

Seacoast Stormwater Coalition Meeting Minutes

Zoom meeting

Wednesday, July 20, 2022, 1:00 – 3:00 p.m.

Present:

<i>Gretchen Young</i>	<i>Dover- Chair</i>	<i>Katie Zink</i>	<i>NHDES</i>
<i>Molly Grace</i>	<i>Dover</i>	<i>Daniel Okuniewicz</i>	<i>Portsmouth</i>
<i>April Talon</i>	<i>Durham</i>	<i>Paul Toussaint</i>	<i>Rollinsford</i>
<i>Mike Franck</i>	<i>Environmental Partners Inc.</i>	<i>Jason Rucker</i>	<i>Rye</i>
<i>Cameron Twombly</i>	<i>FB Environmental</i>	<i>Amber Hall</i>	<i>Somersworth</i>
<i>Matt Scruton</i>	<i>Greenland</i>	<i>Jackson Rand</i>	<i>SRPC</i>
<i>Joe Lynch</i>	<i>Hampton</i>	<i>Autumn Scott</i>	<i>SRPC</i>
<i>Eric Sunderlin</i>	<i>Hampton</i>	<i>Mark Connors</i>	<i>Stratham</i>
<i>Heidi Marshall</i>	<i>Hoyle-Tanner</i>	<i>Matt Perry</i>	<i>TEC/Seabrook</i>
<i>Michael Trainque</i>	<i>Hoyle-Tanner/ SWA/Chester</i>	<i>Megan Cramton</i>	<i>TEC/Seabrook</i>
<i>Phil Coombs</i>	<i>Kingston</i>	<i>Amber Hall</i>	<i>Somersworth</i>
<i>Lisa Perreault</i>	<i>Kingston</i>	<i>Jamie Houle</i>	<i>UNH SC</i>
<i>Chris Jacobs</i>	<i>Milton</i>	<i>David Bowley</i>	<i>UNH</i>
<i>Deb Loiselle</i>	<i>NHDES</i>	<i>Will Powers</i>	<i>UNH</i>
<i>Tom Swenson</i>	<i>NHDES</i>	<i>Megan Dalton</i>	<i>Verdantas/Kingston</i>
		<i>Britt Eckstrom</i>	<i>Wright-Pierce</i>
		<i>Christine Rinehart</i>	<i>Wright-Pierce</i>

1. Introductions

- Roll call will be done alphabetically by municipality or affiliation

2. Meeting minutes

- Meeting minutes are posted on the NH MS4 Blog in draft format for reference and use. Contact Deb Loiselle if you have any suggested revisions

3. August Coalition Meeting has been moved to August 24

4. Year 4 Annual Report Template

- Tom Swenson presented.
- EPA has released their version of the [Year 4 Annual Report Template](#) on their [website](#).
 - New permittees (Newmarket, Raymond, and Stratham) should use the EPA [Year 4 New Permittees Annual Report Template](#).
 - Please note that when opened from EPA's website, the template will show a "Please Wait..." message. You may need to download the template and open it up in a PDF viewer to see the file.
- NHDES and the Coalition Chairs will be creating the New Hampshire Stormwater Coalition version of the annual template while trying to match EPA's template as much as possible.
- Our template will be formatted to line up with the SWMP. There will be room left for notes to explain anything you may want to elaborate on.
- Permittees can use either the EPA or NH Stormwater Coalition Year 4 Annual Report Template.
 - Only new permittees must use the EPA Year 4 New Permittees Annual Report Template since new permittees have different requirements than old permittees.

- Q- EPA's check box approach seems to inform their database. If we do a hybrid template, is EPA still going to be able to populate their data?
 - A- Yes, we think they will still be able to populate their database. We don't feel that we are hiding something if we can't check a box. We are sometimes finding new information and feel that we can't say yes when the wording says "all" or "finished".
 - The main worry is checking "no" for a requirement when it's not something that applies to you and then you are labeled noncompliant.
- Reach out Gretchen, Jamie, Deb, or Tom if you would like to help with this template or if you have comments.

5. Check in on Year 4 Requirements

- Tom Swenson presented.
- Do any permittees have any questions or need additional help with any of the Year 4 requirements?
- You can ask now or contact us afterwards.
- Q- We have a misnomer on outfalls and are struggling with distance.
 - A- This goes back to the 2003 permit and the question "What is an outfall?"
 - Dover has solidified an approach to what an outfall is.
 - Joe will give Gretchen a call, he thinks he has got the right approach but would like to confirm it with her.
- Durham had some trouble with one of the Green Grass and Clean Water outreach flier they used. One of the links within the flier was no longer working
- Durham has corrected the link and has put it on the fliers. April is happy to share that if anyone is interested.
- Tom would like that for the MS4 Blog so everyone can have access to it.

6. Year 4 Annual Requirements Checklist

- Tom Swenson presented.
- The [Year 4 Annual Requirements Checklist](#) can be found on the MS4 Blog. It shows what needs to be updated on an annual basis
- The checklist can be used to start to gather data prior to filling out the Annual Report Template.
- Tom noted that this checklist does not contain the new Year 4 requirements but just the annual requirements that permittees must report on each year.

7. MCM #1 Check in

- Tom Swenson presented.
 - Year 4
 - General outreach requirements check in.
 - Construction/Developers outreach check in.
 - The [2022 Construction General Permit Outreach Letter](#) and [2022 Construction General Permit Outreach Brochure](#) can be found on the MS4 Blog.
 - Permittees should make sure they have done the Construction/Developers outreach requirements for Year 4.
 - If a permittee has not, they should complete it very soon.
 - Q- What level of effort would be needed to meet this requirement?
 - A- Including the information in your community's pre-construction packet would be enough.
 - Pet Waste Pledge Metrics

- The Year 4 [Pet Waste Pledge Metrics](#) are now available on the MS4 Blog.
 - Year 5
 - Industrial Audience outreach requirements
 - In Year 5, permittees should conduct their second industrial audience outreach effort. The education and outreach subcommittee will work on creating new outreach resources early on in Year 5.

8. Year 4 SWMP

- Gretchen Young presented.
- Permittee's SWMP is supposed to be available for public review once a permit year.
- Are people doing that?
- This is one of the things that not everyone is meeting the requirement for and something that EPA mentioned to us.
- Your SWMP must be available to the public either on your website or at a specific physical location such as your town hall.
- Make sure to update your SWMP as you make changes and complete requirements.

9. Phosphorus/Nitrogen Source Identification Reports

- Jamie Houle presented.
- These requirements encompass most of the communities in the Seacoast.
- The Phosphorus/Nitrogen Source Identification Reports are under Appendix H on the [Hot Spot page](#) on the MS4 Blog.
- It is easy to fill out and has information on where to go for resources.
- The area that will take the most work is the engineering and feasibility assessment.
- You can do this on your own or look to Attachment D for help and guidance.
- Q- Paul Toussaint stated that there are eight top municipal owned parcels for Rollinsford. One site is where the former highway department was which is now a field. The new transfer station is not listed on the top parcel list currently. Should he rearrange the top municipal parcel list or just leave it for now?
 - A- The data that was used to create these lists is from 2015. There are some properties that have changed. You can note that in your reports.
- One caveat is the Durham maps since UNH and Durham are combined. Jamie Houle will work to separate them out into separate maps.

10. IDDE/Wet Weather Sampling Check in

- Gretchen Young presented.
- Dover did an SRF project working with UNH. This was for dry weather sampling with the intent to roll it into wet weather sampling as well.
- Dover has all of the equipment needed to sample and is willing to share with any other community that needs it.
- They wanted to sample all 400 outfalls for wet weather sampling, but they may need to narrow that down because they can't get any wet weather sampling due to the lack of rain.
- They have done preliminary testing of the equipment and have videos showing how to use them.
- You can use the equipment or come along with Dover when they sample.
- Wet weather is a lot easier to sample in the spring and fall.
- Portsmouth is planning to sample every outfall. Most systems are 40+ years old and are located close to sewer lines.

- Don't forget to fill out your [System Vulnerability Factor Spreadsheet](#) which is located on the MS4 Blog under MCM #3.

11. Budgeting and CIP

- Tom Swenson presented.
- If you are starting to plan your budgets for the coming years, there is a tool on the [Hot Spots Maps page](#) that can give you a rough cost estimate on BMP installation.
- Table 1 in each communities' Priority Ranked Parcel Summary Report shows the costs associated with pollutant load reduction measures for the top municipal parcels.

12. Construction General Permit

- Tom Swenson presented.
- CGP Contacts:
 - Michelle Vuto (vuto.michelle@epa.gov) is the contact for all CGP permit related questions. Michelle should continue to be the main contact for CGP questions.
 - Marian Spahn (spahn.marian@epa.gov) is the contact for all NetCGP permission related questions and should not be contacted with general CGP questions.
- Certified Inspector Training Course
 - The free certified inspector training course that EPA is creating should be released in the next few months.

13. Wetlands Update

- Gretchen presented.
- NHDES is going to make it easier to update prime wetlands.
- Look into what your municipality has for prime wetlands, it might be worth understanding how designations are made.

14. Winter Maintenance

- Tom Swenson presented
- Municipal Green SnowPro Program update
 - NHDES is actively working on the Municipal Green SnowPro Program rules.
 - NHDES has sent the rough draft of the rules out to a few communities for comments.
 - Deb, Tom, and other NHDES staff will be meeting with the winter maintenance subcommittee soon to get more feedback on the rough draft of the rules.
 - Deb and Tom will keep you up to date as things move forward.
- Annual Salt Symposium
 - The annual Salt Symposium is happening this year on September 13 at the New Hampshire Motor Speedway.
 - [Registration](#) for the event is now open.
 - This year there will be a specific municipal track.
 - Deb and Tom encourage all municipalities to attend.
- Annual Salt Usage Reports
 - Thank you everyone who submitted their Annual Salt Usage Reports.
- UNH T2 winter maintenance trainings
 - Visit the MS4 calendar or the [UNH T2 website](#) to view the available trainings

15. Pictures for New MS4 Blog

- Tom Swenson presented.
- The new MS4 Blog will likely be up sometime in October.
- We really need pictures for his new blog. Please send them to Tom.

- Tom will send out an email to ask for assistance with this request.

16. Updates and Other Business

- [UNH T2 Trainings Calendar](#)
- **Snowfighters Seminar**
September 8th & September 15th & September 21st & September 29th
October 13th & November 16th & November 17th
8:00 AM-3:00 PM
[Registration](#)
\$60.00 for municipal staff
- **Data-Driven Winter Maintenance**
September 20th & October 4th, 7:30-9:30 AM
[Registration](#)
- **Annual Salt Symposium**
September 13th, 2022
Details and Registration Coming Soon
- **2022 Asset Management Award Nomination Form**
Nominations due by September 16, 2022
[Nomination form](#)
- **2022 Annual Asset Management Conference for Water Infrastructure**
November 3, 2022
All day event (in-person)
Pembroke Army National Guard Readiness Center
Pembroke, NH
Details and Registration Coming Soon
- **NHDES Infrastructure Funding Webpage**
NHDES weblink: <https://www4.des.state.nh.us/infrastructure-funding/>
Information on any available funding will be posted on this website

Sign up for email alerts from NHDES pertaining to CWSRF/ARPA/Infrastructure funding opportunities at: https://www4.des.state.nh.us/infrastructure-funding/?page_id=26

Upcoming events and funding deadlines (currently known):
https://www4.des.state.nh.us/infrastructure-funding/?page_id=73

- **NHDES Dam Rehabilitation/Removal Grant**
Eligible applicants = Municipalities
Grant program for Municipally-owned High Hazard Dams that are in poor or unsatisfactory condition
Applications due on Friday July 29th at 4 pm
For more information go to: <https://www4.des.state.nh.us/infrastructure-funding/>

17. Clean Watersheds Needs Survey (CWNS)

- Deb Loisel presented.
- This is a Clean Water Act requirement.
- Lisa Loosigian will present on this next month.
- NHDES is working with CEI on this.
- CEI will be reaching out to each community for information.
- This information informs how much money comes into SRF and other programs.
- Please attend next month's meeting and extend an invitation to this meeting to anyone that this might pertain to.
- Eliza Styczynski and Sharon Nall are doing this effort for wastewater.

18. Upcoming Meeting Dates and Agenda Focus for 2022 – *Mark your calendars!*

Meetings will occur on the 3rd Wednesday of each month.

August 24th: Note this date is not during the regular monthly scheduled time.

Overview of Year 4 Annual Report Templates and Clean Watershed Needs Survey presentation

September 21st:

October 19th:

November 16th:

December 21st:

Please email potential agenda items and/or presentations to Gretchen Young at G.Young@dover.nh.gov or Deb Loisel at deborah.loiselle@des.nh.gov. These will be considered for upcoming meetings and very helpful in the development of the monthly agendas.