Meeting Type:	Members Meeting
Meeting Location:	Rochester DPW, 209 Chestnut Hill Road, Rochester, NH
Remote Location:	https://us06web.zoom.us/meeting/register/tZEpcOirqzMoGNeLXUkVgnDSLrmreT7lyxWf
Meeting Date:	December 7, 2022
Meeting Time:	9:00 a.m.

## 1. CALL TO ORDER

The Meeting was called to Order at 9:05 a.m. with a quorum of the Members present.

Present:

Members:		
Town/City	Representative	In person
Dover	Gretchen Young (GY) Environmental Projects Manager	Yes
Portsmouth	Suzanne Woodland (SW) Deputy City Manager / Deputy City Attorney	Yes
Rochester	Katie Ambrose (KA) Deputy City Manager/Finance Director	Yes
Newington	Denis Messier (DM) Plant Operator	Yes
Exeter	Jennifer Perry (JP) Public Works Director	Yes
Milton	Chris Jacobs (CJ) Milton Town Administrator	Yes
Rollinsford	Paul Toussaint (PT) Rollinsford Town Administrator	Yes

#### Members:

# Non-Members Participating Remotely via Zoom included but not limited to:

Kalle Matso, PREP Jamie McCarty, Portsmouth GIS & Stormwater Manager Jim Steinkrauss, Rath, Young & Pignatelli Tom Swenson, NH DES Ronnieann Rakoski, Portsmouth Business Administrator Jennifer Perez, Dover Deputy City Attorney Brian Early, Dover Media Services

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#### Non-Members In Person:

Jillian Semprini, City of Dover Ariel Wright, Newington Mel Cote (MC), EPA Region 1 Jamie Houle (JH), UNHSWC Sally Soule, NH DES Erik Beck (EB), EPA Region 1

#### 2. APPROVAL OF MEETING MINUTES OF SEPTEMBER 15, 2022.

**Motion:** SW moved to approve the meeting minutes of September 15, 2022, seconded by DM. **Vote passed** 4 to 1, CJ abstained.

#### 3. REVIEW OF 2023 BUDGET RECOMMENDATIONS-VOTE ON FINAL BUDGET

GY summarized the budget recommendations for the 2023 budget. The recommended budget total is \$566,700.00. Website totaled \$5,000.00, Brown and Caldwell \$77,000.00, PTAP, \$50,000.00 PREP Priority Group 1 \$296,100.00, PREP Priority Group 2 \$101,850.00, PREP Priority Group 3 \$36,750.00.

GY said there were two options, either to bank Exeter's 2022 additional contribution of \$47,016.00 for future costs or apply to this year's total to reduce the cost to \$519,684.00.

JP said Exeter wants to make a payment but would like an invoice so she has something to pay from. She asked KA if Rochester could produce an invoice.

**Motion:** SW moved to apply the \$47,016.00 as outlined in the spreadsheet to this year's total to reduce the cost to \$519,684.00 seconded by KA. **Unanimously approved.** 

 GY summarized the percentages and cost for each facility for the 2023 budget year.

 Rochester
 24.42% \$126,893.71

 Portsmouth
 29.76% \$154,643.83

 Dover
 22.82% \$118,568.68

 Exeter
 14.56% \$75,682.14

 Pease ITP
 5.83% \$30,272.85

 Newington
 1.41% \$7,315.94

 Rollinsford
 .73% \$3,784.11

 Milton
 .49 % \$2,522.74

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There was discussion on the potential for other permitted communities to participate in the MAAM. DM stated that Somersworth has been making payments to PREP directly. GY had drafted a letter in the summer to send to the other communities but said the letter didn't fully explain the benefits. With the approval of this budget and the upcoming media on the congressional spending and ongoing projects we can amend the letter to send out.

#### 4. DISCUSSION OF WEBSITE DEVELOPMENT

SW said they had their initial meeting with the website developers to look over the general framework. In the meeting they provided some feedback on the site and how we'd like to make information more accessible and develop a dashboard with links to PTAP. There will be another meeting tomorrow to look at the next evolution and further discuss it. They'll be reaching out to the communities to see how they'd like to link to the standalone website.

#### 5. DISCUSSION OF GB2030 FUNDING OPPORTUNITY

GY summarized this funding was from an anonymous donor which a board is overseeing. They've broken it into different working groups including water quality. In brainstorming potential projects for water quality improvements, the street sweeper project had great feedback and support last spring for CFRING because of its collaboration, regional work and potential benefits but there were some remaining questions. The GB2030 is looking at a feasibility study for this regional approach which has received a lot of positive feedback.

GY noted that the draft application has been distributed. Community participation wouldn't require a great time commitment or cost and there would be a technical committee. They're looking for support for the application. GY spoke about the purpose of the project which would be to purchase one street sweeper for a comprehensive regional street sweeping program that will operate across municipal boundaries in the Great Bay watershed to significantly reduce nonpoint source pollution and measurably improve water quality.

CJ asked who would own and maintain the street sweeper and where would it be stored. GY responded that the feasibility study and technical committee would develop the answers to these questions and further detail.

EB noted that this would have phosphorus benefits in addition to nitrogen.

PT asked if the goal of this would be supplement existing street sweeping programs. GY confirmed that it would supplement existing programs and dovetail well with other efforts. We're learning a lot about the secondary benefits as well like improving snow removal efforts.

Motion SW to support the feasibility study, seconded by KA. Unanimously approved.

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### 6. STAKEHOLDER COMMENT

No Discussion

#### 7. PUBLIC COMMENT

JH noted that the sweeping program was also supported by PREP.

MC asked if the total budget would increase if there were more communities involved. GY replied that there are projects that are currently being funded directly and separately by communities and those projects may need to be reflected. MC asked if the consulting costs would increase because they're servicing more communities. KA said the scope would not change too much. MC noted that an example of why it would benefit smaller communities and the cost savings would be beneficial to add to the letter.

JP added that there's a benefit to the MAAM with bringing in additional experience and perspectives.

DM said that the new website should help and there should be an education link on the website.

SW added that this is a one stop for PREP, DES, UNH, EPA and more efficient for communications and helpful for congressional support.

CJ said that small towns like Milton cannot afford not to get involved, small investment with huge possibilities. He would remind other communities that you have to be proactive and have a seat at the table.

GY said maybe they could do some testimonials.

PT shared that there are many benefits for the smaller communities.

CJ wanted to share an update regarding the Milton WWTP Study for potential growth of the system. He said it has been under review for the last couple of weeks and is now at the state level.

#### 8. OTHER BUSINESS

GY said that Dover has a RFQ out for creation of a Stormwater and Flood Resilience Utility. It's not fully adopted yet and they were able to receive \$100,000 in CFRING funding. The

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timeframe is to bring it back to Council this fall.

GY noted that the 2022 Conservation Law Foundation \$45,000 payment for projects in the settlement agreement for Dover, Rochester and Somersworth could be extended to 2023, it was agreed no vote needed.

DM will be retiring and wanted to thank the committee and said it has been an education and good luck to everyone.

JP who also will be retiring echoed those words.

JP said that Exeter just had a Department of Labor audit on their brand new WWTF the last one they had was back in 2007. They had little things that needed to be done like signage and make sure equipment was labeled.

# 9. SCHEDULE NEXT MEETING AND AGENDA ITEMS (JANUARY: 6 Month AMP REVIEW)

The next meeting will be January 25, 2023 at 1:00 PM at the DPW Facility on Mast Road in Dover. Agenda items include Annual report template and 6 month AMP Review.

#### **10. ADJOURN**

Motion: DM moved to adjourn. Seconded JP. Unanimously approved.

Meeting adjourned at 9:58 AM

Prepared by: Laura McDormand, Administrative Assistant II, Rochester DPW