procedures for MCM #6.
- Communities with chloride impairments should have created a salt reduction plan.
- Continue to implement these plans since they need to be completed by the end of Year 5.
- Anyone with a chloride impairment needs to submit their salt usage this year.
- Next year the process on reporting your salt usage should be easier, but this should be a good reminder that we need to be documenting salt usage through the winter season.
- Communities with nitrogen impairments have to complete their nitrogen source identification report this year.
- This requirement is almost done because of the hot spot mapping that NHDES and UNHSC created.
- We will need to put this in to a report format and be sure to incorporate all of the elements outlined in the MS4 permit.
- For the Great Bay Total Nitrogen General Permit (GBTNGP) communities, you are going to be ahead of the game on this because this is what is being required in part C of the adaptive management plan.
  
- Q- Any questions on the Year 4 requirements that we just went over?
  - A- Bill Arcieri commented that the review of the local design standards provides an opportunity for developers to be innovative without being so rigid.
  - Gretchen agreed that this is a good point and that it's an opportunity for us to allow for and encourage innovation without being too rigid.
- Q- Brian Goetz asked Jamie if PTAP would be getting more user friendly dashboards and reporting tools eventually?
  - A- Jaime stated that they are working on developing the accounting for PTAP. They have interim accounting now which is a pushbutton and gives you a report. They have done this for Exeter and Newmarket. They are working with the BAT developers and EPA in order to make our accounting tools communicate.
  - Gretchen displayed the Newmarket report and explained that this is basically what your PTAP report will look like. It gives you a grand total of your TSS, total phosphorus and total nitrogen outputs from all of your nonpoint sources. PTAP is not a requirement for MS4 but it's a tool that Gretchen encourages everyone to use. The GBTNGP communities are going to have to use this, or something like it, to continue to track their nitrogen.

- Jamie said it is functional now. The biggest issue is incorporating and doing the programming to wire in the EPA credits. Jamie stated that they are working with the UNH computing center to develop the export-input function, and should have something to review by the end of the month. As it exists right now, it can work. The biggest remaining piece is the non-structural BMP's and coming up with the variation of exactly what units to use for those.
- Sally stated that Jamie covered it very well, and that this edition of the BAT is going to improve the functionality of PTAP while also being cost effective. It's a simple fix to PTAP that will improve everyone's experience using it. Some of the concerns around automated reporting, being able to keep credits, and reporting units consistently will be addressed through this upgrade.
- Q- David Bowley stated dry season monitoring allows us to track back to the source based on our system. In the wet weather sampling, what is the main purpose and how would we track the source considering field run off and everything else.
  - A- Jamie answered that the wet weather sampling was supposed to follow up on the dry weather sampling. The wet weather includes additional potential interconnections that they want you to evaluate to ensure that you are not missing anything. This is why the subcommittee will be necessary to work through these details. There is a lot of room in the assumptions so the idea is that we all come to the same assumptions and are comfortable with that. The big point is, even during dry weather sampling you're talking about pollutants of concern. What do you do if you find nitrogen? There's really no information on that. Presumably some type of action would need to be taken but outside of the fecal indicator bacteria, what do we do?
- Q- David Bowley asked for clarification on the source identification.
  - A- Gretchen stated that if you are looking for run off, SSO's would be things that come up. It comes down to how high the levels are that you are seeing and how many parameters it hits on. The more hits, the more obviously that there's an issue. None of that is clear evidence of a connection. Some judgement always comes in to play.
  - Jamie added that this is why we are requesting a subcommittee so we are making the same assumptions. We can course-correct if EPA offers more clarification on this.
  - Gretchen added that we are putting pen to paper on some of these assumptions so we can understand why we are taking the steps that we are taking.
- Q- Gretchen Young asked if anyone would be interested in helping out on this subcommittee?
  - Jamie offered to be included on the subcommittee.
  - David Bowley also agreed to be on the subcommittee.

## 6. MCM1 – Updates and Year 4 Requirements

- Tom Swenson presented.
- Tom displayed a chart that showed the different outreach requirements that communities have to do depending on the water quality impairments in their communities.
- The outreach requirements were all the same as Year 3's but everyone needed to do an outreach effort to the developers/construction audience.
- One upcoming effort is SepticSmart Week which is coming up in September.
- Only communities with bacteria impairments would need to do this outreach effort.
- Anyone who needs the Get Pump brochures that NHDES created can reach out to Deb or Tom.
- We are also planning some social media for SepticSmart week which will be presented in August.
- For the developers/construction audience outreach, multiple checklists and several fact sheets were created by the Education and Outreach Subcommittee during Year 2.
- Since the Education and Outreach Subcommittee created the original outreach materials, the subcommittee will reconvene so we can figure out what our next steps are and what our next outreach efforts will be for the developers/construction audience.
- Tom has a list of members of the subcommittee, but it appears we've lost a lot of members in the past year. He will be reaching out to people to ask them to fill some of the empty spaces.

- Jen Mates has several boxes of the Get Pumped brochures left. Please reach out to her at (603) 418-6431 or [jmates@exeternh.gov](mailto:jmates@exeternh.gov) if you need some.
- Gretchen stated that she also has some NH Get Pumped brochures left over as well.

## 7. Updates and Upcoming Events

- Autumn Scott stated that SRPS is hosting a resiliency round table tomorrow (7/22/2021) on drought development dependence from 9:30-11 AM. All are welcome to join virtually and she provided the Zoom registration link in the chat.
- **NH MS4 Blog Improvements**  
NHDES has added a new feature to the NH MS4 Blog – a calendar of events. Now you will be able to take a quick glance at the events such as monthly meetings, trainings and webinars. We hope that you see this as a great addition to the NH MS4 Blog and a useful resource.
  - Please send Deb or Tom any trainings you think we should put on the calendar.
- **Save the Date – EPA Webinars for Year 3 Annual Report**  
EPA Region 1 will be offering a webinar on the Year 3 Annual Report. They will provide an overview of the annual report and Year 3 requirements, and an opportunity to ask questions. They will be offering this webinar on two days: Tuesday August 3rd 1:00-2:00 EST and Tuesday September 14th 10:00-11:00 EST. We will provide more details when we receive them.
- **Save the Date – 2021 Annual Asset Management Workshop for Water Infrastructure**  
Data in the Water Industry  
**New Date:** December 16th, 2021 - All Day Event  
Edward Cross Training Complex  
722 Riverwood Drive  
Pembroke, NH
- **Update** - The Municipal Green Snow Pro legislation has passed. We will report in over the next few months on what the next steps.

8. **Upcoming meeting dates for 2021 – Mark your calendars!** Meetings will occur on the 3<sup>rd</sup> Wednesday of each month. We will continue working on the elements necessary for year 3 requirements of the permit and update the SWMP template as needed. Following are the topics that are planned for the monthly meetings. Please note that topics may change dependent on priorities identified during the year.

### 2021 Meeting Dates

**August 18<sup>th</sup>:** Year 3 Annual Report template, MCM #5 (Section 2.3.6.b) Long-Term Operation and maintenance materials developed by VHB, 2018 Municipal Water Quality Report

**September 15<sup>th</sup>:** Year 3 Annual Report

**October 20<sup>th</sup>:**

**November 17<sup>th</sup>:**

**December 15<sup>th</sup>:**

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.