

# Meeting Minutes

## NH Lower Merrimack Valley Stormwater Coalition Meeting

Zoom

Thursday, October 13, 2022, 1:00 – 3:00 p.m.

### Present:

|                             |                           |                        |                  |
|-----------------------------|---------------------------|------------------------|------------------|
| <i>Dawn Tuomala, Chair</i>  | <i>Merrimack</i>          | <i>Scott McPhie</i>    | <i>Nashua</i>    |
| <i>Jeanne Walker, Chair</i> | <i>Bedford</i>            | <i>Doug Starr</i>      | <i>Nashua</i>    |
| <i>Brian Arsenault</i>      | <i>Allenstown</i>         | <i>Sara Siskavich</i>  | <i>NashuaRPC</i> |
| <i>Eric Slosek</i>          | <i>Amherst</i>            | <i>Deb Loiselle</i>    | <i>NHDES</i>     |
| <i>Emily DiFranco</i>       | <i>CEI</i>                | <i>Lisa Loosigian</i>  | <i>NHDES</i>     |
| <i>Craig Durrett</i>        | <i>Derry</i>              | <i>Tom Swenson</i>     | <i>NHDES</i>     |
| <i>Scott Ozana</i>          | <i>Goffstown</i>          | <i>Katie Zink</i>      | <i>NHDES</i>     |
| <i>Dave Gleason</i>         | <i>Hazen &amp; Sawyer</i> | <i>Jenn Beauregard</i> | <i>Pelham</i>    |
| <i>Kevin Anderson</i>       | <i>Hollis</i>             | <i>Dena Hoffman</i>    | <i>Pelham</i>    |
| <i>Thomas Bartula</i>       | <i>Hooksett</i>           | <i>Zach Swick</i>      | <i>SNHRPC</i>    |
| <i>Ben Berthiaume</i>       | <i>Hooksett</i>           | <i>Jamie Houle</i>     | <i>UNHSC</i>     |
| <i>Heidi Marshall</i>       | <i>Hoyle-Tanner</i>       | <i>Kaitlyn Allen</i>   | <i>Verdantas</i> |
| <i>Paul Elsholz</i>         | <i>Laconia</i>            | <i>Nick Germain</i>    | <i>Wilton</i>    |
| <i>Kim Kleiner</i>          | <i>Litchfield</i>         |                        |                  |

### 1. Introductions

- All those in attendance are listed above.

### 2. Approve meeting minutes

- September 8, 2022 minutes were approved.

### 3. Clean Watershed Needs Survey (CWNS) Helpful Hints – Lisa Loosigian (NHDES), Emily DiFranco (CEI), and Dena Hoffman (Pelham)

- Deb presented.
- Lisa went over the importance and purpose of this survey. If you are competitive, think of this as a competition with other states for funding.
- Emily discussed the outreach of the survey so far.
- Emily walked through the survey and examples of what information CEI is hoping to collect.
- The survey shouldn't be a heavy lift. If you need help, contact CEI.
- Data is being collected on gray/ green infrastructure, stormwater planning, all stormwater related items as well as hydromodification.
- Some of this data will be for EPA to use and other data will be for New Hampshire use only.
- Emily showed the survey. There is background information on the survey as well as instructions.
- The survey starts with contact information for your town.
- The funding needs are collected in step 2. If you select yes-you have needs, this drops down more questions for you to fill out.
- Step 3 is supporting documents. This step is very important. Main types of documents that would have the needed information are capital improvement plans, unfunded loan applications, etc.
- You don't necessarily need to go through the documents to show what your needs are, but you can do that.
- There is a dropdown to choose what type of document you are sharing.
- You can share a link to the document or upload the documents directly.

- If you would like to list out your projects, you can do that in the survey. An example of why you might want to call out a project would be a road paving project but has catch basin improvements.
- You can also download an excel spreadsheet if you would like to work on this a little at a time. If you go that route, you can email the spreadsheet to CEI.
- Again, you don't have to do that, it is optional.
- If you find additional documentation you can just email CEI instead of filling out a new survey.
- When you have finished filling out the survey, make sure to hit submit.
- It shouldn't take a long time, but you will need to collect your documents beforehand.
- You will be hearing from CEI by email or phone over the next month or two reminding communities to fill out the survey.
- Q- When is this due?
  - A- End of November would be good because CEI needs to review the data and enter it into an EPA database and then use the data for extrapolation.
- Pelham submitted documents, they didn't submit the capital improvement plan, but it was accessible online and CEI was able to use the data.
- One example of cost is a catch basin cleaning truck.
- A culvert replacement was listed. There wasn't enough data to know if there was a water quality issue associated with this replacement. It is still a need for NH, but wouldn't be included in what CEI submits to the EPA database. There was a grant application that came in and data found there showed a water quality benefit so it can be used in the EPA database as well.
- Parking lot replacements were also listed in the CIP, one was just repaving and didn't count as a stormwater need. Another was porous asphalt and that will count.
- These needs equate to over \$700,000.
- Q- Would a parking lot that included catch basins count?
  - A- Yes. We would look at the cost of just the catch basins and if we didn't have enough information, we would follow up with you.
- Q- Does it matter how big or small the project is? What kind of documentation do you need. AutoCAD plans?
  - Send in any size project. Small plans add up. The survey gives examples of documentation. AutoCAD would likely not be enough information but if it was part of an engineering plan it would count.
  - If you're not sure just submit it for review.
- Any document that has project needs and cost is important.
- If you are a small municipality your needs might not need documentation. There is a different survey that can be used for communities under 10,000 residents.
- Dena Hoffman from Pelham was the first to submit and will share her experience.
- Dena said the survey was very easy and painless. She looked through the survey before she began. She then went through her documents which took about 10 minutes. The whole thing took 20 minutes or less. Some towns have more documents to upload which may take more time.
- You can't save in the middle of the survey, but you don't really need to because it is a short, simple survey.
- Make sure to have your documents beforehand and it shouldn't be an issue.
- CEI does a lot of work on their end to look through the documents.
- If you have a lot of documents or are worried about saving you can use the excel file.
- If you run out of time you can submit what you have and then email additional documents later.
- Jeanne shared that she has been contacted by CEI. The person that called was very nice. She didn't pester, she was understanding that Jeanne didn't have time to work on it

since she was working on the Year 4 annual report, but made a note that Bedford planned to do this and asked if she could call back in a month to check in.

- If you haven't been contacted let Deb know and she can tell you who the point of contact for your community is.

#### **4. December 8<sup>th</sup> Holiday Meeting Planning**

- Dawn presented.
- December 8<sup>th</sup> holiday meeting will be taking place at the Wasserman Park Function Hall in Merrimack.
- The holiday meeting will be in-person only.
- Let Dawn know if you can come and how many will join from each municipality.
- Wasserman Park Function Hall  
116 Naticook Rd  
Merrimack, NH 03054

#### **5. EPA Updates and Year 4 Annual Report Check In**

- Deb presented.
- Congratulations on finishing another year.
- As of today, all but one permittee has submitted their annual report.
- Deb knows the permittee is working on it, and it should be submitted soon.
- Five New Hampshire MS4 communities have been reached out to by John Calautti from EPA Region 1. He is a Paralegal Specialist working in the EPA Enforcement and Compliance Section. These emails are related to not meeting the Year 3 dry weather inspections requirements.
- It seems like one of two things occurred. Lab results were not attached or all dry weather outfalls were not inspected.
- Three of the permittees are new permittees. This requirement is not due until Year 6 for them. If you noted you did any screening during Year 4, you are required to submit the data.
- If you get an email or letter from EPA there is likely a timeframe for you to respond.
- Please respond to these requests.
- One of the communities is the Town of Pembroke. They responded quickly with their information. They haven't heard back from EPA yet.
- An unnamed community responded with information that they haven't done all of the dry weather screening and they received an administrative order. The deadline they were given to complete the sampling is July 2023. The individual working on this hopes this shows the seriousness to their upper management.
- Nick Germain from Wilton shared his experience.
- Wilton received an email from EPA. This was sent in September but it went to an email address of a vacant position.
- EPA was asking for more information on dry weather sampling and what had been completed.
- Nick felt that some of the work that was being done wasn't completing the permit requirements. Nick reached out to other NHLMV members and NHDES. Wilton is a new permittee, so the sampling wasn't due in Year 3. He wrote an email to EPA on what had been done and how they planned to move forward. This was stressful but he used it as an opportunity to explain to the town council that this is a requirement, and they should move on it and not wait for a court order. It was stressful at the start but ended up not being a big deal.
- Q- How did EPA respond?
  - A- They essentially responded with sending the EPA Year 4 Annual Report template for new permittees, possibly because Wilton had used the template for existing permittees in Year 3.

## 6. 2020/2022 303(d) Impairment List

- Tom presented.
- There will be a new impairment list presented in November that will be based off the 2020/2022 303(d).
- You should be using this new impairment list not the 2018 list for all Year 5 requirements.
- This new list contains the most recent impairment information.

## 7. MCM #1 Updates

- Tom presented.
- Tom forgot to mention Septic Smart week at the September meeting but he did send out an email with all the needed information.
- There are social media posts that you can use.
- These social media posts can be used at any time. Remove the hashtag #septicmartweek since we are past that.
- Since it is yard waste season, it's a good time to do your yard waste outreach.
- There are door hangers, pledges, brochures, and more on the MS4 Blog.
- Industrial outreach resources need to be done twice during the permit term.
- We will do the industrial outreach again during Year 5.
- This was done in Year 3 with an outreach letter and factsheet.
- These resources were sent out to entities that fell under the Multi-Sector General Permit (MSGP).
- There is a new MSGP that was released last year.
- For Year 5, should we do something similar like we did in Year 3? Maybe just update the outreach letter and factsheet with the current MSGP information?
- Let Tom know. We will discuss this further in November.

## 8. MS4 Blog Update

- Tom presented.
- New version of the MS4 Blog is coming along nicely.
- We have some volunteers to review the rough draft.
- It should be up in November or December.
- Tom will present the new website during a coalition meeting once it is live.
- The new website is very user friendly.

## 9. 2022 Salt Symposium Summary

- Deb presented.
- The event was held September 13<sup>th</sup> at the New Hampshire Motor Speedway.
- It was a great forum for the symposium.
- There was a municipal track. There was discussion on issues municipalities have had and how to support them.
- The discussion was phenomenal.
- The 2023 symposium will have a larger municipal track.
- This will likely be the second week of September and Deb will get it on the agenda as soon as the date is finalized.

## 10. Updates and Upcoming Events

- [UNH T2 Trainings Calendar](#)
  - October 13<sup>th</sup> & November 16<sup>th</sup> & November 17<sup>th</sup>  
8:00 AM-3:00 PM  
Snowfighters Seminar  
[Registration](#)

\$60.00 for municipal staff

These are filling up quickly, so it is recommended to sign up sooner rather than later.

- **2022 Annual Asset Management Conference for Water Infrastructure**
  - November 3, 2022  
All day event (in-person)  
Pembroke Army National Guard Readiness Center  
Pembroke, NH  
[Registration](#)
  
- **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](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](https://www4.des.state.nh.us/infrastructure-funding/?page_id=73)
  
- New PFAS website: <https://www.pfas.des.nh.gov/>

**11. Upcoming meeting dates for 2022 – Mark your calendars!** Meetings occur on the 2nd Thursday of each month, unless otherwise noted. We will continue working on the elements necessary for Year 5 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**

**November 17<sup>th</sup>:** Note this date is not during the regular monthly scheduled time, there is also a municipal meeting on this date so attendance here might be low

**December 8<sup>th</sup>** 🍷 Holiday meeting –Wasserman Park Function Hall. 116 Naticook Rd, Merrimack, NH 03054

### **2023 Meeting Dates**

**January 12th:**

**February 9th:**

**March 9th:**

**April 13th:**

**May 11th:**

**June 8th:**

**July 13th:**

**August 10th:**

**September 14th:**

**October 12th:**

**November 9th (Veterans' Day on 10th) or 16th:**

**December 14th: Holiday Meeting**

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