

# Meeting Minutes

## Seacoast Stormwater Coalition Meeting

Zoom

December 20, 2023, 1:00 – 3:00 p.m.

### Present:

Gretchen Young	Rochester- Co-chair	Jamie McCarty	Portsmouth
Lyndsay Butler	Newmarket- Co-chair	Chris Vakili	Portsmouth
April Talon	Durham	Renee Mclsaac	Rochester
Sarah Large	FB Environmental	Jarrold Norris	Rochester
Jim Lavacchia	Hampstead	Jason Rucker	Rye
Joe Lynch	Hampton	Mike Bobinsky	Somersworth
Eric Sunderlin	Hampton	Amber Hall	Somersworth
Heidi Marshall	Hoyle-Tanner	Autumn Scott	SRPC
Lisa Perreault	Kingston	Susan Connors	Stratham
Chris Jacobs	Milton	Megan Cramton	TEC/Seabrook
Andrea Bejtlich	NHDES	Jamie Houle	UNH SC
Deb Loiselle	NHDES	Dave Powers	UNH
Steve Landry	NHDES	Bill Arcieri	VHB
Tom Swenson	NHDES	Agrima Poudel	Verdantas
Brian Goetz	Portsmouth	Christine Rinehart	Wright-Pierce

### 1. Introductions

- Roll call was conducted alphabetically by municipality or affiliation.

### 2. Approve meeting minutes

- There were no comments on the November 15, 2023 meeting minutes.

### 3. Gretchen Young's New Position and Co-Chair

- Gretchen has accepted the position as Deputy Director of Public Works in Rochester.
- Lyndsay Butler has agreed to become the new co-chair of the SSC. Lyndsay previously worked in Salem, was involved when Salem was audited by the EPA in 2020, and also has previously worked as a consultant. Her experience with this is unique to many in the SSC and we are excited to have her as our co-chair.

### 4. Municipal Green SnowPro Rules Update

- Steve Landry, the Watershed Assistance Section Supervisor presented.
- As discussed at the November 15, 2023 SSC Meeting, the Municipal Green SnowPro rules were presented to the Water Council. The Council posed some questions and SSC members gave feedback on these questions during the November meeting.
- Tom and Deb shared the feedback provided at the November meeting to Steve and Aubrey. Steve provided an update to the feedback and had some follow up questions.
  - Whether there should be one Snow Boss or multiple per municipality:
    - We will not be doing multiple Snow Bosses as we don't have the capacity to administrate that. Municipalities will be certified as a whole and within the municipality, you can assign tasks as needed.
  - The 30 days from hire, the employee must be trained:
    - This rule was restrictive, so it was changed to:
      1. Employees hired in the summer (April 1- December 1) must complete the training by December 1.

2. Employees hired in the winter (December 2- March 31) have 45 days from their hire date to be trained.
  - Q: If someone is hired the week of Thanksgiving, would they only have 5 days to be trained?  
A: Yes, that's a good point. We will discuss that internally.
  - Suggestion- Summer would be considered April 1- October 15. Anyone hired outside of that time range would have 45 days to be trained. That would give you until December 1 to get it done and provides more flexibility for the already busy season.
- There are various training options available, and we hope to have more soon.
  - Municipalities can have the Snow Boss train employees in-house to keep costs down.
  - There are 24/7 online options, so the trainings do not interfere with winter maintenance.
  - Keep in mind that not everyone in the DPW needs to be certified, only those that are plowing.
  - The Fiscal Impact Statement has been filed. The municipalities would have to pay the \$450 certification fee and any training that their employees require.
- There will be a public hearing on the rules in late January or early February. It will be a hybrid meeting. If that happens, the rules will go to JL Carr on March 15, then they would be adopted within a week.
- Q: Is this problem only going to be for the municipalities with chloride impairments?  
A: For the current NH MS4 permit, there is no requirement to be Municipal Green SnowPro certified. However, there could be something in the new NH MS4 permit. As of right now, this program is voluntary. We do hope that everyone wants to become Green SnowPro certified because of the increasing trends for chloride in drinking water supplies in New Hampshire.
  - Under MCM #6, all permittees are required to have a Winter Road Maintenance Plan. There are winter maintenance SOPs in place within the Plan. Permittees that become Municipal Green SnowPro certified would get credit under MCM #6.
- Q: Should municipalities hold off on getting trained until the rules are adopted?  
A: You can wait. However, if you have someone interested in training, it would be beneficial to take the training in case the rules don't get adopted.
- Q: Lisa Perreault asked: If we did a training in Sept of 2022, do we have to take the training again?  
A: If you took the initial full course with exam, you will not have to take the full training again for 6 years. You may need a fresher at the two-year mark. But Steve will look into this and get back to you. It may be more flexible for municipalities.
  - **Follow up post meeting:** Anyone that has taken the full course with exam within 6 years and taken the applicable refresher courses (every two years), we be able to become Municipal Green SnowPro certified without having to take another full course. Note that the refresher courses will be required every two years, based upon the date of the exam, not the date of becoming certified.
- Q: If there were private subcontractors in the aforementioned training, will they need to take the training again?  
A: No, they will only need to do the refresher course every two years. They are Commercial Green SnowPro Certified even if they just work for the Town since they are their own company. They will need to send in their renewal application, salt usage report, and recertification fee to ensure they are covered for this season. Let Steve know if you would like him to look into their Green SnowPro certification status.
- Q: To your knowledge, do you know if any communities have been using alternatives to salt?  
A: We don't have any solid records of this. Magnesium chloride has been used to Steve's knowledge. Most of those that have switched, are using some brine and some salt.

## 5. Year 6 Requirements for [New Permittees](#)

- Tom presented.
- The communities in the SSC that are new permittees are Newmarket, Raymond and Stratham.
- Only requirements that differ from the Year 6 existing permittees requirements will be discussed.
- MCM #3
  - All dry weather sampling must be completed by the end of Year 6.
  - Wet weather sampling needs to be completed between Year 10 and Year 13. Though it doesn't hurt to start wet weather sampling now.
- MCM #5
  - The following requirements can be met using the [Street Design and Parking Lot Regulations Assessment Report](#)
    - Develop a report assessing current street design and parking lot guidelines and other local requirements that affect the creation of impervious cover.
    - Develop a report on existing local regulations including, but not limited to, zoning and construction codes to determine the feasibility of making green infrastructure practices allowable.
  - Complete an inventory and priority ranking of permittee-owned property and existing infrastructure that could be retrofitted with BMPs. Use the Inventory and Priority Ranking Spreadsheet on each permittee's [Permittee Specific Resources](#) webpage.
- The Appendix F requirements are the same for new permittees and existing permittees. There was some confusion on this but EPA has confirmed that new permittees should be following the same timeline as existing permittees.
- Appendix H-
  - Nitrogen and phosphorus impairments
    - For nitrogen and phosphorus impairments, permittees must consider how BMPs may reduce nitrogen and phosphorus. This is included in the Priority Inventory and Ranking Spreadsheet.
    - The [Nitrogen Source Identification Report](#) and [Phosphorus Source Identification Report](#) templates are on the NH MS4 website and must be completed by the end of Year 6. Please note that only section one of the reports are due by the end of Year 6 for new permittees.
    - Track any implemented BMP metrics.
  - Chloride impairments-
    - Your Salt Reduction Plan must be fully implemented by the end of Year 7.
- The Priority Inventory and Ranking Spreadsheets were created as a starting point for communities. Please edit them as you see fit. If you know that installing a BMP at a property is not feasible, remove it from the list. Ground truthing will help you decide on which property to implement a BMP. Please contact Tom if you have any questions.
- Q: Is there going to be a Year 7, or will we have a new permit?
- A: We do not have any update on the status of the new NH MS4 permit. At this point, we will most likely go into Year 7. Deb will be reaching out to Michelle Vuto next week to see if there's any new information.
- On January 25, Newton Tedder will be speaking about the new MS4 permit in a Lunch and Learn webinar. It will likely be Massachusetts specific. Register for the webinar on the [Environmental Business Council of New England website](#).

## 6. Post-Construction Ordinance Check-In

- Tom presented.
- Since we know that EPA is interested in the Post-Construction Ordinance requirements, we want to continue to check in to see if anyone needs assistance with these.

- Gretchen created a narrative on [Post-Construction Ordinances](#) based upon the original 2012 document from the Southeast Watershed Alliance. In the document, the blue text is anything that may not be applicable to all communities.

## 7. Existing/Old Permittees and New Permittees Year 6 Requirements

- Tom presented.
- We will go over MCM #1 and #2. The requirements are the same for New and Existing Permittees.
- MCM # 1
  - Outreach requirements depend on your impairment. Everyone has a bacteria impairment. The requirements can be found on the [MCM #1 Outreach Matrix](#).
- MCM #2
  - The public must have an opportunity to comment on your SWMP. Any documents pertaining to the SWMP and your Annual Reports need to be available to the public.
  - Optional: You can keep a record of any events that engage the public and educate them about stormwater, such as Old Home Days, so you get credit on your annual report.
- Q: Is the SWMP required to be updated annually?  
A: It does have to be updated annually and available for public comment.

## 8. Developers/Construction Audience Outreach Materials

- Tom presented.
- Twice during the permit, permittees must conduct outreach to the developers and construction audience.
- Previously, we created the Construction General Permit (CGP) fact sheet and letter explaining the changes to the CGP.
- Would it be helpful to include any of the topics in the original CGP fact sheet?
  - Some commonly discussed subjects and reoccurring.
    - For construction where there are trees removed, at what point does it become a land disturbance? This is an ongoing conversation and seems to have some confusion surrounding it. Land clearing itself is not disturbance but if you are using equipment, it is. Having a citation for these rules would be helpful.
    - Providing a reminder that it takes a minimum of two weeks for filing a NOI and then obtaining approval.
    - The certified inspector for the CGP information including the free training from EPA would be helpful to include in the outreach.
    - How to install silt fences as many are installed incorrectly and do more damage.

## 9. Dover Stormwater Utility

- The Dover City Council voted on the stormwater utility. It did not pass (3-6). It was said that there was a lack of outreach conducted.
  - Rochester had a meeting on 12/19 and there was some interested but a lot of reluctance.
  - If this topic is going to go in front of a board or council. You will need community support to outweigh the negative responses.
  - It is important to educate the policy makers as well as the public so they can answer questions confidently. The credits to reduce the fee will need to be better understood.
  - Alternatives to this are tax or sewer rates increases.
  - Portland had examples of what the fees would be before it went to vote. This may be helpful for citizens to see what the cost would be.

## 10. Updates and Upcoming Events

- **2024 Asset Management Conference for Water Infrastructure**
  - The Asset Management team is fully staffed and have begun planning for the 2024 conference. We are still ironing out the details but it will likely be held at the end of October 2024.

- Winter maintenance trainings
  - The list of UNHT2 trainings will be updated in January. UNH T2 is working on the schedule for 2024 now.
- [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 2024 – 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 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.

**2024 Meeting Dates**

**January 17<sup>th</sup>:** Developers/Construction Outreach, BMP Tracking Using PTAP Discussion, New Hampshire Soak Up the Rain BMP Presentation

**February 21<sup>st</sup>:** 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 20<sup>th</sup>:** Wet Weather/SVF/Catchment Investigations Answers and Refresher, MCM #6 Training Materials, Year 6 MCM #5 and MCM #6 Requirements Review

**April 17<sup>th</sup>:** System Mapping, Year 6 Appendix F and Appendix H Requirements Review

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

**June 19<sup>th</sup>:**

**July 17<sup>th</sup>:**

**August 21<sup>st</sup>:**

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

**October 16<sup>th</sup>:**

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

**December 18<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.