

MUNICIPAL ALLIANCE FOR ADAPTIVE MANAGEMENT

MEETING OF THE MEMBERS

DRAFT MINUTES

Meeting Type: **Members Meeting**
Meeting Location: **City of Rochester-Public Works Building, 209 Chestnut Hill Road**
Remote Location: [https://us06web.zoom.us/meeting/register/tZMtccmtrD4sHdX11ITSnabZu1fBn4m_00EX](https://us06web.zoom.us/join/https://us06web.zoom.us/meeting/register/tZMtccmtrD4sHdX11ITSnabZu1fBn4m_00EX)
Meeting Date: December 6, 2023
Meeting Time: 1:00 p.m.

1. CALL TO ORDER

The Meeting was called to Order at 1:00 pm with a quorum of the Members present.

Members:

Town/City	Representative	In person
Dover	John Storer (JS) Director of DPW	Yes
Portsmouth	Suzanne Woodland (SW) Deputy City Manager	Yes
Rochester	Gretchen Young (GY) Deputy Director of PW	Yes
Newington	Ariel Wright (AW) Wastewater Plant Manager	Yes
Exeter	Paul Vlasich (PV), Acting Director of PW	Yes
Milton	Chris Jacobs (CJ) Town Administrator	Yes
Rollinsford		No

Non-Members In Person:

Sally Soule, NH DES
Jillian Semprini, City of Dover
Jake Roger, Town of Epping

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

Melissa Paly (MP), CLF
Kalle Matso (KM), PREP
Monte Bohanan (MB), City of Portsmouth
Jim Steinkrauss, Rath, Young & Pignatelli
Lyndsay Butler, Town of Newmarket
Renee Bourdeau, Geosyntec
Clifton Bell, Brown & Caldwell

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Jamie McCarty, Portsmouth
Erik Beck(EB), EPA

2. APPROVAL OF MEETING MINUTES OF SEPTEMBER 14, 2023

Motion: SW moved to approve the meeting minutes of September 14, 2023 after the correction of representative titles were made, Kate Ambrose(KA) title should read City Manager, Suzanne Woodland should be Deputy City Manager, and Paul Vlasich should be Acting Director of Public Works seconded by PV.

Vote passed as amended 6-0

3. APPROVE EPPING JOINING MAAM AS A VOTING/CONTRIBUTING MEMBER

Motion: SW moved to approve accepting the town of Epping as a voting/contribution member of the MAAM, seconded by AW, now there are 8 communities contributing.

Vote passed 6-0

4. REVIEW OF 2024 BUDGET RECOMMENDATIONS-VOTE ON FINAL BUDGET

GY noted that the two spreadsheets that were given out are for the 2024 budget review. One of the spreadsheets included the town of Epping, while the other one did not include the town of Epping. SW noted that at the Executive Board Meeting there was one adjustment from the proposal, which resulted in a slight change to the 5% contingency, slightly higher but spot on. JS asked the question if Rochester will send out the invoices as they are the fiscal agent. GY replied that Rochester would be sending out the invoices and the checks from the communities would go to Rochester. PV asked for verification of which of the 2 colored coded spreadsheets was the one being reviewed for final budget. GY said it was the spreadsheet that included the Town of Epping.

GY read out the amount that will be contributed from each of the 8 communities.

Rochester	\$105,070.03
Portsmouth	\$128,047.57
Dover	\$98,176.76

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Exeter	\$62,666.02
Pease ITP	\$25,066.41
Epping	\$10,444.34
Newington	\$ 6,057.72
Rollinsford	\$3,133.30
Milton	\$2,088.87

SW moved to approve the 2024 budget recommendations that included the town of Epping for the proposed amount of \$440,751.00, seconded by JS.

Vote passed 7-0

5. DISCUSSION OF WEBSITE

SW introduced Monte Bohanan (MB) of the City of Portsmouth to talk about the website. MB said that it would be a stand-alone website but set up using the backbone of the Portsmouth Website. Each community will have their own page that they can update. The platform will be the same as the platform that Portsmouth currently uses, and Jamie McCarty is working on the dashboard. CJ noted that overall, he likes the idea, but has a question if any community ever put up material that other communities don't agree with, he wanted to know how this would be handled. SW noted that she assumes that what is on the website should be done as a group and would err on the conservative side. SW stated that MB would have access control of the website. PV asked if the meeting recordings would be on this website. SW said they would have a link to recordings from the YouTube channel they use.

GY noted that the PTAP output would be linked to the website which would act as the dashboard that was requested as part of the settlement agreement. She also noted that there is discussion about communities in other parts of the state also starting to use PTAP, which is only a positive for MAAM.

6. DISCUSSION OF RDA PETITION STATUS

GY noted that EPA had indicated that there were no updates at this time. EB stated that he doesn't have anything to contribute to the discussion today. MP stated she also has no update. JH is continuing to work on the memo for a stormwater funding mechanism project. SW noted that Portsmouth will be getting together in the fall to move forward with a stormwater utility provided that the RDA will not contradict that work.

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7. STAKEHOLDER COMMENT

MP said they had money back from May for a pilot septic retrofit project, and that a performance report had recently concluded that may kick-start this initiative.

8. PUBLIC COMMENT

There were no public comments.

9. OTHER BUSINESS

JS mentioned that at the next Dover City Council meeting they will be voting on the stormwater utility; he will update the members to let them know if it passes/fail. There is a public hearing next Wednesday, JS thought they had the City support.

CJ shared that Milton has a number of groups and they have a few different grants, one for \$100,000 for a Nitrogen study, that were all planning and no action. CJ said he would rather have action instead of studies. SS said it is standard procedure to do an analysis/study before you qualify for grant money.

10. SCHEDULE NEXT MEETING AND AGENDA ITEMS (6 MONTH AMP REVIEW AND PROGRESS MEETING)

GY said that the group would formally nominate and elect officers and representatives for the Executive Committee. The next MAAM meeting will be held February 8, 2024, at the Newington Wastewater Treatment Plant at 1:00pm- 3:00pm.

11. ADJOURN

Motion: JS moved to adjourn the meeting seconded by SW.

Roll call Vote passed 7-0

Adjourned at 1:57 pm,