

Meeting Minutes

Seacoast Stormwater Coalition Meeting

Zoom

November 15, 2023, 1:00 – 3:00 p.m.

Present:

<i>Sean Maxwell</i>	<i>AECOM</i>	<i>Jamie McCarty</i>	<i>Portsmouth</i>
<i>Doug DeNatale</i>	<i>AECOM</i>	<i>Jarrold Norris</i>	<i>Rochester</i>
<i>April Talon</i>	<i>Durham</i>	<i>Renee McIsaac</i>	<i>Rochester</i>
<i>Paul Sanderson</i>	<i>Greenland</i>	<i>Jason Rucker</i>	<i>Rye</i>
<i>Joe Lynch</i>	<i>Hampton</i>	<i>Mike Bobinsky</i>	<i>Somersworth</i>
<i>Lisa Perreault</i>	<i>Kingston</i>	<i>Amber Hall</i>	<i>Somersworth</i>
<i>Phil Coons</i>	<i>Kingston</i>	<i>Megan Cramton</i>	<i>TEC/Seabrook</i>
<i>Chris Robillard</i>	<i>New Castle</i>	<i>Amber Hall</i>	<i>Somersworth</i>
<i>Lyndsay Butler</i>	<i>Newmarket</i>	<i>Jamie Houle</i>	<i>UNH SC</i>
<i>Andrea Bejtlich</i>	<i>NHDES</i>	<i>Bill Arcieri</i>	<i>VHB</i>
<i>Deb Loiselle</i>	<i>NHDES</i>	<i>Agrima Poudel</i>	<i>Verdantas</i>
<i>Tom Swenson</i>	<i>NHDES</i>	<i>Christine Rinehart</i>	<i>Wright-Pierce</i>
<i>Chris Vakili</i>	<i>Portsmouth</i>		

1. Introductions

- Deb conducted roll call alphabetically by municipality or affiliation.

2. Approve meeting minutes

- There were no comments on the October 18, 2023 meeting minutes.

3. Year 5 Annual Reports Updates

- Deb shared that 100% of the New Hampshire MS4 communities submitted their Year 5 Annual Reports to EPA.

4. Post-Construction Ordinance Resources

- Tom presented.
- The [Post-Construction Ordinance Checklist](#) is on the MCM #5 webpage. We want to thank Jamie and Gretchen Young who created this checklist.
- During the Year 4 Annual Report review with EPA, NHDES, the coalition chairs, and Jamie it was mentioned that 34% of NH MS4 communities had listed the post-construction ordinance requirements as not complete. The post-construction ordinance was a Year 3 requirement. Some communities in the NHLMV have been contacted by the EPA Enforcement Section regarding this requirement not being met. If EPA reaches out to you, feel free to let Tom and Deb know so they can assist you.
- Since EPA has been contacting some communities about their ordinances, we think it is a good idea to use the checklist Jamie created to get organized and to help understand what EPA is looking for.
- There's an instructions tab to help you fill out the checklists. The tab titled 2.3.6 Part A Overview has all of the regulatory standards listed out. Then, these regulatory standards are broken down by sections in separate tabs.
 - Use tabs 2.3.6 Part Aa, 2.3.6 Part Ab, and 2.3.6 Part Ac to complete this exercise. On each tab, there are columns for the subject, regulatory standard, status, location of the municipal regulations, action items, and notes. There are three options for the status of the regulation: not addressed, partially addressed, and fully meets requirements. Going

through the checklist will help you know what is required and what work still needs to be done to ensure compliance.

5. Year 6 Requirements for Existing Permittees

- Tom presented.
- The Year 6 Requirements for New Permittees document is not complete yet. It will be posted on the website when it is complete, and we will discuss it in detail at the December meeting.
- This document includes the Year 6 NH MS4 Requirements and any previously due requirements regarding ordinances that we want to ensure you have completed. Since EPA is focusing on the ordinances, we wanted to create a comprehensive list of everything that should have been done by Year 6. We differentiated the requirements based on whether or not the requirement is a Year 6 requirement (highlighted in green) or if it is a regulation/ordinance that should have been completed in previous years (highlighted in orange).
- The table goes through each requirement by MCM or Appendix. Tom went through the table and highlighted some of the Year 6 requirements.
- MCM #1
 - Please see the [MCM #1 Outreach Matrix](#) for the required outreach efforts, depending upon which impairment(s) your community has. It's assumed that every NH MS4 community has a bacteria impairment.
 - Additionally, communities must conduct outreach to the developers/construction audience during Year 6.
- MCM #3
 - There are a lot of requirements for Year 6.
 - You must update your Stormwater System Map. By Year 10, you must complete Phase 2 of your System Mapping.
 - Jamie realized that there are different due dates for wet weather sampling and catchment investigations depending on the type of outfall.
 - Wet weather sampling and catchment investigations for **problem outfalls** are due in Year 7.
 - Wet weather sampling and catchment investigations for **outfalls/interconnection that identified sewer input** are due in Year 7.
 - Wet weather sampling and catchment investigations for **high and low priority outfalls** are due in Year 10.
 - Documenting System Vulnerability Factors (SVF) for every catchment investigated is due in Year 7. However, you should continually update your SVF spreadsheet as you complete catchment investigations to be proactive.
- Appendix F
 - Chloride TMDLS and Impairments-
 - Annual Salt Usage Reports should be submitted to NHDES in June.
 - While the following ordinances should have been fully adopted in Year 5, we want to confirm that communities have met these requirements:
 1. Any commercial salt applicator that private parking lot and street owners and operators use for winter maintenance activities must be Green SnowPro certified. Salt usage must be reported to the NHDES Green SnowPro Program.
 2. New development and redevelopment projects must minimize salt usage and report salt usage to the NHDES Green SnowPro Program.
- Appendix H
 - For both nitrogen and phosphorus impairments, communities must install one structural BMP within the impaired waterbody's watershed. During an upcoming meeting, Lisa Loosigian from the NH Soak Up the Rain program will go over small BMPs you can

implement. Then, Jamie will talk about some larger scale BMPs you can install to meet the requirements.

- Q: Can we install our BMP in the watershed that flows into the impaired watershed?

A: That should be fine since it is draining to the impaired waterbody.

- If you have both a nitrogen and phosphorus impairment, you only need to implement one BMP, as long as the BMP is install within an overlapping area of the two watersheds.
- Q: What are people doing for public comment outreach for your SWMP? Are they soliciting input at the Annual meeting?
A: Some communities publish their IDDE and SWMP on their website. Some bring them up at town hall or city council meetings then allow public comments for 30 days.
- Section 319 funds cannot be used to meet NH MS4 requirements such as the BMP installation. But you can use CWSRF funds!

6. Year 6 Lake Phosphorus Control Plan Requirements

- Tom presented.
- The complete written Lake Phosphorus Control Plan (LPCP) was due in Year 5. However, the template was not completed until Year 6. So, we supplied language to include in the Year 5 Annual Report to state that the complete written LCPC would be submitted with the Year 6 Annual Report.
- All recommended regulatory changes identified in the legal analysis should have been fully adopted by Year 5.
- The public must have the opportunity to comment on the LPCP.
- Full implementation of all non-structural controls identified in the LPCP should be fully implemented by the end of Year 6.
- Performance evaluations must be completed by evaluating the effectiveness of the LPCP by tracking the phosphorus reductions achieved through implementation of structural and non-structural BMPs and tracking increases in phosphorus loading from the LPCP Area.
- Updates to the LPCP should be completed as needed for new or additional BMPs.
- We are looking into the Pollutant Tracking and Accounting Project (PTAP), to track pollutant load reductions. We will reach out to MAAM who now funds PTAP and see if it's something we can do. More information will be provided as it becomes available.

7. Year 6 Meeting Dates

- Tom presented.
- The dates for the 2024 Seacoast Stormwater Coalition meetings are on the bottom of the agenda. Please let us know if there are any of the dates that conflict with major municipal/stormwater events or conferences.
- Q: The September meeting happens so close to the due date of the Annual Report. Could we move the August and September meetings to the second Wednesday of the month, so we can talk about any issues or questions we have regarding the reports?
A: There's a general consensus that this would be ideal. We will do a poll at the December meeting to see if this would work for the coalition.
- The November meeting coincides with the Municipal Association Meeting annual meeting.

8. Pet Waste Survey

- Tom presented.
- Please complete the survey if you have not done so yet. It takes under 5 minutes to complete and helps PREP determine what outreach materials to create for the MS4 communities.

9. Municipal Green SnowPro Rules Update

- Tom presented.

- The rules were presented to the Water Council earlier this month. There was a positive reaction to the rules and NHDES received some great feedback. We would like your opinions on two pieces of feedback received about the rules.
- Currently, in the rules, a new hire has 30 days from their hire date to receive the required Green SnowPro Training. The new hire can still conduct snow removal during their first 30 days as long as they're supervised by the Snow Boss. Based upon your experience, what are your opinions on this?
 - Feedback received:
 - What about employees that get hired in the summer? Would it still be within 30 days, or should it be longer such as before the winter season starts? Does it make sense to have them wait until a larger group training?
 - A suggestion was that new hires between Nov 1 and March 30 must be certified within 30 days from hire date. Then anyone hired between Apr 1 and Oct 30 must be certified by December 1.
 1. Coalition members agreed. April through July, the last thing anyone wants to talk about is more snow. We like to use those trainings offered through UNH T2.
 - During the winter, it would be difficult to plan training for new hires in smaller communities as they can't be down a driver during inclement weather to receive certification. Communities are short staffed as is and don't plan any training or time off from November 1 - April 30.
 1. We are looking into virtual training options, so they could be completed on their own time and wouldn't be during a set time or day to allow for drivers to do their jobs.
 - What do they consider being supervised by the Snow Boss? Is it having the Snow Boss review the route they take to ensure they've done an adequate job?
- Q: How many Hours would be required for the training certification?
A: It would likely be 8 hours for the initial training and 4 hours for a refresher but we will double check.
- Q: Are the rules somewhere for us to review?
A: No, but they will be soon. They had to go through the Water Council before going out for public comment. Deb will send an email with the links and the timing of the hearings once she receives that information.
- NHDES would like feedback on whether there should be one Snow Boss or multiple per municipality? It was a question asked by the Water Council. We weren't sure if that would become confusing so we welcome feedback on this. The Snow Boss is in charge of keeping track of training, submitting salt usage reports, and is the main point of contact for the program.
 - Feedback received:
 - It's good to have more people, just in case someone is on vacation or leaves, but it could get confusing.
 - The idea of a Snow Boss and Deputy Snow Boss was suggested. A hierarchy would be good so only one person would report information to NHDES but others could fill in when needed.

10. National Stormwater Day

- Tom presented.
- November 16 is National Stormwater Day! On November 16 1990, the Federal Register included notice of the promulgation of the NPDES Phase I Municipal Separate Storm Sewer System (MS4) program making this a major day in the stormwater sector!
- We have a [social media post](#) that you can send out. NHDES will be posting it on Facebook and Twitter, so you can share that too.

- National Stormwater Day Webinar
 - November 16th from 1:00 – 2:15 PM
 - [Registration](#)

11. Updates and Upcoming Events

- **2024 Asset Management Conference for Water Infrastructure**
 - The planning team met and should be picking a date for the 2024 event next month. Likely the last week of October or first week of November. Deb will give an update at next month's meeting!
- **[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 and 2024 – Mark your calendars! Meetings will occur on the 3rd Wednesday of each month. We will continue working on the elements necessary for Year 6 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

December 20th: Year 6 Requirements for New Permittees

2024 Meeting Dates

January 17th: Developers/Construction Outreach, BMP Tracking Using PTAP Discussion, New Hampshire Soak Up the Rain BMP Presentation, Year 6 MCM #1 and MCM #2 Requirements Review

February 21st: Wet Weather/SVF/Catchment Investigations Questions and Feedback, LPCP Non-Structural BMPs, Large-Scale BMPs Presentation, Year 6 MCM #3 and MCM #4 Requirements Review, New Hampshire CWNS Summary

March 20th: Wet Weather/SVF/Catchment Investigations Answers and Refresher, MCM #6 Training Materials, Year 6 MCM #5 and MCM #6 Requirements Review

April 17th: System Mapping, Year 6 Appendix F and Appendix H Requirements Review

May 15th:

June 19th:

July 17th:

August 21st:

September 18th:

October 16th:

November 20th:

December 18th:

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.

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