

## **STORMWATER TASK FORCE**

### **MINUTES**

**August 1, 2016**

The Stormwater Task Force (SWTF) met in the Ritter Building, first floor conference room, as scheduled, with Matt Allison, Phyllis Luck, Jack Rabbitt, and Jack Rodriquenz present. Also in attendance was Lunenburg Land Use Director, Adam Burney. The meeting opened at 6:35 pm.

Minutes of the June 30 meeting were approved (Matt Allison made the motion to accept, Jack Rabbitt seconded, all voted in favor).

Sarah Cammer joined us at 6:40.

The Scope of Services request, prepared by Adam Burney (attached), was discussed. It will be presented to the Board of Selectmen, who had asked that the scope of services be more specific, tomorrow evening, for approval. If approved, Adam Burney will send out to prospective consulting firms.

Phyllis Luck reported on her attendance at the Central Mass Regional Stormwater Coalition (CMRSWC) Steering Committee meeting. The focus of that meeting was that the Massachusetts Coalition for Water Resources Stewardship (MCWRS) has coordinated a meeting of interested municipal officials to discuss the possibility of appealing EPA's MS4 General Permit for stormwater. At that meeting, the CMRSWC member communities in attendance voted to contribute \$20,000, from CMRSWC funds, to the MCWRS appeal; Lunenburg abstained from the vote. Although Adam Burney had reported on this effort at the last SWTF meeting, there had been no vote to approve funding (as this request for funding was unknown at that time), therefore Ms. Luck was unsure of how the SWTF felt about this issue. This issue will be revisited at the next SWTF meeting and a vote will be taken to ascertain the group's feeling on this matter. The next Steering Committee meeting of the CMRSWC will be August 9, at 10 a.m., at the Charlton Library, SWTF members are invited to join Phyllis in attending that meeting.

It was discussed that the Lunenburg Ledger is offering a "deal" that advertisements are currently priced at two-for-one; Phyllis suggested that we put an ad in to promote rain barrels (and compost bins) that are being sold at cost by the Town to improve the capture of rain water and the reduction in garbage locally. Jack Rodriquenz made a motion to spend \$176 for 2 quarter page ads in the Ledger, Sarah Cammer seconded, all voted to approve.

Sarah Cammer reported on her week long attendance at a professional development session held at ESRI headquarters in the Redlands, where she learned of GIS capabilities that would be very useful in streamlining pollution prevention efforts. These applications have been created by ESRI (go to <http://solutions.arcgis.com/#Water>, and click on the MS4 applicator for more information). It was discussed that the Town would need to work with MRPC, or purchase a GIS license at a cost of \$2500/year + the salary of someone to use GIS to input the Town's pertinent data. Adam Burney will speak with MRPC about working together on this. He noted that MRPC was having a meeting on Tuesday, 8/2, to seek input from folks such as Jack Rodriquenz, on what data Towns are currently collecting, where they may see a need for GIS. Adam urged Jack Rodriquenz to attend the meeting if possible; or to send comments to Brian Doherty of MRPC if he is unable to attend. Matt Allison is going to reach out to Kerry Speidel and Steve Malandrinos to ascertain the GIS capability that may already exist in Town. Phyllis will reach out to the Central Mass Regional Stormwater Coalition to determine what they might have to offer.

Matt Allison suggested that the Planning Board and Conservation Commission come up with a check list for applicants so that those coming before these boards will know, in advance, what exactly must accompany their applications. In this way, applications will be complete and the process will go smoothly. Without such a check list, requirements may be missed, and/or the applicant may have to come back to the boards several times to insure that all documents, plans, etc., that are needed are provided. This creates a waste of time and resources. Matt Allison and Jack Rabbitt will bring this topic back to their boards for discussion.

Motion to adjourn was made at 8:10 p.m., by Sarah Cammer, seconded by Jack Rabbitt, all vote in favor

Next meeting will be on Thursday, September 8 at 6:30 p.m., Ritter Building, upper conference room.

The Town of Lunenburg Stormwater Task Force has been charged with the development of a comprehensive stormwater management plan that complies with state and federal regulations, provides a storm and surface water system that controls damage from storms, protects surface water quality and the environment. This task is to be completed as part of the completion of a Notice of Intent for submission to the Environmental Protection Agency (EPA) under the National Pollutant Discharge Elimination System (NPDES) Massachusetts Small MS4 General Permit.

The Task Force is a 5 member committee comprised of municipal Board/Committee members, citizens at large and employees. This group, while dedicated and focused, requires guidance and direction to move their task forward in a timely manner.

To assist in this process the Lunenburg Stormwater Task Force is soliciting written quotes from outside contractors to perform the following tasks:

**Task 1**

Review the Town's existing stormwater management plan (Town of Lunenburg, Massachusetts Storm Water Management Phase II Assessment, March 2003, prepared by Guertin Elkerton & Associates, INC.) for compliance with 6 minimum requirements of the NPDES Massachusetts Small MS4 General Permit signed April 4, 2016. Determine any deficiencies in the existing Plan's rationale, general approach, and/or specific recommendations.

**Task 2**

Review all available Annual Reports filed with the EPA under the existing Massachusetts Small MS4 General Permit, TMDL Reports, Bylaws regarding stormwater, and speak with the DPW Director and any other necessary staff to determine the extent of the existing Stormwater Management Program and the stormwater management system in the Town of Lunenburg.

**Task 3**

Based on the outcome of Task 1 and 2 make a series of recommendations for the alteration of the 2003 Plan that will both better meet the current needs and means of the Town and will comply with the new/altered requirements of the NPDES Massachusetts Small MS4 General Permit that will be effective July 1, 2017.

**Task 4**

Present the review of the Guertin Elkerton & Associates Plan to the Task Force outlining what areas will need to be altered and which areas are currently in compliance. Discuss the recommendations developed in Task 3 and work with committee to finalize a stormwater management plan.

**Task 5**

Draft the Town of Lunenburg's Notice of Intent Filing, including collecting and organizing the associated documentation required by the EPA. Present this to the Task Force for review and comment.

**Task 6**

File the Town's Massachusetts Small MS4 General Permit NOI on or before August 1, 2017.