

SEP 26 2016

LUNENBURG TOWN
CLERK OFFICESTORMWATER TASK FORCE
MINUTES
August 29, 2016

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 was Lunenburg Land Use Director, Adam Burney and Lunenburg Ledger reporter Jeff Needham. The meeting opened at 6:32 pm.

Public Comment: Resident Dave Mac Donald thanked the SWTF for their work, and DPW Director Rodriquenz for the pavement work done on Hickory Hills Roads. He mentioned that Hickory Hills has done a lot of work on catch basins and outfalls and asked that the Earth Tech report be used to improve outfalls and catch basins during this project, so that Hickory Hills could put their efforts elsewhere. Several specific areas were discussed. Dave requested that when the repair work has been completed, that DPW provide a report on the improvements made in the area of Hickory Hills to the Hickory Hills Lake Management Group. Later in the meeting Jack Rabbitt mentioned that the Hickory Hills Lake Management Group completed a report when they finished their work on the catch basins and outfalls. When asked, Jack Rabbitt thought he would be able to get a copy of that report for the SWTF.

SWTF member Jack Rabbitt joined the meeting during Dave's remarks.

Minutes of the August 1 meeting were approved (Jack Rodriquenz made the motion to accept, Matt Allison seconded, all voted in favor).

Adam Burney reported that the Scope of Services request, (attached), has been sent out to 5 - 7 consulting firms and that they have until 9/12/16 to respond. It was determined that the SWTF will review the submittals at the next meeting, to be held on 9/15/16.

Phyllis Luck reported on her attendance at the Central Mass Regional Stormwater Coalition (CMRSWC) Steering Committee meeting of 8/9/16. The focus of that meeting was planning for the upcoming CMRSWC Annual Meeting, to be held in Holden on 9/20/16. She offered to send out information on this meeting to SWTF members.

There was discussion on the Massachusetts Coalition for Water Resources Stewardship (MCWRS) appeal of the EPA's MS4 General Permit for stormwater. SWTF members offered opinions on the merit of this appeal, however, consensus was that the SWTF would take a position on this matter if/when the CMRSWC requested that additional coalition funds be expended for this effort.

Adam Burney reported that in his discussions with the Montachusett Regional Planning Commission (MRPC) on GIS, he learned that the Town of Lunenburg receives 8 hours per year of MRPC time; MRPC could work with the Town as a contractor on GIS tasks, and the 8 hours/year we receive free of charge could be incorporated into that work. Currently, the Town uses the firm of CAI to host our online map viewer. When Matt Allison spoke to the Town Manager about GIS, she referred him to Adam Burney.

There was discussion about MRPC developing more specific GIS capabilities that may be used with our current programs. MRPC is looking for input from users; Jack Rodriquenz has provided some input to them. At the CMRSWC Steering Committee meeting, Phyllis learned that the coalition uses People GIS. Adam Burney advised that People GIS may be used with CAI GIS, as far as he knows.

The SWTF will offer a rain barrel and a compost bin to be raffled at the Stillman Fair; Jack Rodriquenz offered that DPW will take care of getting those to the fair. The SWTF will be located at the Town Booth. The SWTF

reviewed an assortment of educational materials provided by Mass DEP; the consensus was that all were appropriate to copy and share at the Stillman Fair; Phyllis will take care of this. The SWTF will be located at the Town tent during that event.

There was a discussion about how, exactly, the \$500,000 set aside for Stormwater improvements in the Pavement Management Debt Exclusion will be spent and how this information will be documented. Adam Burney, Land Use Director, thought articulating specific actions as a part of reporting required by the new MS4 permit would be one logical step. DPW Director Rodriquenz educated members with examples of how this would be accomplished. The creation of berms where appropriate was one example; changing catch basins that don't work was another. Further discussion will be held at the next SWTF meeting.

Motion to adjourn was made at 8:15 p.m., by Jack Rodriquenz, seconded by Matt Allison, all vote in favor. Next meeting will be on Thursday, September 15 at 6:30 p.m., Ritter Building, upper conference room. The SWTF is returning to the 2nd and 4th Thursdays of the month for the foreseeable future.

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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.

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