



# Town of Middleton

182 Kings Highway, Middleton, New Hampshire 03887

## CONSERVATION COMMISSION Sunrise Lake Watershed Advisory Committee

### Watershed Advisory Committee Workshop/Meeting December 11<sup>th</sup>, 2023

**Call to order:** The meeting was called to order at 4:07 PM. Present were Chairman John Mullen, Vice-Chair David Miller, (remotely), and members Joni van Gelder, Kate Buzard, Cindy DeCristofaro, Judy Larivee, Cindy Durkee and Glenn Thoren. Also attending were Sally Soule from NH DES, and Kyle Pimental from Strafford Regional Planning. Although invited, there were no members of the Middleton Board of Selectmen present.

The purpose of this meeting was to review the DRAFT Project Work Plan for the 2024 Watershed Assistance Grant. Members introduced themselves to the guests and the Chair confirmed that he would summarize the meeting to the BOS. He reiterated that the Board had previously confirmed their support, as have the Lake Associations.

Kyle Pimental gave an overview of the proposal, its history and match component. He stressed that it was very important to make connections that would lead to kind donations in time and/or materials. This keeps the “spend” to the grant funds with the match being in kind. Following a question from Mr. Thoren regarding if a larger match would lead to a grant increase, Ms. Soule reviewed that the match is a 60/40 (60% in kind, 40% grant) and that in kind is typically calculated at the volunteer level (people donating time) at a rate of \$32.00 per hour. There are a number of ways to calculate the match, a good example being water monitoring during the grant period. Mr. Pimental stressed that tracking is the most important component in accounting for in kind estimates during the construction cycles. Following a question regarding if the grant was Federal or State, the committee learned that it is funded Federally with State Participation. The committee asked questions regarding what type of matches are used, with the most common of in kind (people donating time or materials) rather than cash, and if there was a list of matching materials. These would depend on the type of project but could be gravel, mulch, culvert material, use of a backhoe, etc.

Mr. Pimental reviewed the steps that would take place (**see objective 1** on related DRAFT Project Work Plan,) and that the Estimated Budget would be Federal (EPA) grant funds \$3000.00 and in-kind match \$500.00. Ms. Larivee asked if SRP could provide recommendations for firms such as engineering and it was explained that as SRP are technically government employees making specific recommendations would be considered a conflict, but that generally the firms that respond are familiar with these types of grant allocations and the selection process is qualification based. Following that discussion,

**Objective 2** was reviewed and that those plans will provide cost estimates and oversight information.

Also discussed was the option of creating workshops for lake friendly living and the need to create a group to review design proposals.

The BMP (best management practices) identified are as follows:

BMP 1- Hampshire Shore Beach Rain garden

BMP 2- Lake Shore Rd Culvert Replacement Project

BMP 3- Lakelands Association Beach Stormwater Project

**Objective 3** is the actual construction of each BMP (see page 2 of DRAFT Project Work Plan) which led to a discussion of what kinds of materials can be donated. Ideas include Gravel, Sand, Culverts, Trucking from the town, with the possibility of equipment (heavy) from both the town and private entities. Ms. van Gelder asked if using private entities created a liability risk and those details are included in the contracts when they are drafted.

A suggestion by SRP was to consider building a kiosk with signage to help educate the public on what this grant is and exactly what improvements are being done, with one suggestion to have a carpenter donate time to build and a business i.e. LaValley donated materials.

**Objective 4** is to implement non-structural BMP's and the tasks associated with that are detailed on page 3 of the DRAFT Project Work Plan. Details discussed was creation of a planning committee to create the language for the draft septic system ordinance, and the possibility of creating a survey for property owners within the watershed to get a general feeling for the ordinance and to obtain input on the idea of community systems.

Mr. Miller asked when the subcommittee can begin to count hours for matching, and the answer is that EPA signs off on the proposal, then the work begins. The proposal will be submitted in January and takes about 2 months to be approved. The DES can fund bacteria sampling, but the collection of the samples can be a match generator. While nothing can be "counted" it is a good time to start having conversations with potential donation organizations

**Objective 5**, as noted on page 4 of the DRAFT Project Work Plan, concerns the project management of the grant.

Following general conversations confirming the grant/in kind amounts, the timing of the various phases during the calendar 2024 year the representatives from DES and SRP were excused with the thanks of the committee.

Additional comments were general in nature and also included a discussion of the best way to select/pay for an application to allow members access to Microsoft programs.

With no additional business before the committee, the meeting was adjourned at 5:40 PM

Respectfully submitted,

Joni van Gelder