

Seacoast Stormwater Coalition Meeting Minutes

Zoom meeting

Wednesday, August 24, 2022, 1:00 – 3:00 p.m.

Present:

<i>Gretchen Young</i>	<i>Dover- Chair</i>	<i>Jen Rowden</i>	<i>RPC</i>
<i>Emily DiFranco</i>	<i>CEI</i>	<i>Jason Rucker</i>	<i>Rye</i>
<i>Nils Larson</i>	<i>Exeter</i>	<i>Mike Bobinsky</i>	<i>Somersworth</i>
<i>Joe Lynch</i>	<i>Hampton</i>	<i>Amber Hall</i>	<i>Somersworth</i>
<i>Heidi Marshall</i>	<i>Hoyle-Tanner</i>	<i>Susan Connors</i>	<i>Stratham</i>
<i>Lisa Perreault</i>	<i>Kingston</i>	<i>Mark Connors</i>	<i>Stratham</i>
<i>Andrea Bejtlich</i>	<i>NHDES</i>	<i>Matt Perry</i>	<i>TEC/Seabrook</i>
<i>Deb Loiselle</i>	<i>NHDES</i>	<i>Megan Cramton</i>	<i>TEC/Seabrook</i>
<i>Lisa Loosigian</i>	<i>NHDES</i>	<i>Amber Hall</i>	<i>Somersworth</i>
<i>Tom Swenson</i>	<i>NHDES</i>	<i>Jamie Houle</i>	<i>UNH SC</i>
<i>Brian Goetz</i>	<i>Portsmouth</i>	<i>David Bowley</i>	<i>UNH</i>
<i>Jamie McCarty</i>	<i>Portsmouth</i>	<i>Will Powers</i>	<i>UNH</i>
<i>Daniel Okuniewicz</i>	<i>Portsmouth</i>	<i>Garrison Beck</i>	<i>VHB</i>
<i>Chris Vakili</i>	<i>Portsmouth</i>	<i>Megan Dalton</i>	<i>Verdantas/Kingston</i>
<i>Abigail Lyon</i>	<i>PREP</i>	<i>Christene Binger</i>	<i>Verdantas</i>
<i>Paul Tousaint</i>	<i>Rollinsford</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. Approve meeting minutes

- July 20, 2022

3. September Coalition Meeting has been moved to September 14.

4. Clean Watershed Needs Survey (CWNS) – Lisa Loosigian (NHDES) & Emily DiFranco (CEI)

- Lisa Loosigian and Emily DiFranco presented.
- CWNS is an initiative from EPA. The goal is to gauge the funding needed by States to meet the water quality goals of the Clean Water Act. The information gathered is used to allocate funds back to the States through loan and grant programs such as the Clean Water State Revolving Fund. CWNS is supposed to be completed every 4 years, however it has not been done since 2012. The stormwater funding needs were underrepresented in 2012, only accounting for 7% of the State's needs.
- The States and EPA collect information about:
 - Publicly owned wastewater collection and treatment facilities
 - Combined sewer overflow control facilities
 - Stormwater
 - Nonpoint source pollution control projects
- New Hampshire has a state specific approach for stormwater
 - Data collected from municipalities is used to extrapolate the funding needs for communities that have not reported their needs through CWNS.
 - All NH municipalities are separated into five types based on population and MS4 status. The information received from the participating municipalities will be used to extrapolate the funding needs for the communities that do not participate.

- What projects are eligible for CWNS?
 - If the project is eligible for CWSRF, it is eligible for CWNS. The project must be a solution to a water quality problem or water quality related public health problem. These are capital costs only but includes planning or designs.
 - The project may not already have funds allocated as of January 1, 2022 and must be completed within the survey period of January 1, 2022 to December 31, 2041.
 - The project must have documented costs and justifications.
- CWNS categories
 - Stormwater Management Control including gray infrastructure, green infrastructure, and general stormwater management. Some examples include: planning, design, construction and treatment, and the implementation or development of stormwater programs.
 - Nonpoint Source Control with a focus on hydromodification. This includes dam repair, channel stabilization and riparian/ wetland restoration work.
- There are two separate CWNS efforts
 - Stormwater and Hydromodification- Collected by the NHDES Watershed Assistance section via contractor, Comprehensive Environmental Inc. (CEI)
 - Wastewater- Collected by the NHDES Wastewater Bureau.
 - You may be contacted by both CEI and the Wastewater Bureau.
- Since CWNS does not cover all stormwater projects, NHDES created the New Hampshire State Stormwater Needs Survey by collecting the data for all other projects that are not covered under CWNS (capital and noncapital, flooding, hydromodification, etc.). This separate survey helps NHDES know the overall funding needs of New Hampshire. This information will not be shared with EPA.
- What kind of documentation is needed?
 - Capital improvement plans, other planning documents, project sheets, watershed-based plans, and grant and loan applications that have been rejected.
 - Large Municipalities pop has more than 10,000 people. Must have documentation listed above.
 - Small municipalities pop has less than 10,000 people. Small municipalities must use documentation if available. If not, they can use the small community form.
- What do communities have to do?
 - Send CEI your documentation and they will sort out whether the information falls into either CWNS or NH State Stormwater Needs.
- An email will be sent out in a few weeks which will contain the link to the CWNS CEI webpage. There will be a CWNS survey online that will allow you to submit your documents. You can enter specific projects or areas of your CIP. NHDES would like communities to upload or supply links to documents. You may receive a phone call follow up with any questions.
- There may be hidden costs within projects that are eligible for this. We can spend a little time looking at this for ourselves and might find CWNS or NH State Stormwater Needs funding that we did not know about before.
- Website:
 - NHDES will have a website under the Stormwater page.
 - CEI will have a website as well which will include the link to the survey.
 - Hopefully the websites will be up by September 1st.
- Must collect the data for both projects by the end of the year.
- The more participation, the more funding we may get. Please participate!

5. Year 4 Annual Report Template

- Gretchen presented
- **Due September 28, 2022**
- [NH Stormwater Coalition Year 4 Annual Report Template](#)

- Located on the MS4 Blog
 - Overview of the template and the requirements due for Year 4
 - Anything in yellow needs to be filled out by the permittee.
 - Anything in red was added as instructions or additional information and can be deleted before you submit your annual report.
 - The difference between the NH Stormwater Coalitions and EPA's Year 4 Annual Report Templates are that the NH Stormwater Coalition's has a different flow, is organized differently, and the check boxes can be checked if a requirement is fully or partially complete. The NH Stormwater version has a box after every section for you to explain if there was a requirement that was only partially completed.
 - In the past, the NH Stormwater templates did not have checkboxes. This was confusing for EPA when going through permittees annual reports. So, we added checkboxes to the template because that's how EPA knows whether or not a requirement was completed.
 - Please add the requested documentation as addendums to submission or links to where EPA can find the documents. Please do not add the additional documentation directly to the end of the report.
 - The permit requires the SWMP to be updated as well so please put a link to that in your annual report.
 - **Please do not delete anything.** If a section is not applicable to you, write N/A instead of deleting it.
 - If you do not have anything to report for certain metrics, then write 0 instead of leaving it blank.
 - Self-Assessment- If the impairment status of any waterbody has changed since your NOI, list those waterbodies. There is a [spreadsheet](#) on the MS4 Blog to show you what has changed.
 - If you did any wet weather sampling this year, you **must** submit that data.
 - Screening is considered sampling. Investigations are when there is a hit and sampling resulted from that.
 - Q - Total educational efforts is a total of all outreach efforts?
 - I would count each effort you have done. You can back it up in the individual outreach sections below by supplying additional information.
 - Q - Can you count spring and fall outreach efforts as two separate efforts?
 - Yes, you can.
 - Date of adoption of regulatory mechanisms- put the date or why the mechanism has not been adopted as of yet.
 - Please put a minimum of five retrofitted BMPs. The minimum of five is not a requirement in the NH permit but is in the MA permit. That being said, EPA requested it within their version of the NH templates.
 - Potential Structural BMPS- if you want to be in on PTAP, let Jamie know. Working on tutorials for BATT too. Installation of BMPs are not required until Year 6.
 - EPA's template has the ability to remove a section if you don't have a specific impairment or TMDL. However, the NH template does not. Make sure you click on "does not have the following impairment or TMDL" if your community does not have that specific impairment or TMDL. This will let EPA know that it does not apply to your community.
- New Permittees
 - Tom Swenson presented
 - New permittees must use either the EPA New Permittee Year 4 Annual Report Template or the NH Stormwater Coalition New Permittee Year 4 Annual Report Template.

- NHDES and the coalition chairs will be hosting a meeting on August 25 from 10 AM to 12 PM to assist new permittees with any annual report related questions or concerns they might have.
- An EPA New Permittee Year 4 Annual Report Template with annotations was created and is now up on the blog. This annotated version gives links to additional resources and provides information to help new permittees fill out their annual reports
- Deb will send out a meeting invite to all four municipalities. Any consultants for these communities are welcome to join as well.
- New Permittees include the following communities:
 - Newmarket
 - Raymond
 - Stratham

6. Year 4 Annual Report Template EPA Webinars

- Gretchen presented
- Overview and helpful hints for filling out your Year 4 annual report
- August 16th EPA webinar
[Recording of Webinar](#)
 Access Passcode: **25955470**
- September 12th (10:00-11:00 EST) EPA webinar
[Registration](#)
- Martine Wong will be sending out email reminders about submitting annual reports

7. Construction General Permit (CGP)

- Tom Swenson presented
- EPA has released their [free certified inspector training course](#) for the CGP.
- We will be talking about this more in the future.
- The Education and Outreach Subcommittee will be creating new outreach materials to help get the word out about this.

8. Updates and Upcoming Events

- Tom presented
- [UNH T2 Trainings Calendar](#)
 - September 8th & September 15th & September 21st & September 29th
 October 13th & November 16th & November 17th
 8:00 AM-3:00 PM
 Snowfighters Seminar
[Registration](#)
 \$60.00 for municipal staff
 - September 20th & October 4th, 7:30-9:30 AM
 Data-Driven Winter Maintenance
[Registration](#)
- **2022 Salt Symposium**
 - There will be a municipal track this year.
 - September 13th, 9:00 am -4:00 pm
 - NH Motor Speedway
 1122 NH-106
 Loudon, NH

- [Registration](#)
 - Deb presented
 - **2022 Asset Management Award Nomination Form**
 - Nominations due by September 16, 2022
 - [Nomination form](#)
 - **New Permittee Annual Report Assistance**
 - SSC New Permittees:
Newmarket, Raymond, Stratham
 - August 25 from 10 am – 12 pm
 - NHDES staff and coalition chairs will be available to answer any questions new permittees have about completing their annual reports
 - [Zoom meeting link](#)
 - **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
 - **2022 Clean Water State Revolving Fund (CWSRF) Loan Program - Update**
 - [2022 Priority Project List \(PPL\)](#)
 - [2022 Intended Use Plan \(IUP\)](#)
 - PPL is out for public comment and anticipated to be finalized in late August or early September
- 9. Upcoming meeting dates for 2022 – Mark your calendars!** Meetings will occur on the 3rd Wednesday of each month. We will continue working on the elements necessary for year 4 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.
- 2022 Meeting Dates**
September 14: Note this date is not during the regular monthly scheduled time.
Year 4 Annual Report Templates
October 19th:
November 16th:
December 21st:

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

10. Sign-in Sheet – Your names will be documented during roll call.