

Meeting Minutes
Seacoast Stormwater Coalition Meeting
Zoom
Wednesday, April 19, 2023 at 1:00 – 3:00 p.m.

Present:

<i>April Talon</i>	<i>Durham</i>	<i>Paul Toussaint</i>	<i>Rollinsford</i>
<i>Karen Chan</i>	<i>Environmental Partners Inc.</i>	<i>Jason Rucker</i>	<i>Rye</i>
<i>Nils Larson</i>	<i>Exeter</i>	<i>Susan Connors</i>	<i>Stratham</i>
<i>Eric Sunderlin</i>	<i>Hampton</i>	<i>Matt Perry</i>	<i>TEC/Seabrook</i>
<i>Joe Lynch</i>	<i>Hampton</i>	<i>Megan Cramton</i>	<i>TEC/Seabrook</i>
<i>Lisa Perreault</i>	<i>Kingston</i>	<i>Amber Hall</i>	<i>Somersworth</i>
<i>Chris Jacobs</i>	<i>Milton</i>	<i>Kate Varney</i>	<i>Underwood Engineers</i>
<i>Andrea Bejtlich</i>	<i>NHDES</i>	<i>Jamie Houle</i>	<i>UNHSC</i>
<i>Deb Loiselle</i>	<i>NHDES</i>	<i>David Bowley</i>	<i>UNH</i>
<i>Sally Soule</i>	<i>NHDES</i>	<i>Christene Binger</i>	<i>Verdantas</i>
<i>Jarrold Norris</i>	<i>Rochester</i>	<i>Bill Arcieri</i>	<i>VHB</i>
<i>Renee McIsaac</i>	<i>Rochester</i>	<i>Christine Rinehart</i>	<i>Wright-Pierce</i>

1. Introductions

- Deb did roll call alphabetically by municipality or affiliation.

2. NHMS4 Permit Coverage Administratively Continued

- Deb presented.
- An email with a letter attached was sent about three weeks ago stating that the 2017 MS4 permit is due to expire on July 1, 2023. This letter states that there will be an administrative extension. The authorized representative for each municipality should have received the letter.
 - A few people in the SSC have not received the email yet. Deb will check in with Michelle Vuto to see who in the communities may have received it or if she can forward the letter along.

3. 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 from 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:
 - status of street designs and parking lot guidelines/ local requirements.
 - 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 on each permittee’s page on the [Permittee-Specific Resources webpage](#)) that have been retrofitted with BMPs. You may also report on retrofitted BMPs outside of the MS4 area.
- Q- Permittee owned properties- do schools count for this? Exeter has many schools that the town does not own.

- A: Every community does it slightly different. If you are consistent and explain the rationale, you should be fine.
- In the hotspots data, schools are included on the GIS parcel. This will filter into your ranked parcels.
- In Hampton, the town was responsible for all of the schools, the police stations, and fire stations.
- Under MCM #6, you must have a SWPPP for schools and the fire department.
- Even if the school is outside of the MS4 area, it could be draining into the MS4 area.
- Q- Can you still take credit for the BMPs you've installed on non-MS4 owned properties?
 - A- Yes, but you must note that it is not in the MS4 area.
- Q- If we don't have any change from the Street Design, what do you do?
 - A- You may say that the Street Design was evaluated in Year 5 and there are no changes.

4. 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 Document](#)
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.

5. Appendix H Nitrogen and Phosphorus Year 5 Requirements

- Deb presented.
- The requirements are the same for both existing/old permittees and new permittees.
- The communities in the SSC that have nitrogen impairments are:

○ Danville	○ Milton	○ Rollinsford
○ Dover	○ New Castle	○ Rye
○ Durham	○ Newmarket	○ Sandown
○ Exeter	○ North Hampton	○ Somersworth
○ Greenland	○ Portsmouth	○ Stratham
○ Hampstead	○ Raymond	
○ Hampton	○ Rochester	
- The communities in the SSC that have phosphorus impairments are:

○ Dover	○ Raymond
○ Hampstead	○ Rollinsford
○ Kingston	○ Sandown
○ Newton	○ Somersworth
- For nitrogen impairments, all of the permittee's municipal boundaries (not just the MS4 area) count as it all contributes to the nitrogen impairment in Great Bay.
- 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:
 - The next planned infrastructure, resurfacing or redevelopment activity planned for the property (if applicable) OR planned retrofit date.
 - The estimated cost of redevelopment or retrofit BMPs.
 - 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 needs to 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- Will we be restarting all of the requirements for Year 6 since the permit is being continued?
A- The permit goes all the way to Year 10. So, we will not be redoing the same things that we already completed. As far as MCM #1 education and outreach, we will be working on the same tasks but improving upon them.

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

- Deb presented.
- This was brought up last month about the Dover Spoils Facility and the challenges with permitting.
- During the May Seacoast Stormwater 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 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 factsheet 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.

7. 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-application](#) 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!
- Deb is happy to help anyone that needs assistance in understanding the ranking criteria.

8. Chloride Impaired Watershed Maps

- Jaime presented.
- Appendix H- water quality limited waterbodies impaired for chloride. Privately maintained facilities which are parking lots with or more 10 spaces are required to track salt use.
- Matt Wood delineated the drainage areas for all chloride impaired waterbodies and UNH Stormwater Center combined that with the impervious cover database from PREP. He then added the parcel layer to identify the privately owned facilities with 10 or more parking spaces.
- You may need to double check the parcels given in the spreadsheets since there could be inaccuracies due to the limitation of the parcel data.
- These spreadsheets will be similar to the industrial audience spreadsheets which contained contact information for each parcel.
- These spreadsheets will be gone over and available for everyone to use during the May coalition meeting.

9. Winter Maintenance Trainings

- Deb presented.
- There are more winter maintenance trainings listed 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.
- 2023 NH Salt Symposium will have a municipal track this year too.

10. Updates and Upcoming Events

- **Annual SIMA Snow & Ice Symposium**
 - June 13th - June 16th
Hartford, Connecticut (in person)
[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](#).

- 11. Upcoming meeting dates for 2023 – Mark your calendars!** Meetings will occur on the 3rd Wednesday of each month. 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 17th: Appendix H Nitrogen and Phosphorus Impairment Requirements and Appendix F Phosphorus TMDL Requirements, MCM #6

June 21st: Appendix F Phosphorus TMDL Requirements

July 19th: Prepare for Year 5 Annual Report

August 16th: Prepare for Year 5 Annual Report

September 20th: Prepare for Year 5 Annual Report

October 18th:

November 15th:

December 20th:

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.

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