

STORMWATER TASK FORCE (SWTF)

MINUTES

March 9, 2017

The Stormwater Task Force (SWTF) met in the Ritter Building, first floor conference room, as scheduled, with Matt Allison, Phyllis Luck, and Jack Rodriquenz present. Also in attendance were Town Manager Heather Lemieux, Lunenburg Land Use Director, Adam Burney, Mike Clark of Design Consultants, Inc. (DCI), and Ed Himlan of the Mass Watershed Coalition (MWC). The meeting opened at 6:30 pm. Jack Rabbitt joined the meeting at 6:35.

Minutes of the February 23, 2017, meeting were accepted.

Town Manager Lemieux, Mike Clark, and Ed Himlan were welcomed to the meeting.

The meeting opened with a discussion of the filing of the MS4 (Municipal Separate Storm Sewer System) permit due 4/30/17. DPW Director Rodriquenz explained that the firm of Weston and Sampson has assisted the Director with the filing of the MS4 permit in previous years, for about \$2200 per filing. He suggested that the team of Mike Clark, of DCI, and Ed Himlan, of MWC, take over this year and complete the final filing required under the original MS4 Permit. Mr. Clark stated that they could perform this task for less than \$2200.

There was a brief discussion of the work needed to file the MS4 permit that Messrs. Clark and Himlan have already been contracted to complete, which is due September 29, 2017, and which the consultants plan to have prepared by August 2017. This new permit will cover the period 5/1/17 to 7/1/18, a period of 14 months.

The focus then shifted to a discussion around the potential stormwater remediation needs associated with the Pavement Management plan. Director Rodriquenz explained why he feels mapping the locations of the Town's stormwater system, including catch basins, drainage manholes, pipes, and culverts to provide a complete picture of the Town's stormwater system is essential to the planning for and management of the Town's accelerated pavement plan. Mike Clark presented the suggested Proposal 2017-101 Scope of Work (attached), which consists of 3 Tasks, including Project Coordination/Management; Mapping, and Stormwater Consulting, for a proposed budget of \$42,300, with a caveat that DCI is currently reviewing mapping survey methods which may prove more cost effective.

After a lengthy discussion, Jack Rabbitt made a motion to accept DCI's proposal 2017-101 to complete the tasks outlined therein. Jack Rodriquenz seconded, the SWTF voted unanimously in favor. Mike Clark exited the meeting.

There was further discussion about how to capture any stormwater related activities and structures completed after the mapping has been completed. Adam Burney stated that the Planning Board and Conservation Commission would need to update their regulations so that contractors and developers will have a requirement to submit "as built" plans in the preferred format so that all structures created will appear on the map. He assured the SWTF that these revised regulations could be in place by July of 2017. Such regulations are essential as they will eliminate the need for the Town to expend resources to complete this required activity.

Ed Himlan passed out copies of the SWMP (Stormwater Management Plan) MCM (Minimum Control Measure) 1 draft: Public Education and Outreach (attached). Discussion ensued. It was noted that the

SWTF is one of the responsible entities identified in 7 of the 9 Best Management Practice (BPM) items. If/when the SWTF transforms into a standing committee or other entity, those responsibilities will need to be transferred. Jack Rabbitt introduced a Mindjet Stormwater Management Plan tool that he has uploaded on the SWTF website (pdf attached). Discussion ensued.

It was determined that the next 2 meetings with DCI will need to address the remaining Minimum Control Measures, grouped in pairs. One meeting will discuss "Construction Site Stormwater Control Program" as well as "Stormwater Management in New Development and Redevelopment". A separate meeting will consider "Illicit Discharge Detection and Elimination (IDDE) Program" to eliminate illicit discharges & evaluate sources of non-stormwater discharges as well as "Good House Keeping and Pollution Prevention for Permittee Owned Operations". DCI will join us at our next meeting, to be held on Thursday, April 13, 2017. These meetings are essential to have as quickly as possible as they will inform the completion of the MS4 permit application, which will hopefully be completed in August. DCI will send out materials for discussion at least one week in advance of the 4/13/17 meeting, so the group will have time to consider in advance. It is intended that the group may hold off on voting on specific items until the following meeting, in the event members need more time for reflection.

Motion to adjourn was made at 8:44 pm by Jack Rodriquez, seconded by Jack Rabbitt, all voted in favor.

Next meeting will be Thursday, April 13, 2017, at 6:30 pm, at the Ritter building, upper conference room; DCI Consultants will be in attendance. Proposed meetings for the remainder of the second quarter include April 27, May 11, 25, June 8, 22.

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