

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

Present:

<i>Gretchen Young</i>	<i>Dover- Chair</i>	<i>Tom Swenson</i>	<i>NHDES</i>
<i>April Talon</i>	<i>Durham</i>	<i>Daniel Okuniewicz</i>	<i>Portsmouth</i>
<i>Luke Frankel</i>	<i>FB Environmental/ N. Hampton</i>	<i>Abigail Lyon</i>	<i>PREP</i>
<i>Eric Sunderlin</i>	<i>Hampton</i>	<i>Sierra Kehoe</i>	<i>PREP</i>
<i>Joe Lynch</i>	<i>Hampton</i>	<i>Renee McIsaac</i>	<i>Rochester</i>
<i>Heidi Marshall</i>	<i>Hoyle-Tanner</i>	<i>Jarrold Norris</i>	<i>Rochester</i>
<i>Michael Trinqu</i>	<i>Hoyle-Tanner/SWA/Chester</i>	<i>Jason Rucker</i>	<i>Rye</i>
<i>Lisa Perreault</i>	<i>Kingston</i>	<i>Megan Cramton</i>	<i>TEC/Seabrook</i>
<i>Chris Jacobs</i>	<i>Milton</i>	<i>Amber Hall</i>	<i>Somersworth</i>
<i>Chris Robillard</i>	<i>New Castle</i>	<i>Jamie Houle</i>	<i>UNH SC</i>
<i>Lindsay Butler</i>	<i>Newmarket</i>	<i>David Bowley</i>	<i>UNH</i>
<i>Andrea Bejtlich</i>	<i>NHDES</i>	<i>Bill Arcieri</i>	<i>VHB</i>
<i>Deb Loiselle</i>	<i>NHDES</i>	<i>Alex Fazzaino</i>	<i>Verdantas</i>
<i>Sally Soule</i>	<i>NHDES</i>	<i>Christine Rinehart</i>	<i>Wright-Pierce</i>

1. Introductions

- Deb conducted roll call alphabetically by municipality or affiliation.

2. Approve meeting minutes

- There were no comments on the June 21, 2023 meeting minutes.

3. Pet Waste Outreach Resources – Sierra Kehoe (PREP)

- Sierra presented.
- PREP wants to get feedback for what is working and what isn't for the pet waste outreach materials.
- PREP is also willing to create new pet waste resources or update the resources that are already available.
- The potential outreach methods are below:
 - Social Media
 - Description: Monthly posts on a variety of social media platforms.
 - Cost: Staff time
 - Labor: 1 hour per month
 - Materials provided by PREP: 12 social media posts with captions.
 - Metrics: Number of posts, engagement, etc.
 - Website Messaging
 - Description: Update the municipality's website messaging annually.
 - Cost: Staff time
 - Labor: Once per year
 - Materials provided by PREP: A template for the webpage or wording to include on the webpage.
 - Metrics: Number of clicks on the webpage.
 - Email Blast

- Description: Emailed messaging or graphics. For example, include pet waste outreach when emailing about dog registration.
- Cost: Staff time
- Labor: Once per year
- Materials provided by PREP: Will provide wording for the email.
- Metrics: How many emails are sent.
- Post cards
 - Description: Mailing post cards to registered dog owners.
 - Cost: Staff time and materials (\$100/500 cards through Staples)
 - Labor: Printing, addressing, and sending cards.
 - Materials provided by PREP: Print ready JPEG/PDF with instructions for printing.
 - Metrics: How many post cards are sent.
- Posters/rack cards
 - Description: Printing and distributing posters/rack cards at town owned locations (libraries, schools, town hall, meeting spaces, etc.).
 - Cost: Staff time and materials (\$12.50 per poster, \$100/250 rack cards)
 - Labor: Printing and distributing the materials once per year and replenish stock as needed.
 - Materials provided by PREP: Print ready JPEG/PDF with instructions for printing.
 - Metrics: Number of posters and rack cards distributed.
- Puppy packets
 - Description: A packet including a treat, waste bag and informational flyer where foot traffic occurs.
 - Cost: Staff time and materials (~\$0.15/packet)
 - Labor: Printing cards, assembling packets, and distributing once a year and replenish stock as needed
 - Materials provided by PREP: Print ready JPEG/PDF with instructions for printing and suggestions on where to buy bulk treats and bags.
 - Metrics: How many packets distributed.
- Partnerships
 - Description: Contacting local businesses, vets, and shelters and ask them to display posters/rack cards and/or providing puppy packets to customers.
 - Cost: Staff time and materials (~\$0.15/packet, \$12.50/poster, \$100/250 rack cards)
 - Labor: Contacting and communicating with local businesses. Printing cards, assembling packets, distributing, and replenishing stock as needed
 - Materials provided by PREP: A draft letter to send to businesses. Print ready JPEG/PDF with instructions for printing and suggestions on where to buy bulk treats and bags.
- Pet waste stations
 - Description: Install pet waste stations at local hot spots
 - Cost: staff time and materials (\$126-280)
 1. Sign from Petwastedepot.com sign and post. (\$126)
 2. Sign and bag dispenser \$170
 3. Sign, bag dispenser, and trash can (\$280 initial)
 - Labor: Variable depending on the option chosen.
 1. Installing a sign.
 2. Installing a sign and restocking bags as needed.
 3. Installing a sign, restocking bags as needed, and maintaining a trash can/bag service.

- We have some questions we would like to ask to gain a better understanding on what communities need from us:
 - Q: What outreach methods resonate with you and your community?
A: Sending the post cards with dog licensing is easy for us. Had a family friendly event and gave out some treat bags and waste bags and everyone loved it!
 - Q: What are the roadblocks that will prevent your community from implementing these methods? How can we make these more accessible?
A: We struggled with printing the materials before due to the lack of bleed lines. We get so much pushback about maintaining the waste baskets and who maintains them and removes the trash.
 - Q: Do you have any constructive criticism/feedback on the materials?
A: An attachment that can go out with any emails for license renewals because they are becoming fully electronic. Educating people on the health and water quality impacts is so helpful.
- Q: How long after packaging, do you think a treat pack is good?
A: If you're purchasing dog biscuits, I would recommend using whatever expiration date is included on their packaging. That's a little trickier for homemade dog biscuits.
- Q: Are you receiving pledges regularly from the seacoast communities?
A: We receive an uptick when a community sends it out. It is a slow trickle. May be good for a community event.
- Feel free to reach out to Sierra Sierra.Kehoe@unh.edu with any thoughts or questions.
- The materials are on the [SharePoint](#) now.

4. New Cyanobacteria Resources

- Tom presented.
- Cyanobacteria blooms are extremely dynamic in appearance, color, texture, location, and the length of bloom. Cyanobacteria produce toxins that are variable in toxicity. Discoloration and unusual growth are signs of cyanobacteria blooms.
- There are some plants that may be mistaken for a cyanobacteria bloom. However, if you are unsure if there is a bloom, the best thing to do is to stay out of the water.
 - Green filamentous algae may look like cyanobacteria, but you can tell the difference. If you pick it up with a stick and if it comes up in a blob, it is not cyanobacteria.
 - Duckweed looks like cyanobacteria however; you would see tiny root and leaf structures.
- If you see a cyanobacteria bloom, [report it!](#)
 - There is a new form under Survey 123 to make it easier to report. You can add pictures, the location of the bloom, and your contact information for any follow up questions.
- NHDES staff will review the samples under a microscope and determine if there is need for an advisory/warning or alert. This does not tell us about the toxicity of the bloom. Toxin analysis is run in the winter.
 - An advisory/warning is issued when the cyanobacteria density exceeds 70,000 cells/mL.
 - Do not swim, make contact with the water, or let your pets in the water.
 - Resamples will occur every week until the bloom is gone.
 - An alert is issued when the cyanobacteria density is below 70,000 cells/mL.
 - Alerts can be issued based on images. We only resample if things change. The alert will last for one week.
- When in doubt, stay out!
- Stay Informed!
 - You can sign up for [waterbody specific updates](#). You will receive an email for updates on specific waterbodies.
 - [Weekly updates](#) are also available for all of New Hampshire. This contains an overview of all samples collected for the week. This information is also posted on the NHDES website.

- The [Healthy Swimming Mapper](#) will always have the most up to date information. It shows all active advisories and alerts with pictures and sample collection information.
- For questions, please contact Kate.I.Hastings@des.nh.gov
- These blooms are caused by excess phosphorus through fertilizers.
- You can put this information on your town's website if you find that you're getting a lot of calls about cyanobacteria.

5. Lake Phosphorus Control Plan Workshop

- Tom presented.
- August 21st 10 – 11:30 AM via Zoom.
- Communities with phosphorus TMDLs
 - Raymond
 - Kingston
 - Sandown
- We sent invites to everyone in these towns listed above. If you want to invite anyone else in your town or consultants, please forward the meeting invite along!

6. Overview of Year 4 Annual Report Discussion with EPA

- Gretchen presented.
- This conversation with EPA happens every year and we get feedback about the previous year's Annual Reports. The chairs from the NHLMV, Gretchen Young, Jaime Houle, and NHDES staff spoke to Michelle Vuto and Newton Tedder from EPA and we got a lot of positive feedback! They are from the Permitting Section of EPA, not the Enforcement Section.
- Some communities missed a few things but overall it was very successful. Everyone sent in their Year 4 Annual Reports which was great!
 - Permittees commonly missed:
 - Post-Construction Ordinances (site plan ordinances)
 - Street Design and Green Infrastructure Reports
 - Permittee-Owned Property Retrofit List
- Gretchen will reach out to anyone that was missing these requirements because this could be something we could get audited on.
- People were still deleting parts of the reports. Please don't do this as it looks like you're hiding something. If it's not applicable to you, write "not applicable".

7. Status of new MS4 Permit

- Gretchen presented.
- There is not much of an update. EPA is still on track to have the draft version out for review by the end of the year.
- The update to regulated communities based on the 2020 Census did not change much. Concord was about 200 people short and is still not a MS4 community. EPA is working on mapping out the new urbanized areas.

8. Year 5 Annual Report Templates

- Tom presented.
- EPA released their templates. They are linked on the [NH MS4 website](#).
 - EPA [Existing Permittee](#) Template
 - EPA [New Permittee](#) Template
- EPA will be hosting two info sessions as they have in the past.
- Like in years past, the NH stormwater coalitions are also making our own Annual Report templates for both existing and new permittees and we will update everyone as we move forward.

9. Year 5 Requirements Check-In

- Tom presented.
- Everything was due June 30th, but we are all human and may not have all of the requirements complete. Does anyone need any help completing these requirements?
 - No comments were made.

10. Management of Municipal Roadway Soils (SW-38)

- Gretchen presented.
- Newly released 2023 Fact Sheet
- Leaf pickup in the Fall is not considered contaminated waste.
 - Our street sweeping programs can keep moving.
- Deb sent out an email containing the Fact Sheet, please let Deb know if you did not receive it.
- Q: Do they distinguish between leaf collection on roadways and bagging leaf litter and picking it up?
A: We don't think so because it's specifically leaf and yard waste.
- There have been a few articles coming out about the [tire leachates](#) in waterbodies from roadways. This might be something that will be brought forward at some point.

11. [PTAP](#) Data Reminder

- Gretchen presented.
- Please update your information in PTAP. All permittees covered by the Total Nitrogen General Permit need to do this as well. Please make sure everything is complete.
- Nonstructural- catch basin cleaning and street sweeping are lacking.
- August 1st Jamie will be sending out summarized information for communities to use in their Year 5 Annual Reports.
- Reach out to Jaime Houle or Sally Soule if you have questions or notice anything that looks "off".

12. Residual Designation Authority

- Gretchen presented.
- Municipal Alliance for Adaptive Management is having a meeting to discuss the Residual Designation Authority (RDA).
- Jaime is putting together a subcommittee of folks that want to learn more about how many properties the RDA would affect for each community. Will be helpful for us so we can see if it's manageable.
- We also need to see how EPA will want to move forward.
- A lot of this is related to land use designations.
- CLF intends to petition EPA to request communities incentivizing water quality (Stormwater utilities) be exempt. This is not imminent. EPA does not have the staff to handle this. A lot needs to happen before RDA would be implemented. This is an opportunity for communities like us to be at the table and guide the conversation so something practical comes out of this.
- Reach out to Jaime if you'd like to be a part of the subcommittee.

13. Clean Watershed Needs Survey CIP Wording

- Deb presented.
- A representative from CEI will come and give an overview of the findings of CWNS. They noticed that some projects in community's CIPs, that they could have gotten credit for under CWNS, were not eligible because there were some key words on water quality missing. We want to give communities language to use so they get credit for the projects they are already doing or have planned.

- The goal is to add key words to the projects in your CIPs and keep CWNS in mind as these types of documents are being updated. This will help us get more funding in the future.
 - **Examples:**
 - Instead of saying “upsizing culverts due to flooding”. You would say “Upsizing culverts due to flooding that causes water quality issues” or “Improved culverts that improve aquatic organism passage and reduce pollutant loads”.
 - “Reduce pollutant loading”.
 - “Water quality improvement”.

14. Updates and Upcoming Events

- **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 – POSTPONED to 2024**
- **[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 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

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.

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