

## **DRAFT BASWG Meeting Minutes**

January 8, 2015

9:00 am – 11:30 am

Veazie Town Hall, Veazie, Maine

### **Meeting Attendees**

Kyle Severance, David Ladd, Belle Ryder, Rob Yerxa, Patrick Decker, George Hanson, Phil Ruck, Tracy Drew, Andy Fish, Mike Gladu, Wynne Guglielmo, Kathy Hoppe, Doug Hill, Bob Osborne, Andrea Dickinson, LaMarr Clannon, Philip Winchester, Bob Osborne. Facilitator: Brenda Zollitsch.

### **Welcome and Introductions**

Bob O. called the meeting to order. Meeting attendees introduced themselves.

### **Updates**

- At the December meeting, the BASWG FY2015-2016 was approved (total \$38,400). MS4s can bring this budget, which represents flat funding and will be billed based on BASWG's revised funding formula (same as last fiscal year billing). Copies of the budget were circulated at the last meeting.
- The BASWG members discussed the goals of the proposed MeWEA Stormwater Management Committee. Members came to agreement that they are interested in having one or more representatives serve on the Committee. Current BASWG participants interested in participating in planning meetings for the committee are Rob Yerxa, Phil Ruck, Brenda Zollitsch, and LaMarr Clannon. Brenda Z. will convey the group's interest to the coordinators.
- The group was reminded to review the EPA compliance document that was circulated to all participants. The document will be presented in more detail by Wynne G. at the February BASWG meeting.

### **Comments about Audits from David Ladd (DEP Maine Stormwater Coordinator)**

- SPCC is going to be mentioned in the next permit; need SPCC plans in every facility
- Regarding recent Brewer Audit by DEP:
  - Brewer is getting list of things that were not in compliance
  - Tone of the letters will be different; focus on what is not in compliance.
  - Did nothing more than monitoring continuous flow.

### **BASWG Audit Preparation Scenario Exercises:**

The BASWG members participated in a self-planned exercise of responding to potential scenarios to informally "test" whether or not efforts to prepare would be seen as adequate by DEP and stimulate

discussion about compliance work. For this session, the volunteer MS4s were the Town of Orono and the Town of Hampden. Again, this was an informal exercise for educational purposes only. The session does not represent any formal evaluation or represent material to be used as part of an audit. The purpose of the exercise is for group discussion and learning.

### **Notes from Audit Preparation Exercise #1**

**Scenario:** Constant flow from an outfall scenario

Volunteer MS4 : Town of Orono

Presenters: Belle Ryder and Rob Yerxa

#### **Scenario Description:**

- Observe constant flow from an outfall
- Outfall *thought* to be generally sourced by a nearby wetland area
- In the past - Documented it, observed it and filed it – Never followed through with testing
- If it was a catch basin, it would be identified as an issue, but the outfalls did not get the same treatment
- Flow is cold and clear, with no obvious signs of illicit discharge/pollutant

Concern generated by an inspection (with iPad – photo **Description of Orono's New SOP:**

- attached) – with GIS system
- Noted that One outfall that does see pretty consistent flow (dries up in august)
- Initiate a potential IDDE situation within the SOP
  - Have a form that will generate the process (potential IDDE report based on the inspection)
- Begin investigation
  - For this outfall, there is a wetland area that runs through this system and sources to outfall.
  - Get the water tested for fluoride (is it a domestic water issue)
  - Also test for chloride and human bactericides
- Analyze Results
  - If both come back clear, then take a step back and potentially do some more testing to eliminate any sewer issues, do human bactericides testing.
  - If we have fluoride, would work with the water district to identify where leak was
  - If ammonia – do bactericides test to see if sewer and look at where break in sewer by backtracking
  - If no hits for **human bactericides , fluoride** where could still have an illicit connection:
    - **Surfactants (very expensive test)**
    - **Detergents**
  - In GIS system have both stormwater and sanitary on the same map so can trace back through to look at hotspots using maps or do camera inspections (sewer department has a camera that they can use).

- Piping flow directions are all shown on map (have on phone and iPad so can physically stand there and know what is right there)
- Documentation through mapping back through the system (create an individual map for the issue).
- Determine Appropriate Action:
  - If it is a water district issue, work with water district to look at their system with stormwater system
  - If sewer issue, same thing with sewer district.
  - If it is a dishwasher or sink that has an illicit connection to your system, eliminate the discharge

**DL: What would you do if then you have taken a first flush sample and the human bactericides test comes back positive?**

- WG: Resample to rule out a gray water influence (washing machine etc.)

**RY: If we can stand at a catch basin and have mapped all the way back and look at a wetland and see it going into a wetland, have I done my homework (the flow from the outfall remains more than just a trickle)?**

- DL: That is good documentation
- DL: What do you have for maintenance records and new stubs for things coming into the system? Often don't see connections properly.
- Bangor Provided an Example:
  - Could not find a source for six weeks – Eventually tracked back to a sanitary line that had been hooked up to the storm sewer system for 30 years.
- Process: **Annual inspections of catch basins; New catch basins inspected; Photographed, data sheets, mapped**; Use of cameras/Televising. If things are settling = a smoking gun.
- Now is the best time to do **dry weather inspections**, really. If it is running and steam is coming out – mostly an illicit discharge. Can see a lot. In spring and summer – lots of vegetation, hard to see the outfall, etc.

**AD: If you found the source. Next year when do inspection, if there is a consistent flow still and no other indicators of pollution (sheen, suds, etc.), does the previous year's determination still stand if see that source is still contributing?**

DL: We can check this one off this list, since you looked at wet weather flow, bactericides, surfactants, etc. Can check it off if can identify source of the flow. Unless there is new construction around it etc. It is no longer your smoking gun. Not checked off "forever" though. Critical to have this documented. From when the permit starts.

**PR: In annual reporting – Does the same issue need to be included in the annual report each year?**

DL: Yes (don't reference other reports; he wants the cliff notes).

DL: Once we have a level of confidence that there is nothing other than non-stormwater discharges (groundwater, wetlands, etc.).

**RY: If I can show that there is no flow in August, should probably document that.**

DL: If dry enough outside, and stops - would eliminate an elicited discharge. If drought conditions – good to document.

DL: Get the first flush after the drought to see what is in it.

**WG: The City is not responsible for a site that has contaminated groundwater if DEP not holding those issues accountable (Ex. Legacy contaminants).** Someone needs to hold them accountable for cleaning up the groundwater.

- DL: If they have an oil tank there and it gets into groundwater; a spill next to a facility.

**RY: Close out by building up documentation and closing it out.**

- RY: Where draw line - If get past Solvents, sewer, domestic water. If suspicion, go further. If not...
- DL: Doing test, if have dry weather and get first flush. Surfactants are being pushed by EPA.

**AD: If think you know the source, what do we test for:**

- Compare to ambient water quality standards?
- Not everything is listed in there (e.g. sodium)
- Maybe source is sand/salt shed
- E.coli, chlorides, etc.

**AD: What number is acceptable: 0, 100, etc.?**

- DL: It's never going to be zero
- Instead of worrying about ambient WQS except for chlorides
- For e coli - tens of thousands of colonies, that's a red flag.
  - However, can sometimes get a recolonization within a system.
  - If you get a result – it's human and it's a problem.
  - Bactericides test shows it is within the last 2 weeks.
  - EPA tests for PCP, e coli, surfactants. – See if a human influence.

**DL: Try to keep pollutants out of the storm sewer systems.**

- Look for illicit going into the system and removing them.
- Turning out to be world hunger-level problem.

### **DL: More Comments on Negative Test Results and Tracking Back Through System**

- If tests are bad - Scenario try to eliminate would be somewhere half-way through the system – test back up the system until you get to it.
- If the pollutants come from the wetlands (entering into the wetland), still need to pursue up the system (e.g. dishwasher dumping into wetland and carrying into the system).
- If it is dry weather and put dye in and it comes out other side – may come from above
- Identify any septic systems in the area (put into GIS system)

### **RO: When doing catch basin inspections, if you hear water put them on a list. A way of getting the answer without going through it all.**

- DL: You need to have an intimate understanding of your storm sewer system. This is a permit requirement in terms of mapping your system.
- RO: No one has an “as-built” map of their system.

### **Notes from Audit Preparation Exercise #2**

**Scenario:** Propane Truck Spill during Regular Work Hours

Volunteer MS4 : Town of Hampden

Presenters: Robert Osborne and Phil Ruck

***Scenario:** Over at dead river facility on Western Ave beyond the UA and MS4. Received a 911 public safety 1000 gallon propane tank fell off cart and sheared valve off and spilled 500 gallons of propane into paved parking area. As soon as that happened, became an emergency situation. Public safety folks and dead rive folks all had training. With state and federal regulations, Dead River knew how to clean up the spill. Happened during regular business hours. No catch basins in the parking lot. Nature of liquid propane – poured out as liquid but vaporized quickly. A couple hours later, site was back to normal. Did what they had to do to mop up the site. Never reached MS4 and never left the site. (Important Note: City of Bangor runs sewer through Hampden)*

### **Context:**

- Hampden has an illicit discharge report.
- Because happened during regular hours, ideal situation – no delays in contacting or cleaning up
- It turned out to be less of a clean-up issue than visualized.
- There was some residual from the additives, but this is only an issue when it rains (not raining)
- Incident was outside of the Urbanized Area

### **DL: Was there an opportunity for material to get into the MS4?**

- BO: Since it was not raining, no.

### **DL: How long did it take for someone from stormwater to be onsite?**

- BO: Knew right away when fire trucks went out. But only informally.

- BO: IMPORTANT LEARNING FROM INCIDENT: **Need to make sure that someone from stormwater is notified. Need** improvement in who gets notified when.
- BO: DEP was alerted immediately by Dead River.
- BO: Didn't get into DOT ditch row, but could have under other circumstances.

**DL: Want to notify DOT that something could get into their system. DOT is a nested in Hampden. Need to notify each other right away.**

- DL: Need to go over the communication chain with the other entities.
- DL: Document that X was contacted on that date and time and content of message.
- BO: In the chain of command at DOT, who should be notified? Rhonda? Local?

**RY Comment: Coordination with DOT is a big effort.**

- It's complicated. IDDE above Milford, runs down to DOT's ditch or catch basin on Route 2 into their catch basin system then down into Milford local road.
- Outfall ultimately a town outfall. That's a big deal.

**DL: To prevent having to take action against DOT, need to reach out and have understanding about who is responsible for what and communication chain – a coordinated effort**

### **Notes from Audit Preparation Exercise #3**

**Scenario: Sewer Vault Spill by Staff from Another Municipality**  
 Volunteer MS4 : Town of Hampden  
 Presenters: Robert Osborne and Phil Ruck

***Scenario 2: Sewer vault that sits below grade. Someone from the Bangor sewer system doing routine service. Way take pressure off system is with foot triggered relief valve. Came off. Cut the power to pump station immediately. Then tried to find manual valve to shut the thing down. A couple of phone calls. Vault got filled with sewage and some of the lawn. Situation where the spill was noted immediately. Duration for the spill was relatively short. This one was in the MS4 UA. Never left the site and didn't get into the Sauadumscook Stream or any drainage system.***

- Document where the shutoff is.
- Developing who-to-call list.
- Good example where staff from Bangor in Hampden area. Involved coordination. Greg Nash was called and knew what to do. It went well. Was during business hours.
- Difference between this and last scenario. Frost (third party) was called to get the material, cleaned up and taken to the treatment facility.

**DL: Who was contacted?**

- PR: Stormwater, Public Works, Frost

**DL: What happens if this occurs during off hours? Timing is everything.**

- PR: Chain of command: Greg as public works, 2 24/7 cell phones with going down the list. If not at public works, goes to county dispatch.

**DL: This discharge could be regulated in two ways:**

1. Part of the permit – facility within MS4.
2. Potential for Discharge to Waters of the State.

**DL: Are you confident that there is nothing to clean-up left now that you can't see it anymore?**

- BO: DEP was onsite as well and documented it was cleaned up.
- Incident report was filed at Hampden.
- WG: Did they Lyme it? BO: Unknown. WG: When have a private sewer that backs up on a lawn – put Lyme on it. Kills bacteria.

**WG: Make sure to send report immediately to partner community (in this case Bangor) who may be able to contribute.**

- WG: Get on the same page in advance on what steps to take, as well as once incident has occurred.

**Organizational Business**

- Wynne G. moved to accept the December BASWG Meeting Minutes from 12-11-14 with changes noted on draft; Mike G. seconded the motion. Motion passed unanimously.
- A copy of the FY215-16 budget will be circulated at the Annual meeting, along with other financial information about the past and current year.

**Education and Outreach**

**E&O - New Intern**

- Phil R. introduced the new intern who is working with the E&O Committee, primarily on redeveloping the BASWG.org website.
- Jacob Bender is the new intern. He is a student at New England School of Communication and has a background in marketing, communications and social marketing ( [Jacob.bender@gmail.com](mailto:Jacob.bender@gmail.com)).
- The E&O Committee will meet with Jacob immediately following the BASWG meeting today.

**E&O - Redevelopment of BASWG.org Website**

- Jacob has developed a new website structure. He will have a basic demo site ready for the annual meeting. Phil R. is providing oversight to this process.

## **E&O - Storm drain Stenciling**

- Phil R. and LaMarr C. are working with MS4s to coordinate stenciling for the spring.

## **E&O - Regional Stream Clean-ups (Phil R.)**

- It is important to understand what services are provided to MS4s for the stream clean-ups from the BASWG budget
- What is supported: Consultants (Phil R. and LaMarr C.) are contracted to provide:
  - Help with the media
  - Slides, public outreach, press releases
  - Coordinate volunteers
  - Holder of equipment and t-shirts
  - Provide maps for the event
- What is expected of MS4s:
  - Procuring and picking up supplies (go to Phil's office to get them)
  - T-shirt order
  - Donor solicitation
- Next meeting bring list of t-shirt inventory (let Phil know # and sizes of shirts)
- Sponsors to solicit and accepted assignments for making asks:
  - Cassella - Rob
  - UMA - Patrick
  - CES - Andrea
  - SEE – Phil
  - Lane - Rob
  - JC Penney - Phil
  - DOT - LaMarr
  - ANG - Philip
  - Sewall - LaMarr
  - Epstein properties – Wynne
  - Quirk – Wynne
  - US Cellular - Severance
- Sponsor logo and/or names (as requested by sponsor) will be placed on all banners/sandwich boards, press releases, Facebook posts, website page and any new shirts
- Job Corps is interested in providing volunteers
- Phil R. will be providing a planning guide to MS4s to get things moving (Brenda Z. will send Phil the one-page planning guide that was created several years ago)

## **E&O - Garden Show (LaMarr C.)**

- Do we want the rain barrel display? – Need to determine who would take there and home
- Printing of materials – LaMarr asking:

- University (ask Scott)
- PCSWCD (ask Amy)
- Promotion through:
  - Radio station at the school – announcements between the music
- Need to get more passes for volunteers (not sharing)

### **E&O - Social Media (LaMarr C.)**

- Increasing numbers of followers steadily
- Posting on a regular basis
- Want more pictures of people (esp. citizens) doing things
- Plan to encourage people to “like” our FB Page so can see pictures of themselves at stream clean-ups, stenciling, etc.

### **E&O - Developing Chloride Outreach Plans**

- Brenda Z. presented the materials that have been developed to support the MS4s (all seven municipalities and a portion of the non-traditional MS4s). These include:
  - A PowerPoint presentation to train municipalities about the issues associated with chloride pollution, impacts, and best practices to reduce chlorides through changes in winter maintenance operations; as well as permit requirements, plan requirements and the use of the statewide BMP manual and required timeline to be in compliance (plans submitted by 6/15 for implementation starting in 7/15).
  - A Template Chloride Outreach Plan which can be adopted for use by MS4s. The plan includes the key elements required by the regional plan, sample text that can be adapted by each MS4, and an appendix to list BMPs currently used and those planned for adoption by permit year (PY3-5).
- City of Bangor has agreed to be the first municipality to work on this and develop draft materials that can serve as models for other MS4s also developing plans. Tyler C. (EMDC) and Brenda Z. will be working with the City to schedule the leadership training/plan development meeting in late January/early February.

### **Planning BASWG Regional Inspection Training**

- Philip W. (MEANG) is able to host the training
- Philip will coordinate on setting a date with Phil R.
- Will require some advanced notice and a list of names due to security requirements

### **Free Soil and Sedimentation Seminar**

- The City of Bangor is hosting a free seminar on soil and sediment control practices on Wednesday, February 11<sup>th</sup>. The seminar will be held twice the same day, one from 9 am – 12 pm and the other from 1 pm – 4 pm. The seminar is free and all are encouraged to attend. Let Wynne G. know if you are interested in attending.

**Upcoming Meetings:**

- The February BASWG meeting will be held on Thursday, February 12<sup>th</sup> at Eastern Maine Community College (Rangely Hall). This will be the annual meeting of the BASWG, where officers will be elected, financial information for the past, current and upcoming years will be presented and a review of the year will be shared. Additionally, the meeting will include another Scenario Exercise, this time with the City of Old Town as the volunteer MS4 presenting (DEP scenario TBD). Also on the agenda will be and E&O update and review of an EPA Compliance Guidance Document from DEP by Wynne G.
- The March meeting will be held in Orono.
- The April meeting will be held in Bangor.

DRAFT