

**NOTES**

*In attendance:*

*Rosie Hartzler, HLA*

*Kim White, HLA*

*Kimberly Darling, Town of Falmouth*

*Gretchen Anderson, Town of Windham*

*Jeff Dennis, MDEP*

*Wendy Garland, MDEP*

*Heather Hunt, CCSWCD*

*\*Notes in RED italicized*

**Handouts**

#1	TAC Meeting #1 Notes with To-Dos
#2	2008 BMP Inspection Pilot Project

**1. Project Status**

a. Check-in on TAC Meeting #1 To-Do List (**Handout #1**)

- *Last meeting's notes, p. 2, #2: Change "Jeff may be able to pursue density of stream, houses, and...." To "Jeff may be able to pursue density of houses and calculate impervious cover per stream watersheds this spring."*
  - i. *This is time permitting for Jeff – if not done, could be a suggested action item of the Management Plan*
  - ii. *Gretchen suggested focusing on key tributary subwatersheds: those with the most development*
  - iii. *Jeff to also consider roads in prioritizing subwatersheds.*
- *Also last meeting's notes, clarification needed on p. 2, #3 on whether septic systems older than 20 years will be reviewed or older than 1975, when site evaluations were required (both are listed)*
  - i. *Gretchen explained she has been going through ALL systems – pulling all septic data of parcels within the shoreland zone of the Lake*
  - ii. *Wendy will look at notes for George's Pond which is doing a similar septic survey and will share information*

- *Review of To-Dos: See end of NOTES for to-dos remaining and new to-dos added*
- b. TAC established / match tracking
  - *Heather provided electronic match tracking form for this project, can use either the electronic or the paper one*
  - *Heather/Chris Brewer will email when match is needed (next request for mid to end of April for May DEP Progress Report)*
  - *Wendy explained that match needs to relate to this watershed management plan*
- c. Data gathering occurring *(see #2 below)*
- d. Septic system game plan established – update on status
  - *Original Septic System survey for Highland Lake cannot be found: Wendy checked DEP and with Forest Bell who did the survey; Heather checked with CCSWCD files*
  - *Gretchen has started, Kimberly will start, timeline is to complete initial investigation by end of April with in-the-field verifications in May*
  - *Goal is to determine if septic systems could be an issue to the Lake's water quality*
    - i. *Rosie and Kim expressed importance of being able to relate to the public if septic systems are or aren't an issue*
  - *Windham has 40 seasonal properties within the shoreline (registered as cottages)*
  - *Windham has 279 parcels within the shoreland zone of HL, 241 include houses with septic systems*
    - i. *Of the 241 parcels, some don't have property files, some don't have septic system applications, some have more than 1 septic system application (install of original and install of upgrade), some have sketch plans showing how far system is from lake*
    - ii. *Jeff suggests looking at systems with loam liners: All septics in sensitive soils would be problematic, especially if they do not have a loam liner*
  - *Next steps:*
    - i. *1<sup>st</sup> focus to be on parcels within sensitive soils (Windham has 50)*
    - ii. *Gretchen and Jeff to assist Kimberly with GIS needs to identify Falmouth parcels within sensitive soils*
    - iii. *Of parcels identified with sensitive soils, Wendy suggests providing known septic information of these parcels to Dave Rocque and Jeff Dennis for them to identify which*



*ones would be good to conduct a site visit to (rather than visiting them all)*

- e. Public notification in the works: Press release, town councils, HLLT (update to be provided at 1/30/19 meeting?)
  - *Rosie created a draft article as an HLA news release*
  - *Gretchen suggested printing this with HLA news and using a shortened version for a local press release*
  - *TAC members to provide input on article to Rosie by the end of the day on Monday, would like to get information out in the next couple of weeks*

## 2. Data Gathering (Task 2 of #2017PT16)

- a. Missing Data?
  - i. List of data that exists
  - ii. List of future data needed
- b. Secondary Data Quality Assurance Table
- c. Deadline for all gathered data: June 30<sup>th</sup>, 2019
  - *Rosie remarked that most of the 2018 watershed survey sites were residential and man of these needed buffers or erosion control mix*
    - i. *Wendy asked for clarification that the entire watershed was surveyed*
    - ii. *All stream crossings, upland watershed included, and drainages washing towards the lakes were reviewed. Not all tributaries were walked, nor all ATV trails/crossings analyzed*
  - *Wendy suggested needs for additional information to include:*
    - i. *Potential ATV trails / pole line stream crossings*
      - 1. *John Maclaine had reviewed some of the pole lines, not sure about every ATV crossing or if ATV crossings exist*
    - ii. *Logging operations*
      - 1. *John MacKinnon had reviewed prior to last year's survey*
      - 2. *Rosie knows of two association that hire loggers to take out trees (Percy and Pride)*
    - iii. *Livestock / animal operations*
      - 1. *Rosie says there are goats on Pride Farm, Jeff: Perhaps sheep?*
      - 2. *Areas with chickens*
      - 3. *Horse farms*
    - iv. *Gretchen also suggested input of alewives*
      - 1. *Jeff says this information will be available after the Science Roundtable – Additional info could*



- be added to the Management Plan in the future as an amendment*
- 2. *Factors they are looking into:*
  - a. *Lake wasn't as high*
  - b. *Lake is no long stalked*
  - c. *Largest number of alewives in 2018 and no visual bloom*
  - d. *Accurate counting of alewives*
- v. *Impacts of McIntosh Brook*
  - 1. *Rosie says Keith has walked entire length; Lots of houses so reviewing septics on McIntosh would be good*
  - 2. *Gretchen suggested asking snowmobile club about identifying crossings*
  - 3. *Wendy asked about impact of ballfield – Gretchen to check with Parks and Rec on how its managed*
- vi. *Fertilizer use in shoreland*
  - 1. *Could do a survey – using P-free fertilizer? Proper application of fertilizer*
  - 2. *Jeff suggests looking at entire watershed*
- vii. *Hay fields that might have manure spreading*
- *Heather found 1999 New Hampshire Lay Lakes water quality report for Highland Lake. Jeff says this is incorporated into the latest water quality summary*

### **3. BMP Inspection Preparations (Task 3 of #2017PT16)**

- a. Method to ID key BMPs per private road
- b. 2008 BMP Inspection Pilot Project (**Handout #2**)
- c. Creating a Highland Lake NPS Site Tracker
- d. Next steps
  - *Wendy printed Phase I, II, and III 319 grant project site reports (3 separate grant projects)*
  - *Phase III 319 grant project consisted of a review of previously installed BMPs – checked out the site in 2008, sent letter of condition to property owners, followed up to see if maintenance done in 2009 (Handout #2)*
  - *Purpose of BMP Task for Management Plan: To identify which BMPs are most critical in needing ongoing maintenance or else their failure could greatly jeopardize the Lake's water quality*
  - *Rosie and Kim to take first stab at identifying critical BMPs per road/2018 watershed survey sector*



- i. Will use the 2008 BMP Inspection Pilot Project spreadsheet (Handout #2) and reference Wendy's printed NPS site reports*
- ii. Rosie and Kim will reach out to Heather for assistance if/when needed*
- iii. Will review status at next TAC meeting*

**4. Pollutant Load Modeling Timeline**

- *Need to work with Jeff on timeline for this (before or after his trip to Florida)*

**5. Review To-Dos / Next Meeting: February 20<sup>th</sup> from 1 – 3 pm @ Falmouth**



**To-Dos**

<b>Task Category</b>	<b>Action Item To-Do</b>	<b>Person(s) Conducting Task</b>	<b>Deadline</b>
TAC	Send out TAC Meeting #2 notes	Heather	DONE
	Notify TAC of need for match for May Progress Report	Heather/Chris	Middle to end of April
Data Gathering	Check with Chris to create folders for files in online shared drive	Heather	DONE (folders created!)
	Look into and provide update on how use of point system is working for Windham (new ordinance)	Gretchen (waiting to talk to CEO)	2/20/19
	Bring hardcopy of 1996 Build Out Analysis Report to February Meeting	Heather	2/20/19
	Organize private road spreadsheet	Kim	2/20/19
	Save zoning map to shared drive	Heather	2/20/19
	Provide Heather with updated bathymetry map recalculated and created by IF&W	Rosie	2/20/19
	Add updated bathymetry map to shared drive	Heather	2/20/19
	Ask Jeff for pdf and shapefiles of tributary subwatersheds and save pdf to shared drive	Heather	2/20/19
	Using tributary subwatersheds, Jeff interested in finding density of <del>stream and</del> houses along streams to figure out which tributaries might have the most impact to the lake; Jeff would also like to look at impervious data	Jeff	Time permitting
	Add HL water quality summary to-date (prior to 2018) to shared drive	Heather	2/20/19
	2018 water quality summary	Jeff (needed for Science Roundtable)	3/15/19
	Water quality pdfs and shapefiles	Jeff	3/15/19
	Check with Windham Parks and Rec on fertilizer application of the ballfield near McIntosh Brook	Gretchen	2/20/19



	Create outline of data collected thus far per category to review at next TAC meeting	Heather	2/20/19
Septic Survey	Send watershed survey notes to Gretchen and Kimberly to identify possible illicit discharges observed during 2018 watershed survey AND ask Donna Pennoyer's cess pool site	3 of them (Cottage, Pine Drive, Pond Villa) – Kim to send to Gretchen Rosie has one in Falmouth to add	2/20/19
	Provide info on George's Pond septic survey to Gretchen and Kimberly	Wendy	2/20/19
	Provide Gretchen with shapefiles for all sensitive soils	Jeff	2/20/19
	Provide Kimberly with list of parcels within sensitive soils area for Falmouth	Gretchen	2/20/19
Community Involvement	Review Rosie's draft HLA news article (on shared drive) and provide feedback	All TAC	1/21/19
	Create statement/update Councils on the start of the Management Plan process	Gretchen and Kimberly	February 2019
	Send out news article	Rosie	February 2019
BMPs	Look in to significant BMPs per road/Survey Sectors to start list of priority BMPs	Kim and Rosie	2/20/19

