

# HAMPSTEAD STORMWATER MANAGEMENT COMMITTEE

## Town Office Building

11 Main Street, Hampstead, New Hampshire 03841

### MEETING MINUTES 08/04/22

A meeting of the Hampstead Stormwater Management Committee was held on Thursday, August 4, 2022 at the Hampstead Town Hall, 11 Main Street, Hampstead, NH.

**PRESENT:** Paul Carideo, (Chairman), Bob Weimer, Tim Lovell, Mike Buggy, Sally Theriault, MS4 Administrator and Rodney Bartlett, Interim Road Agent

Chairman Carideo called the meeting to order at 7:002 PM

**Introductions:** Sally introduced Rodney to the Committee and explained that his role for the Town is the Interim Road agent as well as part of the team from Municipal Resources, Inc (MRI) doing an evaluation of the Highway and Buildings/Grounds Departments.

#### **Minutes:**

The meetings minutes of 7/12/22 were reviewed. Not edits were made. M. Buggy made a motion to accept the minutes as submitted, T. Lovell seconded.

Vote: 4-0 M.

#### **MS4 Permit Discussion:**

P. Carideo had contacted both Nick Cristofori, P.E. from Comprehensive Environmental Inc. (CEI) and Jennifer Rowden of Rockingham Planning Commission (RPC) with hopes of them attending the meeting to provide the status of their work. Neither could attend the meeting however CEI was able to provide an outline of their status with questions on where RPC and the Town fall with their work.

Here is a copy of the CEI outline that was discussed;

#### **Completed or In Progress by CEI:**

- Illicit Discharge, Detection, and Elimination (IDDE) Plan (note, just about done)
- Outfall classification/ranking (note, just about done)
- Outfall dry weather screening (note, just about done)
- Mapping of outfalls, catch basins, and manholes

#### **Completed or In Progress by RPC and/or Town (note, please confirm or update status)**

- Initial Stormwater Management Program (SWMP) Plan
- Public education and outreach program
- Develop Stormwater Pollution Prevention Plans (SWPPPs) for the DPW and transfer station
- Operation and Maintenance (O&M) Plan (note, does it include catch basin cleaning plan, street sweeping plan, and winter operations plan?)
- Develop inventory of municipal facilities
- Incorporate post-construction stormwater regulatory updates that includes TSS and Phosphorus removals for new and redevelopment into site plan and subdivision regulations
- Complete annual IDDE training for applicable employees
- Submit annual report to EPA

**Outstanding / to be Completed:**

- Annually inventory and inspect structural stormwater BMPs (e.g. infiltration or detention basins, swales, rain gardens) and maintain as needed
- Update regulations to incorporate construction regulatory requirements, i.e. use of erosion controls, site plan review procedures, site inspection procedures, etc. (due by June 2020 or earlier)
- Evaluate town regulations for changes that should be made to encourage Low Impact Development (LID), green infrastructure, and reduce impervious cover. Develop a report outlining findings and schedule for implementation (due by June 2022)
- Evaluate town-owned parcels within the urbanized area for potential stormwater BMP retrofits and come up with top 5 sites (due by June 2022)
- Complete Nitrogen Source Identification Report for discharges to Great Bay (due by June 2022)
- Complete Phosphorus Source Identification Report for discharges to Island Pond and Angle Pond (due by June 2022)
- Recommend doing an update of the Stormwater Management Program Plan to reflect work completed since Year 1

Many items were briefly reviewed as to their status and which group was responsible. Since a representative from RPC or any document from them summarizing the work that has been done, the group passed on item that RPC was providing.

P. Carideo talked briefly with regards to the Public Education and Outreach Program stating there have been new brochures added to the Stormwater Page on the Town Website. He also has a few for the commercial/industrial group that need to be added. It had been discussed with S. Theriault about the possibility of mailing these directly to each Commercial and Industrial land owner. P. Carideo also informed the group the he personally has prepared the Stormwater Pollution Prevention Plans (SWPPP) for the Highway Garage and the Transfer Station. The annual IDDE training for applicable Town employees was discussed and S. Theriault stated that she would review it with R. Bartlett.

Items under Outstanding / to be Completed section of the CEI outline were discuss, however since P. Carideo was participating, no notes were taken.

B. Weimer requested that the Chairman contact both CEI and RPC to ask for a firm date of delivery of all documents that should have been completed by June 30, 2021, the end of the Year 4 of the permit. P. Carideo asked S. Theriault if this was something the Committee should do or should it be from the Selectmen. No direct answer was provided. P. Carideo stated he would send out the requests and copy S. Theriault.

**Road Agent/Town Garage Discussion**

P. Carideo provided a brief history to items that need to be addressed with regards to storm water, specifically outstanding items that were identified by the EPA during their site investigations of the Highway Garage July 2020 during the audit of the Town. P. Carideo also prepared and presented a Photo Report dated April 25, 2022. A lengthy discussion between all Committee members, R. Bartlett and S. Theriault ensued. However since P. Carideo was participating, no notes were taken.

The conversation expanded into maintenance of storm water facilities with a question as to how many and where are they located. B. Weimer will have the Planning Board Secretary look back

at the planning board file to see if the plans show number and locations for a start. M. Buggy asked who is responsible for knowing where these are and when they need to be maintained. P. Carideo explained that that has been an issue for as long as he can remember. R. Bartlett explained that is why a Global Information System (GIS) is important as it can be used as a means of identification and with the correct setup, can keep all information together just by clicking on an area and all data appears. P. Carideo told R. Bartlett that the Town has GIS but it has been a struggle to get information to put on it.

#### **Planning Board- Projects:**

B. Weimer noted that there were 2 new developments that should require the Committee to review per our MS4 permit requirements and provide comment to the Planning Board. The first development is Hampstead Heights off of Stony Ridge Road. He explained that the project has 2 points that runoff discharges, one through a culvert to the wetland on Stony Ridge Road and the second to a “quaking bog”. He would like the Committee to review the plans and drainage report to see if it meets the Town’s MS4. The second project is Cameron Court which is off Depot Road. This still has not been accepted by the Planning Board and will update the Committee when they have more information.

#### **Member Comments:**

P. Carideo asked if any members had any comments.  
No other comments were presented.

#### **2022 Meeting Schedule:**

The next meeting is scheduled for September 8, 2022 at 7:00 PM.

#### **Adjourn:**

T. Lovell made a motion to adjourn at 9:15 PM; Second by M. Buggy  
Vote: 4-0

Minutes prepared by Paul Carideo