

Approved July 28th, 2009

**Source Water Protection Subcommittee of the Planning Board
Meeting Minutes of Tuesday, July 14, 2009
Durham Town Hall - Council Chambers**

8:00 am

MEMBERS PRESENT: Jim Campbell, Town Planner; Dave Cedarholm, Town Engineer; Brian Gallagher, UNH representative; Jamie Houle and Dwight Baldwin, Conservation Commission; Stephen Roberts, Planning Board; Robin Mower, Town Council

MEMBERS ABSENT: Richard Kelley

- 1) Call the meeting to order and acknowledge absentees

The meeting was called to order by Dave Cedarholm at 8:10 am.

- 2) Introduction of the minute taker to the Subcommittee

Robin Mower introduced, Sue Lucius to the members.

- 3) Approval of the agenda

Jamie Houle suggested moving up item 6a) discussion and vote on formal name of the subcommittee.

Stephen Roberts moved to approve the agenda as amended. This was seconded by Robin Mower and APPROVED unanimously.

- 4) Election of the Subcommittee Chair and Chair Pro Temp

After discussion by committee members as to the duties of the chair and the desirability of the chair to be a Durham resident names were suggested for Chair and Chair Pro Temp.

Stephen Roberts moved that Jamie Houle be elected Chair. This was seconded by Robin Mower and APPROVED unanimously.

Stephen Roberts moved that Dwight Baldwin be elected Chair Pro Temp. This was seconded by Robin Mower and APPROVED unanimously.

- 5) Acceptance of minutes of the June 16th Meeting

Dave Cedarholm suggested the members be given additional time to review the minutes and make suggestions via email before voting on them. Dwight Baldwin noted that the minutes of the first meeting were very valuable because they outlined the course of action of the subcommittee and thanked Robin Mower for undertaking this task. The consensus of the members was to defer acceptance of the minutes until the next meeting.

6) Continued discussion of scope of work

a. Discussion and vote on formal name for the subcommittee

Jamie Houle noted that he agreed with Dave Cedarholm's suggestion that the subcommittee be named the "Water Resource Protection Subcommittee".

Robin Mower moved to accept the name "Water Resource Protection Subcommittee". This was seconded by Dave Cedarholm and APPROVED unanimously.

b. Review of memo from Jim Campbell

The members discussed and reviewed the memo written by Jim Campbell regarding the Scope of Work and Assignments for the subcommittee, dated July 1, 2009. Robin Mower suggested breaking out what the subcommittee *will* do and what the subcommittee *may* do. Jamie Houle suggested looking at each scope noted in the memo and setting short and long term objectives, with the intent of focusing first on short term objectives.

Dwight Baldwin moved to accept Jim Campbell's suggestion of the subcommittee's revised Scope of Work. This was seconded by Robin Mower and APPROVED unanimously.

c. Drafting and approval of final description of scope of work

Jamie Houle reviewed with the members each objective in the scope of work being discussed:

- 1) Review of zoning in areas surrounding the Town of Durham and University of New Hampshire's water sources, both surface and ground water.
- 2) Storm water management issues, including revisions to the Site Plan and Subdivision Regulations
- 3) Non-point sources of pollution, water conservation issues, watershed management, public education and outreach
- 4) Review of Best Management Practices (BMPs) and improving infrastructure – this would include the possibility of adopting a Watershed Protection Ordinance and/or a Source Water Protection Ordinance.

Jamie Houle suggested reviewing and updating the existing Town shoreland protection ordinance as a means to provide further drinking water protection. The members then discussed the need to make the goal, "Storm water management issues including revisions to the Site Plan and Subdivision Regulations" a priority. Dave Cedarholm noted that Richard Kelley is very familiar with the ordinance and suggested having Richard Kelley, Jamie Houle and himself review the site plan and subdivision regulations and report back to the full subcommittee. Dave Cedarholm will email Richard Kelley and Jamie Houle to set up a time/date to meet. The members discussed the Piscataqua Region Estuaries Partnership (PREP) matrix which compares ordinances for towns in the region with regard to storm water regulations, storm water standards and erosion/sediment control. Robin Mower will forward an electronic version of the matrix to all members. Jamie

Houle suggested beginning by looking at what protections Durham has, what it does not have and what the Town needs to have for more complete protection. The members then discussed the need for the Master Plan rewrite to include protection of water resources and water protection. Jim Campbell will revise and circulate an amended version of the “scope of work”.

- 7) Review of various materials and findings resulting from investigations by members since the last meeting.

The members summarized work to be done before the next meeting; Dave Cedarholm, Richard Kelley and Jamie Houle will meet with regard to storm water regulations; Robin Mower will distribute the PREP matrix and write and forward a matrix to be used by members who will be reviewing various regulations; all members will review and circulate comments regarding the draft minutes of the June 16th meeting; Jim Campbell will write an agenda for the next meeting and forward to Jamie Houle for his approval.

- 8) Other Business

None at this time.

- 9) Administrative

The next meeting of the Water Resource Protection Subcommittee will be on Tuesday July 28th, 2009 at 8:00 am in Town Council Chambers at Durham Town Hall. A subsequent meeting date has been tentatively set for Tuesday August 18th at 8:00 am.

- 10) Adjournment

The July 14th, 2009 meeting of the Water Resource Protection Subcommittee adjourned at 9:20 am.

Respectively submitted by,

Sue Lucius, Secretary to the Water Resource Protection Subcommittee