

**Meeting Minutes**  
**Seacoast Stormwater Coalition Meeting**  
**Zoom**  
**Wednesday, May 17, 2023 at 1:00 – 3:00 p.m.**

**Present:**

<i>Gretchen Young</i>	<i>Dover- Chair</i>	<i>Tom Swenson</i>	<i>NHDES</i>
<i>Jeanne Walker</i>	<i>Bedford</i>	<i>Jamie McCarty</i>	<i>Portsmouth</i>
<i>Joe Lynch</i>	<i>Hampton</i>	<i>Abigail Lyon</i>	<i>PREP</i>
<i>Eric Sunderlin</i>	<i>Hampton</i>	<i>Renee McIsaac</i>	<i>Rochester</i>
<i>Chris McGinnis</i>	<i>Hampton</i>	<i>Paul Toussaint</i>	<i>Rollinsford</i>
<i>Mike Carle</i>	<i>Hampton</i>	<i>Jason Rucker</i>	<i>Rye</i>
<i>Michael Trinqu</i>	<i>Hoyle-Tanner/SWA/Chester</i>	<i>Amber Hall</i>	<i>Somersworth</i>
<i>Lisa Perreault</i>	<i>Kingston</i>	<i>Matt Perry</i>	<i>TEC/Seabrook</i>
<i>Chris Jacobs</i>	<i>Milton</i>	<i>Megan Cramton</i>	<i>TEC/Seabrook</i>
<i>Lindsay Butler</i>	<i>Newmarket</i>	<i>Jamie Houle</i>	<i>UNH SC</i>
<i>Sean Greig</i>	<i>Newmarket</i>	<i>Elizabeth Buschert</i>	<i>UNH SC</i>
<i>Andrea Bejtlich</i>	<i>NHDES</i>	<i>Will Powers</i>	<i>UNH</i>
<i>Deb Loiselle</i>	<i>NHDES</i>	<i>Bill Arcieri</i>	<i>VHB</i>
<i>Sally Soule</i>	<i>NHDES</i>	<i>Corey Couture</i>	<i>Verdantas</i>
<i>Ted Diers</i>	<i>NHDES</i>	<i>Christine Rinehart</i>	<i>Wright-Pierce</i>

**1. Introductions**

- Roll call was completed alphabetically by municipality or affiliation.

**2. Approve meeting minutes**

- The meeting minutes for April 19, 2023 were approved.

**3. Street Sweeping and Catch Basin Regulations Discussion – Ted Diers (NHDES)**

- Ted Diers presented.
- There are many questions on what to do with the spoils from street sweeping and catch basin cleanings.
- The materials collected through street sweeping and catch basin cleanings are considered contaminated soils and solid waste. The disposal of these materials must be conducted in accordance with the Solid Waste disposal rules.
- Manchester and NHDOT have waivers.
- The NHDES Solid Waste Section is working on creating a fact sheet and updating the rules for the disposal of these materials.

**4. Existing/Old Permittees Year 5 Requirements Review**

- Tom presented.
- MCM #6
  - [MCM #6 Good Housekeeping and Pollution Prevention Template Years 1 & 2](#)
    - On pages 2 and 6 of your community’s Good Housekeeping and Pollution Prevention for Permittee-Owned Operations and Procedures, update the inventory of all parks and open spaces where pollutants are exposed to stormwater runoff, vehicles, and equipment.
    - On page 14 of your community’s Good Housekeeping and Pollution Prevention for Permittee-Owned Operations and Procedures, report the total number of

catch basins in the MS4 area, the number inspected, the number cleaned, along with the total volume of materials removed from all catch basins.

- On page 15 of your community's Good Housekeeping and Pollution Prevention for Permittee-Owned Operations and Procedures, report the metrics for street sweeping and/or cleaning including the number of miles cleaned and amount of material removed.
- [NH MS4 Training Resource Matrix](#) and [UNH T2 website](#)
  - Training for employees who work in areas where materials or activities are exposed to stormwater, or who are responsible for implementing activities identified in the SWPPP. Training materials are located on the NH MS4 and UNH T2 websites.
- [Written SWPPP for Municipal Facilities Template](#)
  - On pages 7 and 10 of your community's SWPPP, report the findings from all municipal site inspections for areas that are exposed to stormwater and all stormwater control measures.

## 5. New Permittee Year 5 Requirements Review

- Tom presented.
- MCM #6
  - [MCM #6 Good Housekeeping and Pollution Prevention Template Years 1 & 2](#)
    - On pages 2 and 6 of your community's Good Housekeeping and Pollution Prevention for Permittee-Owned Operations and Procedures, update the inventory of all parks and open space where pollutants are exposed to stormwater runoff, vehicles, and equipment.
    - On page 14 of your community's Good Housekeeping and Pollution Prevention for Permittee-Owned Operations and Procedures, report the total number of catch basins in the MS4 area, the number inspected, the number cleaned, along with the total volume of materials removed from all catch basins.
    - On page 15 of your community's Good Housekeeping and Pollution Prevention for Permittee-Owned Operations and Procedures, report the metrics for street sweeping and/or cleaning including the number of miles cleaned and amount of material removed.
  - [NH MS4 Training Resource Matrix](#) and [UNH T2 website](#)
    - Training for employees who work in areas where materials or activities are exposed to stormwater, or who are responsible for implementing activities identified in the SWPPP. Training materials are located on the NH MS4 and UNH T2 websites.
  - [Written SWPPP for Municipal Facilities Template](#)
    - On pages 7 and 10 of your community's SWPPP, report the findings from all municipal site inspections for areas that are exposed to stormwater and all stormwater control measures.

## 6. [MCM #1](#)

- Tom presented.
- Fertilizer Outreach
  - There are a variety of outreach materials on fertilizer use, such as fliers, mailers, post cards, and videos for communities to utilize on the NH MS4 Website. This outreach requirement should be done soon since people are actively working on their lawns.
- Yard Waste Outreach
  - If you haven't completed this requirement from the Fall, now is a good time to do it. Resources are available on the MCM #1 webpage.

- We are getting towards the end of Year 5. If you haven't completed some of your outreach requirements, you still have time to complete them. Resources are available on the MCM #1 webpage. Please reach out to Tom if you need assistance.
- Tom has extra Get Pumped brochures if anyone needs them.
  - Renee McIsaac would like some mailed to her.

**7. System Vulnerability Factors and Wet Weather Sampling**

- Tom presented.
- It was raining a lot a few weeks ago, hopefully some of you got a little bit of wet weather sampling done!
- A few communities have mentioned in the past that they were planning on sampling all outfalls, regardless of ranking. It has been more difficult than expected to complete this. The weather has not been cooperating between working and lab hours. You're encouraged to look into the SVFs, so you're not doing more work than you have time for.
- If you need equipment, Gretchen is happy to loan Dover's out if they aren't using it.

**8. Appendix H Nitrogen and Phosphorus Year 5 Requirements**

- Tom presented.
- The Year 5, Appendix H requirements for nitrogen and phosphorous impairments are the same.
- Communities with nitrogen impairments are:
 

<ul style="list-style-type: none"> <li>○ Danville</li> <li>○ Dover</li> <li>○ Durham</li> <li>○ Exeter</li> <li>○ Greenland</li> <li>○ Hampstead</li> <li>○ Hampton</li> <li>○ Kingston</li> <li>○ Milton</li> <li>○ New Castle</li> </ul>	<ul style="list-style-type: none"> <li>○ Newmarket</li> <li>○ North Hampton</li> <li>○ Portsmouth</li> <li>○ Raymond</li> <li>○ Rochester</li> <li>○ Rollinsford</li> <li>○ Rye</li> <li>○ Sandown</li> <li>○ Somersworth</li> <li>○ Stratham</li> </ul>
--	--
- Communities with phosphorus impairments are:
 

<ul style="list-style-type: none"> <li>○ Dover</li> <li>○ Hampstead</li> <li>○ Kingston</li> <li>○ Newton</li> </ul>	<ul style="list-style-type: none"> <li>○ Raymond</li> <li>○ Rollinsford</li> <li>○ Somersworth</li> </ul>
--	---
- Tom gave a brief overview but will go over the templates more in-depth at the June SSC meeting.
- Creating [Nitrogen Source Identification Reports \(NSIR\)](#) and [Phosphorus Source Identification Reports \(PSIR\)](#) was a Year 4 requirement.
- For Year 5, we will be expanding on these reports, since the Year 5 requirements build off what was completed in Year 4.
- The Year 5 Appendix H nitrogen and phosphorus requirements have been added to the end of both the NSIR and PSIR templates.

**9. Appendix F and H Chloride Impaired Waterbodies Parking Lots Lists**

- Tom presented.
- This is a requirement for anyone with a chloride TMDL or impairment.
- Communities with a chloride TMDL or impairment are:
 

<ul style="list-style-type: none"> <li>○ Dover</li> <li>○ Durham</li> <li>○ Exeter</li> </ul>	<ul style="list-style-type: none"> <li>○ Greenland</li> <li>○ Portsmouth</li> <li>○ Rye</li> </ul>
---	--

- Seabrook
- Stratham
- In Year 3, permittees created a [Salt Reduction Plan](#). By Year 5, the Plan must be fully implemented.
- There are several requirements pertaining to privately maintained facilities that permittees still need to complete. NHDES and the UNH SC worked together to create resources to help permittees meet these requirements.
  - The additional resources have been added to the Salt Reduction Plan Template on the NH MS4 Website.
- Identify all private parking lots with than 10 or more parking spaces.
  - An individual list was created for each permittee by the UNH SC using GIS parcel data. The lists can be found on the permittee's [permittee-specific resources page](#). The lists were created by looking at the total impervious cover of each community's privately owned parcels.
  - It was then estimated that a typical parking lot with ten parking spaces has 182 m<sup>2</sup> of impervious cover. So, any parcel with greater than 182 m<sup>2</sup> was included in the list.
  - Please double check your community's parcels as GIS data can be slightly off.
- Adopt or plan to adopt regulations that require the owners of all private parking lots with 10 or more parking spaces to use Green SnowPro certified salt applicators and report their annual salt usage to either the municipality or UNH T2.
  - Example regulations requiring private parking lot and street owners to use Green SnowPro certified contractors can be found in the template.
  - Outreach materials, [Winter Maintenance Outreach Letter](#) and [Winter Maintenance Outreach Brochure](#), can be sent to each of the private parking lots on your community's list to let them know they need to use a certified Green SnowPro contractor for their winter maintenance activities.
- Require all new development and redevelopment to minimize and report salt usage to UNH T2.
  - Example regulation language for new development and redevelopment can be found in the template as well.
- Q- Are these parcels only within the chloride impaired watershed, or the entire MS4 area?  
A- We only used parcels inside the watersheds that are impaired.
- Q- Under the land use column, it says the use is single residential. How would this have greater than 10 parking spaces?  
A- You will need to check to validate the information within the lists because there could be mistakes in the GIS parcels.

## 10. [Annual Salt Usage Reporting](#)

- Tom presented.
- Salt usage reporting is only required for permittees with chloride TMDLs or impairments. However, all permittees are encouraged to submit their salt usage.
- There is a new online form and as well as a downloadable form for permittees to choose from.
- All Annual Salt Usage Reports need to be submitted by **June 30**.

## 11. Updates and Upcoming Events

- **Annual SIMA Snow & Ice Symposium**
  - June 13<sup>th</sup> - June 16<sup>th</sup>  
Hartford, Connecticut  
[Agenda and Registration](#)
- **UNH T2 Winter Operations Strategy for Supervisors and Directors**  
August 15<sup>th</sup>, August 16<sup>th</sup>, and September 19<sup>th</sup>  
7:30-2:00 PM

[Registration and Details](#)

- **UNH T2 The Winter Road More Traveled**  
August 22<sup>nd</sup> and 23<sup>rd</sup>  
8:30-11:00 AM  
[Registration and Details](#)
- **UNH T2 Calibrating Winter Operations**  
September 7<sup>th</sup>  
12:00-1:00 PM  
[Registration and Details](#)
- **2023 NH Salt Symposium**  
September 13<sup>th</sup>  
NH Motor Speedway  
1122 NH-106  
Loudon, NH  
*Details and Registration Coming Soon*
- **2023 Asset Management Conference for Water Infrastructure**  
November 2<sup>nd</sup>  
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](#).

**12. Upcoming meeting dates for 2023 – Mark your calendars!** Meetings will occur on the 3<sup>rd</sup> 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**

**June 21<sup>st</sup>:** Appendix F Phosphorous TMDL Requirements

**July 19<sup>th</sup>:** Prepare for Year 5 Annual Report

**August 16<sup>th</sup>:** Prepare for Year 5 Annual Report

**September 20<sup>th</sup>:** Prepare for Year 5 Annual Report

**October 18<sup>th</sup>:**

**November 15<sup>th</sup>:**

**December 20<sup>th</sup>:**

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.

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