

MUNICIPAL ALLIANCE FOR ADAPTIVE MANAGEMENT

EXECUTIVE BOARD MEETING

MINUTES

Meeting Type: **Executive Committee**
 Meeting Location: **Portsmouth DPW, 680 Peverly Hill Rd, Portsmouth, NH**
 Remote Location: [https://us06web.zoom.us/meeting/register/tZcocOitrD8iHtBF4FpIZ7WUFAGI6by14sLJ](https://us06web.zoom.us/join/https://us06web.zoom.us/meeting/register/tZcocOitrD8iHtBF4FpIZ7WUFAGI6by14sLJ)
 Meeting Date: **Monday, November 7, 2022**
 Meeting Time: **10:00 a.m.**

1. CALL TO ORDER

The Meeting was called to Order at 10:04 am.

Members:

Town/City	Representative	Present
Dover	Gretchen Young (GY) Environmental Projects Manager	Yes
Portsmouth	Suzanne Woodland (SW) Deputy City Attorney	Yes
Rochester	Katie Ambrose (KA) Deputy City Manager	Yes
Exeter	Jennifer Perry (JP) Public Works Director	Yes
Newington	Denis Messier (DM) Plant Operator	Yes
Rollinsford	Paul Toussaint (PT) Town Administrator	Absent

Non-Members:

Jamie McCarty (JM), City of Portsmouth
 Mel Cote (MC), EPA Region I
 Jamie Houle, UNH SWC
 Steve Couture, NHDES
 Jim Steinkrauss, Esq., Rath, Young and Pignatelli
 Kalle Matso, PREP
 Melissa Paly (MP), CLF
 Clifton Bell, (CB), Brown and Caldwell

2. ANNUAL CONTRIBUTION DISCUSSION

- a. **PREP Monitoring Work**
- b. **B&C Professional Services**
- c. **PTAP Continued Support**
- d. **Website**

Introduced: GY introduced the topic.

- a. GY sent out material prior to this meeting: MAAM 2022 budget for Tier 1,2, and 3 PREP priority work and highlighted the following:
 - Last year’s MAAM budget was \$422,805.

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- Exeter was a member of MAAM but worked separately and did not contribute financially. This year they will be contributing financially.
- Potential priority work for 2023 and how member contributions would be divided up across all regulated communities.

Discussion: GY asked JH to go over PTAP continued support. JH stated that PTAP is asking for \$50,000 for on-going critical continued support for two key regional efforts to manage and track municipal efforts to reduce nutrient pollution from nonpoint sources.

Motion: DM moved to add \$50,000 as a placeholder to the budget. Seconded by SW.
Unanimously approved.

b. Website

Discussion: GY asked SW and JM if they had an update on the website costs. SW stated that it was her understanding that it a little over \$100 a month for hosting on the original estimate. If we put \$5,000 it would certainly be more than enough to get the website up and running. The website workgroup has been meeting to develop a standalone MAAM website.

Motion: DM moved to add \$5,000 for development of a standalone MAAM website. Seconded by SW. **Unanimously approved.**

c. Brown and Caldwell Professional Services

Discussion: GY asked CB to provide an overview of the work B&C provides to MAAM and the new contract for consideration. CB stated there is an increase in scope from last year's contract with three major tasks: Project management/Administration, meeting participation, and as needed technical support. JP asked if B&C provides any reporting on tasks assigned. CB stated the they provide monitoring recommendations for the forthcoming year, other than that it's been more of an as needed basis. CB stated B&C does not currently provide an annual report of work completed.

Motion: SW moved to add \$77,000 to renew B&C's professional Services Contract. Seconded by KA. **Unanimously approved.**

d. PREP Monitoring Work

Discussion: GY stated the CB and KM have put together Tier I, II, and III deliverable for the next years:

- Group 1 priority request is \$296,100.

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- Group 2 priority request is \$101,850.
- Group 3 priority request is \$ 81,900.

Motion: SW moved to approve tier I, tier II, and tier three project that included estuary and water quality monitoring equipment and shoreline hardening survey plus the 5% contingency for a total of \$568,450. Seconded by KA. **Unanimously approved.**

3. STAKEHOLDERS COMMENT

MP stated that she is impressed how much MAAM has stepped up and appreciation all the work and support MAAM provides.

4. PUBLIC COMMENT

MC provided an update on the status on the MS4 permit. MC stated that he is working on parallel tracks with Massachusetts and New Hampshire's separate storm system rate sheets. EPA is on track to issue draft in spring 2023. Stormwater staff wanted me to point out the fact that SRF funds have stormwater components that could potential be used for stormwater compliance.

5. ANNUAL CONTRIBUTION RECOMMENDATION

- a. This topic was covered under item 2.

6. OTHER BUSINESS, if any

- a. Credit for going green should be considered in future MAAM projects.
- b. Load reducing technologies: List of alternatives in tank treatment technologies for septic systems.
- c. Dave Burgen sent in the first request for funding for UNH's CDS funding project. KA wanted to make sure MAAM reviewed the project so that she could go ahead and process and approved the disbursement. SW asked if MAAM released a press release on the project. GY and KA will work offline to draft a press release.

7. ADJOURN

Motion: SW moved to adjourn. Seconded by DM. Unanimously approved.

Meeting adjourned at 11:28 AM

