

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
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 Manager	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 Stormwater Center
 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. Introduction:

1. GY introduced the topic. 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.
 - Exeter is a member of MAAM but reported separately and did not contribute financially through MAAM. This year they will be contributing financially through MAAM.

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- This meeting will identify priority work for 2023 and how member contributions would be allocated.

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 MAAM allocates \$5,000 it should be 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 that 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 deliverables for the next year:

- Group 1 priority request is \$296,100.
- Group 2 priority request is \$101,850.
- Group 3 priority request is \$ 81,900.

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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 appreciated the MAAM work.

4. PUBLIC COMMENT

MC provided an update on the status of EPA's MS4 permit updates. MC stated that Region 1 is working on parallel tracks for both the Massachusetts and New Hampshire's MS4 permit. MC shared that SRF funds could potentially be used to assist with funding stormwater compliance efforts.

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 of in-tank treatment technologies for septic systems.
- c. First request for funding for UNH's study supported by Congressionally-directed funds has been received. KA wanted to make sure MAAM reviewed the project so that she could go ahead and process and approved the disbursement. Consensus that money could be disbursed. 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

Prepared by: Ronniann Rakoski, Business Administrator, City of Portsmouth

Approved: December 6, 2023