

Meeting Minutes

NH Lower Merrimack Valley Stormwater Coalition Meeting

Zoom

Thursday, April 13, 2023 at 1:00 – 3:00 p.m.

Present:

<i>Dawn Tuomala, Chair</i>	<i>Merrimack</i>	<i>Rebecca Balke</i>	<i>Manchester</i>
<i>Jeanne Walker, Chair</i>	<i>Bedford</i>	<i>Nicole Crawford</i>	<i>Milford</i>
<i>Joe Jordan</i>	<i>Amherst</i>	<i>Amy Gill</i>	<i>Nashua</i>
<i>Nick Cristofori</i>	<i>CEI</i>	<i>Scott McPhie</i>	<i>Nashua</i>
<i>Craig Durrett</i>	<i>Derry</i>	<i>Doug Starr</i>	<i>Nashua</i>
<i>Sarah Large</i>	<i>FB Environmental</i>	<i>Sara Siskavich</i>	<i>NashuaRPC</i>
<i>Scott Ozana</i>	<i>Goffstown</i>	<i>Emma Rearick</i>	<i>NashuaRPC</i>
<i>Jessamyn Ingram</i>	<i>Hazen and Sawyer</i>	<i>Andrea Bejtlich</i>	<i>NHDES</i>
<i>Kevin Anderson</i>	<i>Hollis</i>	<i>Deb Loiselle</i>	<i>NHDES</i>
<i>Joan Cudworth</i>	<i>Hollis</i>	<i>Dena Hoffman</i>	<i>Pelham</i>
<i>Ben Berthiaume</i>	<i>Hooksett</i>	<i>Christine Addington</i>	<i>Pembroke</i>
<i>Heidi Marshall</i>	<i>Hoyle-Tanner</i>	<i>Zach Swick</i>	<i>SNHRPC</i>
<i>Paul Elsholz</i>	<i>Laconia</i>	<i>Elizabeth Buschert</i>	<i>UNHSC</i>
<i>Sheena Duncan</i>	<i>Laconia</i>	<i>Nick Germain</i>	<i>Wilton</i>

1. Introductions

- Deb did roll call alphabetically by municipality or affiliation.

2. Approve meeting minutes

- The meeting minutes from March 9, 2023 were approved.

3. NHMS4 Permit Coverage Administratively Continued

- Deb presented.
- A few weeks ago, everyone should have received a letter (via email) from EPA Region 1 regarding the continuation of the NHMS4 General Permit. The NHMS4 General Permit will carry forward July 1, 2023.
- The letter went to each permittee's authorized representative.
- Please reach out to Michelle Vuto from EPA with any questions.
- If you did not receive the letter, check around with colleagues in other departments to see if they may have received it.

4. Existing/Old Permittees [Year 5 Requirements](#) Review

- Deb presented.
- There is nothing new due for MCM #4 and #5 for existing permittees. It is just primarily updating and expanding on requirements for previous years.
- MCM #4
 - Track the number of site reviews, inspections, and enforcement actions. There are templates for these inspections on the [MCM #4 webpage](#).
- MCM #5
 - [Street design and parking lot regulations](#):
Report in each annual report on the:
 - 1. status of street designs and parking lot guidelines/ local requirements.
 - 2. on findings/ progress towards making green infrastructure practices allowable.
 - Report on the permittee-owned properties and infrastructure outlined in your Inventory and Priority Ranking Spreadsheet (found under each permittee on the

[Permittee-Specific Resources webpage](#)) that have been retrofitted with BMPs. You may also report on retrofitted BMPs outside of the MS4 area.

5. New Permittee [Year 5 Requirements](#) Review

- Deb presented.
- MCM #4
 - Track the number of site reviews, inspections, and enforcement actions. There are templates for these inspections on the [MCM #4 webpage](#).
 - [Construction Site Stormwater Runoff Control](#)
Create the following:
 1. an ordinance or other regulatory mechanism that requires the use of sediment and erosion control practices at construction sites.
 2. written procedures for site plan review, site inspections and enforcement of sediment and erosion control measures by the permittee.
 3. requirements for construction operators to implement a sediment and erosion control program.
- MCM #5
 - There are no Year 5 MCM #5 requirements for New Permittees.

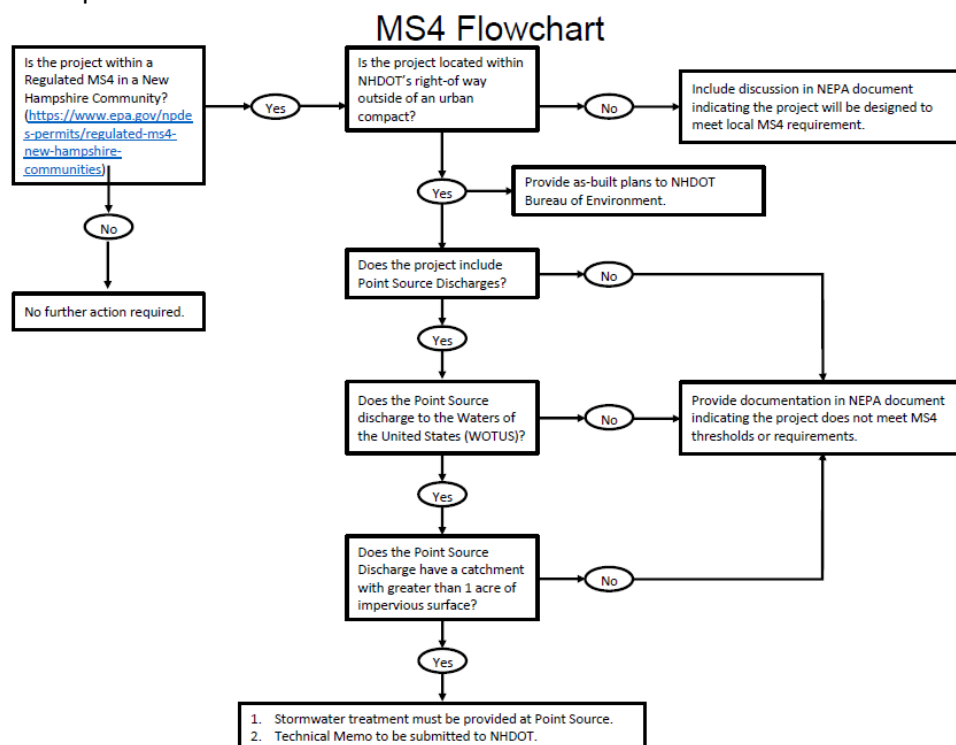
6. Appendix H Nitrogen and Phosphorus Year 5 Requirements

- Deb presented.
- The requirements are the same for both existing (old) permittees and new permittees.
- There are no permittees in this coalition that have a nitrogen impairment.
- The communities in the NHLMV that have phosphorus impairments are:
 - Atkinson
 - Derry
 - Goffstown
 - Litchfield
 - Manchester
 - Pelham
 - Salem
 - Windham
- MCM #1
Public education and outreach are required on the following topics:
 - Use/disposal of grass clippings and slow-release fertilizers (Spring)
 - Pet waste (Summer)
 - Leaf litter disposal (Fall)
- MCM #6
 - Increased street sweeping once in the Spring and Fall OR a Fall leaf litter collection program instead of street sweeping in the Fall.
- BMPs
 - Evaluate properties identified in the municipality's Inventory and Priority Ranking Spreadsheet or Appendix D of your Phosphorus Source Identification Report (both of which can be found under the Permittee-Specific Resources webpage) and list the following for each property.
 1. The next planned infrastructure, resurfacing or redevelopment activity planned for the property (if applicable) OR planned retrofit date.
 2. The estimated cost of redevelopment or retrofit BMPs.
 3. The engineering and regulatory feasibility of redevelopment or retrofit BMPs.
 - Provide a list of planned structural BMPs and a plan/ schedule for implementation.

- By Year 6, a minimum of one structural BMP targeting areas with a potential for high phosphorus load be installed. The remainder of the structural BMPs shall be installed in accordance with the plan and schedule provided in the Year 5 annual report.
- A lot of the work that was completed in Year 4 will help us complete these requirements.
- We will be supplying a template to help permittees complete these requirements during the May coalition meeting.
- Q- For the Phosphorus Source Identification Report requirements next planned property retrofits, what if a community doesn't know when a parcel will next be redeveloped?
A- That's a great question. We will talk more about this in May. If you don't know when it will be redeveloped, you may be able to say unknown/ to be determined. We want to focus on the properties we do know about. So, you can additionally talk about BMPs that are not in the MS4 regulated area if you are retrofitting BMPs in that area.
If you don't know, you can say 10+ years since the plans are every ten years.
The biggest thing is to not commit to projects and timelines that you are unable to complete.
- Q- For the MCM5 retrofitted BMPs (2.3.6.e), do we need to have those explicitly written somewhere in our public documents before June 30th? For example, a new report for our records, a table, etc.? Or does it only matter more so for the annual report?
A- Yes, you should have this in the stormwater plan.

7. Local Public Agency Trainings

- Dawn presented.
- Dawn recently took the Local Public Agency (LPA) training. This training was offered through NHDOT. If you receive federal funding from NHDOT through the Surface Transportation Program, you must be certified and follow their guidelines. You must get recertified and take an exam every so many years.
- Dawn wanted to share that the LPA now refers to MS4. Part of the Preliminary Design steps include determining the MS4 requirements. If the project is in a regulated MS4 area, there are more steps needed beyond the NEPA document. See the flow chart for requirements.



8. Street Sweeping and Catch Basin Discussion During May Coalition Meeting

- Deb presented.
- During the May NHLMV Coalition meeting, we will have guest speakers from the NHDES Water and Waste Divisions.
- According to MCM #6- Good House Keeping and Pollution Prevention for Municipal Operations (2.3.7.1.d.iv), the permittee shall ensure proper storage of catch basin cleanings and street sweepings prior to disposal or reuse such that they do not discharge to receiving waters.
- There has been some confusion about what this means and how it could impact MS4 communities. The Solid Waste Division of NHDES regulates the facilities that store and clean this material. There are required permits, and also waivers for the permits, when it comes to dealing with these materials. Many communities have questions: is it a matter of storing or cleaning the material? What is regulatory and what is not?
- During this meeting, we will talk about street sweeping, catch basin spoils, and leaf litter.
- NHDES used to have a fact sheet on spoils and street sweeping materials. It was removed 5 years ago and is being updated.
- Please come with questions and invite anyone from your municipality or organization that maybe interested in the discussion.
- If you would like to anonymously ask a question, feel free to contact Deb before-hand.

9. 2023 Clean Water State Revolving Fund (CWSRF) Pre-app and Ranking Criteria

- Deb presented.
- The 2023 solicitation for CWSRF has launched! Both Wastewater and Stormwater Planning and/or Infrastructure projects are eligible.
- The [pre-app](#) has the [ranking criteria](#) available for reference. It is so important that you use the ranking criteria information while filling out the pre-app, so you can get the greatest number of points for each category. The ranking criteria shows how many points are allotted for each category and explanations of what the pre-app reviewers will be looking for to award points. There are links to help you get additional information. Using the ranking criteria will help you get the most amount of points!
- If you have multiple projects, you can submit as many pre-apps as you'd like.
- It is all done electronically through the N-form platform. If you do not have an account, you will need to register.
- The pre-apps are due **THURSDAY JUNE 1ST by 11:59 PM**. They are submitted electronically, and applications will not be accepted after the deadline. Please save frequently so you don't lose any progress made!

10. NHDES Water Infrastructure Funding Workshop Presentations

- Deb presented.
- We are currently in the middle of the [NHDES Water Infrastructure Funding Workshop](#)! Tomorrow is the last day and Deb will be presenting on Stormwater & Nonpoint Source Projects - Great Projects Realized. You can still [register](#) for this session.
- Please contact [Kim Kelliher](#) or [Jen Brady](#) for copies of the presentations. These may help you with the CWSRF pre-apps.

11. Chloride Impaired Watershed Maps

- Deb presented.
- Tom is currently working with UNH to incorporate the parcel data for chloride impaired watersheds, impervious cover area, pavement area, and parcels with 10 or more parking spaces in regulated areas into one map.

- Next month, they will have the data for the NHLMV!
- An outreach letter and brochure have been prepared to send to private parking lots with 10 or more parking spaces.
- This outreach effort is only required for communities with chloride impairments or TDMLs.

12. Winter Maintenance Trainings

- Deb presented.
- There are more trainings listed (see below).
- It is a good idea to look into these trainings, since the municipal Green SnowPro program will be coming soon.
- UNH will be adding more winter maintenance related trainings in the coming weeks as well.

13. Pet Waste Outreach

- Deb presented.
- Goffstown recently sent out a great pet waste flyer to its residents which was included in their dog licensing renewals. It incorporates the diseases/pathogens and contaminants that pet waste can contain and how these can travel from yards into stormwater drains, streams, rivers, and lakes. These flyers are also placed on the rail trail, a place where pet waste is a common problem.

14. Updates and Upcoming Events

- **Annual SIMA Snow & Ice Symposium**
 - June 13th - June 16th
Hartford, Connecticut
[Agenda and Registration](#)
- **UNH T2 Winter Operations Strategy for Supervisors and Directors**
August 15th, August 16th, and September 19th
7:30-2:00 PM
[Registration and Details](#)
- **UNH T2 The Winter Road More Traveled**
August 22nd and 23rd
8:30-11:00 AM
[Registration and Details.](#)
- **UNH T2 Calibrating Winter Operations**
September 7th
12:00-1:00 PM
[Registration and Details](#)
- **2023 NH Salt Symposium**
September 13th
NH Motor Speedway
1122 NH-106
Loudon, NH
Details and Registration Coming Soon
- **2023 Asset Management Conference for Water Infrastructure**
November 2nd
8:00-3:30 (registration starts at 7:30 am)
Edward Cross Training Center Complex
722 Riverwood Drive

Pembroke, NH
Details and Registration Coming Soon

- **[NHDES Infrastructure Funding Webpage](#)**

Information on any available funding will be posted on this website.

Use the [email alerts page](#) to receive updates from NHDES pertaining to CWSRF/ARPA/Infrastructure funding opportunities.

All upcoming events and funding deadlines, that are currently known, can be found on the [important dates page](#).

- 15. Upcoming meeting dates for 2023 – 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.

2023 Meeting Dates

May 11th: Appendix H Nitrogen and Phosphorus Impairment Requirements and Appendix F Phosphorus TMDL Requirements, MCM #6

June 8th: Appendix F Phosphorus TMDL Requirements

July 13th: Prepare for Year 5 Annual Report

August 10th: Prepare for Year 5 Annual Report

September 14th: Prepare for Year 5 Annual Report

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. These will be considered for upcoming meetings and very helpful in the development of the monthly agendas.

- 16. Sign-in Sheet** – Your names will be documented during introductions.