

Div/Bur: AIR RESOURCES DIVISION AIR RESOURCES DIRECTOR'S OFFICE/ADMINISTRATION

Program: ARD DATA MANAGEMENT (Current)

Description: This section is responsible for design, development and implementation of various databases to support the Air Resources Division.

Start/End Dates: 12/04/2009 thru PAUs:

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Air Quality System (AQS) Database (Current)

Description: Develop and maintain database to track Air Quality System Data.

Start/End Dates: 04/01/2010 thru 07/01/2013

Lead Person: CORNWELL, ANDREW

Deliverable: Enhance AQS Database with additional data tables

Description: END DATE EXTENDED FROM 12/31/2011. Original packaged software from Windsor Solutions (Network Exchange Grant) did not include all tables at the EPA level. An additional 2 to 3 tables are needed to completely track site, monitor, and parameter data correctly

Start/End Dates: 10/01/2011 thru 03/31/2012 Qty/Unit: 1 Business Plans

Lead Person: CORNWELL, ANDREW

Deliverable: Produce AQS User Interface Business Plan

Description: START DATE AND END DATE EXTENDED FROM 07/01/2011 and 12/31/2011. Need to develop business plan to address the lack of a user interface with the AQS database. Database structure was provided by Windsor Solutions during assistance with Node Upgrade. Currently no user front end capabilities. Access to data is limited to queries through 3rd party software.

Start/End Dates: 04/01/2012 thru 09/30/2012 Qty/Unit: 1 Business Plans

Lead Person: CORNWELL, ANDREW

Deliverable: Upload AQS Site & Monitor Data

Description: Upload AQS site and Monitor data into the DES AQS Database

Start/End Dates: 01/01/2012 thru 03/31/2012 Qty/Unit: 13 Sites

Lead Person: CORNWELL, ANDREW

Activity: Attendance Database (Current)

Description: Develop a user friendly database to track attendance at Public Hearings and or Meetings.

Start/End Dates: 02/01/2010 thru 12/31/2012

Lead Person: CORNWELL, ANDREW

Deliverable: Track 2012 Hearing/Meetings

Description: Keep a running count of how many times database is used at public hearings/meetings

Start/End Dates: 01/01/2012 thru 12/31/2012 Qty/Unit: 12 Hearings

Lead Person: CORNWELL, ANDREW

Activity: GIS Coverage (Current)

Description: ARD Coverages need to be updated and enhanced for display on the One Stop Web Site

Start/End Dates: 12/04/2009 thru 12/31/2012

Lead Person: CORNWELL, ANDREW

Deliverable: Maintain Stationary Source Database Coverage

Description: Maintenance mode of the coverage. Add new facilities, create maps, etc. as requested by staff.

Start/End Dates: 01/01/2012 thru 12/31/2012 Qty/Unit: 1 GIS Coverages

Lead Person: CORNWELL, ANDREW

Activity: On Line Permitting (Current)

Description: Develop new on line forms and processes for various permits, reports, notifications, etc.

Start/End Dates: 07/01/2010 thru 12/31/2014

Lead Person: CORNWELL, ANDREW

Div/Bur: AIR RESOURCES DIVISION AIR RESOURCES DIRECTOR'S OFFICE/ADMINISTRATION

Program: ARD DATA MANAGEMENT (Current)

Activity: On Line Permitting (Current)**Deliverable: OIT Phase II - PBN - Development**

Description: END DATE EXTENDED FROM 12/31/11. OIT Development of the Phase II On Line Permitting Process for Permit by Notifications. Target end date of 11/21/2011.

Start/End Dates: 05/09/2011 thru 03/31/2012 Qty/Unit: 1 Applications

Lead Person: CORNWELL, ANDREW

Deliverable: OLP - General State Permit Revisions - Phase I

Description: END DATE EXTENDED FROM 12/31/11. ARD On Line Permitting for General State Permits did not include automatic updates to the the AirDB. This update will address those issues and be incorporated into the Stationary Source Database.

Start/End Dates: 07/01/2011 thru 01/31/2012 Qty/Unit: 1 Business Plans

Lead Person: CORNWELL, ANDREW

Deliverable: Phase II - User Manual

Description: Write the Phase II User Manual for the On Line Air Permitting Permit by Notification Process

Start/End Dates: 01/01/2012 thru 03/31/2012 Qty/Unit: 1 Manuals

Lead Person: CORNWELL, ANDREW

Activity: Stationary Source Database (Current)

Description: Includes the complete redesign of current AirDB housed in FoxPro. FoxPro will no longer be supported by OIT and needs to be moved over to a more user friendly database.

Start/End Dates: 12/04/2009 thru 12/31/2013

Lead Person: CORNWELL, ANDREW

Deliverable: Develop Business Plan for Permitting - Application Tracking Module

Description: This module will include removing the Permitting section completely from the AirDB. The Business plan will be directed around the Application Tracking Module for the SSD.

Start/End Dates: 01/01/2012 thru 06/30/2012 Qty/Unit: 1 Business Plans

Lead Person: CORNWELL, ANDREW

Deliverable: Develop Business Plan for Phase III of SSD

Description: START AND END DATES EXTENDED FROM 07/01/11 AND 12/31/11. Tentative start and end dates. Phase III redesign to include Compliance.

Start/End Dates: 07/01/2012 thru 12/31/2012 Qty/Unit: 1 Business Plans

Lead Person: CORNWELL, ANDREW

Deliverable: Phase II - OIT Database Development

Description: OIT has provided an estimate of 7 months for development of the Phase II of the SSD.

Start/End Dates: 11/01/2011 thru 07/01/2012 Qty/Unit: 1 Databases

Lead Person: CORNWELL, ANDREW

Deliverable: Phase II - User Manual

Description: Update the SSD User Manual to include Phase II.

Start/End Dates: 01/01/2012 thru 04/30/2012 Qty/Unit: 1 Manuals

Lead Person: CORNWELL, ANDREW

Deliverable: QA/QC of AirDB

Description: Continuation of 2010 Deliverable. Perform QA/QC of various modules (Complaints, Deviations, Facility, etc) to identify erroneous data and fix for ease of transition over to new Stationary Source Database.

Start/End Dates: 01/01/2011 thru 12/31/2011 Qty/Unit: 1 Data Sets

Lead Person: CORNWELL, ANDREW

Div/Bur: AIR RESOURCES DIVISION AIR RESOURCES DIRECTOR'S OFFICE/ADMINISTRATION

Program: ATMOSPHERIC SCIENCE AND ANALYSIS UNIT (Current)

Description: The Atmospheric Science & Analysis Unit (formerly the Atmospheric Analysis Unit (Modeling)) is responsible for the preparation of technical support and data analysis, complex regional atmospheric analysis (including photochemical modeling and assessment of regional transport of air pollution), participation in regional/national air quality planning, dispersion modeling associated with stationary source permit modeling, inventory preparation assistance, criteria pollutant re-designation, and implementation-phase policy planning and technical support for new National Ambient Air Quality Standards.

Start/End Dates: 10/01/2001 thru PAUs:

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: A) Administrative Program Management (Current)

Description: Personnel administration, evaluation

Start/End Dates: 10/01/2002 thru

Lead Person: UNDERHILL, JEFFREY

Deliverable: 1) Conduct annual evaluation of employees

Description: Write evaluations, hold meetings with employees

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 3 Evaluations

Lead Person: UNDERHILL, JEFFREY

Activity: B) Continue to Improve DES Analytical Capacity (Current)

Description: To improve DES analytical capacity through participating in research grade forums, MARMA, and coordination with local partnerships (i.e. UNH, Keene State, and HBRF).

Start/End Dates: 10/01/2001 thru

Lead Person: UNDERHILL, JEFFREY

Deliverable: 1) Participation in research-grade forums

Description: Keeping DES modeling at appropriate cutting-edge levels for scientific defensibility in the event of legal challenges.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Meetings

Lead Person: UNDERHILL, JEFFREY

Deliverable: 2) Participate in MARAMA Science Meeting

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Meetings

Lead Person: UNDERHILL, JEFFREY

Deliverable: 3) Coordinate with HBRF, UNH, and Keene State College, as appropriate, on air pollution research.

Description: Coordinate with Hubbard Brook Research Foundation, UNH, and Keene State College, as appropriate, on air pollution research.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Efforts

Lead Person: UNDERHILL, JEFFREY

Activity: C) Involvement, as necessary, in Regional and/or National Issues (Current)

Description: Involvement, as necessary, in regional and/or national organization involving air quality issues (e.g., Northeast Regional Air Quality Committee, NAFTA, ECOS, etc.)

Start/End Dates: 10/01/1999 thru

Lead Person: UNDERHILL, JEFFREY

Deliverable: 1) Participate, as appropriate, in Federal work groups and committees.

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 6 Conference Calls

Lead Person: UNDERHILL, JEFFREY

Deliverable: 2) Track effect of proposed Federal rules and legislation, as well as potential effects of CASAC

Description: Track effect of proposed Federal rules and legislation, as well as potential effects of CASAC recommendations

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Reviews

Lead Person: MARTONE, CHARLES

Div/Bur: AIR RESOURCES DIVISION AIR RESOURCES DIRECTOR'S OFFICE/ADMINISTRATION

Program: ATMOSPHERIC SCIENCE AND ANALYSIS UNIT (Current)

Activity: C) Involvement, as necessary, in Regional and/or National Issues (Current)

Deliverable: 3a) OTC Air Directors

Description: Participate in OTC Air Directors conference calls and meetings - Regional/National Policy Discussions

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 14 Meetings

Lead Person: UNDERHILL, JEFFREY

Deliverable: 3b) MANE-VU Air Directors

Description: Participate in MANE-vu Air Directors conference calls and meetings - Regional Policy Discussions

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 13 Meetings

Lead Person: UNDERHILL, JEFFREY

Deliverable: 3c) OTC - Participate in regional/national pollution control strategy development & analysis

Description: Participate in OTC regional/national transport assessment and control strategy development discussions

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 12 Conference Calls

Lead Person: UNDERHILL, JEFFREY

Deliverable: 3d) OTC and MANE-VU Commission Meetings

Description: Attend OTC and MANE-VU Commission Meetings and Discussions

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 3 Meetings

Lead Person: UNDERHILL, JEFFREY

Deliverable: 4) OTC Modeling - Participate in modeling activities to ensure NH's SIP needs are met

Description: OTC/MANE-VU - Participate in modeling activity to ensure NH's ozone and regional haze modeling obligations are addressed. (In the 2012 P&C- #26)

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 12 Conference Calls

Lead Person: HEALY, DAVID

Deliverable: 5) Participate in MANE-VU Technical Support Committee workgroup activities

Description: Participate in MANE-VU workgroup activities such as meetings, modeling, report preparation and review, etc. Develops scientific understanding of haze-related pollutants, interstate cooperation, and consistent data files to be used across the region.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 6 Meetings

Lead Person: MARTONE, CHARLES

Deliverable: 6) Participate in MANE-VU modeling emission inventory development process

Description: Provide and quality assure New Hampshire Emission Inventory data for regional platform modeling development.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 8 Conference Calls

Lead Person: HEALY, DAVID

Deliverable: 7) Participate in regional/national SIP support committees, as appropriate.

Description: Participate in regional/national SIP support committees, as appropriate (examples include: NACCA Criteria, NESCAUM Attainment Planning Cmte, NESCAUM EE, etc....)

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 30 Conference Calls

Lead Person: MARTONE, CHARLES

Deliverable: 8a) Participate on NAACA Emissions and Modeling Committee

Description: participate on monthly conference calls

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 6 Conference Calls

Lead Person: HEALY, DAVID

Div/Bur: AIR RESOURCES DIVISION AIR RESOURCES DIRECTOR'S OFFICE/ADMINISTRATION

Program: ATMOSPHERIC SCIENCE AND ANALYSIS UNIT (Current)

Activity: C) Involvement, as necessary, in Regional and/or National Issues (Current)**Deliverable: 8b) Participate on NAACA Criteria Pollutants Committee Calls**

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 12 Conference Calls

Lead Person: MARTONE, CHARLES

Deliverable: 9) Tracking status of Acid Rain and Ozone components.

Description: Continued active participation on NEG/ECP Acid Rain and Ozone Steering Committee and related working groups.

Start/End Dates: 10/01/2011 thru 09/20/2012 Qty/Unit: 1 Conference Calls

Lead Person: SHELDON, JESSICA

Activity: D) Monitoring Analysis Activities (Current)

Description: This activity includes: 1) annual update of design values and trends, 2) annual review of PAMS data, 3) participate in regional/national PAMS networking and analytical improvement reviews, 4) provide current air quality on DES & EPA's Air Now program websites, 5) provide daily air quality forecasts, 6) issue air quality action days

Start/End Dates: 10/01/2011 thru

Lead Person: UNDERHILL, JEFFREY

Deliverable: 1) Perform annual update of design values and trends

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 6 Analyses

Lead Person: SHELDON, JESSICA

Deliverable: 2) Participate, as needed, in regional/national PAMS networking and analytical improvement reviews

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 6 Conference Calls

Lead Person: UNDERHILL, JEFFREY

Deliverable: 3) Provide current air quality data on DES website and EPA's Air Now Data Managemnt Center

Description: Input daily air quality data to EPAs AirNow website and make data available to other interested parties such as AMC, UNH, etc. Submit Ozone, PM2.5, & SO2 data to DMC. (Per 2012 EPA P&C list-#5)

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 365 Days

Lead Person: SHELDON, JESSICA

Deliverable: 4) Provide daily air quality forecasts & post on DES website.

Description: Forecast for ozone and PM throughout the year. Air Quality Action Days and Alerts issued as necessary with corresponding update of Air Quality Information Line. Daily observations of real-time data to determine data appropriateness and accuracy. (Per 2012 EPA P&C List-#5)

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 365 Days

Lead Person: LANDRY, LISA

Deliverable: 5) Issue air quality action days, as needed.

Description: Air Quality Action Days are based on forecasts and may not indicate the number of actual exceedance days. Information tracking number of actual exceedance days is found in Environmental Indicators section.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 6 Actions

Lead Person: SHELDON, JESSICA

Div/Bur: AIR RESOURCES DIVISION AIR RESOURCES DIRECTOR'S OFFICE/ADMINISTRATION

Program: DIVISION MANAGEMENT AND PLANNING (Current)

Description: This section is responsible for various internal functions within the division, including development and implementation of a quality assurance plan, budgeting, coordination of the Performance Partnership Agreement, strategic planning, and staff development.

Start/End Dates: 10/01/1999 thru PAUs:

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Administration - Internal Management (Current)

Description:

Start/End Dates: 10/01/1999 thru

Lead Person: WRIGHT, CRAIG

Deliverable: Continue quarterly Division meetings

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Meetings

Lead Person: WRIGHT, CRAIG

Deliverable: Continue weekly Administrator and Directors Office Staff Meetings

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 48 Meetings

Lead Person: WRIGHT, CRAIG

Deliverable: G&C/Fiscal requests submitted

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 15 Requests

Lead Person: WRIGHT, CRAIG

Activity: Continue to provide continuous improvement opportunities through Training/Staff Development (Current)

Description:

Start/End Dates: 10/01/1999 thru

Lead Person: MORTON, JESSICA

Deliverable: Continue to provide opportunities for staff training and professional development.

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 6 Training Sessions

Lead Person: MORTON, JESSICA

Activity: Develop and implement Performance Partnership Agreement/Grant with EPA. (Current)

Description:

Start/End Dates: 10/01/1999 thru

Lead Person: WRIGHT, CRAIG

Deliverable: Implement Reporting of Air Division "Environmental Indicators"

Description: Identify and begin reporting on air indicators (measures)

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Improvements

Lead Person: MORTON, JESSICA

Deliverable: MTRS database assistance to staff

Description: Assistance provided to staff, as needed, for maintenance of (ARD portion of) MTRS database. General review and status assessments, as needed to meet deadlines.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 6 Assistances Provided

Lead Person: MORTON, JESSICA

Div/Bur: AIR RESOURCES DIVISION AIR RESOURCES DIRECTOR'S OFFICE/ADMINISTRATION

Program: DIVISION MANAGEMENT AND PLANNING (Current)

Activity: Develop and implement Performance Partnership Agreement/Grant with EPA. (Current)

Deliverable: Participate in Measures Team meetings.

Description: Participation on DES Measures Team, MTRS data base planning and development, and communicate procedures to ARD staff.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Programs

Lead Person: MORTON, JESSICA

Activity: Improve financial reporting. (Current)

Description:

Start/End Dates: 10/01/1999 thru

Lead Person: WRIGHT, CRAIG

Deliverable: Prepare budget information for PPG submittal.

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Budgets

Lead Person: WRIGHT, CRAIG

Activity: Participate in NHDES "Strategic Planning" process. (Current)

Description: NHDES Strategic planning process

Start/End Dates: 10/01/1999 thru

Lead Person: MORTON, JESSICA

Deliverable: Coordination of Division Goals & Objectives with DES Strategic Plan and MTRS

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Efforts

Lead Person: MORTON, JESSICA

Activity: Public Hearings (Current)

Description: Public hearing scheduled and conducted by ARD for rulemaking, permitting, and other division activities.

Start/End Dates: 10/01/2004 thru

Lead Person: WRIGHT, CRAIG

Deliverable: Public hearings

Description: Miscellaneous hearings and public information meetings.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 12 Hearings

Lead Person: WRIGHT, CRAIG

Div/Bur: AIR RESOURCES DIVISION AIR RESOURCES DIRECTOR'S OFFICE/ADMINISTRATION

Program: SIP PLANNING & RULEMAKING (Current)

Description: State Implementation Planning (SIP) & Rulemaking section was formed in 2011. This section is responsible for coordinating the SIP plans and rulemaking authority in the ARD.

Start/End Dates: 10/01/2011 thru PAUs:

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: A) Administrative Program Management (Current)

Description:

Start/End Dates: 10/01/2011 thru

Lead Person: HOFFMAN, BARBARA

Deliverable: 1) Conduct annual evaluations of employees

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Evaluations

Lead Person: HOFFMAN, BARBARA

Activity: B) SIP Obligations (Current)

Description:

Start/End Dates: 10/01/2011 thru

Lead Person: MARTONE, CHARLES

Deliverable: 1) Submit attainment plan SIP updates, as required

Description: 2011/2012 - SO2, Ozone, Regional Haze -
In the 2012 P&C - #7 & #27

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 SIPs (State Implementation Plans)

Lead Person: MARTONE, CHARLES

Deliverable: 2) Submit infrastructure SIPs, as required

Description: 2011/2012 - NO2, SO2, ozone attainment, Lead
In the 2012 P&C - #21, 23

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 SIPs (State Implementation Plans)

Lead Person: MARTONE, CHARLES

Deliverable: 3) Submit maintenance plans, as required.

Description: 2011/2012 - Ozone and SO2
In the 2012 P&C - #14, 24

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 SIPs (State Implementation Plans)

Lead Person: MARTONE, CHARLES

Deliverable: 4) Submit designation/state attainment boundary recommendations, as required

Description: 2011/2012 - SO2
In the 2012 P&C - #6

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Recommendations/Suggestions

Lead Person: UNDERHILL, JEFFREY

Deliverable: 5) Submit redesignation requests, as needed.

Description: 2011/2012 - Ozone
In the 2012 P&C - #15

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Requests

Lead Person: MARTONE, CHARLES

Deliverable: 6) Perform technical analysis and modeling as needed to support SIP and boundary recommendation act.

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Analyses

Lead Person: UNDERHILL, JEFFREY

Div/Bur: AIR RESOURCES DIVISION AIR RESOURCES DIRECTOR'S OFFICE/ADMINISTRATION

Program: SIP PLANNING & RULEMAKING (Current)

Activity: B) SIP Obligations (Current)**Deliverable: 7) Ensure State Rules are updated with any New or revised NAAQS**

Description: 2008 ozone, 2008 lead, 2010 ozone, 2010 NO2, 2010 SO2

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 3 Revisions

Lead Person: MCMANUS, KARLA

Deliverable: 8) Submit state rule changes for SIP Approval

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Rules

Lead Person: MCMANUS, KARLA

Activity: C) Amend Env-A 500, Federal NSPS and NESHAP, to include new federal standards (Current)

Description: This chapter incorporates by reference EPA's standards for new sources and hazardous air pollutants. The chapter must be updated every year to include any new standards or amendments EPA has adopted in previous year.

Start/End Dates: 10/01/2006 thru

Lead Person: MCMANUS, KARLA

Deliverable: Amend Env-A 500, Federal Standards annually

Description: Adopt federal 2010 NESHAP and NSPS

Start/End Dates: 04/01/2011 thru 03/31/2012 Qty/Unit: 1 Rules

Lead Person: MCMANUS, KARLA

Activity: D) Readopt Administrative Rules scheduled to expire in this or the next federal fiscal calendar year (Current)

Description:

Start/End Dates: 10/01/2006 thru

Lead Person: MCMANUS, KARLA

Deliverable: Env-A 1200 Minor Core rule amendments

Description: Clarify the minor core rules

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Rules

Lead Person: MCMANUS, KARLA

Deliverable: Env-A 300 Ambient Air Quality Standards

Description: Readopt by expiration date of 2-28-12. Waiting for NAAQs to be issued.

Start/End Dates: 04/01/2011 thru 03/31/2012 Qty/Unit: 1 Rules

Lead Person: MCMANUS, KARLA

Deliverable: Env-A 600 Statewide Permit System

Description: Readoption and Revision of the Statewide Permit System rules.

Start/End Dates: 07/01/2011 thru 08/01/2012 Qty/Unit: 1 Rules

Lead Person: MCMANUS, KARLA

Activity: E) Revise State Air Toxics Program rules (Env-A 1400) (Current)

Description: Update rule annually as ACGIH revises their list of toxics

Start/End Dates: 10/01/2006 thru

Lead Person: MCMANUS, KARLA

Deliverable: Annual update of RTAP list

Description: Amend rule annually to reflect changed adopted by ACGIH

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Rules

Lead Person: MCMANUS, KARLA

Activity: F) Submit annual progress reports on waste incinerator plans (Current)

Lead Person:

Div/Bur: AIR RESOURCES DIVISION AIR RESOURCES DIRECTOR'S OFFICE/ADMINISTRATION

Program: SIP PLANNING & RULEMAKING (Current)

Activity: F) Submit annual progress reports on waste incinerator plans (Current)

Submit annual progress reports for Major Solid Waste Combustors and Other Solid Waste Combustors

Start/End Dates: 10/01/2006 thru

MCMANUS, KARLA

Deliverable: Submit annual progress report on municipal waste combustor state plan

Description: Submit annual updates to EPA on municipal waste combustors

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Rules

Lead Person: MCMANUS, KARLA

Div/Bur: AIR RESOURCES DIVISION COMPLIANCE

Program: ASBESTOS PROGRAM (Current)

Description:

Start/End Dates: 10/01/2007 thru PAUs:

Funding: State General State Fees Federal EPA Federal Other Grants **Activity: Develop and maintain an asbestos notification and abatement program (Current)**

Description:

Start/End Dates: 10/01/1999 thru

Lead Person: CULLINANE, STEPHEN

Deliverable: AHERA Asbestos In-Schools Inspections

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 40 Inspections

Lead Person: CULLINANE, STEPHEN

Deliverable: Asbestos Licenses and Certificates Issued

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1000 Licenses

Lead Person: CULLINANE, STEPHEN

Deliverable: Conduct inspections

Description: Number of inspections are an estimate based on the asbestos abatement activity (75 formerly DES; 50 formerly OEH)

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 125 Inspections

Lead Person: CULLINANE, STEPHEN

Deliverable: Develop and maintain asbestos notification data base

Description: Maintain data base and file NARS quarterly report to EPA

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Submittals

Lead Person: LEDGARD, MARK

Deliverable: Prepare inspection reports and refer cases for enforcement as required

Description: Referral will be written and forwarded to enforcement

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 12 Referrals

Lead Person: CULLINANE, STEPHEN

Deliverable: Provide outreach and compliance assistance as needed

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 100 Percent

Lead Person: LEDGARD, MARK

Div/Bur: AIR RESOURCES DIVISION COMPLIANCE

Program: COMPLIANCE ASSESSMENT (Current)

Description: This section conducts inspections of stationary sources of air pollution and provides compliance assistance to the regulated community. In addition, the Compliance Assessment Section is responsible for complaint investigations and determining appropriate follow-up, and an open burning program. Lastly, the Compliance Assessment Section administers the Asbestos Program which regulates asbestos abatement activities.

Start/End Dates: 10/01/1999 thru PAs: 04 02 02

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Continuous Process Improvement (aka "Lean") (Current)

Description: Detail here....

Start/End Dates: 03/01/2009 thru

Lead Person: GUERTIN, THOMAS

Deliverable: Conduct Lean Events as Required

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Reports, Final

Lead Person: GUERTIN, THOMAS

Activity: Develop and follow a stationary source inspection plan which meets EPA and State requirements... (Current)

Description: Develop and follow a stationary source inspection plan which meets EPA and State requirements and factors in environmental risks.

Start/End Dates: 10/01/1999 thru

Lead Person: Vacant

Deliverable: 1- Detailed plan of Full Compliance Evaluations (FCEs) for FFY 2012

Description: Develop target list and schedule for stationary sources inspections based on EPA Compliance Monitoring Strategy and DES guidance. Sources are targeted based on date of last inspection, status of temporary permits, TRI emissions, complaints, malfunctions and other issues. FCE list is revised as needed, and at least quarterly.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Plans

Lead Person: Vacant

Deliverable: 2 - Onsite Full Compliance Evaluations (FCEs) at Major Permitted Sources FFY2012

Description: 16 onsite TV FCEs will be conducted in FFY 2012. Inspections are conducted, and reports are written in accordance with EPA Compliance Monitoring Strategy (CMS). Compliance assistance provided to each source as requested and as necessary.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 16 Inspections

Lead Person: Vacant

Deliverable: 3 - Offsite Full Compliance Evaluations at Major Permitted Sources FFY 2012

Description: 2 offsite TV FCEs will be conducted in FFY2012. Inspections are conducted, and reports are written, in accordance with EPA Compliance Monitoring Strategy (CMS). Compliance assistance provided to each source as requested and as necessary.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Inspections

Lead Person: Vacant

Deliverable: 4 - Onsite Full Compliance Evaluations at Synthetic Minor 80% (SM80) permitted FFY 2012

Description: 9 onsite FCEs of SM80s will be conducted in FFY2012. Inspections are conducted, and reports are written, in accordance with EPA Compliance Monitoring Strategy (CMS). Compliance assistance provided to each source as requested and as necessary.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 9 Inspections

Lead Person: Vacant

Deliverable: 5 - Onsite Full Compliance Evaluations at Minor Stationary Sources FFY 2012

Description: 33 onsite FCEs will be conducted in FFY2011. Inspections are conducted, and reports are written, in accordance with EPA Compliance Monitoring Strategy (CMS). Compliance assistance provided to each source as requested and as necessary.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 33 Inspections

Lead Person: Vacant

Div/Bur: AIR RESOURCES DIVISION COMPLIANCE

Program: COMPLIANCE ASSESSMENT (Current)

Activity: Develop and follow a stationary source inspection plan which meets EPA and State requirements... (Current)**Deliverable: 6 - End of federal fiscal year 2012 inspection activity report prepared.**

Description: Report updated with each FFY quarters inspection results and final report prepared at end of FFY year 2012.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Reports, Final

Lead Person: Vacant

Activity: Receive, track, and respond to complaints. (Current)

Description:

Start/End Dates: 10/01/1999 thru

Lead Person: GUERTIN, THOMAS

Deliverable: 1-Complaints

Description: Develop and maintain a complaint system to receive, record, prioritize and manage complaints. An average of 275 complaints per year are received. Reports will be prepared for each complaint received.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 250 Complaints

Lead Person: GUERTIN, THOMAS

Deliverable: 2-Complaint Follow ups / Investigations / FCE.

Description: Complaint investigations will be conducted as appropriate. Investigations may be conducted through telephone activities/interviews or with an onsite investigation. Complaints concerning stationary sources may result in a full compliance evaluations. Inspection reports will be prepared and cases referred to Enforcement Section as appropriate.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 200 Investigations

Lead Person: GUERTIN, THOMAS

Deliverable: 3-Outdoor wood boilers (OWB) Complaints

Description: Complaint investigations will be conducted as appropriate. Investigations may be conducted through telephone activities/interviews or with an onsite investigation. Complaints concerning stationary sources may result in a full compliance evaluation. Inspection reports will be prepared and cases referred to Enforcement Section as appropriate.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Complaints

Lead Person: GUERTIN, THOMAS

Deliverable: 4-Permit Deviation Report Review

Description: Develop and maintain a system to receive, record, and manage permit deviation reports. Estimate more than 200 deviation reports will be received. Permit deviation reports will be reviewed and forwarded to Enforcement Section as appropriate.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 200 Report Assessments

Lead Person: GUERTIN, THOMAS

Deliverable: 5-Permit Deviation Referral to Enforcement Section

Description: Results of the permit deviation review are forwarded to the Enforcement Section with recommendations for enforcement action as appropriate.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Referrals

Lead Person: GUERTIN, THOMAS

Activity: Review Draft Permits (Current)

Description: Review drafts of Title V, State Permits to Operate and Temporary Permits for technical accuracy and enforceability.

Start/End Dates: 10/01/2010 thru

Lead Person: Vacant

Deliverable: Draft State Permits Reviewed iin FFY 2012

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 20 Permits Reviewed

Lead Person: Vacant

Div/Bur: AIR RESOURCES DIVISION COMPLIANCE

Program: COMPLIANCE ASSESSMENT (Current)

Activity: Review Draft Permits (Current)

Deliverable: Draft Title V Permits Reviewed in FFY 2012

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Permits Reviewed

Lead Person: Vacant

Activity: Title V report compliance monitoring (Current)

Description: Track submittals, review reports and follow-up as necessary.

Start/End Dates: 10/01/2005 thru

Lead Person: WALTERS, RAYMOND

Deliverable: Annual Compliance Certifications in FFY 2012

Description: Track submittals; review for completeness, accuracy and identification of any instances of non-compliance; determine need for follow-up action as necessary; and address any late submittals of reports.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 38 Reports, Final

Lead Person: WALTERS, RAYMOND

Deliverable: Semi-annual Permit Deviation and Monitoring (PD/M) Reports in FFY 2012

Description: Track submittals; review for completeness, accuracy and consistency with all individually reported PDs; determine need for follow-up action as necessary; and address any late submittals of reports.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 76 Reports, Final

Lead Person: WALTERS, RAYMOND

Div/Bur: AIR RESOURCES DIVISION COMPLIANCE

Program: COMPLIANCE MEASUREMENT AND DATA PROGRAMS (Current)

Description: This includes activities encompassing the ARD Compliance Bureau's Testing and Monitoring Section and Emissions Inventory Section that are not directly assigned to those 2 program areas.

Start/End Dates: 10/01/2007 thru PAUs:

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Review air and update stationary source compliance information on DES website (Current)

Description: Review DES website pages containing Testing and Monitoring Section information, Emissions Inventory information and Compliance Reporting information to make sure all information and links are current and correct.

Start/End Dates: 10/01/2010 thru

Lead Person: WALTERS, RAYMOND

Deliverable: Verify Compliance Reporting links and forms in FFY 2012.

Description: Check links; update Title V Operating Permit Reporting Guidance and permitting reporting forms.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Web Sites

Lead Person: WALTERS, RAYMOND

Deliverable: Verify Emissions Inventory Section information in FFY 2012

Description: Check links; update information as necessary.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Web Sites

Lead Person: WALTERS, RAYMOND

Deliverable: Verify Stationary Source Compliance Reporting information in FFY 2012

Description: Check links; update information as necessary.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Web Sites

Lead Person: WALTERS, RAYMOND

Deliverable: Verify Testing and Monitoring Section Information FFY 2012

Description: Verify Testing and Monitoring Section Information

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Web Sites

Lead Person: WALTERS, RAYMOND

Activity: Review draft permits (Current)

Description: Review drafts of Title V, State Permits to Operate and Temporary Permits for clarity, technical accuracy, appropriate monitoring requirements and enforceability.

Start/End Dates: 10/01/2007 thru

Lead Person: WALTERS, RAYMOND

Deliverable: Draft State Permits and Temporary Permits reviewed in 2012

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 15 Permits Reviewed

Lead Person: WALTERS, RAYMOND

Deliverable: Draft Title V Permits (and TPs for new TV sources) reviewed in 2012

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 15 Permits Reviewed

Lead Person: WALTERS, RAYMOND

Div/Bur: AIR RESOURCES DIVISION COMPLIANCE

Program: EMISSIONS INVENTORY (Current)

Description: This section maintains an accurate and extensive air pollution emissions inventory of New Hampshire sources. This data is used to determine compliance with state and federal regulations, establish state and national emissions trends and to help in evaluating the effectiveness of the State's air quality programs.

Start/End Dates: 10/01/1999 thru PAUs: 04 02 05

Funding: State General State Fees Federal EPA Federal Other Grants **Activity: Quality assure/quality control all annual emission and compliance data (Current)**

Description: Review QA/QC procedures for collecting and submitting emission and compliance data.

Start/End Dates: 10/01/2001 thru

Lead Person: STRICKLAND, NEWTON

Deliverable: Complete Annual Quality Assurance System Program Self-Audit

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Self-Assessments

Lead Person: STRICKLAND, NEWTON

Deliverable: Ensure that the states air emissions database is compatible with EPAs ... NEI

Description: Ensure that the states air emissions database is compatible with EPAs re-designed NEI database system.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Reviews

Lead Person: STRICKLAND, NEWTON

Activity: Submit emissions inventory data, compliance data and ambient air quality monitoring data to EPA (Current)

Description: Submit emissions inventory data, compliance data and ambient air quality monitoring data to their respective federal databases.

Start/End Dates: 10/01/2001 thru

Lead Person: STRICKLAND, NEWTON

Deliverable: Prepare Annual Emissions Inventory for HAPS for point sources

Description: Per 2012 P&C List - Support EPAs efforts to produce an accurate National Emission Inventory (NEI) for Hazardous Air Pollutants (HAPs). This includes: (1) reviewing New Hampshire's point source data released for comment under EPAs Risk and Technology Review rulemakings; and (2) collecting HAP data from sources for the 2008 NEI for HAPs. (OAQPS T07)

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Inventories

Lead Person: STRICKLAND, NEWTON

Deliverable: Send Compliance Data to EPA (every 45 days, per ICR)

Description: [2012 P&C List - Enter/send information necessary to satisfy the inspection, testing, compliance monitoring, and enforcement minimum data requirements (MDRs) to EPAs national AFS data system at least once every 60 calendar days (as required by the ICR). (CAA 16, CAA 17)]

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 8 Submittals

Lead Person: STRICKLAND, NEWTON

Deliverable: Send Emissions Data to EPA (by end of following year, per AERR)

Description: (Per 2012 P&C List - Submit 2010 point source data for large, type A sources to EPAs NEI by December 31, 2011.)

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Submittals

Lead Person: STRICKLAND, NEWTON

Div/Bur: AIR RESOURCES DIVISION COMPLIANCE

Program: ENFORCEMENT (Current)

Description: The Enforcement Section is responsible for developing and implementing policies and procedures for verifying the accuracy and determining the appropriate compliance or enforcement response to violations of air pollution control regulations, documenting reasons for the response, coordinating with other programs, and determining the appropriateness of a fine or penalty.

Start/End Dates: 10/01/1999 thru PAUs: 04 02 03

Funding: State General State Fees Federal EPA Federal Other Grants **Activity: Compliance Assistance and Outreach (Current)**

Description:

Start/End Dates: 10/01/2001 thru

Lead Person: LEDGARD, MARK

Deliverable: Identify areas needing compliance assistance or outreach and assist in outreach

Description: Identify areas needing compliance assistance or outreach and assist in outreach with a planned enforcement response to achieve compliance and prevent problems/violations before they exist

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Areas

Lead Person: LEDGARD, MARK

Activity: Enforcement (Current)

Description:

Start/End Dates: 10/01/2001 thru

Lead Person: ELDRIDGE, SHERI

Deliverable: asbestos

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 25 Actions

Lead Person: ELDRIDGE, SHERI

Deliverable: open burning

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 15 Actions

Lead Person: ELDRIDGE, SHERI

Deliverable: stationary source

Description: DES will take enforcement actions (which include a monetary penalty where appropriate) to bring violating facilities back into compliance. Economic benefit realized by the violator as a result of the noncompliance will be documented by DES and collected as part of a penalty action.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 50 Actions

Lead Person: ELDRIDGE, SHERI

Activity: Program Management (Current)

Description:

Start/End Dates: 10/01/2001 thru

Lead Person: ELDRIDGE, SHERI

Deliverable: HPV (High Priority Violation) Resolution

Description: DES will resolve HPVs in accordance with EPAs Timely and Appropriate Enforcement Response to High Priority Violators ("the HPV policy"), July 1999. DES will inform the EPA Region 1 liaison in person, by phone, or by email within 45 days of resolving an HPV.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Sources

Lead Person: ELDRIDGE, SHERI

Div/Bur: AIR RESOURCES DIVISION COMPLIANCE

Program: ENFORCEMENT (Current)

Activity: Program Management (Current)

Deliverable: HPV (High Priority Violator) Addressing

Description: DES will address HPVs in accordance with EPAs Timely and Appropriate Enforcement Response to High Priority Violators ("the HPV policy"), July 1999. DES will inform the EPA Region 1 liaison in person, by phone, or by email within 45 days of addressing an HPV.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Sources

Lead Person: ELDRIDGE, SHERI

Deliverable: HPV (High Priority Violator) Identification

Description: DES will identify HPVs in accordance with EPAs Timely and Appropriate Enforcement Response to High Priority Violators ("the HPV policy"), July 1999. DES will inform the EPA Region 1 liaison in person, by phone, or by email within 45 days of identifying an HPV.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Sources

Lead Person: ELDRIDGE, SHERI

Div/Bur: AIR RESOURCES DIVISION COMPLIANCE

Program: TESTING AND MONITORING (Current)

Description: This section is primarily responsible for implementation of two air functions; a) the stationary source stack testing program; and b) the stationary source continuous emissions monitoring (CEM) program. The compliance stack testing effort oversees all emissions testing required by the state or EPA and involves reviewing pretest protocols, participating in the pretest meetings, witnessing/coordinating the actual stack testing in the field and technically reviewing the final report for state acceptance of the data. For those large stationary sources required to continuously monitor emissions, the CEM program involves overseeing the quarterly audits performed on the CEM systems to ensure accuracy of the monitors, witnessing the annual relative accuracy stack-testing audits conducted on each system, and reviewing the quarterly CEM excess emissions reports for compliance with the facility's emissions limits.

Start/End Dates: 10/01/2000 thru PAUs: 04 02 01

Funding: State General State Fees Federal EPA Federal Other Grants **Activity: Continuous Emissions Monitoring Program (Current)**

Description: Implement continuous emisisions monitoring (CEM) program throughout the state.

Start/End Dates: 10/01/2002 thru

Lead Person: O'BRIEN, MICHAEL

Deliverable: Number of Qtrly Excess Emission Reports received in FFY2012

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 72 Reports, Final

Lead Person: O'BRIEN, MICHAEL

Deliverable: Number of Qtrly Excess Emission Reports reviewed in FFY 2012

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 72 Reports, Final

Lead Person: O'BRIEN, MICHAEL

Deliverable: Number of relative accuracy test audits (RATAs) witnessed in FFY 2012

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 21 Tests

Lead Person: O'BRIEN, MICHAEL

Deliverable: Number of relative accuray test audit reports technically approved in FFY 2012

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 21 Tests

Lead Person: O'BRIEN, MICHAEL

Activity: Review Draft Permits (Current)

Description: Review drafts of Title V, State Permits to Operate and Temporary Permits for technical accuracy, appropriate monitoring requirements and enforceability.

Start/End Dates: 10/01/2007 thru

Lead Person: O'BRIEN, MICHAEL

Deliverable: Draft State Permits Reviewed in FFY 2012

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 15 Permits Reviewed

Lead Person: O'BRIEN, MICHAEL

Deliverable: Draft Title V Permits Reviewed in FFY 2012

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Permits Reviewed

Lead Person: O'BRIEN, MICHAEL

Activity: Stack Testing Program (Current)

Description: Witness all compliance stack emissions testing performed and technically review results for compliance.

Start/End Dates: 10/01/2002 thru

Lead Person: O'BRIEN, MICHAEL

Div/Bur: AIR RESOURCES DIVISION COMPLIANCE

Program: TESTING AND MONITORING (Current)

Activity: Stack Testing Program (Current)

Deliverable: No of compliance stack tests witnessed in FFY 2012

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 45 Tests

Lead Person: O'BRIEN, MICHAEL

Deliverable: Number of stack test reports technically approved in FFY 2012

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 45 Tests

Lead Person: O'BRIEN, MICHAEL

Div/Bur: AIR RESOURCES DIVISION PERMITTING & ENVIRONMENTAL HEALTH

Program: AIR TOXICS MANAGEMENT PROGRAM (Current)

Description: This program is designed to protect public health by preventing, controlling, abating and limiting emissions of toxic air pollutants into the ambient air pursuant to RSA 125-I and Section 112 of the 1990 Clean Air Act Amendments. The Air Toxics Program is responsible for the implementation of the State Air Toxics Control Program codified in Env-A 1400 and sets Ambient Air Limits (AALs) or air quality standards for approximately 750 compounds. Sources that emit any of these regulated compounds are required to demonstrate compliance with the AALs. The SSMB is responsible for implementing ENV-A 1400 including determining applicable sources, identification of compliance options and approving appropriate permit conditions for subject sources. This program is also responsible for implementation of the federal Maximum Achievable Control Technology (MACT) Program for NH sources, conducting ambient air toxics monitoring at sites throughout NH, and providing department-wide assistance on issues involving environmental impacts on public health.

Start/End Dates: 10/01/2001 thru PAUs: 04 01 04

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Evaluate and Implement Programs to Address Current Air Toxics and Public Health Concerns (Current)

Description: Air pollutants and toxic chemicals in the environment often have public health implications. The Air Toxics Management Program is often responsible for evaluating and addressing the public health impacts of toxic air contaminants.

Start/End Dates: 10/01/2001 thru

Lead Person: NIEJADLIK, THOMAS

Deliverable: Participate in Activities of the NESCAUM Air Toxics and Public Health Committee

Description: As a member of the Air Quality and Public Health Committee, participate in all activities including monthly conference calls and annual meetings.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Activities

Lead Person: NIEJADLIK, THOMAS

Activity: Implement Federal Air Toxics Control Program in NH (Current)

Description: The US EPA has established a federal air toxics control program under Section 112 of the 1990 Clean Air Act Amendments. The program sets maximum achievable control technology (MACT) standards for designated source categories that must be implemented by affected sources under the Title V operating permit program. DES has been delegated by EPA to implement these MACT standards. The Air Toxics Management Program is responsible for providing input and comments to EPA on proposed MACT standards, tracking completed MACT standards, and assuring that affected NH sources are identified and implement applicable MACT standards as part of the Title V permit process.

Start/End Dates: 10/01/2001 thru

Lead Person: NORTH, PATRICIA

Deliverable: Track and notify potential NH sources of applicable MACT and Area Source Standard developments

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Notifications

Lead Person: NORTH, PATRICIA

Deliverable: assist in accepting Delegation of Promulgated MACT and Area Source Standards

Description: From the 2012 P&C list - In addition, assess the opportunity for using additional funding from EPA to perform compliance and assistance activities for the following area source NESHAP regulations that have New Hampshire sources: (1) industrial, institutional & commercial boilers, (2) RICE. Implementation activities could include: developing workshops and trainings for affected facilities; conducting outreach mailings to facilities or trade association groups; updating websites to include information about the NESHAPs; providing technical assistance to facilities; and working to promote pollution prevention in the sector as part of the outreach or trainings.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Delegations

Lead Person: NORTH, PATRICIA

Activity: Implement State Air Toxics Control Program (Current)

Description: DES has adopted a new air toxics control program under RSA 125-I which became effective for all NH sources as of May 8, 2001. This program, codified under Env-A 1400, sets health risk-based ambient air limits (AALs) for each of over 750 regulated toxic air pollutants (RTAPs). Any NH source that emits an RTAP must demonstrate that its emissions will not result in an exceedance of the AAL. The Air Toxics Management Program is responsible for working with the NH DES Environmental Health Risk Assessment section to update the list of RTAPs each year based on recent health risk assessment data and for providing information, assistance and implementation policy recommendations to affected sources as well as DES permitting activities.

Start/End Dates: 10/01/2001 thru

Lead Person: NIEJADLIK, THOMAS

Div/Bur: AIR RESOURCES DIVISION PERMITTING & ENVIRONMENTAL HEALTH

Program: AIR TOXICS MANAGEMENT PROGRAM (Current)

Activity: Implement State Air Toxics Control Program (Current)

Deliverable: Coordinate the Update of the List of Regulated Toxic Air Pollutants Annually

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Updates

Lead Person: NIEJADLIK, THOMAS

Deliverable: Provide Technical Assistance to Sources in Determining Air Toxics Control Program Compliance

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 30 Assistances Provided

Lead Person: NIEJADLIK, THOMAS

Activity: Review & comment on NATA (Current)

Description: review and comment on EPA National Air Toxics Assessment

Start/End Dates: 10/01/2010 thru

Lead Person: NORTH, PATRICIA

Deliverable: Review and comment on draft NATA/NAPA

Description: review and comment on National Air Toxics Assessment and National Air Pollutant Assessment on the 2012 EPA P&C list

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Assessments

Lead Person: NORTH, PATRICIA

Div/Bur: AIR RESOURCES DIVISION PERMITTING & ENVIRONMENTAL HEALTH

Program: HEALTH RISK ASSESSMENT (Current)

Description: The Health Risk Assessment Program performs technical risk assessments to evaluate the health risk associated with exposure to toxic chemicals released into the environment. The Program generates health advisories for statewide distribution, such as fish advisories and health information summaries on various chemicals.

Start/End Dates: 10/01/2005 thru PAUs:

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Education and Outreach (Current)

Description:

Start/End Dates: 10/01/2005 thru

Lead Person: GODLEWSKI, SHARON

Deliverable: Climate Change Adaptation

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 12 Outreach Activities

Lead Person: GODLEWSKI, SHARON

Deliverable: Develop PH Factsheets

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Fact Sheets

Lead Person: GODLEWSKI, SHARON

Deliverable: Fish Consumption Advisory

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2000 Brochures

Lead Person: GODLEWSKI, SHARON

Deliverable: Informational Presentations

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Presentations

Lead Person: GODLEWSKI, SHARON

Deliverable: Newsletter Articles

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Articles

Lead Person: GODLEWSKI, SHARON

Deliverable: Press Releases

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Press releases

Lead Person: GODLEWSKI, SHARON

Deliverable: Seek Additional Funding from EPA to support IAQ activities

Description: From the P&C List 2012

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Efforts

Lead Person: MORTON, JESSICA

Activity: Environmental Justice (Current)

Description:

Start/End Dates: 06/01/2006 thru

Lead Person: GODLEWSKI, SHARON

Div/Bur: AIR RESOURCES DIVISION PERMITTING & ENVIRONMENTAL HEALTH

Program: HEALTH RISK ASSESSMENT (Current)

Activity: Environmental Justice (Current)**Deliverable: Develop EJ Success Stories**

Description: Work with Pollution Prevention, Brownfields, and Oil Remediation and Compliance Programs. Encourage communities to apply for CARE grants from EPA.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Case Studies

Lead Person: GODLEWSKI, SHARON

Deliverable: Participate in Regional EJ Meetings and Conference Calls

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Meetings

Lead Person: GODLEWSKI, SHARON

Deliverable: Update DESS Environmental Justice Policy

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Policy Changes

Lead Person: GODLEWSKI, SHARON

Activity: Health Risk Assessments (Current)

Description:

Start/End Dates: 10/01/2005 thru

Lead Person: PINSKI, DENNIS

Deliverable: NH Mercury Fish Advisory Update

Description: Review data on mercury in NH fish, evaluate data for waterbody-specific specific advisories and communicate the basis of the freshwater fish advisories.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Efforts

Lead Person: PINSKI, DENNIS

Deliverable: Public Health Assessments

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Assessments

Lead Person: PINSKI, DENNIS

Deliverable: Risk Assessments - Drinking Water

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 300 Assessments

Lead Person: PINSKI, DENNIS

Deliverable: Risk Assessments - RCMP, Petroleum Product Sites

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 40 Assessments

Lead Person: PINSKI, DENNIS

Div/Bur: AIR RESOURCES DIVISION PERMITTING & ENVIRONMENTAL HEALTH

Program: NEW SOURCE REVIEW PERMIT PROGRAM (Current)

Description: The NSR Permit Program consists of two major federal permit programs, namely, Prevention of Significant Deterioration (PSD) and Non-attainment review. This program will also handle Preconstruction Permits for sources avoiding the PSD and Non-attainment review programs.

Start/End Dates: 10/01/2001 thru PAUs: 04 01 02

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Conduct dispersion modeling for stationary source permitting programs. (Current)

Description: Ongoing dispersion analysis for stationary source permitting

Start/End Dates: 10/01/2004 thru

Lead Person: LANDRY, LISA

Deliverable: Respond to permit modeling requests

Description: Air dispersion modeling analysis performed in support of air permit applications to determine compliance with state and federal regulations

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 55 Requests

Lead Person: LANDRY, LISA

Activity: Process all PSD/NSR Related Permit Applications (Current)

Description: Either new major sources or major sources making modification may be subject to the federal New Source Review Permitting Program. Any source that is subject to this regulation would be required to obtain either a PSD and/or Non-Attainment Permit or obtain a federally enforceable synthetic minor permit opting out of the program.

Start/End Dates: 04/01/2001 thru

Lead Person: MOORE, TODD

Deliverable: Process all NSR (PSD and Non-Attainment) permit applications w/in 12 months

Description: Per the 2012 P&C List -Either a new major source or a major source making a major modification is required to obtain a PSD and/or Non-Attainment Permit prior to the commencement of construction of the new facility or major modification. Goal is to issue a final decision w/in 12 months of receipt of a complete application. Quantity based upon 1 such application per year.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Permits Issued

Lead Person: MOORE, TODD

Deliverable: Process all TP applications required for PSD/NSR Avoidance

Description: Existing Major sources making modificatinos may opt out of the federal NSR program if they obtain a federally enforceable temporary permit limiting the modification emissions to less than the significance threshold. Quantity based on an estimated 2 such applications received per year.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Permits Issued

Lead Person: MOORE, TODD

Deliverable: Update EPAs RACT/BACT/LAER Clearinghouse

Description: Per the 2012 P&C List - Update RACT/BACT/LAER Clearinghouse for new major sources and major modifications w/in 30 days of permit issuance.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Updates

Lead Person: MOORE, TODD

Activity: Special Projects for Air Resources Division (Current)

Description:

Start/End Dates: 04/01/2005 thru

Lead Person: MOORE, TODD

Deliverable: Develop plan for final Sewer Sludge Incinerator rule

Description: EPA finalized Sewer Sludge Incinerator rule February 21, 2011. Review final revised rule and submit either a negative declaration letter or a State Plan no later than March 2012

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 SIPs (State Implementation Plans)

Lead Person: MOORE, TODD

Div/Bur: AIR RESOURCES DIVISION PERMITTING & ENVIRONMENTAL HEALTH

Program: NEW SOURCE REVIEW PERMIT PROGRAM (Current)

Activity: Special Projects for Air Resources Division (Current)**Deliverable: Develop plan for final revised CISWI rule**

Description: From the 2012 P&C List - Review the final revised Commercial and Industrial Solid Waste Incinerators (CISWI) rule and submit either a negative declaration letter or a State Plan within one year of the effective date of the final revised CISWI rule. Rule final March 21, 2011.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 SIPs (State Implementation Plans)

Lead Person: MOORE, TODD

Deliverable: Identify units subject to the final EPA fossil fuel-fired power plant 111(d) regulations

Description: Per the 2012 P&C List - Identify units that will be subject to the fossil fuel-fired power plant 111(d) regulations when it is finalized in May 2012 and begin working on a plan to submit regulations for these sources as required by EPA's emission guidelines

Start/End Dates: 05/01/2012 thru 09/30/2012 Qty/Unit: 1 Projects

Lead Person: MILBURY, JR., GARY

Deliverable: Participate on STAPPA/ALAPCO Permitting Committee

Description: Attend Committee meetings and participate on Committee conference calls

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Conference Calls

Lead Person: MILBURY, JR., GARY

Deliverable: Participation on Stationary Source & Permittee Committee

Description: Continue to participate in Committee meetings and conference calls.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Conference Calls

Lead Person: MILBURY, JR., GARY

Deliverable: Update State NA-NSR and PSD rules

Description: Per the 2012 P&C List - Update State NA-NSR and PSD rules. Include, among other updates, update to meet SIP-approved PSD permitting requirements for PM2.5 emissions.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Rules

Lead Person: MOORE, TODD

Activity: Technical Assistance & Outreach (Current)

Description: Provide technical assistance and outreach regarding air pollution control regulations and programs to colleagues, regulated community, other agencies & municipalities, and the general public.

Start/End Dates: 10/01/2002 thru

Lead Person: MOORE, TODD

Deliverable: GHG Permitting Workshop & Implementation of the GHG Rule

Description: In cooperation with EPA, sponsor a workshop for industry on the implementation of GHG permitting.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Workshops

Lead Person: MOORE, TODD

Div/Bur: AIR RESOURCES DIVISION **PERMITTING & ENVIRONMENTAL HEALTH**

Program: STATE OPERATING PERMIT PROGRAM (Current)

Description: State regulations require certain non-major sources of air pollution (State-sources) to obtain operating permits. In addition, State sources are required to obtain construction permits and/or modify existing permits for the installation or modification of regulated devices.

Start/End Dates: 07/01/2002 thru PAUs: 04 01 02

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Process Permit Applications (Current)

Description: New sources, existing sources requesting permit modifications, existing sources with Temporary Permits wishing to obtain State Permits to Operate, sources wishing to renew existing permits, and existing sources previously operating without permits are all required to submit permit applications. Processing these permit applications is a primary responsibility of the Operating Permit Program.

Start/End Dates: 10/01/2001 thru

Lead Person: NIXON, ELIZABETH

Deliverable: Process GSP applications

Description: Process all GSP applications. Quantity based upon anticipated 30 such applications per year.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 30 Applications, Permit

Lead Person: NIXON, ELIZABETH

Deliverable: Process PBNS

Description: Process Permit by Notifications.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Applications, Permit

Lead Person: NIXON, ELIZABETH

Deliverable: Process SPO and TP applications for State sources (including SIP revisions)

Description: Process all SPO and TP applications, including amendments to existing permits and single source SIP revisions. Quantity based upon anticipated 110 such applications per year.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 110 Applications, Permit

Lead Person: NIXON, ELIZABETH

Div/Bur: AIR RESOURCES DIVISION PERMITTING & ENVIRONMENTAL HEALTH

Program: STATIONARY SOURCE MANAGEMENT BUREAU PLANNING PROGRAM (Current)

Description: The SSMB Planning Program oversees the administrative rule making process for the Division. This program is also responsible for overseeing and maintaining the Stationary Source portion of the SIP. The SIP is the state's plan for achieving and maintaining compliance with federal air quality standards. In addition, the section develops CAA Section 111(d) State Plans in response to federally developed Emissions Guidelines.

Start/End Dates: 10/01/2001 thru PAUs: 04 01 04

Funding: State General State Fees Federal EPA Federal Other Grants

Div/Bur: AIR RESOURCES DIVISION **PERMITTING & ENVIRONMENTAL HEALTH**

Program: TITLE V OPERATING PERMIT PROGRAM (Current)

Description: Title V Operating Permit regulations require that major sources of air pollution obtain a Title V Operating Permit (Title V sources). In addition, Title V sources are required to obtain construction permits and/or modify existing permits for the installation or modification of regulated devices.

Start/End Dates: 06/30/1995 thru PAUs: 04 01 02

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Process Permit Applications (Current)

Description: New sources, existing sources requesting permit modifications, existing sources with Temporary Permits wishing to modify Title V permits, sources wishing to renew existing permits, and existing sources previously operating without permits are all required to submit permit applications. Processing these permit applications is a primary responsibility of the Operating Permit Program.

Start/End Dates: 06/30/1996 thru

Lead Person: NIXON, ELIZABETH

Deliverable: Process new Title V permit applications received for new Title V sources

Description: Per the 2012 P&C List - New Title V sources are required to file for and obtain Title V Operating Permits. Quantity based upon anticipated 1 such application per year.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Applications, Permit

Lead Person: NIXON, ELIZABETH

Deliverable: Process remaining initial Title V permit applications

Description: Per the 2012 P&C list - As of 06/30/07, NH has 2 initial Title V permit applications pending.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Applications, Permit

Lead Person: NIXON, ELIZABETH

Deliverable: Process renewals to existing Title V permits

Description: Per the 2012 P&C List - Title V permits expire within 5 years of issuance and need to be renewed.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 9 Applications, Permit

Lead Person: NIXON, ELIZABETH

Deliverable: Process requests for minor modifications and administrative amendments to existing Title V permits

Description: Process applications for modifications to existing Title V permits. Quantity based upon anticipated 16 such applications per year.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 12 Applications, Permit

Lead Person: NIXON, ELIZABETH

Deliverable: Process significant modifications at existing Title V sources

Description: Per the 2012 P&C list - Modifications occur at Title V sources that require either a temporary permit or a state permit to operating to be issued prior to the Title V permit. Quantity based upon anticipated 12 such applications per year.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Applications, Permit

Lead Person: NIXON, ELIZABETH

Div/Bur: AIR RESOURCES DIVISION TECHNICAL SERVICES

Program: AIR MONITORING (Current)

Description: The Ambient Air Monitoring Unit is responsible for operation and maintenance of New Hampshire's ambient air monitoring network. New Hampshire operates several remote facilities around the state, at which DES monitors for criteria air pollutants as prescribed by the US EPA, including sulfur dioxide, ozone, nitrogen oxides, particulate matter, volatile organic compounds, and mercury. The data collected at these sites is used to determine air quality status, confirmation of air quality trends and predictions for the Northeast region, and to provide the basis for future policy planning. This data is transmitted into a federal database for both local and national use. The Ambient Air Monitoring Unit also provides assistance with data collection and analysis for special studies related to ambient air quality.

Start/End Dates: 10/01/2001 thru PAs:

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Annual Reporting (Current)

Description: Air Monitoring Network: Submit to EPA by July 1 the annual air monitoring network review and schedule (40CRF58.20d, 58.25 & 58.46) and annual PM report (40CFR58.26).

Start/End Dates: 10/01/2006 thru

Lead Person: PERKINS, KENDALL

Deliverable: SLAMS data certification letter to EPA by July 1

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Letters

Lead Person: PERKINS, KENDALL

Deliverable: Submit network review to EPA by July 1

Description: {From 2012 EPA P&C List} Air Monitoring Network: Submit to EPA by July 1 the annual air monitoring network plan and schedule (40 CFR 58.10). Plan should include work toward ensuring monitoring networks are consistent with the requirements on NO2, SO2, and ozone NAAQS rules. (OAQPS M08).

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Reviews

Lead Person: PERKINS, KENDALL

Activity: Criteria Pollutants Data Capture (Current)

Description: Have at least 75% quarterly capture rate for CO, NO2, O3, SO2, & PM 2.5

Start/End Dates: 10/01/2002 thru

Lead Person: PERKINS, KENDALL

Deliverable: Achieve a capture rate of at least 75% at all PM 2.5 monitoring stations.

Description: Identify 1 complete data set if 75% data capture rate across all monitoring sites was achieved in quarter. Identify any individual sites, in comments, that did not have a 75% data capture rate.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Data Sets

Lead Person: PERKINS, KENDALL

Deliverable: Achieve a capture rate of at least 75% at all active CO monitoring stations.

Description: Identify 1 complete data set if 75% capture rate across all sites was achieved in quarter. Identify any individual sites, in comments, that did not have a 75% data capture rate. Repair and replacement schedules may be impacted by reduced funds.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Data Sets

Lead Person: PERKINS, KENDALL

Deliverable: Achieve a data capture of at least a 75 percent at all active SO2 monitoring sites.

Description: Identify 1 complete data set if 75% capture rate across all monitoring sites was achieved in quarter. Identify any individual sites, in comments, that did not meet a 75% data capture rate. Repair and replacement schedules may be impacted by reduced funds.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Data Sets

Lead Person: PERKINS, KENDALL

Div/Bur: AIR RESOURCES DIVISION TECHNICAL SERVICES

Program: AIR MONITORING (Current)

Activity: Criteria Pollutants Data Capture (Current)**Deliverable: Achieve a data capture rate of at least 75% at all active NO2 monitoring sites.**

Description: Identify 1 complete data set if 75% data capture rate across all monitoring sites was achieved in quarter. Identify any individual sites, in comments, that did not have a 75% capture rate. Repair and replacement schedules may be impacted by reduced funds.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Data Sets

Lead Person: PERKINS, KENDALL

Deliverable: Achieve a data capture rate of at least 75% at all active O3 monitoring sites.

Description: Identify 1 complete data set if 75% data capture rate across all monitoring sites was achieved in quarter. Identify any individual sites, in comments, that did not have a 75% data capture rate. Repair and replacement schedules may be impacted by reduced funds.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Data Sets

Lead Person: PERKINS, KENDALL

Activity: Operate and maintain air monitoring networks in conformance with 40 CFR Part 58. (Current)

Description: Operate and maintain monitoring network (PAMS, NAMS, SLAMS), including quality control and assurance (equipment audit and performance check procedures), site maintenance, establishment of replacement and new monitoring sites, planning for expansion of existing network, and appropriate responses to federal and DES program audits.

Start/End Dates: 10/01/2003 thru

Lead Person: PERKINS, KENDALL

Deliverable: FY 12 PM Section 103 air monitoring grant

Description: [From EPA 2012 P&C List] Prepare to terminate or extend, as needed, the FY11 PM Section 103 air monitoring grant on March 31, 2012.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Grants

Lead Person: PERKINS, KENDALL

Deliverable: Implement plans to address monitoring requirements for October 2008 lead NAAQS.

Description: From the 2012 P&C list -Implement plans to address monitoring requirements for October 2008 lead NAAQS. Annual network plan should address the need for any lead source based monitors to be operational by in accordance with lead final rule (0.5 TPY). The Annual network plan should address population based/ NCore based lead monitors which must be operational by January 1, 2012. (OAQPS M22).

Start/End Dates: 10/01/2011 thru 10/01/2012 Qty/Unit: 1 Plans

Lead Person: PERKINS, KENDALL

Deliverable: Operate EPA approved network, enter precision and accuracy data, and submit annual Air Quality Data

Description: From the 2012 P&C List: Operate EPA-approved network (SLAMS, PAMS, PM), enter the air monitoring, precision and accuracy data into AQS within 90 days (180 days for PAMS) of the end of each calendar quarter (40 CFR 58.12, 58.14, & 58.16) (OAQPS M11) and submit the Annual Air Quality Data certification by May 1, 2012 (40 CFR 58.15). (OAQPS M06)

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Reporting Requirements

Lead Person: PERKINS, KENDALL

Deliverable: Perform Quality Assurance on all analyzers at minimum frequency required by EPA.

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Data Sets

Lead Person: VERVILLE, TIMOTHY

Activity: PAMS (Current)

Description: report on PAMS data capture for PAMS season

Start/End Dates: 10/01/2002 thru

Lead Person: STUMPO, LARA

Div/Bur: AIR RESOURCES DIVISION TECHNICAL SERVICES

Program: AIR MONITORING (Current)

Activity: PAMS (Current)**Deliverable: 2012 Data capture 24-hour VOC samples**

Description: Collect samples and submit data to AIRS

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Data Sets

Lead Person: STUMPO, LARA

Deliverable: 2012 FY data capture at Gilson Rd.

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Data Sets

Lead Person: STUMPO, LARA

Deliverable: 2012 data capture at Pack Monadnock

Description: Pack Monadnock site replaced Kittery

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Data Sets

Lead Person: STUMPO, LARA

Deliverable: Perform data analysis from 2011 PAMS season & submit report

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Data Sets

Lead Person: STUMPO, LARA

Activity: PM2.5 MAM (Current)

Description: From the 2011 EPA P&C List - MAM data for 2010/2011 winter season (P&C)

Start/End Dates: 10/01/2002 thru

Lead Person: PERKINS, KENDALL

Deliverable: Conduct mobile air monitoring for wood smoke exposure in targeted communities. Submit report.

Description: From the 2012 P&C list -Using a continuous BAM PM2.5 monitor and data logger in a MAM, conduct monitoring to access wood smoke and exposure in targeted communities throughout the state. Submit assessment report to EPA by October 15, 2011, if not completed in FY 11.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Report Assessments

Lead Person: PERKINS, KENDALL

Activity: Preparation and submittal of Quality Assurance Project Plans (Current)

Description: EPA is requiring that states prepare and submit updated QAPPs for gaseous criteria pollutants, continuous PM 2.5 and PM 10. SOPs which reflect operating procedures for data collection, validation, and maintenance are to be prepared and incorporated into the QAPP's as appendices.

Start/End Dates: 10/01/2001 thru

Lead Person: PERKINS, KENDALL

Deliverable: Annual review of approved Quality Assurance Project Plans

Description: {From 2012 EPA P&C List} Ensure all approved QAPPs are reviewed by November 1, 2011, and confirm this in writing to EPA. Major changes will require a QAPP revision. Ensure adequate, independent QA audits of NAAQS monitors or participate in NPAP and PEP QA programs. (OAQPS M10).

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Reviews

Lead Person: POISSON, JAMES

Deliverable: Conduct annual self-assessment audit for QA Team

Description: As part of the DES QMP, conduct self-assessment program audit

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Assessments

Lead Person: POISSON, JAMES

Activity: Renew lease contracts (Current)

Lead Person:

Div/Bur: AIR RESOURCES DIVISION TECHNICAL SERVICES

Program: AIR MONITORING (Current)

Activity: Renew lease contracts (Current)

DES has ongoing lease contracts with property owners for some sites in NH's air monitoring network

Start/End Dates: 10/01/2002 thru

PERKINS, KENDALL

Deliverable: Annual review and renewal, if needed, of lease contracts

Description: Contracts for sites at Main Street - Nashua, Pembroke, Pearl Street - Manchester need to be renewed. New contract needed for Lebanon site.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Reviews

Lead Person: PERKINS, KENDALL

Div/Bur: AIR RESOURCES DIVISION TECHNICAL SERVICES

Program: ECONOMIC INCENTIVE PROGRAMS (Current)

Description: The Clean Air Act Amendments of 1990 recognized the merit of using market-based approaches to help achieve clean air goals. For example, the Amendments introduced a market-based allowance trading system for controlling sulfur dioxide emissions that contribute to acid rain. Reductions are achieved through an "emissions budget" or "cap" trading system that places a "cap" on emissions for a specific category of sources, power plants. In contrast, an open market system allows, but does not require, any emissions source or facility, including mobile sources, to participate and does not set a limit on the number of emissions reductions credits generated or sold. DES has both types of trading programs, which are managed by a single Program Manager. The programs achieve reductions in emissions that contribute to ground level ozone.

Start/End Dates: 01/20/1997 thru PAUs: 04 01 03

Funding: State General State Fees Federal EPA Federal Other Grants **Activity: Clean Power Act (Env-A 2900) (Current)**

Description: New Hampshire rules (Env-A 2900) were adopted to implement New Hampshire's Clean Power Act, which became law on July 1, 2002. The Act calls for annual reductions of multiple pollutants (SO₂, NO_x, and CO₂) beginning in 2007 implemented through cap and trading programs. The Act differs from, but was based upon, DES's Clean Power Strategy. Trades are recorded in the NH Clean Power Act Allowances Tracking System. The Act also provides incentives for emissions reductions, and power plants could earn bonus allowances in various ways for various pollutants. The Clean Power Act was amended in 2006 to incorporate provisions for mercury reductions. While mercury trading is prohibited, provisions were added to allow mercury credits to be converted to sulfur dioxide allowances and used for compliance with the above trading program.

Start/End Dates: 10/01/2008 thru

Lead Person: FONTAINE, JOSEPH

Deliverable: Reduce Hg Emissions from baseline

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: .03 Tons

Lead Person: FONTAINE, JOSEPH

Deliverable: Reduce NOx Emissions from baseline

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 30000 Tons

Lead Person: FONTAINE, JOSEPH

Deliverable: Reduce SO2 Emissions from baseline

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Tons

Lead Person: FONTAINE, JOSEPH

Activity: Discrete Emissions Reduction (DER) Trading Program (Current)

Description: The DER Trading Program (Env-A 3100) is an open market system of trading. The DERs are mass-based units (1 DER = 1 ton) representing discrete, retrospective emission reductions. DERs can be voluntarily generated by stationary, mobile, or area (e.g. off-road equipment, consumer products) sources. NO_x and VOCs are included because New Hampshire is in the Ozone Transport Region. The DER Trading Program is intended to give RACT sources and sources subject to New Source Review (NSR) compliance flexibility and the opportunity to reduce compliance costs. Although it is not an attainment strategy, the program benefits the environment by requiring that 10 percent of all credits are retired (discounted) before they are used.

Start/End Dates: 01/20/1997 thru

Lead Person: FONTAINE, JOSEPH

Deliverable: >= 64 DER retired for environmental benefit

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 64 Tons

Lead Person: FONTAINE, JOSEPH

Activity: Emissions Reductions Credit (ERC) Trading Program (Current)

Description: The ERC Trading Program (Env-A 3000) is also an open market system of trading. The ERCs are rate-based units (1 ERC= 1ton/year) representing continuous, permanent emission reductions. ERCs can be voluntarily generated by stationary, mobile, or area (e.g., off-road equipment, consumer products) sources. NO_x and VOCs are included because New Hampshire is in the Ozone Transport Region. The ERC Trading Program is not intended to reduce emissions (for example, it is not an attainment strategy) but rather to give RACT sources and sources subject to New Source Review (NSR) compliance flexibility and the opportunity to reduce compliance costs. There is also an

Div/Bur: AIR RESOURCES DIVISION TECHNICAL SERVICES

Program: ECONOMIC INCENTIVE PROGRAMS (Current)

Activity: Emissions Reductions Credit (ERC) Trading Program (Current)

economic development aspect: shutdown credits can only be used by the generator (they can not be traded). If the generator cannot use them, they become "public ERCs" in a state-controlled account. The state can then use these ERCs for purposes of job retention (highest priority), economic development, and job creation.

Start/End Dates: 01/20/1997 thru

Lead Person: FONTAINE, JOSEPH

Deliverable: >100 ERCs banked/retired for environmental benefit

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1000 Tons

Lead Person: FONTAINE, JOSEPH

Activity: Implement RGGI (Regional Greenhouse Gas Initiative) (Current)

Description:

Start/End Dates: 10/01/2008 thru

Lead Person: FONTAINE, JOSEPH

Deliverable: RGGI Annual Report to NH Legislative Committee

Description: Prepare report on program implementation status, including recommended changes that may involve statutory and/or regulatory amendments.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Reports, Final

Lead Person: FONTAINE, JOSEPH

Deliverable: RGGI Auctions

Description: NOTE: 7 below indicates 7 Million Allowances, auctioned quarterly

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 7 Tons

Lead Person: FONTAINE, JOSEPH

Deliverable: RGGI Leakage Report

Description: Prepare report documenting that in-region emissions reductions have occurred and emissions have not been shifted out of region.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Reports, Final

Lead Person: FONTAINE, JOSEPH

Deliverable: RGGI Offsets

Description: NH adopted rules for RGGI offsets, which allow certain NH entities to document actions they have taken to reduce GHG emissions.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Registrations

Lead Person: FONTAINE, JOSEPH

Activity: NITROGEN OXIDES (NOX) BUDGET TRADING PROGRAM (Current)

Description: The NOx Budget Trading Program (Env-A 3200) implements the Ozone Transport Commission Memorandum of Understanding (OTC MOU), which was signed on September 27, 1994 and called for regional NOx reductions beginning in 1999 implemented through a market-based budget (or cap) and trading program. Not only is NH's NOx Budget Trading Program designed to achieve the ozone season NOx reductions required by the OTC MOU, but also it is designed to achieve at least an additional 100 tons of NOx reductions per season for environmental benefit. By May 1, 1999, the currently existing affected facilities (utility boilers and combustion turbines at 5 Public Service of New Hampshire (PSNH) facilities) in New Hampshire shall reduce their NOx emissions from their 1990 baseline emissions of 14,589 tons to 4,674 tons. These significant NOx emission reductions, combined with similar reductions in other OTR States, should help improve air quality by reducing ground-level ozone concentrations. Exposure to ozone causes decreased lung capacity, particularly in children and elderly.

Start/End Dates: 05/01/1999 thru

Lead Person: FONTAINE, JOSEPH

Div/Bur: AIR RESOURCES DIVISION TECHNICAL SERVICES

Program: ECONOMIC INCENTIVE PROGRAMS (Current)

Activity: NITROGEN OXIDES (NOX) BUDGET TRADING PROGRAM (Current)

Deliverable: >= 11,689 tons reduced from baseline 1990 ozone season NOx emissions (14,589 tons)

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 11689 Tons

Lead Person: FONTAINE, JOSEPH

Div/Bur: AIR RESOURCES DIVISION TECHNICAL SERVICES

Program: ENERGY AND CLIMATE CHANGE (Current)

Description: The Energy Programs Unit is responsible for activities related to global climate change, including maintenance of New Hampshire's greenhouse gas inventory, preparation of plans relative to reducing emissions of greenhouse gases and energy efficiency, planning and outreach activities associated with global warming and climate change, and technical support for policy and program initiatives at the local, state, and national levels.

Start/End Dates: 10/01/2001 thru PAUs:

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: EPA Energy Efficiency Programs (Current)

Description: Support and promote EPA's programs to enhance and promote energy efficiency.

Start/End Dates: 10/01/2002 thru

Lead Person: OHLER, REBECCA

Deliverable: Promote electricity efficiency improvements/Energy Star campaign

Description: Work with EPA to promote lighting improvements and other efficiency improvements through outreach campaigns, including the Change the World campaign.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Programs

Lead Person: MORTON, JESSICA

Deliverable: Promote energy efficiency improvements in the industrial sector

Description: Support opportunities to apply on-site renewables and combined heat and power (CHP); support and promote existing outreach efforts through the statewide utility programs to promote energy efficiency upgrades in the industry sector. (2011 P&C)

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Programs

Lead Person: OHLER, REBECCA

Activity: Implement and Update Climate Action Plan/Energy and Climate Collaborative (Current)

Description: Activities and programs to support, track and implement NH Climate Action Plan; participate in and provide oversight for NH Energy and Climate Collaborative.

Start/End Dates: 10/01/2002 thru

Lead Person: OHLER, REBECCA

Deliverable: RPS (Renewable Portfolio Standards)

Description: Assist the PUC with implementation of NH's Renewable Portfolio Standard by providing quarterly approvals of emission rates for certified facilities

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Approvals

Lead Person: FONTAINE, JOSEPH

Deliverable: Update GHG inventory to track/report progress

Description: Update NH greenhouse gas inventory to track and report progress toward reaching goal of reducing greenhouse gases by 20% below 1990 levels by 2025

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Inventories

Lead Person: SKOGLUND, CHRISTOPHER

Deliverable: Update/Track Climate Action Plan and on-going implementation

Description: Track progress on implementation of Climate Action Plan through participation and oversight of NH Energy and Climate Collaborative

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Programs

Lead Person: OHLER, REBECCA

Activity: Participation in Regional/Federal Climate Change/Greenhouse Gas Initiatives (Current)

Description: NESCAUM, OTC, NEG/ECP and STAPPA/ALAPCO, and EPA all have committees which focus primarily on Climate Change. Implement RGGI via program oversight/continued promotion for federal actions. Ongoing.

Start/End Dates: 10/01/2001 thru

Lead Person: FONTAINE, JOSEPH

Div/Bur: AIR RESOURCES DIVISION TECHNICAL SERVICES

Program: ENERGY AND CLIMATE CHANGE (Current)

Activity: Participation in Regional/Federal Climate Change/Greenhouse Gas Initiatives (Current)**Deliverable: Multi-State Initiative for a Regional Greenhouse Gas Cap**

Description: Achieve 1 million tons of reductions by Participating in regional workgroup to further develop a program to cap greenhouse gas emissions from the power sector in New England and other eastern states, to analyze imports and leakage, and to establish a regional organization for a registry.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Tons

Lead Person: FONTAINE, JOSEPH

Deliverable: Work with EPA on the implementation of the Greenhouse Gas Reporting Rule

Description: In the 2012 P&C List - Work with EPA on the implementation of the Greenhouse Gas Reporting Rule. As resources allow: assist EPA in the following activities: (1) reviewing a preliminary list of NH facilities subject to reporting rule; (2) assisting EPA in notifying facilities potentially subject to the rule; (3) answering and/or directing questions from facilities on the rule; (4) helping EPA analyze reported data that has been flagged by EPA's quality assurance procedures.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Outreach Activities

Lead Person: FONTAINE, JOSEPH

Activity: Support/Participate in State Agency Energy Efficiency Initiative (Current)

Description: Participate and provide oversight for the state agency energy efficiency initiative to reduce energy use in state buildings and fleets

Start/End Dates: 10/01/2006 thru

Lead Person: OHLER, REBECCA

Deliverable: Participate in Interagency Energy Efficiency Committee

Description: Create bi-monthly agendas, review statewide energy policies, review energy reports

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Meetings

Lead Person: OHLER, REBECCA

Deliverable: Participate in the Fleet Policy Workgroup

Description: Participate in the fleet policy workgroup. Work towards improving the fuel efficiency of the state fleet.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Meetings

Lead Person: Vacant

Deliverable: Reducing Fossil Fuel Use by 25% by 2025

Description: Support and assist in efforts to reduce fossil fuel for state owned facilities and vehicles by 25% according to Governors Executive Order;

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Programs

Lead Person: OHLER, REBECCA

Div/Bur: AIR RESOURCES DIVISION TECHNICAL SERVICES

Program: MOBILE SOURCES UNIT (Current)

Description: The Mobile Sources Unit is responsible for policy planning related to mobile sources (e.g., vehicles, equipment, fuels) and area sources (e.g., small business, populated based emissions) of air pollution, maintenance of the State's criteria air pollutant emissions inventory for mobile and area sources, issues related to new vehicle and fuel standards, state level vehicle emissions and inspection programs, transportation conformity, outreach relative to mobile and area sources, and technical and policy support for studies related to fuels, fuel components (i.e., MTBE), vehicles, and mobile and recreational equipment.

Start/End Dates: 10/01/2001 thru PAUs: 04 04 02

Funding: State General State Fees Federal EPA Federal Other Grants **Activity: Administrative program management (Current)**

Description: Personnel administration, evaluation

Start/End Dates: 10/01/2002 thru 09/30/2012

Lead Person: Vacant

Deliverable: Conduct annual evaluation of employees

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 3 Evaluations

Lead Person: Vacant

Activity: Diesel Emission Reduction Programs (Current)

Description: Manage state diesel emission reduction programs, including state grant DERA programs, federal stimulus DERA, and other diesel related projects including the Northeast Diesel Collaborative.

Start/End Dates: 10/01/2009 thru 09/30/2012

Lead Person: Vacant

Deliverable: Implement DERA projects

Description: Reduce emissions via DERA projects and ensure compliance with all grant requirements, including federal and state reporting. Output is number of reports submitted to EPA.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Reporting Cycles

Lead Person: JANELLE, FELICE

Deliverable: Promote FY12 diesel funding opportunities to local communities and other partners to encourage the

Description: Promote FY12 diesel funding opportunities to local communities and other partners to encourage the submission of proposals from NH organizations.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Outreach Activities

Lead Person: Vacant

Activity: Granite State Clean Cities Coalition (Current)

Description: Serve as coordinator of the Granite State Clean Cities Coalition and ensure continuation of the program in New Hampshire.

Start/End Dates: 05/01/2002 thru

Lead Person: REBOLLEDO, DOLORES

Deliverable: Attend national conference

Description: Represent the GSCCC by attending one national Clean Cities conference and attend regional meetings when applicable as required by MOA between DES and OEP (if funds allow).

Start/End Dates: 11/01/2010 thru 10/30/2012 Qty/Unit: 1 Meetings

Lead Person: REBOLLEDO, DOLORES

Deliverable: Attend regional and national conferences

Description: Represent the GSCCC by attending meetings and conferences. Attend national Clean Cities conference and attend regional meetings when applicable as required by MOA between DES and OEP (if funds allow).

Start/End Dates: 11/01/2010 thru 10/30/2012 Qty/Unit: 1 Activities

Lead Person: REBOLLEDO, DOLORES

Div/Bur: AIR RESOURCES DIVISION TECHNICAL SERVICES

Program: MOBILE SOURCES UNIT (Current)

Activity: Granite State Clean Cities Coalition (Current)**Deliverable: Conduct meetings and events**

Description: Promote the GSCCC in NH by conducting meetings and conferences as required by MOA between DES and OEP, and contract with LTI/DOE.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 3 Meetings

Lead Person: REBOLLEDO, DOLORES

Deliverable: Promote cleaner transportation fuels

Description: Increase the use of alternative fuels and fuel efficient vehicles through partnerships (for example: Granite State Clean Cars Program), funding opportunities, and technical assistance. Promote cleaner transportation fuels, including E85, low sulfur diesel fuel in marine and locomotive applications, and biodiesel.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 6 Activities

Lead Person: REBOLLEDO, DOLORES

Activity: Idling Reduction Efforts (Current)

Description: Manage programs and initiatives to reduce vehicle idling from all vehicles, including trucks, buses (school and transit), off-road equipment, and light duty vehicles.

Start/End Dates: 10/01/2010 thru

Lead Person: MORTON, JESSICA

Deliverable: General Public Outreach - Idling

Description: [From the 2012 P&C List - to help mitigate unnecessary idling of vehicles, conduct outreach and compliance assistance for NH's anti idling rule (Env A 1100) where resources allow.] Promote and support idling reduction for all vehicle types through signage, printed materials, and outreach events.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Efforts

Lead Person: MORTON, JESSICA

Deliverable: Reduce Idling from School Buses/School Yards/Bus Driver Training

Description: Continue and expand programs to reduce idling of all vehicles in school yards, including buses and parents; participate in school bus driver training on "idling reduction."

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Programs

Lead Person: MORTON, JESSICA

Activity: Implement On Board Diagnostics Inspection Program (Current)

Description: Work with Department of Safety to implement statewide program to incorporate a check of the OBD system on 1996 and newer vehicles into the annual Enhanced Safety Inspection. Program includes training of inspection stations and vehicle inspectors, statewide enforcement efforts, education and outreach, and annual reporting of program statistics to EPA

Start/End Dates: 10/01/2002 thru

Lead Person: LOCKWOOD, PAUL

Deliverable: Complete and submit annual I/M reports to EPA. (OTAQ 06)

Description: From the 2012 P&C List

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Reports, Final

Lead Person: LOCKWOOD, PAUL

Deliverable: Statewide OBD Contract

Description: Work with and assist DOS on developing RFP for OBD contract, evaluating and updating outreach materials, and evaluate training standards and opportunities for mechanics.

Start/End Dates: 10/01/2011 thru 10/01/2012 Qty/Unit: 1 Programs

Lead Person: Vacant

Deliverable: Submit Updated I/M SIP, after DOS develops its rules

Description: From the 2012 P&C List

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 SIPs (State Implementation Plans)

Lead Person: Vacant

Div/Bur: AIR RESOURCES DIVISION TECHNICAL SERVICES

Program: MOBILE SOURCES UNIT (Current)

Activity: Northeast Clean Diesel Collaborative (Current)

Description:

Start/End Dates: 10/01/2008 thru

Lead Person: Vacant

Deliverable: Participate in Northeast Diesel Collaborative to advance state and regional programs to reduce diese

Description: From the 2012 P&C List Participate in Northeast Diesel Collaborative to advance state and regional programs to reduce diesel emissions.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Meetings

Lead Person: Vacant

Deliverable: Promote programs to improve fuel efficiency & reduce emissions from transporation and goods movemnt

Description: Promote programs to improve fuel efficiency and reduce emissions from transportation and goods movement such as EPAs SmartWay Transport Partnership and EPAs Clean Ports USA program.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Outreach Activities

Lead Person: Vacant

Activity: Promote controls on heavy duty diesels. (Current)

Description:

Start/End Dates: 10/01/2001 thru

Lead Person: JANELLE, FELICE

Deliverable: Work with NEDC to promote clean diesel requirements in municipalities

Description: Work with Northeast Diesel Collaborative (NEDC) to promote regional opacity and non road clean diesel requirements in the NEDC region.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Partnerships

Lead Person: JANELLE, FELICE

Activity: Transportation planning (Current)

Description: Participate in transportation planning process with EPA, NHDOT, MPOs, Regional Planning Commissions, and FHWA, including the transportation impact on sprawl and implement the transportation conformity rules.

Start/End Dates: 10/01/2001 thru

Lead Person: LOCKWOOD, PAUL

Deliverable: Alternative Modes of Transportation

Description: Promote and support green commuting, bike and walk to work events, and regional (PATH) and statewide efforts.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Events

Lead Person: MORTON, JESSICA

Deliverable: Process conformity determinations for ozone nonattainment areas and CO maintenance areas. (OTAQ 03a)

Description: 2012 P&C List - Process conformity determinations for ozone nonattainment areas and CO maintenance areas. (OTAQ 03a)

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Processes

Lead Person: LOCKWOOD, PAUL

Deliverable: Submit a revised CO Maintenance plan for the Nashua and Manchester second ten-year maintenance perid

Description: From the 2012 P&C list - Submit a revised CO maintenance plan for the Nashua and Manchester second ten-year maintenance period.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 SIPs (State Implementation Plans)

Lead Person: LOCKWOOD, PAUL

Deliverable: Transporation Planning Process

Description: Participate in transporation planning process with the DOT, MPOs, RPCs, and federal agencies.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 12 Meetings

Lead Person: LOCKWOOD, PAUL

Div/Bur: AIR RESOURCES DIVISION TECHNICAL SERVICES

Program: PUBLIC EDUCATION AND OUTREACH UNIT (Current)

Description: The Education and Outreach Unit is responsible for developing and implementing outreach strategies to support each Air Resources Bureau and programs. Activities include: planning and prioritizing outreach activities, developing displays and exhibits, preparing publications on various topics, providing classroom materials, planning and holding press events, updating website materials and supporting outreach on specific technical initiatives.

Start/End Dates: 10/01/2004 thru PAUs:

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Continue education/outreach on woodstoves (Current)

Description:

Start/End Dates: 10/01/2009 thru

Lead Person: MORTON, JESSICA

Deliverable: Support/promote outreach efforts on wood smoke and air quality & health impacts

Description: Seek additional funding to conduct public outreach/education on wood smoke issues using materials from EPA's BurnWise Campaign

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Outreach Activities

Lead Person: MORTON, JESSICA

Activity: Outreach Planning, Oversight, and General Outreach Activities (Current)

Description: Includes development of outreach plans for various bureaus / units within ARD; regular review and updating of ARD website; and participation in regional or national air outreach and communications committees.

Start/End Dates: 10/01/2004 thru

Lead Person: Vacant

Deliverable: Conduct regular review of ARD website

Description: Maintain ARD web site. Coordinate new information on web site. Work with ARD staff to develop user-friendly materials. Update as necessary. Track effectiveness of web site. Includes attendance at monthly Website Editorial Board meetings.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Reviews

Lead Person: MORTON, JESSICA

Deliverable: Participate on DES Outreach Team

Description: Provides opportunity for coordination of ARD outreach activities with DES department-wide outreach activities.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Committees

Lead Person: Vacant

Deliverable: Provide displays, exhibits, presentations, or materials on Air Quality issues.

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Programs

Lead Person: Vacant

Deliverable: Provide press events or press releases on Air Quality Issues

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Programs

Lead Person: Vacant

Deliverable: Regional communications committees - Meetings and Conference Calls

Description: Attend meetings such as Mane VU, OTC, NESCAUM, NAACA (Stappa/Alapco), or NEG/ECP on regional communications issues

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Committees

Lead Person: Vacant

Deliverable: Update Outreach Plan for ARD on a regular basis

Description: Work with all bureaus in ARD to identify existing outreach efforts and future needs through the Division and prioritize and schedule activities.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Plans

Lead Person: Vacant

Div/Bur: AIR RESOURCES DIVISION TECHNICAL SERVICES

Program: PUBLIC EDUCATION AND OUTREACH UNIT (Current)

Activity: Provide public education and outreach to support the Environmental Health program. (Current)

Description:

Start/End Dates: 10/01/2005 thru

Lead Person: GODLEWSKI, SHARON

Deliverable: Maintain / update Environmental Health webpages

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Web Pages

Lead Person: GODLEWSKI, SHARON

Div/Bur: OFFICE OF THE COMMISSIONER GEOLOGY

Program: DIGITAL HYDROGRAPHY (Current)

Description: Development of digital data sets and GIS applications to support watershed analyses and hydrologic/hydraulic (H&H) studies

Start/End Dates: 10/01/2000 thru PAUs: 01 01 06

Funding: State General State Fees Federal EPA Federal Other Grants **Activity: Enhancement of the NH Hydrography Dataset (NHHD) (Current)**

Description: Expand the utility (NHHD) as a geospatial framework for organizing and referencing hydrologic features and related data

Start/End Dates: 11/05/2006 thru

Lead Person: CHORMANN, JR., FREDERICK

Deliverable: Link hydrologic events to the NH Hydrography Dataset

Description: Create events for the locations of channel cross-sections from digital flood insurance rate maps (DFIRMs) and all culverts and bridges mapped by The Nature Conservancy in the Ashuelot River watershed, under the scope of work for the 2007 EPA NEIEN grant

Start/End Dates: 10/01/2008 thru 03/31/2012 Qty/Unit: 2 Data Sets

Lead Person: OLSON, NEIL

Deliverable: Link hydrologic events to the NH Hydrography Dataset

Description: Create events for the locations of channel cross-sections from digital flood insurance rate maps (DFIRMs) and all culverts and bridges mapped by The Nature Conservancy in the Ashuelot River watershed under the scope of work for the 2007 EPA NEIEN grant

Start/End Dates: 04/01/2012 thru Qty/Unit:

Lead Person: OLSON, NEIL

Activity: GIS applications development (Current)

Description: Promote development of innovative GIS applications that utilize digital watershed boundaries and/or directional hydrographic network data

Start/End Dates: 10/01/2000 thru

Lead Person: CHORMANN, JR., FREDERICK

Deliverable: NHHD event discovery tool

Description: Develop an ArcGIS Server application to enable virtual navigation of the centerline network and selective identification of hydrologic features of interest

Start/End Dates: 11/05/2008 thru 09/30/2012 Qty/Unit: 1 Applications, GIS

Lead Person: Vacant

Activity: Quality control (Current)

Description: Insure accuracy and vertical integration of digital watershed boundaries and the statewide directional centerline hydrographic network (NH Hydrography Dataset)

Start/End Dates: 10/01/1989 thru

Lead Person: BARKER, GREGORY

Deliverable: Web-based feedback tool

Description: Develop and implement a bidirectional data flow to capture field-based corrections to NHHD features and watershed boundaries

Start/End Dates: 10/01/2008 thru 03/31/2012 Qty/Unit: 1 Applications, GIS

Lead Person: BARKER, GREGORY

Div/Bur: OFFICE OF THE COMMISSIONER GEOLOGY

Program: FLUVIAL EROSION HAZARD - GEOLOGIC HAZARD PROGRAM (Current)

Description: Creation of fluvial erosion hazard zones along rivers of the state to support long-term development of hazard mitigation plans through the collection of river geomorphic data

Start/End Dates: 10/01/2008 thru PAUs: 01 01 06

Funding: State General State Fees Federal EPA Federal Other Grants **Activity: Agency-wide technical support (Current)**

Description: Technical review of proposals for stream restoration projects to insure fluvial geomorphic processes are adequately considered in assessing the long-term sustainability of project benefits, in addition to providing a science advisor role to DES staff on projects and studies as requested and needed

Start/End Dates: 05/15/2009 thru

Lead Person: CSIKI, SHANE

Deliverable: Suncook River activities

Description: Provide primary technical support

Start/End Dates: 04/15/2010 thru 06/30/2013 Qty/Unit: 1 Reviews

Lead Person: CSIKI, SHANE

Deliverable: Technical review and advisement of river and dam restoration projects

Description: Provide technical support to all agency staff members for river and dam restoration projects, as requested and needed. This is a component of the Fluvial Geomorphology Specialist position and is an ongoing deliverable.

Start/End Dates: 05/15/2009 thru 06/30/2014 Qty/Unit: 1 Reviews

Lead Person: CSIKI, SHANE

Activity: Development and maintenance of New Hampshire culvert assessment protocols (Current)

Description: Maintain New Hampshire stream crossing assessment protocol.

Start/End Dates: 01/01/2011 thru

Lead Person: CSIKI, SHANE

Deliverable: Maintenance of stream crossing assessment form

Description: Maintenance of stream crossing assessment form through soliciting feedback from users, and incorporating comments into form.

Start/End Dates: 05/15/2009 thru 06/30/2014 Qty/Unit: 1 Forms

Lead Person: CSIKI, SHANE

Activity: Fluvial Erosion Hazard (FEH) Assessments (Current)

Description: The oversight and conductance of systematic fluvial geomorphic assessments of designated river and other watersheds to characterize river geomorphic condition and channel stability at the reach-scale to determine future riverine erosion and flood hazards.

Start/End Dates: 06/01/2009 thru

Lead Person: CSIKI, SHANE

Deliverable: Compilation of culvert assessment data in New Hampshire into fluvial geomorphology database

Description: Multiple culvert assessments are collected in New Hampshire through multiple funding initiatives. We collect this data into the central geomorphic database.

Start/End Dates: 05/15/2009 thru 06/30/2014 Qty/Unit: 1 Assessments

Lead Person: CSIKI, SHANE

Deliverable: Education and outreach

Description: Communicates with designated river local advisory committees, local watershed groups and other non-governmental organizations, state and federal agencies, and the private sector to promote FEH and the practical application of fluvial geomorphic concepts and principles in the context of natural hazard avoidance.

Start/End Dates: 05/15/2009 thru 06/30/2014 Qty/Unit: 1 Meetings

Lead Person: CSIKI, SHANE

Div/Bur: OFFICE OF THE COMMISSIONER GEOLOGY

Program: FLUVIAL EROSION HAZARD - GEOLOGIC HAZARD PROGRAM (Current)

Activity: Fluvial Erosion Hazard (FEH) Assessments (Current)

Deliverable: Phase 1 & Phase 2 Fluvial Geomorphic Assessment - Cochecho & Lamprey River Watersheds

Description: Conductance of Phase 1 & Phase 2 fluvial geomorphic assessments for delineation of FEH zones of approximately 120 miles within these two watersheds, including the following rivers and tributaries: Cochecho mainstem, Lamprey mainstem, Axe Handle Brook, Little River, Mad River, North River, North Branch Lamprey River, Piscassic River.

Start/End Dates: 10/01/2009 thru 09/30/2012 Qty/Unit: 120 Miles

Lead Person: CSIKI, SHANE

Deliverable: Phase 1 & Phase 2 Fluvial Geomorphic Assessment - Merrimack, Piscataquog, Souhegan, and Sugar Rivers

Description: Conductance of Fluvial Geomorphic Assessments of select tributaries in the Merrimack, Piscataquog, Souhegan and Sugar River watersheds.

Start/End Dates: 09/15/2010 thru 06/30/2014 Qty/Unit: 150 Miles

Lead Person: CSIKI, SHANE

Activity: Suncook River Fluvial Erosion Hazard Assessment (Current)

Description: Supervise the conductance of an FEH assessment for the Suncook River in central New Hampshire, including collection and QC of field data, and two contracts with LRPC and CNHRPC for education and outreach with communities regarding the data that is collected.

Start/End Dates: 07/01/2011 thru 06/30/2013

Lead Person: CSIKI, SHANE

Deliverable: Suncook River FEH Assessment

Description: Conductance of FEH assessment on 34-mile length of Suncook River in central New Hampshire. This includes selection of contractor based on a bid process, and the supervision of contractor for collection of field data, QC process and delineation of FEH zones.

Start/End Dates: 07/01/2011 thru 11/30/2012 Qty/Unit: 1 Assessments

Lead Person: CSIKI, SHANE

Div/Bur: OFFICE OF THE COMMISSIONER GEOLOGY

Program: GEOLOGIC MAPPING PROGRAM (Current)

Description: Partnership with the USGS National Cooperative Geologic Mapping Program to map surficial and bedrock geology in New Hampshire

Start/End Dates: 07/01/1984 thru PAUs: 01 01 06

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: 1:24000-scale quadrangle mapping (Current)

Description: Production of completed geologic maps, surficial and/or bedrock

Start/End Dates: 07/01/1984 thru

Lead Person: CHORMANN, JR., FREDERICK

Deliverable: Mapping workshops

Description: Conduct workshops designed to share information of general interest to the contract mappers and other program staff

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Meetings

Lead Person: CHORMANN, JR., FREDERICK

Deliverable: STATEMAP Geologic Mapping

Description: Open-file status surficial geologic maps of the Ashland, Center Harbor, Warner, Crawford Notch, and Carter Dome 1:24000 scale quadrangles

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Maps

Lead Person: CHORMANN, JR., FREDERICK

Activity: Digital conversion (Current)

Description: Convert all existing manuscript surficial geologic maps to digital form. NOTE: SUSPENDED DUE TO LOSS OF GENERAL FUND STAFF AS OF 07/01/2011; ADDITIONAL SUPPORT BEING SOUGHT THROUGH CURRENT AND FUTURE STATEMAP GRANTS

Start/End Dates: 10/01/2001 thru 09/30/2015

Lead Person: CHORMANN, JR., FREDERICK

Activity: Digital data access (Current)

Description: Expand access to site-specific data on stratigraphy and other subsurface characteristics. NOTE: SUSPENDED DUE TO LOSS OF GENERAL FUND STAFF AS OF 07/01/2011 AND LACK OF ALTERNATIVE SOURCES OF SUPPORT.

Start/End Dates: 10/01/2002 thru

Lead Person: Vacant

Activity: Map catalog (Current)

Description: Maintain a current bibliography of NH geologic maps and related references

Start/End Dates: 10/01/2001 thru

Lead Person: Vacant

Div/Bur: OFFICE OF THE COMMISSIONER GEOLOGY

Program: GROUNDWATER LEVEL MEASUREMENT NETWORK (Current)

Description: Monitoring of water levels in a statewide network of observation wells to assess current and historical hydrologic conditions

Start/End Dates: 10/01/1995 thru PAUs: 01 01 06

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Database development (Current)

Description: Expand database for capturing other water level data received by the department

Start/End Dates: 10/01/1999 thru

Lead Person: BARKER, GREGORY

Deliverable: Maintain GEOLOG database

Description: END DATE EXTENDED FROM 09/30/2004. Capture stratigraphic and groundwater level data that are being collected per various program interests within DES and other agencies (ex., DOT) in order to build and maintain a comprehensive data repository

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 113880 Data Submitted

Lead Person: BARKER, GREGORY

Activity: Expanded volunteer participation (Current)

Description: Recruit additional volunteer well readers to supplant loss of general fund resources for maintaining the network

Start/End Dates: 07/10/2011 thru

Lead Person: CHORMANN, JR., FREDERICK

Deliverable: Additional volunteer well readers

Description: Wells monitored by trained volunteers that provide groundwater level data to NHGS on a monthly basis

Start/End Dates: 07/01/2011 thru 09/30/2013 Qty/Unit: 18 Wells

Lead Person: CHORMANN, JR., FREDERICK

Activity: Monitoring (Current)

Description: Monitor groundwater levels under ambient hydroclimatic conditions in a statewide network of observation wells

Start/End Dates: 10/01/1999 thru

Lead Person: CHORMANN, JR., FREDERICK

Deliverable: Monthly measurements (some by Volunteers)

Description: Measure water levels in 20 of 28 network wells on a monthly basis, as well as 10 additional bedrock wells in the expanded network, resulting in 360 individual measurements annually

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 360 Measurements

Lead Person: CHORMANN, JR., FREDERICK

Activity: Well network maintenance and expansion (Current)

Description: Maintain integrity of monitoring wells and expand the network to be more representative of hydrogeologic settings and to improve resolution of monitoring data. NOTE: SUSPENDED DUE TO LOSS OF GENERAL FUND STAFF AS OF 07/01/2011; OTHER SOURCES OF SUPPORT ARE ACTIVELY BEING SOUGHT.

Start/End Dates: 10/01/2008 thru

Lead Person: CHORMANN, JR., FREDERICK

Div/Bur: OFFICE OF THE COMMISSIONER GEOLOGY

Program: PUBLICATIONS, OUTREACH, AND EDUCATION (Current)

Description: Public education pertaining to the state's geology and mineral and water resources

Start/End Dates: 07/01/1949 thru PAUs: 01 01 06

Funding: State General State Fees Federal EPA Federal Other Grants **Activity: Outreach (Current)**

Description: Promote, organize, and capitalize on educational opportunities to increase public understanding of the state's geology

Start/End Dates: 07/01/1949 thru

Lead Person: WILDER, LELAND

Deliverable: Educational Outreach

Description: Provide public presentations including lunch time lectures, as well as presentations given to schools, civic groups, college classes, etc.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 3 Presentations

Lead Person: WILDER, LELAND

Deliverable: NH Geological Survey Web Site

Description: Revise and update the NHGS web site that highlights the Surveys mission. The website provides links to relevant geologic information and increases public appreciation of the uses and values of geologic mapping.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Revisions

Lead Person: CHORMANN, JR., FREDERICK

Activity: Public inquiries (Current)

Description: Respond to public inquiries regarding the geology of the state

Start/End Dates: 07/01/1949 thru

Lead Person: WILDER, LELAND

Deliverable: Public inquiries

Description: Assist public with answers regarding geology and geologic publications

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 200 Inquiries

Lead Person: WILDER, LELAND

Activity: Publication assistance (Current)

Description: Assist Public Information Center staff in publications inventory and promotion and sales

Start/End Dates: 07/01/2001 thru

Lead Person: WILDER, LELAND

Deliverable: Assisting Public Information Center

Description: Assist PIC with geologic publications. This includes inventorying and updating NHGS geologic publications for the PIC blue book as well as printing and copying current publications for PIC sales inventory files. We also research, inventory and make available archival geologic material.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 150 Publications

Lead Person: WILDER, LELAND

Div/Bur: OFFICE OF THE COMMISSIONER GEOLOGY

Program: WATER USE REGISTRATION AND REPORTING (Current)

Description: Compilation of quantitative and descriptive data on water use per Env-Wq 2102. NOTE: SUSPENDED DUE TO LOSS OF GENERAL FUND STAFF AS OF 07/01/2011; SOME ACTIVITIES BEING ASSUMED BY THE GROUNDWATER AND DRINKING WATER BUREAU.

Start/End Dates: 07/01/1987 thru PAUs: 01 01 06

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Compliance (Current)

Description: Ensure compliance with the requirements of Env-Wq 2102 for registration and reporting by large volume water users

Start/End Dates: 07/01/1987 thru

Lead Person: Vacant

Activity: Electronic registration and reporting (Current)

Description: Enable submission of registration forms and quarterly/annual water use reports in an electronic format

Start/End Dates: 10/01/2002 thru

Lead Person: Vacant

Activity: Maintain database (Current)

Description: Collect and enter water use data from registered users, maintain quality control, and repond to requests for data

Start/End Dates: 07/01/1987 thru

Lead Person: Vacant

Activity: Rulemaking (Current)

Description: Amend and readopt Env-Wr 700 to complement the data needs of instream flow protection

Start/End Dates: 10/01/2000 thru

Lead Person: Vacant

Activity: Telephone Inquiries (Current)

Description: Respond to inquiries for the Water Use Registration and Reporting Program

Start/End Dates: 10/01/2008 thru

Lead Person: Vacant

Div/Bur: OFFICE OF THE COMMISSIONER GEOLOGY

Program: WATER WELL INVENTORY (Current)

Description: Compilation of well construction information and georeferencing of well locations. NOTE: Suspended due to loss of general fund staff as of 07/01/2011.

Start/End Dates: 07/01/1984 thru PAUs: 01 01 06

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Database maintenance (Current)

Description: Maintain currency and reliability of well construction information reported by water well contractors and respond to requests for well data

Start/End Dates: 07/01/1984 thru

Lead Person: Vacant

Activity: Public water well inquiries (Current)

Description: Respond to public inquiries regarding the water well inventory

Start/End Dates: 09/01/2010 thru

Lead Person: Vacant

Activity: Rulemaking (Current)

Description: Promote amendments to Env-We 100 - We 800 to improve reporting of well location information

Start/End Dates: 07/01/2001 thru

Lead Person: CHORMANN, JR., FREDERICK

Div/Bur: OFFICE OF THE COMMISSIONER PLANNING, PREVENTION, AND ASSISTANCE

Program: ENVIRONMENTAL LEADERSHIP INITIATIVE (Current)

Description: Originally (7/06) SIG-funded work, former working title "Sagamore". Grant ended as of 9/30/09, but the program continues.

Start/End Dates: 10/01/1999 thru PAUs: 05 00

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Aspiring Leaders program (Current)

Description: Recruitment goal of 2 new members per quarter; reporting goal of 95%

Start/End Dates: 07/01/2008 thru

Lead Person: MINICUCCI, II, ROBERT

Deliverable: Aspiring Leader outreach

Description: Get some publicity back

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Press releases

Lead Person: MINICUCCI, II, ROBERT

Deliverable: Characterize members performance

Description: report to public on members performance

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Press releases

Lead Person: MINICUCCI, II, ROBERT

Deliverable: Get members performance reports

Description: Get members to report on their performance towards their chosen goals

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 95 Percent

Lead Person: MINICUCCI, II, ROBERT

Deliverable: New Aspiring Leaders members

Description: recruit new members, get old ones to renew (renewals are not an operative issue until 2011)

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 6 Members

Lead Person: MINICUCCI, II, ROBERT

Activity: Generate new membership categories (Current)

Description: Design and place "Office Leaders" and "Energy Leaders"

Start/End Dates: 10/01/2011 thru 09/30/2012

Lead Person: MINICUCCI, II, ROBERT

Deliverable: Consult with stakeholders

Description: Expected to be in early '12

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Meetings

Lead Person: MINICUCCI, II, ROBERT

Deliverable: Open "Energy Leaders" tier

Description: Expected to be in mid-'12

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Programs

Lead Person: MINICUCCI, II, ROBERT

Deliverable: Open "Office Leaders" tier

Description: Expected to be in mid-'12

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Programs

Lead Person: MINICUCCI, II, ROBERT

Activity: Green Leaders (Current)

Description: Start up of Performance Track-analog. Goal of 2 new members/year; reporting 100%

Start/End Dates: 07/01/2008 thru

Lead Person: MINICUCCI, II, ROBERT

Div/Bur: OFFICE OF THE COMMISSIONER PLANNING, PREVENTION, AND ASSISTANCE

Program: ENVIRONMENTAL LEADERSHIP INITIATIVE (Current)

Activity: Green Leaders (Current)

Deliverable: Re-assess usefulness/viability of program

Description: In consultation with members & S.A.C., determine if this program can be kept in place.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Decisions

Lead Person: MINICUCCI, II, ROBERT

Div/Bur: OFFICE OF THE COMMISSIONER PLANNING, PREVENTION, AND ASSISTANCE

Program: HOUSEHOLD HAZARDOUS WASTE PROGRAM (Current)

Description: The Household Hazardous Waste Program provides municipalities with grant funding for HHW waste collection events and has initiated the promotion of source reduction by consumers and more efficient management of HHW and Universal Wastes by municipalities. A component of the program is research into making more readily available permanent options for safe disposal of household hazardous waste. Statutory and regulatory revisions underway at this point are aimed at making the process of collection more convenient, cost-effective and efficient.

Start/End Dates: 10/01/1999 thru PAUs: 05 00 01

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Data Management (Current)

Description: Compile waste management information to allow for informed decisionmaking in program operations.

Start/End Dates: 10/01/2001 thru

Lead Person: ROBINSON, JR., DEAN

Deliverable: Provide an annual fiscal report of the HHW program.

Description: Accounting and database information are used to generate an annual report detailing wastes collected, costs, etc.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Reports, Final

Lead Person: ROBINSON, JR., DEAN

Deliverable: Track total pounds of HHW collected at all events

Description: Following submission of final collection event documents, track the total number of pounds (units) of HHW collected.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 40000 Pounds of Hazardous Waste

Lead Person: ROBINSON, JR., DEAN

Activity: Grants management (Current)

Description: Support Communities in Proper collection/disposal of HHW through financial assistance.

Start/End Dates: 10/01/2001 thru

Lead Person: ROBINSON, JR., DEAN

Deliverable: 1. Provide outreach to all NH Towns to inform them about grant availability

Description: Mail grant announcements and information to the 234 towns, two times per year; update information on Web Page; provide guidance letters and other documents as needed

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Activities

Lead Person: ROBINSON, JR., DEAN

Deliverable: 2. Process and provide funding for at least 25 grant applications per year.

Description: Ensure all grants are properly managed within time constraints of application/approval process. Ensure all eligible grant applicants receive at least partial funding with emphasis on permanent facilities and multi-town collection events.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 25 Applications, Grants

Lead Person: ROBINSON, JR., DEAN

Deliverable: 3. Disburse \$170,000 in grants annually.

Description: Provide funding to eligible applicants in the amount of 0.20 cents per capita or 50% of the costs of a household hazardous waste collection.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 170000 Dollars

Lead Person: ROBINSON, JR., DEAN

Deliverable: 4. Provide funding for at least 160 communities per year.

Description: Homeowners in at least 200 NH communities should have access to at least one collection event, each year.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 160 Communities

Lead Person: ROBINSON, JR., DEAN

Activity: Technical Assistance and Education (Current)

Description: Promote proper management of HHW and Universal Wastes through Education and Training

Start/End Dates: 10/01/2001 thru

Lead Person: ROBINSON, JR., DEAN

Div/Bur: OFFICE OF THE COMMISSIONER PLANNING, PREVENTION, AND ASSISTANCE

Program: HOUSEHOLD HAZARDOUS WASTE PROGRAM (Current)

Activity: Technical Assistance and Education (Current)

Deliverable: Activities

Description: School presentations, eco-fairs, association meetings, etc...

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 6 Presentations

Lead Person: ROBINSON, JR., DEAN

Deliverable: Attend Municipal and RPC Meetings

Description: Attend meetings that are focused on managing HHW for municipalities

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 3 Meetings

Lead Person: ROBINSON, JR., DEAN

Deliverable: Keep information on the HHW website current by updating quarterly.

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Updates

Lead Person: ROBINSON, JR., DEAN

Deliverable: Provide technical assistance through handouts and brochures.

Description: Develop/update 2 outreach & education information pieces that include fact sheets, guides, technical reports, etc.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Information Packages

Lead Person: ROBINSON, JR., DEAN

Deliverable: Visit Municipal Transfer Stations

Description: Provide on-site assistance to facility managers regarding handling and storage of HHW.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 6 Site Visits

Lead Person: ROBINSON, JR., DEAN

Div/Bur: OFFICE OF THE COMMISSIONER PLANNING, PREVENTION, AND ASSISTANCE

Program: MERCURY REDUCTION COORDINATION (Current)

Description: Encompasses state and regional mercury reduction activities formerly grouped under "pollution prevention coordination".

Start/End Dates: 10/01/1999 thru PAUs: 01 06 01

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: 15 Mile Falls project (Current)

Description: Complete mercury reduction activities in the Connecticut River Valley watershed as part of the 15 Mile Falls settlement project.

Start/End Dates: 10/01/2005 thru

Lead Person: D'AGOSTINO, STEPHANIE

Deliverable: Administer 15 mile falls mercury reduction fund

Description: Handle all administrative and financial management duties, delegate work activities to appropriate staff, assist staff with completion of work program and drafting of progress reports.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Activities

Lead Person: D'AGOSTINO, STEPHANIE

Deliverable: Measurement Results from 15 Mile Falls projects

Description: Track pounds of mercury collected, linear feet of lamps recycled, amalgam collected, etc., from the various 15 Mile Falls projects - Fluorescent lamp recycling, thermostat recycling, etc.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Measurements

Lead Person: D'AGOSTINO, STEPHANIE

Deliverable: Thermostat Recycling

Description: Under RSA 149-M:58, manufacturers are required to provide and promote a thermostat recycling program. DES will provide support for the program by providing outreach to thermostat stakeholders as well as by providing outreach to solid waste facilities where thermostat disposal is banned.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Activities

Lead Person: D'AGOSTINO, STEPHANIE

Activity: ECOS Quicksilver Caucus (Current)

Description: Participate in conference calls, workgroups, meetings, etc.

Start/End Dates: 10/01/2008 thru

Lead Person: D'AGOSTINO, STEPHANIE

Deliverable: Participate in 75% of montly conference calls

Description: May include periodic "face to face" meetings

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 8 Meetings

Lead Person: D'AGOSTINO, STEPHANIE

Deliverable: Review and comment on draft policies and documents, as needed.

Description: Participate in subcommittees and various initiatives

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Activities

Lead Person: D'AGOSTINO, STEPHANIE

Activity: Interstate Mercury Education and Reduction Clearinghouse (Current)

Description:

Start/End Dates: 10/01/2001 thru

Lead Person: D'AGOSTINO, STEPHANIE

Deliverable: IMERC Steering Committee

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Activities

Lead Person: D'AGOSTINO, STEPHANIE

Div/Bur: OFFICE OF THE COMMISSIONER PLANNING, PREVENTION, AND ASSISTANCE

Program: MERCURY REDUCTION COORDINATION (Current)

Activity: Interstate Mercury Education and Reduction Clearinghouse (Current)

Deliverable: Mercury Product Notification Committee

Description: Participate in conference calls and review notifications as needed.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Activities

Lead Person: D'AGOSTINO, STEPHANIE

Deliverable: Mercury Product Phase-out Committee

Description: Review phase-out exemption requests and participate in conference calls as needed.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 3 Activities

Lead Person: D'AGOSTINO, STEPHANIE

Activity: Miscellaneous Mercury Reduction Activities (Current)

Description: Various mercury activities that don't fit under other categories and / or are temporary in nature.

Start/End Dates: 10/01/2008 thru

Lead Person: D'AGOSTINO, STEPHANIE

Deliverable: Participate in "transient" mercury activities as needed

Description: Covers national, regional activities etc not covered in other places

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Activities

Lead Person: D'AGOSTINO, STEPHANIE

Activity: NH Mercury Reduction Strategy Implementation (Current)

Description:

Start/End Dates: 10/01/1999 thru

Lead Person: D'AGOSTINO, STEPHANIE

Deliverable: Develop new programs, policies, regulations, legislation, outreach

Description: As needed

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Activities

Lead Person: D'AGOSTINO, STEPHANIE

Activity: New England Governor's / Eastern Canadian Premiers Mercury Task Force (Current)

Description:

Start/End Dates: 10/01/1999 thru

Lead Person: D'AGOSTINO, STEPHANIE

Deliverable: Assist in development, implementation and tracking of regional Hg activities

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 3 Activities

Lead Person: D'AGOSTINO, STEPHANIE

Deliverable: Participate in Task Force meetings & conference calls

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 6 Conference Calls

Lead Person: D'AGOSTINO, STEPHANIE

Div/Bur: OFFICE OF THE COMMISSIONER PLANNING, PREVENTION, AND ASSISTANCE

Program: PLANNING AND INNOVATIONS PROGRAM (Current)

Description: Due to a reorganization in January 2006, the previous Planning Unit in the Office of the Commissioner is now the "Planning and Innovations Section" of the Planning, Prevention & Assistance Unit. This new Unit now houses the NH P2 Program, HHW, SBTAP, Occupational, Safety & Health Consultation Program, and two staff in charge of Smartgrowth and Environmental Leadership. The P2 Coordination and primary agency planning duties remained in the reorganized unit.

Start/End Dates: 02/19/1999 thru PAUs: 01 01 01

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Continuity of Operations Planning (Current)

Description:

Start/End Dates: 07/01/2006 thru

Lead Person: PERELLI, VINCENT

Deliverable: COOP Presentations

Description:

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 3 Presentations

Lead Person: PERELLI, VINCENT

Deliverable: COOP Re-Briefing for DES Senior Leadership Team

Description: To be done in partnership with Kent Finemore of the DES Dam Bureau.

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 1 Presentations

Lead Person: PERELLI, VINCENT

Deliverable: Conduct COOP Drills/Exercies

Description:

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 2 Exercises

Lead Person: PERELLI, VINCENT

Deliverable: Convene COOP Team Meetings

Description:

Start/End Dates: 01/01/2011 thru 12/31/2011 Qty/Unit: 3 Meetings

Lead Person: PERELLI, VINCENT

Deliverable: Convene COOP Team Meetings

Description:

Start/End Dates: 01/01/2012 thru 12/31/2012 Qty/Unit: 3 Meetings

Lead Person: PERELLI, VINCENT

Deliverable: Create Tropical Storm Irene Response Corrective Action Plan

Description: Working with Tim Drew on this

Start/End Dates: 07/01/2011 thru 12/31/2011 Qty/Unit: 1 Plans

Lead Person: PERELLI, VINCENT

Deliverable: Create draft of first COOP Red Book for Senior Leadership

Description: END DATE EXTENDED FROM 6/30/10 AND AGAIN FROM 12/31/10.

Start/End Dates: 07/01/2009 thru 06/30/2012 Qty/Unit: 1 Reports, Drafts

Lead Person: PERELLI, VINCENT

Deliverable: Distribution of COOP-Related Communications to DES Staff

Description:

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 6 Messages

Lead Person: PERELLI, VINCENT

Div/Bur: OFFICE OF THE COMMISSIONER PLANNING, PREVENTION, AND ASSISTANCE

Program: PLANNING AND INNOVATIONS PROGRAM (Current)

Activity: Continuity of Operations Planning (Current)**Deliverable: External COOP Presentations**

Description:

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 2 Presentations

Lead Person: PERELLI, VINCENT

Deliverable: Help Set up Informal State Agency COOP Coordinator Roundtable Meeting

Description:

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 1 Meetings

Lead Person: PERELLI, VINCENT

Deliverable: Help create DES's first Incident Command Center

Description:

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 6 Tasks

Lead Person: PERELLI, VINCENT

Activity: DES Partners Program (Current)

Description: The DES Partners Program was initiated by Commissioner Tom Burack to better recognize and acknowledge the significant work that is already accomplished (and also could be accomplished) through strategic partnerships with many diverse organizations. The purpose of these partnerships (written, non-legally binding MOAs) is to provide an opportunity for DES and its many partners to better achieve commonly-shared goals and objectives that might otherwise not be accomplished separately. In short, working together will produce results greater than the sum of the two separate efforts.

Start/End Dates: 07/01/2007 thru

Lead Person: PERELLI, VINCENT

Deliverable: Develop Partnership Agreements with key Organizations

Description:

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 6 Agreements

Lead Person: PERELLI, VINCENT

Deliverable: Develop Written Standard Operating Procedure for Developing Formal Department Partnership Agreements

Description:

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 1 SOPs (Standard Operating Procedures)

Lead Person: PERELLI, VINCENT

Activity: Disadvantaged Business Enterprise Coordination (Current)

Description: Wendy Wasking is now the primary contact on this - with Vince Perelli as back-up/support. Past History: Vince Perelli picked up this duty from Russell Nylander who retired as of 6/30/04. This responsibility has floated for some time with no real owner. As of November 2008, Wendy Waskin was asked to take on this area of responsibility.

Start/End Dates: 07/01/2004 thru

Lead Person: WASKIN, WENDY

Deliverable: Coordinate annual updates to the MBE/WBE vendor list

Description: Develop a system to maintain access to a current DBE vendor list in order to continue to run Quarterly to Annual MBE/WBE reports. Due to difficulties in obtaining access to the federal CCR database new options may need to be investigated. END DATE EXTENDED FROM 9/30/2010.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Updates

Lead Person: WASKIN, WENDY

Deliverable: Determine a final resting place with Accounting Staff for MBE/WBE Oversight

Description: EXTENDED AGAIN FROM 12/31/10. EXTENDED AGAIN FROM 12/31/09. EXTENDED AGAIN FROM 12/31/07. EXTENDED AGAIN FROM 06/30/07. EXTENDED THE END DATE FROM 9/30/06. This project needs to be transitioned to an accounting staff person.

Start/End Dates: 07/01/2006 thru 12/31/2012 Qty/Unit: 1 Transfers

Lead Person: PERELLI, VINCENT

Div/Bur: OFFICE OF THE COMMISSIONER PLANNING, PREVENTION, AND ASSISTANCE

Program: PLANNING AND INNOVATIONS PROGRAM (Current)

Activity: Disadvantaged Business Enterprise Coordination (Current)**Deliverable: Update the DES DBE Fair Share Goals**

Description: In January, 2007 DES proposed new Fair Share Goals. Due to the new DBE Rule (March 26, 2008) EPA wants DES to reevaluate its proposal to make sure it agrees with the new requirements. EXTENDED FROM 9/30/2010. END DATE EXTENDED FROM 9/30/2011

Start/End Dates: 07/01/2009 thru 12/31/2011 Qty/Unit: 1 Agreements

Lead Person: WASKIN, WENDY

Deliverable: Work with EPA New England and Region I States

Description: Participate in work group to resolve implementation issues with the 2008 DBE Rule

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 3 Meetings

Lead Person: WASKIN, WENDY

Activity: Environmental and Program Measures (Current)

Description: To further DES progress on the development of a core set of "key" outcome and environmental indicator measures. 2010 DES Strategic Plan Goal 4. Will need to reinvigorate the "Measures Team".

Start/End Dates: 02/19/1999 thru

Lead Person: WASKIN, WENDY

Deliverable: Conduct a survey of all data currently being collected and/or reported

Description: DES Strategic Plan 4.2.1. END DATE EXTENDED FROM 1/31/2010

Start/End Dates: 07/01/2009 thru 12/31/2011 Qty/Unit: 1 Surveys

Lead Person: SOULE, DEBORAH

Deliverable: Develop a "Web Presence" for Environmental Outcomes/Indicators on the DES Website

Description:

Start/End Dates: 10/01/2011 thru 12/31/2012 Qty/Unit: 1 Web Sites

Lead Person: WASKIN, WENDY

Deliverable: Develop an enhanced system for linking DES strategic plan, work plan and environmental indicators

Description: Develop and implement an enhanced process to link DES goals and objectives, bureau- and program-level goals and objectives, work plan activities, and a set of relevant outcomes and environmental indicators. Determine whether or not MTRS is an adequate vehicle for this purpose or whether or not another system needs to be developed.

Start/End Dates: 10/01/2011 thru 12/31/2012 Qty/Unit: 1 Systems

Lead Person: WASKIN, WENDY

Deliverable: Develop well defined environmental outcomes and indicators

Description: DES Strategic Plan. This will be an on-going project. FY 12 changed Unit from Web Sites to Environmental Indicators. By the end of FFY 2011 we will have agreed up a few indicators to report regularly both internally and to the public. Extended from 9/20/2011; Extended from 9/30/2010 EXTENDED AGAIN FROM 9/30/09. EXTENDED AGAIN FROM 9/30/08. EXTENDED AGAIN FROM 9/30/07! EXTENDED FROM 9/30/03. EXTENDED AGAIN FROM 9/30/04. EXTENDED AGAIN FROM 9/30/05! EXTENDED AGAIN FROM 9/30/06.

Start/End Dates: 10/01/2002 thru 09/30/2012 Qty/Unit: 12 Environmental Indicators

Lead Person: WASKIN, WENDY

Activity: Measures Tracking and Reporting System (MTRS) (Current)

Description:

Start/End Dates: 07/01/2001 thru

Lead Person: PERELLI, VINCENT

Deliverable: Complete Annual Planning & Innovations Section Work Plan Self-Assessment

Description: SLT requirement for all Administrators to review, digest, and evaluate the information provided in MTRS answering such basic questions as: 1) What worked well (beyond expectations); 2) what didnt go as well as expected (and why); 3) what could be done to improve the situation next time; 4) vulnerabilities in the future.

Start/End Dates: 10/01/2011 thru 01/31/2012 Qty/Unit: 1 Self-Assessments

Lead Person: PERELLI, VINCENT

Div/Bur: OFFICE OF THE COMMISSIONER PLANNING, PREVENTION, AND ASSISTANCE

Program: PLANNING AND INNOVATIONS PROGRAM (Current)

Activity: Measures Tracking and Reporting System (MTRS) (Current)**Deliverable: Continuous improvements for Measures Tracking and Reporting System Database**

Description: Database modifications/Improvements based on user feedback and otherwise

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Improvements

Lead Person: PERELLI, VINCENT

Deliverable: Measures Team Meetings

Description: TO BE REINVIGORATED AS A RESULT OF 2009-2013 DES STRATEGIC PLAN. Meet with Measures Team on a regular basis to discuss system problems and improvements. THIS DELIVERABLE NOW LOCATED UNDER ENVIRONMENTAL AND PROGRAM MEASURES

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Meetings

Lead Person: PERELLI, VINCENT

Deliverable: Posting Quarterly Measures Reporting on the DES Intranet

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Postings

Lead Person: PERELLI, VINCENT

Deliverable: Update or Create new MTRS users Guide

Description: Guide will be made available in MTRS

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Guidebooks

Lead Person: PERELLI, VINCENT

Activity: NH Customer Service in Environmental Permitting Initiative (Current)

Description: This Initiative was requested by Governor Lynch and DES Commissioner Tom Burack

Start/End Dates: 07/01/2008 thru

Lead Person: DREW, TIMOTHY

Deliverable: Create on-line Permit Assistance webpage on nh.gov

Description: EXTENDED FROM 6/30/09 AND FROM 6/30/10.

Start/End Dates: 07/01/2008 thru 06/30/2012 Qty/Unit: 1 Web Pages

Lead Person: DREW, TIMOTHY

Deliverable: Ensure Significant Enhancements to www.nh.gov

Description: EXTENDED END DATE FROM 6/30/09 AND FROM 6/30/10. The focus is on Environmental Permitting -- See MO and WA Governor's Office of Regulatory Assistance

Start/End Dates: 10/01/2008 thru 06/30/2012 Qty/Unit: 1 Recommendations/Suggestions

Lead Person: DREW, TIMOTHY

Deliverable: MOA/MOU / Governor's Executive Order to Ensure the CSI Agencies Continue to Work Together

Description: EXTENDED FROM 6/30/10.

Start/End Dates: 07/01/2009 thru 12/31/2012 Qty/Unit: 1 MOAs (Memorandums of Agreement)

Lead Person: DREW, TIMOTHY

Deliverable: Monthly CSI Project Update Prompts via CSI Blog

Description:

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 12 Reminders

Lead Person: PERELLI, VINCENT

Deliverable: Number of Cumulative CSI Projects Being Tracked via the CSI Blog

Description:

Start/End Dates: 07/01/2010 thru 06/30/2012 Qty/Unit: 6 Projects

Lead Person: DREW, TIMOTHY

Div/Bur: OFFICE OF THE COMMISSIONER PLANNING, PREVENTION, AND ASSISTANCE

Program: PLANNING AND INNOVATIONS PROGRAM (Current)

Activity: NH Customer Service in Environmental Permitting Initiative (Current)

Deliverable: Participate in Ongoing Customer Service Initiative Meetings

Description:

Start/End Dates: 07/01/2010 thru 06/30/2012 Qty/Unit: 6 Meetings

Lead Person: PERELLI, VINCENT

Activity: PPA Unit / Planning & Innovations Section Administration (Current)

Description: Tasks associated with administration of the Commissioner's Office Planning Unit

Start/End Dates: 02/19/1999 thru

Lead Person: PERELLI, VINCENT

Deliverable: Approval of Household Hazardous Waste Contracts & Invoices

Description:

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 12 Transactions

Lead Person: PERELLI, VINCENT

Deliverable: Complete Annual Performance Evaluation for Sara Johnson

Description:

Start/End Dates: 09/01/2011 thru 12/31/2011 Qty/Unit: 1 Performance Evaluations

Lead Person: PERELLI, VINCENT

Deliverable: Complete Annual Performance Evaluation for Sara Johnson

Description:

Start/End Dates: 09/01/2012 thru 10/31/2012 Qty/Unit: 1 Performance Evaluations

Lead Person: PERELLI, VINCENT

Deliverable: Complete Annual Performance Evaluation for Stephanie D'Agostino

Description:

Start/End Dates: 09/01/2011 thru 12/31/2011 Qty/Unit: 1 Performance Evaluations

Lead Person: PERELLI, VINCENT

Deliverable: Complete Annual Performance Review for Laura Cook

Description:

Start/End Dates: 02/01/2012 thru 04/01/2012 Qty/Unit: 1 Performance Evaluations

Lead Person: PERELLI, VINCENT

Deliverable: Complete Annual Work Plan Self-Assessment for Planning & Innovations Section

Description:

Start/End Dates: 10/01/2011 thru 03/31/2012 Qty/Unit: 1 Self-Assessments

Lead Person: PERELLI, VINCENT

Deliverable: Complete Performance Evaluation for Carolyn Russell

Description:

Start/End Dates: 08/01/2012 thru 09/30/2012 Qty/Unit: 1 Performance Evaluations

Lead Person: PERELLI, VINCENT

Deliverable: Complete Performance Evaluation for Robert Minicucci

Description:

Start/End Dates: 01/01/2012 thru 03/31/2012 Qty/Unit: 1 Performance Evaluations

Lead Person: PERELLI, VINCENT

Div/Bur: OFFICE OF THE COMMISSIONER PLANNING, PREVENTION, AND ASSISTANCE

Program: PLANNING AND INNOVATIONS PROGRAM (Current)

Activity: PPA Unit / Planning & Innovations Section Administration (Current)**Deliverable: Preparation of SFY '14-'15 Budget for PPA Unit**

Description:

Start/End Dates: 05/01/2012 thru 09/30/2012 Qty/Unit: 1 Budgets

Lead Person: PERELLI, VINCENT

Deliverable: Staff Meetings at the Section and Unit Level

Description:

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 4 Meetings

Lead Person: PERELLI, VINCENT

Deliverable: V. Perelli Performance Evaluation Annual Self-Assessment

Description:

Start/End Dates: 01/01/2012 thru 06/30/2012 Qty/Unit: 1 Self-Assessments

Lead Person: PERELLI, VINCENT

Activity: Participation in Regional and National Planning Activities (Current)

- Description: 1) ECOS Planning Committee
 2) ECOS Partnership and Performance Workgroup (P&P Workgroup)
 3) ECOS Region I Strategic Alignment Pilot
 4) EPA/State Grants Workgroup

Start/End Dates: 10/01/2007 thru

Lead Person: PERELLI, VINCENT

Deliverable: ECOS EPA Performance Measures Workgroup

Description: Face to Face as well as conference call meetings to develop a proposal for satisfying OMBs requirements for measuring state grant performance

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Meetings

Lead Person: PERELLI, VINCENT

Deliverable: Participate in ECOS Partnership and Planning Workgroup (P&P Workgroup)

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 6 Meetings

Lead Person: PERELLI, VINCENT

Deliverable: Participate in EPA/State Grants Workgroup

Description: This work group was formed by members of EPA and invited state staff to improve the effectiveness of the Performance Partnership Grant System and other on-going grants. It is a subarm of the P & P workgroup. Involves Conference calls, some meetings and drafting and review of national policy recommendations, including timeliness of grant awards, and implementing a national reporting template. Entails conference calls and 1 -2 in person meetings/yr.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 3 Meetings

Lead Person: WASKIN, WENDY

Deliverable: Participation in New England Regional Priorities Activities

Description: Joint priority setting meetings, joint letters to EPA Administrator or Congressional Delegation, joint comments on EPAs NPM Guidance, joint projects, etc...

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 3 Meetings

Lead Person: PERELLI, VINCENT

Activity: Performance Partnership Agreement / DES Work Plan Coordination (Current)

Description: Coordination of the DES/EPA Performance Partnership Agreement (PPA), the comprehensive workplan information for all of DES.

Start/End Dates: 02/19/1999 thru

Lead Person: PERELLI, VINCENT

Div/Bur: OFFICE OF THE COMMISSIONER PLANNING, PREVENTION, AND ASSISTANCE

Program: PLANNING AND INNOVATIONS PROGRAM (Current)

Activity: Performance Partnership Agreement / DES Work Plan Coordination (Current)**Deliverable: 2012-2013 PPA / 2012 Work Plan Posted on DES Website**

Description:

Start/End Dates: 10/01/2011 thru 03/31/2012 Qty/Unit: 1 Web Site Postings

Lead Person: PERELLI, VINCENT

Deliverable: Coordinate Department-wide deployment of Annual Work Plan Assessment

Description:

Start/End Dates: 10/01/2011 thru 03/31/2012 Qty/Unit: 22 Self-Assessments

Lead Person: PERELLI, VINCENT

Deliverable: Coordinate Quarterly PPA Self-Assessments

Description: For FFY 2012 PPA Work Plan Year

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Self-Assessments

Lead Person: PERELLI, VINCENT

Deliverable: Coordinate and produce Annual Self-Assessment for 2011 PPA Year

Description: Includes Areas for Collaboration Annual Update and Output Results for the Year

Start/End Dates: 09/01/2011 thru 12/31/2011 Qty/Unit: 1 Reports, Final

Lead Person: PERELLI, VINCENT

Deliverable: Coordinate and produce Annual Self-Assessment for 2012 PPA Year

Description: Includes Areas for Collaboration Annual Update and Output Results for the Year

Start/End Dates: 09/01/2012 thru 12/31/2012 Qty/Unit: 1 Reports, Final

Lead Person: PERELLI, VINCENT

Deliverable: Create Updated Annual Work Plan Self-Assessment Guidance and Template

Description: With input from the DES SLT. Should include questions regarding key performance and environmental indicator goals/targets.

Start/End Dates: 07/01/2011 thru 12/31/2011 Qty/Unit: 1 Templates

Lead Person: PERELLI, VINCENT

Activity: Performance Partnership Grant Coordination (Current)

Description: Coordination and administration of DES's Performance Partnership Grant (PPG), the main federal funding vehicle that supports many of the Department's core environmental programs.

Start/End Dates: 02/19/1999 thru

Lead Person: PERELLI, VINCENT

Deliverable: Completion and submittal of DBE forms for PPG grants

Description: Will be filed during the first quarter following the end of the last quarter.

Start/End Dates: 10/01/2011 thru 12/31/2011 Qty/Unit: 1 Reports, Final

Lead Person: WASKIN, WENDY

Deliverable: Produce and submit PPG Application and Amendments as necessary

Description: Includes initial application and amendment. Coordinate with all PPG program managers

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Applications, Grants

Lead Person: WASKIN, WENDY

Deliverable: Review Expenses and Update p:\drive

Description: Quarterly and then monthly during last SFY quarter.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 6 Updates

Lead Person: WASKIN, WENDY

Div/Bur: OFFICE OF THE COMMISSIONER PLANNING, PREVENTION, AND ASSISTANCE

Program: PLANNING AND INNOVATIONS PROGRAM (Current)

Activity: Performance Partnership Grant Coordination (Current)

Deliverable: Review PPG Grant Applications and Amendments

Description: Note: This applications and amendments are drafted by Wendy Waskin. Vince Perelli reviews and approves.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Approvals

Lead Person: PERELLI, VINCENT

Deliverable: Sign and Send quarterly MBE_WBE Reports for PPG

Description: Forms drafted by Wendy Waskin - Reviewed, Signed, and Submitted by Vince Perelli

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Reports, Final

Lead Person: PERELLI, VINCENT

Activity: Public Participation Coordination (Internal and External) (Current)

Description: Putting into place internal and external mechanisms to ensure that all stakeholders are fully involved in all levels of DES decision-making.

Start/End Dates: 02/19/1999 thru

Lead Person: PERELLI, VINCENT

Deliverable: Assist Senior Leadership Team with Special Requests/Projects

Description:

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 6 Projects

Lead Person: PERELLI, VINCENT

Deliverable: Participation in DES Green Team Meetings

Description: The DES Green Team is the environmental "conscience" of DES and focuses of staff education and outreach to help DES reduce its environmental impact through recycling, environmentally-preferable purchasing habits, composting, energy and water conservations, etc...

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 3 Meetings

Lead Person: PERELLI, VINCENT

Deliverable: Responses to Miscellaneous Public Inquiries

Description:

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 6 Responses

Lead Person: PERELLI, VINCENT

Deliverable: Staff suggestions submitted to the DES Suggestion Box & Statewide Suggestion Box

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 40 Entries

Lead Person: PERELLI, VINCENT

Activity: Quality Management System Implementation (Current)

Description: The Quality Management System is being developed per EPA requirements as provided in EPA Guidance Document R-2. See EPA website www.epa.gov/quality

Start/End Dates: 07/01/2000 thru

Lead Person: PERELLI, VINCENT

Deliverable: Annual Review of DES QMP for Calendar Year 2012

Description: Full 5-Year Review Completed at the end of Calendar Year 2011.

Start/End Dates: 07/01/2012 thru 12/31/2012 Qty/Unit: 1 Reviews

Lead Person: PERELLI, VINCENT

Div/Bur: OFFICE OF THE COMMISSIONER PLANNING, PREVENTION, AND ASSISTANCE

Program: PLANNING AND INNOVATIONS PROGRAM (Current)

Activity: Quality Management System Implementation (Current)

Deliverable: Annual Review of DES Quality Management System (QMS)

Description: END DATA EXTENDED FROM 9/30/11. FOR CALENDAR YEAR 2010 -- As required in the DES Quality Management Plan, the DES QA Manager must conduct an annual review of its Quality Management System and report the results of the review to Senior Leadership and to EPA. This annual review is a key component to any successful quality management system.

Start/End Dates: 07/01/2011 thru 12/31/2011 Qty/Unit: 1 Assessments

Lead Person: PERELLI, VINCENT

Deliverable: Annual Review of DES Quality Management System (QMS)

Description: FOR CALENDAR YEAR 2012 -- As required in the DES Quality Management Plan, the DES QA Manager must conduct an annual review of its Quality Management System and report the results of the review to Senior Leadership and to EPA. This annual review is a key component to any successful quality management system.

Start/End Dates: 07/01/2012 thru 09/30/2012 Qty/Unit: 1 Assessments

Lead Person: PERELLI, VINCENT

Deliverable: Conduct OPTIONAL/VOLUNTARY 2nd Party Audits of DES Programs

Description: The 2nd party audits would be conducted by DES QA Team members. The purpose of the audits would be to test if the QA System Self-Assessment process is value-added to the DES QA System.

Start/End Dates: 01/01/2011 thru 12/31/2011 Qty/Unit: 2 Audits

Lead Person: PERELLI, VINCENT

Deliverable: Conduct OPTIONAL/VOLUNTARY 2nd Party Audits of DES Programs

Description: The 2nd party audits would be conducted by DES QA Team members. The purpose of the audits would be to test if the QA System Self-Assessment process is value-added to the DES QA System.

Start/End Dates: 01/01/2012 thru 12/31/2012 Qty/Unit: 2 Audits

Lead Person: PERELLI, VINCENT

Deliverable: Conduct Regular QA Team Meetings

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Meetings

Lead Person: PERELLI, VINCENT

Deliverable: Distribute and provide responses to QA System Program Self-Audits

Description: For Calendar Year 2010.

Start/End Dates: 01/01/2011 thru 12/31/2011 Qty/Unit: 62 Self-Assessments

Lead Person: MINICUCCI, II, ROBERT

Deliverable: Distribute and provide responses to QA System Program Self-Audits

Description: For Calendar Year 2011.

Start/End Dates: 10/01/2011 thru 11/30/2012 Qty/Unit: 62 Self-Assessments

Lead Person: MINICUCCI, II, ROBERT

Deliverable: Maintenance of QAPP Inventory for Air, Water, Waste and Commissioners Office Divisions

Description: FOR CALENDAR YEAR 2012. This is now an on-going/real-time updating process utilizing a shared QAPP Inventory on Google Docs. The measure will be annual and will simply indicate "1" to demonstrate that the process is being maintained.

Start/End Dates: 01/01/2012 thru 12/31/2012 Qty/Unit: 1 Updates

Lead Person: PERELLI, VINCENT

Deliverable: Meetings with DES Program Managers to Assist With QA Implementation

Description: The QA Team will remind all staff that Team members are willing and able to meet with requesting staff regarding the implementation of Program-level QA Systems.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 3 Meetings

Lead Person: PERELLI, VINCENT

Div/Bur: OFFICE OF THE COMMISSIONER PLANNING, PREVENTION, AND ASSISTANCE

Program: PLANNING AND INNOVATIONS PROGRAM (Current)

Activity: Quality Management System Implementation (Current)**Deliverable: New Version of the DES QMP for 5-year review & approval by EPA**

Description: As stated in a 9.12.07 EPA letter, the DES QMP has been approved for another 5 years (9/14/2011). As required by EPA, the DES QMP must be reviewed by September 6, 2011.

Start/End Dates: 07/01/2011 thru 12/31/2011 Qty/Unit: 1 Reviews

Lead Person: PERELLI, VINCENT

Deliverable: Participation in quarterly Regional Quality Assurance Roundtable Meetings

Description: Bob Minicucci also participates in these meetings

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Meetings

Lead Person: PERELLI, VINCENT

Deliverable: Provide QA-related Training opportunities for staff

Description: Potential training could include How to conduct QAPP Reviews and how to implement SOPs. To be Determined.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Training Sessions

Lead Person: MINICUCCI, II, ROBERT

Deliverable: Review Quality Assurance Project Plans

Description: Vince Perelli and Bob Minicucci review Quality Assurance Project Plans, as needed, and as requested.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 30 Reviews

Lead Person: PERELLI, VINCENT

Activity: Strategic Planning Coordination (Current)

Description: Assisting the DES Senior Leadership Team with strategic planning related activities.

Start/End Dates: 02/19/1999 thru

Lead Person: PERELLI, VINCENT

Deliverable: Assist With State Innovation Grant Administration From Start-up Through Implementation

Description: EXTENDED FROM 9/30/09. Carolyn is the Lead on this project. I am assisting with the grant application, intergovernmental review, fiscal committee, G&C, '10-'11 budgeting, DBE Reporting, etc...

Start/End Dates: 07/01/2008 thru 09/30/2012 Qty/Unit: 12 Activities

Lead Person: PERELLI, VINCENT

Deliverable: Conduct Bi-Annual Assessment (for 2011) of DES '10-'15 DES Strategic Plan

Description: Roughly in July and December.

Start/End Dates: 01/01/2011 thru 12/31/2011 Qty/Unit: 2 Assessments

Lead Person: PERELLI, VINCENT

Deliverable: Conduct Bi-Annual Assessment (for 2012) of DES '10-'15 DES Strategic Plan

Description: Roughly in July and December.

Start/End Dates: 01/01/2012 thru 12/31/2012 Qty/Unit: 2 Assessments

Lead Person: PERELLI, VINCENT

Deliverable: Conduct Internal Staff Outreach on Final DES Strategic Plan

Description: END DATE EXTENDED AGAIN FROM 12/31/11. END DATE EXTENDED FROM 12/31/10.

Start/End Dates: 10/01/2010 thru 12/31/2012 Qty/Unit: 2 Presentations

Lead Person: PERELLI, VINCENT

Deliverable: Conduct Strategic Planning Briefings (Presentations) for Multiple Outside Audiences

Description:

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 6 Presentations

Lead Person: PERELLI, VINCENT

Div/Bur: OFFICE OF THE COMMISSIONER PLANNING, PREVENTION, AND ASSISTANCE

Program: PLANNING AND INNOVATIONS PROGRAM (Current)

Activity: Strategic Planning Coordination (Current)**Deliverable: Create New Strategic Implementation Teams**

Description: To Follow SLT Approval of Strategic Communications/Implementation Framework

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 6 Committees

Lead Person: PERELLI, VINCENT

Deliverable: Provide Strategic Planning Assistance to Other Bureaus/Units

Description: Per the Commissioner's Request, the PPA Unit has been tasked with assisting Watershed Management, LRMP, the Water Division, and ultimately the Commissioner's Office with strategic/organizational development to help cope with the negative effects of substantial budget cuts.

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 12 Consultations

Lead Person: PERELLI, VINCENT

Deliverable: Secure SLT Approval for new Strategic Communications/Implementation Framework

Description: END DATE EXTENDED FROM 9/30/11.

Start/End Dates: 10/01/2010 thru 03/31/2012 Qty/Unit: 1 Approvals

Lead Person: PERELLI, VINCENT

Activity: Support to DES Continuous Process Improvement Initiative (Current)

Description:

Start/End Dates: 09/01/2008 thru

Lead Person: PERELLI, VINCENT

Deliverable: Completion of Lean Project-Related Follow-up/Implementation Activities

Description:

Start/End Dates: 07/01/2011 thru 09/30/2012 Qty/Unit: 6 Projects

Lead Person: PERELLI, VINCENT

Deliverable: Help Establish a New England Lean Government Exchange

Description: EXTENDED AGAIN FROM 6/30/11. EXTENDED FROM 9/30/10.

Start/End Dates: 07/01/2009 thru 09/30/2012 Qty/Unit: 1 Groups

Lead Person: PERELLI, VINCENT

Deliverable: Participate in ECOS LEAN Conference Calls

Description:

Start/End Dates: 01/01/2011 thru 12/31/2011 Qty/Unit: 3 Conference Calls

Lead Person: PERELLI, VINCENT

Deliverable: Participate in ECOS LEAN Conference Calls

Description:

Start/End Dates: 01/01/2012 thru 12/31/2012 Qty/Unit: 3 Conference Calls

Lead Person: PERELLI, VINCENT

Deliverable: Participate in LEAN, Six Sigma, Kaizen-type Process Improvement Training

Description:

Start/End Dates: 01/01/2011 thru 12/31/2011 Qty/Unit: 2 Training Sessions

Lead Person: PERELLI, VINCENT

Deliverable: Participate in LEAN, Six Sigma, Kaizen-type Process Improvement Training

Description:

Start/End Dates: 01/01/2012 thru 12/31/2012 Qty/Unit: 2 Training Sessions

Lead Person: PERELLI, VINCENT

Div/Bur: OFFICE OF THE COMMISSIONER PLANNING, PREVENTION, AND ASSISTANCE

Program: PLANNING AND INNOVATIONS PROGRAM (Current)

Activity: Support to DES Continuous Process Improvement Initiative (Current)

Deliverable: Participation in LEAN/Kaizen Events at DES or Other State Agencies

Description: Would include completion of Current State Value Stream Maps and Future State Value Stream Maps

Start/End Dates: 01/01/2011 thru 12/31/2011 Qty/Unit: 3 Events

Lead Person: PERELLI, VINCENT

Deliverable: Participation in LEAN/Kaizen Events at DES or Other State Agencies

Description: Would include completion of Current State Value Stream Maps and Future State Value Stream Maps

Start/End Dates: 01/01/2012 thru 12/31/2012 Qty/Unit: 2 Events

Lead Person: PERELLI, VINCENT

Div/Bur: OFFICE OF THE COMMISSIONER PLANNING, PREVENTION, AND ASSISTANCE

Program: POLLUTION PREVENTION COORDINATION (Current)

Description:

Start/End Dates: 10/01/1999 thru PAUs: 01 06 01

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: P2 Outreach (Current)

Description:

Start/End Dates: 10/01/1999 thru

Lead Person: D'AGOSTINO, STEPHANIE

Deliverable: Biennial Report to the Legislature

Description: Collect P2 program data, results and draft report to the legislature every other year. Next one due November 1, 2013.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Activities

Lead Person: D'AGOSTINO, STEPHANIE

Deliverable: Conduct P2 outreach to other organizations and agencies as needed

Description: includes participation in advisory committees and workgroups, misc. EPA "initiatives" Administration of NEWMOA P2/Rx grant

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Activities

Lead Person: D'AGOSTINO, STEPHANIE

Deliverable: National Pollution Prevention Roundtable Board of Directors

Description: Serve as Region 1 representative on the board and various workgroups as needed.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Activities

Lead Person: D'AGOSTINO, STEPHANIE

Deliverable: Safer Chemicals Initiatives

Description: Includes UMASS Lowell state chemical policy dialoge and NEWMOA / TURI Interstate Chemicals Clearinghouse.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Activities

Lead Person: D'AGOSTINO, STEPHANIE

Activity: Promote Regulatory Integration of P2 (Current)

Description: Promote Regulatory Integration of P2 (rule development, permitting, inspections, enforcement, etc.)

Start/End Dates: 10/01/1999 thru

Lead Person: D'AGOSTINO, STEPHANIE

Deliverable: NPPR Regulatory Integration and Innovation (P2I2) Workgroup

Description: Participate in 75 % of conference calls and meetings
Review and comment on documents, policy papers

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 6 Activities

Lead Person: D'AGOSTINO, STEPHANIE

Deliverable: P2 Integration policies & activities from DES Strategic Plan, etc.

Description: Activities to be developed, based on outcome of 2008 DES strategic planning

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Activities

Lead Person: D'AGOSTINO, STEPHANIE

Div/Bur: OFFICE OF THE COMMISSIONER PLANNING, PREVENTION, AND ASSISTANCE

Program: POLLUTION PREVENTION PROGRAM (Current)

Description: The New Hampshire Pollution Prevention Program is a free, confidential, non-enforcement pollution prevention and compliance assistance program available to all New Hampshire businesses, institutions, municipalities and agencies. NHPPP services include on-site pollution prevention & compliance assessments, information research, training workshops, on-line information and publications like newsletters, guidance manuals, etc. NHPPP success is demonstrated by wastes reduced/reused and behavioural changes by stakeholders resulting from program efforts as well as successful completion of program outreach and education efforts and grant project tasks as well as recurring requests for information and assistance.

Start/End Dates: 10/01/1999 thru PAUs: 05 01 01

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Core NHPPP Pollution Prevention Activities (Current)

Description: These are the non-grant funded, ongoing activities including Governor's Award for Pollution Prevention, technical information requests & assistance, on-site Pollution Prevention & Compliance Assistance, documents created and distributed, etc.

Start/End Dates: 10/01/2009 thru

Lead Person: Vacant

Deliverable: Measurement for Outreach & Education Activities

Description: Survey results, pounds of pollution reduced, etc. due to technical assistance activities, outreach and on-site assessments.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Recommendations/Suggestions Implemented

Lead Person: Vacant

Deliverable: On-Site Pollution Prevention & Compliance Assistance assessments

Description: Provide P2 & CA assessments when requested by stakeholders including businesses, institutions, schools and municipal facilities.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Site Visits

Lead Person: ZYCH, MELISSA

Deliverable: Outreach & Education Activities

Description: Create and provide pollution prevention & compliance assistance information through a variety of activities. Informational responses sent by mail or e-mail to stakeholders not covered by EPA Grant sector projects. This will include information requests, public presentations, conference booths and other forms of education provided.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 150 Activities

Lead Person: ZYCH, MELISSA

Activity: Green Slopes Project (Current)

Description: NHPPP will partner with the National Ski Area Association (NSAA), Ski New Hampshire, and other state agencies, to conduct a baseline assessment, site assessments, workshops, and outreach material, to reduce ski areas' environmental impact.

Start/End Dates: 10/01/2005 thru

Lead Person: ZYCH, MELISSA

Deliverable: Measurement

Description: Behaviour Changes, Stormwater management plans, energy reductions, water conservation

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Activities

Lead Person: ZYCH, MELISSA

Deliverable: Outreach & Assistance

Description: Create partnerships and publications/webpages, give presentations and site visits when requested, and possibly coordinate a workshop.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Activities

Lead Person: ZYCH, MELISSA

Activity: Hospitality Project (Current)

Description: Promote green cleaning and environmentally preferable purchasing to the hospitality industry and reinvigorate the 2001 sustainable lodging program.

Start/End Dates: 10/01/2007 thru

Lead Person: ZYCH, MELISSA

Div/Bur: OFFICE OF THE COMMISSIONER PLANNING, PREVENTION, AND ASSISTANCE

Program: POLLUTION PREVENTION PROGRAM (Current)

Activity: Hospitality Project (Current)

Deliverable: Hospitality Project Activities Measurement

Description: Measure behavioral changes such as water use reductions, recycling strategies adopted, energy use changes, "green" cleaning techniques, etc.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 20 Changes

Lead Person: ZYCH, MELISSA

Deliverable: Outreach and Assistance

Description: Provide technical assistance, conduct site visits, organize workshops, form partnerships, create web pages and documents, and collect and analyze data. Attend seminars.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 30 Activities

Lead Person: ZYCH, MELISSA

Activity: Participation with Related Programs (Current)

Description: Participate with and provide assistance to regional programs such as Northeast Waste Management Officials Association (NEWMOA). Participate with and provide assistance to local programs such as Safety & Health Council of Northern New England, Small Business Development Center, etc. Participate with and provide assistance to DES programs through training, web conferences, etc.

Start/End Dates: 10/01/2001 thru

Lead Person: Vacant

Deliverable: P2 Workgroups - NH and Regional

Description: Participate with interstate workgroups, by conference calls or meetings:

1. (NEWMOA) develop a regional fluorescent lamp take-back and recycle model program.
2. (TPCH) participate in Toxic in Packaging Clearinghouse conference calls and meetings.
3. (EPA) States Common Measures Project to develop a format for measuring compliance across a sector
4. (NEWMOA) participate in P2 Steering Committee and Roundtable.
5. (NH3E) participate in the NH Hospitals for a Healthy Environment meetings.
6. (NPPR) Board and Membership Committee Meetings and Conference calls.
7. (IMERC) regional meeting to promote mercury reduction projects
8. (NPPR) Tribal P2 Workgroup conference calls.
9. (NEWMOA) Hospitality Regional Workgroup
10. NH Interagency Energy Efficiency Steering Committee

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 15 Conference Calls

Lead Person: Vacant

Deliverable: Participate in NH and regional workshops/conferences

Description: Provide a P2 information booths, P2 presentations, or presentations on NHPPP, best management practices, regulatory updates, etc.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Presentations

Lead Person: Vacant

Deliverable: Pollution Prevention training for DES employees

Description: Provide web conference training, P2 Sector training or general P2 training to DES staff and other assistance providers. Some conferences are offered jointly by NEWMOA and NHPPP but provided at NH sites by the NHPPP.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 6 Training Sessions

Lead Person: Vacant

Activity: Pollution Prevention Intern Program (Current)

Description: Develop and support programs utilizing college students to provide Pollution Prevention projects and assistance at NH businesses, institutions and municipal facilities.

Start/End Dates: 10/01/2009 thru

Lead Person: D'AGOSTINO, STEPHANIE

Div/Bur: OFFICE OF THE COMMISSIONER PLANNING, PREVENTION, AND ASSISTANCE

Program: POLLUTION PREVENTION PROGRAM (Current)

Activity: Pollution Prevention Intern Program (Current)

Deliverable: P2 Intern Program Activities

Description: Provide support and assistance to UNH Summer P2 Intern program including training and individual assistance during intern P2 projects. This also includes activities to develop and support additional intern programs at other locations.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Activities

Lead Person: D'AGOSTINO, STEPHANIE

Deliverable: P2 Intern Program Measurement

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Recommendations/Suggestions

Lead Person: D'AGOSTINO, STEPHANIE

Div/Bur: OFFICE OF THE COMMISSIONER PLANNING, PREVENTION, AND ASSISTANCE

Program: PROCESS IMPROVEMENT AT DES (Current)

Description: Using tools known as "Lean", work to improve various processes at DES. Goal is to decrease headaches and frustration, free up energy to do better stuff.

Start/End Dates: 05/01/2009 thru PAUs:

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Complete Lean Projects (Current)

Description: Includes management of incoming-ideas queue, and completion of projects

Start/End Dates: 10/01/2009 thru

Lead Person: MINICUCCI, II, ROBERT

Deliverable: Complete Lean Projects

Description: Lean projects are deemed completed when implementation plan starts

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Projects

Lead Person: MINICUCCI, II, ROBERT

Deliverable: Create "Public-Facing" DES Lean Webpage

Description: This is exploratory at this time. We should evaluate where things stand with the DES Lean "Program" and determine what we can and should put out there to the public. We are probably at a point where we can legitimately talk publicly about our Lean efforts. See other state examples - RI, IA, CT, MN, etc for some ideas.

Start/End Dates: 10/01/2010 thru 09/30/2012 Qty/Unit: 1 Web Pages

Lead Person: MINICUCCI, II, ROBERT

Deliverable: Creation of Lean Case Studies Upon Project Completion

Description: Responsibility of lead Lean Facilitator (or Lean Implementation Manager) to draft Lean Case Study at the completion of a project. Lean Team Chair ultimately ensures completion of case studies.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Case Studies

Lead Person: MINICUCCI, II, ROBERT

Deliverable: Manage Lean Project-input queue

Description: A guess as to rate of incoming projects. Rate lowered further 12/year to 8/year to reflect ongoing change to more strategic project-choice mechanism

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 8 Projects

Lead Person: MINICUCCI, II, ROBERT

Activity: DES Lean Team (Current)

Description: Maintain, and improve the skills of, the DES Lean Team

Start/End Dates: 10/01/2009 thru

Lead Person: MINICUCCI, II, ROBERT

Deliverable: Lean Team meetings

Description: average at least one per month, counting work sessions

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 12 Meetings

Lead Person: MINICUCCI, II, ROBERT

Deliverable: Lean Team members get CIP certification

Description: A couple more would be nice

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Persons

Lead Person: MINICUCCI, II, ROBERT

Activity: Intra and Inter-Departmental Coordination (Current)

Description:

Start/End Dates: 10/01/2009 thru

Lead Person: MINICUCCI, II, ROBERT

Div/Bur: OFFICE OF THE COMMISSIONER PLANNING, PREVENTION, AND ASSISTANCE

Program: PROCESS IMPROVEMENT AT DES (Current)

Activity: Intra and Inter-Departmental Coordination (Current)

Deliverable: State Lean Network meetings

Description: Network begins meeting quarterly as of Sept. 2011. Assume we'll be represented at all of them

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Meetings

Lead Person: MINICUCCI, II, ROBERT

Div/Bur: OFFICE OF THE COMMISSIONER PLANNING, PREVENTION, AND ASSISTANCE

Program: SMALL BUSINESS TECHNICAL ASSISTANCE PROGRAM (Current)

Description: The Small Business Technical Assistance Program (SBTAP) provides small businesses free environmental assistance to comply with environmental regulations.

Start/End Dates: 10/01/1992 thru PAUs: 04 00

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Compliance Advisory Panel (Current)

Description: The Compliance Advisory Panel reviews the activities of the Program, makes recommendations for improvements and prepares an evaluation on the Program effectiveness.

Start/End Dates: 10/01/2001 thru

Lead Person: JOHNSON, SARA

Deliverable: Engage CAP to Assist SBTAP

Description: 1) Coordinate three meetings per year
2) Create CAP guidelines
3) Fill vacant CAP member positions

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Tasks

Lead Person: JOHNSON, SARA

Activity: National and Regional Workgroups (Current)

Description: Participate in national and regional workgroups conference calls and events.

Start/End Dates: 10/01/2008 thru

Lead Person: JOHNSON, SARA

Deliverable: National Committees and Associations

Description: 1) Air Technical Subcommittee
2) Water Technical Subcommittee
3) Waste Technical Subcommittee
4) Measurement/Promotional Technical Subcommittee
5) Climate Change/Energy Technical Subcommittee
6) Annual Conference Subcommittee
7) National Steering Committee - Region 1 Representative

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 40 Conference Calls

Lead Person: JOHNSON, SARA

Deliverable: Regional Workgroups and Meetings

Description: 1) HW Compliance (NEWMOA)
2) EPA Region 1

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 15 Conference Calls

Lead Person: JOHNSON, SARA

Activity: Small Business Ombudsman (Current)

Description: Represent the small business community in ensuring environmental regulations are developed and implemented in a manner that does not negatively impact small businesses. In addition, provide advocacy services to small businesses in all aspects of environmental compliance.

Start/End Dates: 10/01/2001 thru

Lead Person: JOHNSON, SARA

Deliverable: Provide advocacy services to small business owners and operators

Description: 1) Provide comments on legislation to EPA
2) Advocate for small businesses investigating and resolving complaints and disputes
3) Participate in studies on the impact of the Clean Air Act on small businesses

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 6 Tasks

Lead Person: JOHNSON, SARA

Activity: Small Business Technical Assistance (Current)

Lead Person:

Div/Bur: OFFICE OF THE COMMISSIONER PLANNING, PREVENTION, AND ASSISTANCE

Program: SMALL BUSINESS TECHNICAL ASSISTANCE PROGRAM (Current)

Activity: Small Business Technical Assistance (Current)

Provide education and outreach to small businesses, including site visits, referrals from compliance bureaus, and information requests.

Start/End Dates: 10/01/2001 thru

JOHNSON, SARA

Deliverable: Boiler 6J - NESHAP

Description: Create outreach initiative including web pages, publications, workshops and direct mailings to area sources, trade associations, vendors and other interested groups with Air Resources Division staff.

Start/End Dates: 07/01/2011 thru 09/30/2012 Qty/Unit: 15 Tasks

Lead Person: JOHNSON, SARA

Deliverable: Information Request

Description: Phone calls, emails, permit assistance, walk-ins, # of web page visitors, most popular documents

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 300 Information Provided

Lead Person: JOHNSON, SARA

Deliverable: Internal Training

Description: Coordinate training for DES ARD staff on various topics.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Training Sessions

Lead Person: JOHNSON, SARA

Deliverable: On-line Permitting

Description: Create outreach initiative including web pages, publications, workshops and direct mailing to trade associations, consultants, and other interested groups on the availability of on-line air permitting.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Tasks

Lead Person: JOHNSON, SARA

Deliverable: Pre-Application Meetings/New Businesses

Description: Coordinate with Public Information and Permitting Unit on potential new businesses.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Meetings

Lead Person: JOHNSON, SARA

Deliverable: Promote SBTAP

Description: Provide presentations and promote SBTAP services to small businesses and other interested parties. EPA annual reporting requirement. In addition, distributing SBTAP brochures through other assistance programs, conferences, etc.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 200 Tasks

Lead Person: JOHNSON, SARA

Deliverable: RICE - 4Z NESHAP

Description: Stationary reciprocating internal combustion engines. Create outreach initiative including web pages, publications, workshops, and direct mailings to area sources, trade associations and other interested groups with Air Resources Division staff.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Tasks

Lead Person: JOHNSON, SARA

Deliverable: Referrals from DES compliance assurance bureaus

Description: Assist small businesses referred by the Compliance Bureau (Air and Waste). Include sector, type of assistance (phone, email, visit), and info provided.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 12 Referrals

Lead Person: JOHNSON, SARA

Div/Bur: OFFICE OF THE COMMISSIONER PLANNING, PREVENTION, AND ASSISTANCE

Program: SMALL BUSINESS TECHNICAL ASSISTANCE PROGRAM (Current)

Activity: Small Business Technical Assistance (Current)

Deliverable: Site Visits at Small Businesses

Description: 1) Direct, one-on-one detailed environmental assistance with small business operators. Small business will approach SBTAP for assistance.
2) Auto Body visits - The sector project ended FFY 2011, but SBTAP will continue to visit auto body shops to determine compliance with NESHAP 6H and hazardous waste rules.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 25 Site Visits

Lead Person: JOHNSON, SARA

Deliverable: VOC RACT

Description: Coordinate outreach initiative for various sectors included in Env-A 1200, to be determined in 2011. Activities include web page, publications, workshops, articles, etc. New deliverable will be created once sector(s) are chosen.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Tasks

Lead Person: JOHNSON, SARA

Div/Bur: OFFICE OF THE COMMISSIONER PLANNING, PREVENTION, AND ASSISTANCE

Program: SMART GROWTH/LAND DEVELOPMENT PROGRAM IMPROVEMENTS (Current)

Description: Coordinates efforts across DES and coordinates with other state agencies, local communities, and private organizations to support smart growth and other practices to minimize the impact of development on the environment. Supports land development permit program enhancements and process improvements.

Start/End Dates: 10/01/1999 thru PAUs:

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Collaborate with other state agencies and organizations to support smart growth efforts (Current)

Description: DES staff will participate in appropriate efforts and collaborate with other state agencies, local communities, and private organizations on projects to support smart growth efforts. These projects may include, for example, education and outreach activities, developing guidance materials, joint assessment/planning efforts, and working with local communities.

Start/End Dates: 07/01/2001 thru

Lead Person: RUSSELL, CAROLYN

Deliverable: Collaborative projects to support smart growth

Description: Specific projects with other state agencies, local communities, or private organizations to support smart growth efforts in New Hampshire, such as participating in efforts initiated by other organizations (e.g., the Citizen Planner Training Collaborative).

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Activities

Lead Person: RUSSELL, CAROLYN

Activity: Identify and implement policy changes or program initiatives within DES to support smart growth (Current)

Description: Conduct activities to ensure that DES acts in ways to support smart growth, including educating our staff on the issues and identifying and implementing policy changes and/or program initiatives to encourage smart growth.

Start/End Dates: 07/01/2001 thru

Lead Person: RUSSELL, CAROLYN

Deliverable: Participate on DES Strategic Plan Implementation Relative to Smart Growth.

Description: Work with up to 2 DES program to assess how each DES program is influenced by current and future expected growth patterns and how the program, in its rules and implementation, might influence growth and development.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Activities

Lead Person: RUSSELL, CAROLYN

Activity: Innovative and Coordinated Permitting under EPA State Innovation Grant (Current)

Description: DES will develop and evaluate an innovative approach to providing up-front technical assistance and integrated/coordinated permitting within our land resource management permit programs to encourage adoption of better land use and development practices - above and beyond minimum requirements - that achieve a higher standard of environmental protection for air quality and climate change, water quality and quantity, and habitat protection.

Start/End Dates: 10/01/2008 thru 09/30/2012

Lead Person: RUSSELL, CAROLYN

Deliverable: Best Practice Standards and Guidance

Description: DES will identify/develop clear performance standards and guidance on achieving a higher standard of environmental protection and performance pertaining to air quality and climate change, water quality and quantity, light pollution, energy efficiency, water conservation, and habitat protection

Start/End Dates: 10/01/2008 thru 09/30/2012 Qty/Unit: 2 Materials

Lead Person: RUSSELL, CAROLYN

Deliverable: Development Project Evaluation Procedures

Description: DES will identify specific measures and procedures for evaluating and measuring the environmental performance of proposed and permitted development projects in an objective, systematic way that allows for clear comparison of the expected environmental performance of the proposed project to similar projects and against the performance standards

Start/End Dates: 10/01/2008 thru 09/30/2012 Qty/Unit: 1 Procedures

Lead Person: RUSSELL, CAROLYN

Div/Bur: OFFICE OF THE COMMISSIONER PLANNING, PREVENTION, AND ASSISTANCE

Program: SMART GROWTH/LAND DEVELOPMENT PROGRAM IMPROVEMENTS (Current)

Activity: Innovative and Coordinated Permitting under EPA State Innovation Grant (Current)

Deliverable: Evaluate Pilots, Develop Case Studies, and Transfer Information

Description: DES will fully document the results, including flow-charts and descriptions of processes and policies established, along with measured changes of the initial pilot projects and estimated costs and environmental benefits for several detailed case studies. DES will transfer information on project through state and national conference presentations and web-based seminar.

Start/End Dates: 10/01/2008 thru 09/30/2012 Qty/Unit: 6 Activities

Lead Person: RUSSELL, CAROLYN

Deliverable: Innovative Permitting Advisory Group

Description: DES will establish and support a core project advisory group - the Innovative Permitting Advisory Group - comprised of 7-9 individuals including internal DES staff as well as representatives from key outside constituencies (e.g., Region I EPA, developers, environmental advocacy groups, engineers, municipalities).

Start/End Dates: 10/01/2008 thru 09/30/2012 Qty/Unit: 5 Meetings

Lead Person: RUSSELL, CAROLYN

Deliverable: Pilot Project

Description: DES will evaluate and finalize the materials and procedures for the program by piloting the program with around 20 applicants

Start/End Dates: 10/01/2008 thru 09/30/2012 Qty/Unit: 20 Permits Reviewed

Lead Person: RUSSELL, CAROLYN

Deliverable: Project Administration

Description: Project budget, personnel, progress reports, final project report, and other management and administrative activities, including soliciting approvals from Governor and Council.

Start/End Dates: 10/01/2008 thru 09/30/2012 Qty/Unit: 1 Activities

Lead Person: RUSSELL, CAROLYN

Deliverable: Public Involvement Plan and Implementation

Description: DES will develop and implement a detailed public involvement plan to ensure that the broad array of stakeholders is engaged in the development and implementation of this pilot project.

Start/End Dates: 10/01/2008 thru 09/30/2012 Qty/Unit: 1 Outreach Activities

Lead Person: RUSSELL, CAROLYN

Activity: Land Development Permit Program and Process Improvements (Current)

Description: Work with the Land Resources Management programs on legislative initiatives and program/process evaluations and improvements (e.g., establish Integrated Permit, streamline/coordinate individual permit programs, conduct Lean events)

Start/End Dates: 07/01/2011 thru 09/30/2012

Lead Person: RUSSELL, CAROLYN

Deliverable: Integrated Permit Legislation

Description: Support development and amendment of legislation and draft rules to establish a new Integrated Land Development Permit, as an option replacing several individual permits now provided by DES.

Start/End Dates: 07/01/2011 thru 09/30/2012 Qty/Unit: 2 Activities

Lead Person: RUSSELL, CAROLYN

Deliverable: Process Evaluation and Improvement Efforts

Description: Facilitate/participate/manage/support program and process evaluation and improvement efforts within the Land Resources Management permit programs.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 3 Activities

Lead Person: RUSSELL, CAROLYN

Activity: Sprawl Indicators Project (Current)

Description: Work with the Office of State Planning, Regional Planning Commissions, Department of Transportation, and Complex Systems to identify appropriate indicators to track changes in land use and the environmental, social, and economic impacts of sprawl. These indicators will help guide and evaluate state, regional, and local actions to promote smart growth.

Div/Bur: OFFICE OF THE COMMISSIONER PLANNING, PREVENTION, AND ASSISTANCE

Program: SMART GROWTH/LAND DEVELOPMENT PROGRAM IMPROVEMENTS (Current)

Activity: Sprawl Indicators Project (Current)

[End date extended to allow additional time for final report preparation, outreach on the results of the initial, project and for follow-on related work efforts.][End date extended from 12/31/2009 - ability to complete this work is contingent on the availability of GIS support staff, for which funding is not available.]

Start/End Dates: 01/01/2003 thru 12/31/2013

Lead Person: RUSSELL, CAROLYN

Deliverable: Collect data and conduct analysis to relate patterns of development to various impacts.

Description: Collect necessary data and conduct analysis of the impact of pattern of development on a variety of types of potential economic, social and environmental measures. [End date extended from 9/30/08 - work pushed off due to other time-sensitive work requirements.][End date extended from 9/30/2009 - ability to complete this work is contingent on the availability of GIS support staff, for which funding is not available.]

Start/End Dates: 10/01/2006 thru 09/30/2013 Qty/Unit: 1 Projects

Lead Person: RUSSELL, CAROLYN

Deliverable: Prepare final report on sprawl indicators analysis and disseminate information.

Description: Prepare report presenting the results of the work to identify the best possible indicators of changes in patterns of land use in New Hampshire and disseminate results along with new data that is generated. [Note end date extended from 9/30/08 - due to other time-sensitive work demands this task was pushed off.][End date extended from 9/30/2009 - ability to complete this work is contingent on the availability of GIS support staff, for which funding is not available.]

Start/End Dates: 10/01/2007 thru 12/30/2013 Qty/Unit: 1 Reports, Final

Lead Person: RUSSELL, CAROLYN

Activity: Track Smart Growth Related Legislation (Current)

Description: Identify and track legislation that relates to the state's smart growth objectives. Prepare testimony letters and testify before the legislature when appropriate.

Start/End Dates: 07/01/2001 thru

Lead Person: RUSSELL, CAROLYN

Deliverable: Track legislation, attend hearings and commission/committee meetings

Description: Track smart growth related legislation, attend legislative hearings, and testify, when appropriate. Attend meetings of the Legislative Commission meetings when appropriate.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Activities

Lead Person: RUSSELL, CAROLYN

Div/Bur: OFFICE OF THE COMMISSIONER PUBLIC INFORMATION AND PERMITTING

Program: FILE REVIEW SERVICES (Current)

Description: Create and maintain a fully staffed, multi-program file review service in the DES Public Information Center to serve the ever-widening discovery needs of agency clients and/or their agents.

Start/End Dates: 12/15/1999 thru PAUs: 01 03

Funding: State General State Fees Federal EPA Federal Other Grants **Activity: File review services provided to Public Information Center clients (Current)**

Description: File review clients requesting information on various DES records

Start/End Dates: 10/01/2009 thru

Lead Person: Vacant

Deliverable: 09

Description: Records the number of clients who reviewed Wastewater Engineering Bureau files

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 File Review Clients

Lead Person: PARENT, ARIEL

Deliverable: File review services provided to clients in search of solid waste activities/remedial sites

Description: Records the number of clients seeking both solid waste and remedial site records.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 75 File Review Clients

Lead Person: PARENT, ARIEL

Deliverable: File review services provided to clients seeking Air Resources Division records

Description: Records the number of clients who reviewed Air Resources Division files

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 20 File Review Clients

Lead Person: PARENT, ARIEL

Deliverable: File review services provided to clients seeking Alteration of Terrain files

Description: Records the number of clients who reviewed Alteration of Terrain files

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 20 File Review Clients

Lead Person: PARENT, ARIEL

Deliverable: File review services provided to clients seeking Dam Bureau files

Description: Records the number of clients who reviewed Dam Bureau files

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 25 File Review Clients

Lead Person: PARENT, ARIEL

Deliverable: File review services provided to clients seeking Drinking Water & Groundwater Bureau files

Description: Records the number of clients who reviewed Drinking Water & Groundwater Bureau files

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 18 File Review Clients

Lead Person: PARENT, ARIEL

Deliverable: File review services provided to clients seeking Energy Facility Site Evaluation Committee files

Description: Records the number of clients who reviewed Energy Facility Site Evaluation Committee files

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 File Review Clients

Lead Person: PARENT, ARIEL

Deliverable: File review services provided to clients seeking Subsurface Systems Bureau files

Description: Records the number of clients who reviewed Subsurface Systems Bureau files

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 15 File Review Clients

Lead Person: PARENT, ARIEL

Deliverable: File review services provided to clients seeking Wetlands Bureau files

Description: Records the number of clients who reviewed Wetlands Bureau files

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 60 File Review Clients

Lead Person: PARENT, ARIEL

Div/Bur: OFFICE OF THE COMMISSIONER PUBLIC INFORMATION AND PERMITTING

Program: FILE REVIEW SERVICES (Current)

Activity: File review services provided to Public Information Center clients (Current)

Div/Bur: OFFICE OF THE COMMISSIONER PUBLIC INFORMATION AND PERMITTING

Program: INTERNET/INTRANET SERVICES (Current)

Description: The DES Web Content Manager resides within the PIP Unit and is responsible for providing state-of-the-art information to users. Certain key activities will be monitored to ensure the greatest efficiency possible and effective and timely services to DES customers.

Start/End Dates: 07/01/2007 thru PAUs:

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Chair Website Editorial Board - internal DES customers (Current)

Description: The Web Content Manager serves as chair and calls WEB meetings on a regular basis to address new developments, operation and maintenance issues, and concerns raised by program representatives.

Start/End Dates: 09/30/2007 thru

Lead Person: NOWACK, TIMOTHY

Deliverable: Provides summary report of monthly Website Editorial Board meetings

Description: Meeting notes documenting issues and tasks completed are located at:
Q:\Web Data\Tim Nowack\Website Editorial Board

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 12 Meeting Minutes

Lead Person: NOWACK, TIMOTHY

Activity: Project management with Dept. of Information Technology (Current)

Description: Project management and coordination of DES projects with DoIT

Start/End Dates: 10/01/2007 thru

Lead Person: NOWACK, TIMOTHY

Deliverable: DoIT-ASD project coordination

Description: Web Content Manager completes project tasks coordinated with DoIT-ASD

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 8 Tasks

Lead Person: NOWACK, TIMOTHY

Deliverable: DoIT-Web Support project coordination

Description: Web Content Manager completes project tasks coordinated with DoIT-Web Support

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 8 Tasks

Lead Person: NOWACK, TIMOTHY

Deliverable: IT Steering Committee project coordination

Description: Web Content Manager completes project tasks coordinated with IT Steering Committee

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 8 Tasks

Lead Person: NOWACK, TIMOTHY

Activity: Upgrades and maintains content on DES website, Intranet, and OneStop (Current)

Description: Web Content Manager is responsible for these websites.

Start/End Dates: 07/01/2007 thru

Lead Person: NOWACK, TIMOTHY

Deliverable: Completes DES website project phase

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Phases Implemented

Lead Person: NOWACK, TIMOTHY

Deliverable: Completes OneStop project phase

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Phases Implemented

Lead Person: NOWACK, TIMOTHY

Div/Bur: OFFICE OF THE COMMISSIONER PUBLIC INFORMATION AND PERMITTING

Program: INTERNET/INTRANET SERVICES (Current)

Activity: Upgrades and maintains content on DES website, Intranet, and OneStop (Current)

Deliverable: Completes intranet project phase

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Phases Implemented

Lead Person: NOWACK, TIMOTHY

Activity: Website-related customer service - external and internal customers (Current)

Description: Web Content Manager will lead the effort to monitor and improve customer service.

Start/End Dates: 10/01/2007 thru

Lead Person: NOWACK, TIMOTHY

Deliverable: Completed external customer service requests

Description: Web Content Manager responds to requests from outside DES.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 12 Customers

Lead Person: NOWACK, TIMOTHY

Deliverable: Completed internal customer service requests

Description: Web Content Manager responds to requests from inside DES.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 12 Customers

Lead Person: NOWACK, TIMOTHY

Deliverable: Website traffic analysis summary report

Description: Web Content Manager provides WebTrends traffic analysis summary of des.nh.gov on intranet including page views, downloaded files, search phrases, and search keywords.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Reports, Final

Lead Person: NOWACK, TIMOTHY

Div/Bur: OFFICE OF THE COMMISSIONER PUBLIC INFORMATION AND PERMITTING

Program: PERMIT COORDINATION/MAJOR PROJECT MGMT/UNIT ADMINISTRATION (Current)

Description: Provide timely and accurate permit coordination and major project management services to assist clients with integrated permit application processing and compliance assistance needs.

Start/End Dates: 01/02/1987 thru PAUs: 01 03

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Administration of the Public Information and Permitting Unit (Current)

Description: Activities carried out routinely to effect efficient operations of the PIP Unit.

Start/End Dates: 01/02/1987 thru

Lead Person: DREW, TIMOTHY

Deliverable: Manage and monitor the DES Publications Revolving Fund

Description: The Publications Revolving Fund was established to ensure ready access to funds to publish and reproduce agency education and outreach documents and to support operator training programs.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Report Assessments

Lead Person: DREW, TIMOTHY

Deliverable: Update PIP Unit Supplemental Job Descriptions (as needed)

Description: NH Division of Personnel rules require that a staff members Supplemental Job Description be updated at the time of his or her annual performance evaluation if it has been two years or more since its last amendment.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 6 Evaluations

Lead Person: DREW, TIMOTHY

Activity: Major project coordination (Current)

Description: Respond to initial requests for guidance on multiple-permit, multi-discipline, multi-agency projects and identify likely requirements for the project.

Start/End Dates: 01/02/1987 thru

Lead Person: DREW, TIMOTHY

Deliverable: Arrange and convene pre-application meetings

Description: For those who choose direct discussions with DES staff, these meetings are arranged to allow for an active discussion in the pre-planning phase of projects to identify which regulatory programs and permits may be triggered by a specific proposal.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Meetings

Lead Person: DREW, TIMOTHY

Deliverable: Monitor the creation of new online Permit Guidebook

Description: Review and post individual permit descriptions for new online Permit Guidebook

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 50 Reviews

Lead Person: DREW, TIMOTHY

Deliverable: Monitor use of Guidebook for Environmental Permits in New Hampshire

Description: Monitor use by constituents of the new Permit Guidebook through Web "hits", sales, and other distribution methods.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 20000 Web Site Hits

Lead Person: DREW, TIMOTHY

Activity: Prepare official DES reviews for projects with varying environmental impacts. (Current)

Description: Review, critique, draft, and transmit official DES policy position and consolidated technical comment documents for NEPA EIS's, CORD reviews, Intergovernmental Reviews, etc.

Start/End Dates: 01/02/1987 thru

Lead Person: DREW, TIMOTHY

Deliverable: Prepare official agency response to multi-discipline projects.

Description: Coordinate the review of, and response to, multiple-program, multi-discipline projects with environmental impacts.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Responses

Lead Person: DREW, TIMOTHY

Div/Bur: OFFICE OF THE COMMISSIONER PUBLIC INFORMATION AND PERMITTING

Program: PERMIT COORDINATION/MAJOR PROJECT MGMT/UNIT ADMINISTRATION (Current)

Activity: Prepare official DES reviews for projects with varying environmental impacts. (Current)

Deliverable: Represent DES concerning international agreements, task forces, and multi-disciplinary committees

Description: The PIP Unit serves as the official agency representative for such activities at the Mt. Sunapee Advisory Committee, the Committee on Resources and Development, and the Transboundary Environmental Impact Agreement with the Province of Quebec.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 25 Meetings

Lead Person: DREW, TIMOTHY

Div/Bur: OFFICE OF THE COMMISSIONER PUBLIC INFORMATION AND PERMITTING

Program: PUBLIC INFORMATION DISSEMINATION (Current)

Description: Improve communication with stakeholders through broader education and outreach initiatives, enhanced public participation techniques, and collaborative partnerships with environmental advocacy groups, legislators, trade associations, the news media, and the general public.

Start/End Dates: 01/02/1987 thru PAUs: 01 03

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: DES Press (Current)

Description: The Public Information Officer serves agency spokesperson to the media. The PIP Unit prepares, coordinates and issues press releases for the Department.

Start/End Dates: 01/02/1987 thru

Lead Person: MARTIN, JAMES

Deliverable: Provide assistance with media and/or education and outreach events

Description: The PIP unit will assist in the logistics, preparation of documents, media releases and coverage, and/or take photographs and video of media and/or education and outreach events.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 8 Communications

Lead Person: MARTIN, JAMES

Deliverable: Provide timely and accurate communication with TV/radio outlets

Description: Provide interview services through the Public Information Officer and specific program staff with television and radio reporters to explain DES positions, responses, and events.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 70 Communications

Lead Person: MARTIN, JAMES

Deliverable: Provide timely and accurate communication with print media outlets

Description: Provide interview services through the Public Information Officer and specific program staff with print media reporters to explain DES positions, responses, and events.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 200 Communications

Lead Person: MARTIN, JAMES

Deliverable: Research, preparations, and issuance of press releases

Description: The Public Information Officer sends all press releases to the media contacts list and posts all press releases on the DES website to provide timely access to news and announcements generated by the agency.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 100 Communications

Lead Person: MARTIN, JAMES

Deliverable: Total media contacts

Description: The Public Information Officer is responsible for initiating contacts with media representatives, providing prompt and complete responses, creating and issuing press releases and other documents on topics of interest to constituents. This deliverable represents Total Media contact, which includes press inquiries with print, tv, and radio media, plus number of press releases issued for the quarter.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 300 Communications

Lead Person: MARTIN, JAMES

Deliverable: Tracking website visits to DES press releases

Description: The PIP Unit posts all DES press releases on the DES website for timely access to news and announcements generated by the Department. Through webtrends analysis, the Public Information Officer will track the number of hits to the press releases webpage. This information may be used to analyze trends in visitors and trends in what information/topics attract the most interest.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 40000 Communications

Lead Person: MARTIN, JAMES

Activity: Legislative support for DES Senior Leadership Team (Current)

Description: The PIP Unit is charged with maintaining the most current chart of new bills, LSR's, hearings, amendments, and status updates to ensure timely and appropriate DES participation in legislative activities.

Start/End Dates: 01/02/1987 thru

Lead Person: MARTIN, JAMES

Div/Bur: OFFICE OF THE COMMISSIONER PUBLIC INFORMATION AND PERMITTING

Program: PUBLIC INFORMATION DISSEMINATION (Current)

Activity: Legislative support for DES Senior Leadership Team (Current)**Deliverable: Fiscal note requests tracking/status updates**

Description: The assistant Public Information Officer coordinates and tracks all fiscal note request received from the Legislative Budget Office to ensure that requests are responded to and returned to the LBA in a timely manner, and ensuring that the department meets its fiscal responsibility to the Legislature.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 45 Updates

Lead Person: GRUTTEMEYER, PATRICIA

Deliverable: Legislative hearing calendar/bill tracking status updates

Description: The PIP Unit is responsible for tracking all DES legislative activities that may affect the agency and informing the Senior Leadership Team concerning the ongoing status of LSRs, bills, hearings, and amendments through a consolidated tracking chart and weekly strategy meetings.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 30 Updates

Lead Person: GRUTTEMEYER, PATRICIA

Activity: Measure and improve effectiveness of DES's public relations, education and outreach efforts (Current)

Description: The PIP Unit will work to ensure a positive public perception and reputation for DES in the eyes of the public and our stakeholders.

Start/End Dates: 01/01/2003 thru

Lead Person: MARTIN, JAMES

Deliverable: Blogs - development

Description: The Public Information Officer and the Web Content Manager will coordinate blog development for the agency. Blog activity is expected to increase over the coming years. Deliverable will measure number of new blogs for DES/DES programs.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Communications

Lead Person: MARTIN, JAMES

Deliverable: Create and distribute public service announcements annually with follow-up

Description: Create and distribute public service announcements annually, and create and conduct follow-up surveys to evaluate their effectiveness.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Communications

Lead Person: MARTIN, JAMES

Deliverable: Develop a program to educate and solicit feedback from elected officials

Description: The Public Information Officer will coordinate with the DES Senior Leadership Team ongoing communications with elected officials on the federal, state and local levels. Efforts will include the monthly e-bulletin ECOLINK and support for various tours, events, briefings and orientations.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Programs

Lead Person: MARTIN, JAMES

Deliverable: Direct communication via electronic news service

Description: The Public Information Officer will coordinate direct communication with the public and our stakeholders via a voluntary electronic news service (mailermail). Subscribers voluntarily subscribe to DES's newsletters, alerts and press releases. Deliverable will measure aggregate number of messages issued.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5000 Communications

Lead Person: MARTIN, JAMES

Deliverable: Public Opinion Surveys

Description: The Public Information Officer will conduct public opinion surveys relative to DES's mission, programs and education and outreach activities.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 3 Surveys

Lead Person: MARTIN, JAMES

Div/Bur: OFFICE OF THE COMMISSIONER PUBLIC INFORMATION AND PERMITTING

Program: PUBLIC INFORMATION DISSEMINATION (Current)

Activity: Measure and improve effectiveness of DES's public relations, education and outreach efforts (Current)

Deliverable: Social Media - Twitter

Description: DES started Twitter account (www.twitter.com/nhdes) in January 2009. DES will measure the number of "mentions" and retweets of information issued via twitter as a sign of social networking activity surrounding the Department and the information we are publishing.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 500 Communications

Lead Person: MARTIN, JAMES

Activity: Publication Activity (Current)

Description: The PIP Unit prepares, reviews and updates various DES publications to foster and expand our education and outreach efforts with our stakeholders, most importantly the public.

Start/End Dates: 10/01/2009 thru

Lead Person: No one assigned

Deliverable: Newsletters Published

Description: The PIP Unit is responsible for preparing, reviewing and issuing all newsletters issued by DES

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 20 Communications

Lead Person: MARTIN, JAMES

Deliverable: Publications - new or updated

Description: The PIP Unit is responsible for preparing, reviewing and editing all publications issued by the agency. This deliverable measure the number of new or updated publications published via PIP.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 600 Communications

Lead Person: MARTIN, JAMES

Div/Bur: OFFICE OF THE COMMISSIONER PUBLIC INFORMATION AND PERMITTING

Program: PUBLICATIONS SALES (Current)

Description: Expand and improve customer service efficiency offered by the DES Public Information Center relative to the collection, maintenance, availability, and dissemination of documents, data, and staff referrals.

Start/End Dates: 04/01/2011 thru PAUs: 01 03

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Fulfill external stakeholder requests for information (Current)

Description: The publications sales section of the Public Information Center serves the needs of external customers who request specific information concerning DES activities and programs in support of their efforts to better understand environmental issues.

Start/End Dates: 01/02/1987 thru

Lead Person: Vacant

Deliverable: Fulfill the needs of external E-mail customers

Description: The publications sales section of the Public Information Center provides single or multiple copies of specific program information to external customers who contact it through E-mail.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 500 Requests

Lead Person: DETHLEFS, LAUREN

Deliverable: Fulfill the needs of external U. S. mail customers

Description: The publications sales section of the Public Information Center provides single or multiple copies of specific program information to external customers through the U. S. Postal Service.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 100 Mailings

Lead Person: DETHLEFS, LAUREN

Deliverable: Fulfill the needs of external telephone customers

Description: The publications sales section of the Public Information Center provides single or multiple copies of specific program information to external customers who order them by telephone.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 600 Telephone Calls

Lead Person: DETHLEFS, LAUREN

Deliverable: Fulfill the needs of external walk-in customers

Description: The publications sales section of the Public Information Center provides single or multiple copies of specific program information to external walk-in customers.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 300 Customers

Lead Person: DETHLEFS, LAUREN

Activity: Fulfill internal (DES) requests for information (Current)

Description: The publications sales section of the Public Information Center responds to requests by DES staff members by providing specific information and data to enhance daily business operations, in addition to providing support materials for conducting internal and external education and outreach activities.

Start/End Dates: 01/02/1987 thru

Lead Person: Vacant

Deliverable: Fulfill DES staff E-mail requests

Description: The Public Information Center provides direct responses to E-mailed requests from DES staff members who are seeking either single or multiple copies of fact sheets, forms, rules, and guidance documents.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 500 Requests

Lead Person: DETHLEFS, LAUREN

Deliverable: Fulfill DES staff telephone requests

Description: The Public Information Center provides direct responses to telephoned requests from DES staff who are seeking either single or multiple copies of fact sheets, forms, rules, or guidance documents.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 800 Telephone Calls

Lead Person: DETHLEFS, LAUREN

Div/Bur: OFFICE OF THE COMMISSIONER PUBLIC INFORMATION AND PERMITTING

Program: PUBLICATIONS SALES (Current)

Activity: Fulfill internal (DES) requests for information (Current)**Deliverable: Fulfill DES staff walk-in requests**

Description: The Public Information Center provides single copies and prepares (or makes arrangements to prepare through Graphic Services) special bulk orders of various documents for DES program staff who access it in person for use in internal and external education and outreach activities.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 900 Customers

Lead Person: DETHLEFS, LAUREN

Activity: Monitor DES Web site for publications activity (Current)

Description: The publications sales section of the Public Information Center (and the PIP Unit, in general) is responsible for working with the DES Webmistress to ensure that customers are accessing and receiving the most current information and data.

Start/End Dates: 06/01/1999 thru

Lead Person: DREW, TIMOTHY

Deliverable: Monitor and record the number of Web "hits" for DES administrative rules

Description: Customers in search of DES administrative rules obtain that information by accessing it through the DES Web site.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4000 Web Site Hits

Lead Person: DETHLEFS, LAUREN

Deliverable: Monitor and record the number of Web "hits" for Fact Sheets

Description: Customers in search of DES Fact Sheets obtain that information by accessing it through the DES Web site.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 12000 Web Site Hits

Lead Person: DETHLEFS, LAUREN

Deliverable: Monitor and record the number of Web "hits" for guidance documents

Description: Customers in search of DES guidance documents obtain that information by accessing it through the DES Web site.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5000 Web Site Hits

Lead Person: DETHLEFS, LAUREN

Activity: Provide adequate supply of DES documents to stakeholders (Current)

Description: The publications sales section of the Public Information Center is charged with providing sufficient variety and numbers of documents to ensure that all stakeholders are able to obtain the information, data, and guidance necessary to comply with DES programs.

Start/End Dates: 06/01/1999 thru

Lead Person: Vacant

Deliverable: Maintenance of an adequate supply of fact sheets for external customers

Description: The PIP Unit is charged with the responsibility for obtaining and maintaining the most recent versions of DES fact sheets for external customers and must be able to provide a sufficient number to external stakeholders on an as-needed basis.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 350 Fact Sheets

Lead Person: DETHLEFS, LAUREN

Deliverable: Maintenance of an adequate supply of fact sheets for internal DES staff needs

Description: The Public Information Center is responsible for obtaining the most recent versions of environmental program fact sheets and creating enough of an inventory for each type to serve internal staff presentation needs.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5500 Fact Sheets

Lead Person: DETHLEFS, LAUREN

Deliverable: Maintenance of an adequate supply of guidance documents for external customers

Description: The Public Information Center is responsible for obtaining and maintaining the most recent editions of environmental guidance documents in adequate numbers to serve the needs of external stakeholders.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 300 Documents

Lead Person: DETHLEFS, LAUREN

Div/Bur: OFFICE OF THE COMMISSIONER PUBLIC INFORMATION AND PERMITTING

Program: PUBLICATIONS SALES (Current)

Activity: Provide adequate supply of DES documents to stakeholders (Current)

Deliverable: Maintenance of an adequate supply of guidance documents for internal DES customers

Description: The PIP Unit is charged with obtaining and maintaining the most recent versions of DES guidance documents to provide them to DES staff as needed.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 200 Documents

Lead Person: DETHLEFS, LAUREN

Deliverable: Maintenance of an adequate supply of hard copy DES administrative rules for internal DES customers

Description: The Public Information Center is responsible for maintaining the most recent versions of DES administrative rules and must be capable of providing a sufficient number of copies to internal DES stakeholders on demand.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 100 Rules

Lead Person: DETHLEFS, LAUREN

Deliverable: Maintenance of an adequate supply of hard copy DES administrative rules for external customers.

Description: The PIP Unit is charged with the responsibility for maintaining the most recent versions of DES administrative rules and must be capable of providing a sufficient number of copies to external stakeholders on an as-needed basis.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 300 Rules

Lead Person: DETHLEFS, LAUREN

Div/Bur: WASTE MANAGEMENT DIVISION HAZARDOUS WASTE COMPLIANCE

Program: HAZARDOUS WASTE COMPLIANCE PROGRAM (Current)

Description: The Hazardous Waste Compliance Program functions to assure the compliance of the regulated community, which is achieved through a three part approach: compliance monitoring, compliance assistance, and education/outreach. The Hazardous Waste Compliance Section conducts inspections of hazardous waste generators and provides technical assistance to the regulated community. A Hazardous Waste Assistance Hotline is maintained by the Hazardous Waste Management Bureau (HWMB) for the regulated community to contact the HWMB to ask questions concerning the New Hampshire Hazardous Waste Rules and compliance issues which affect hazardous waste management programs.

Start/End Dates: 07/01/1979 thru PAUs: 05 02 01

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Data Management (Current)

Description: Maintain EPA and HWMB compliance/enforcement databases with evaluation, violation and enforcement data.

Start/End Dates: 10/01/1999 thru

Lead Person: LEEDBERG, TOD

Deliverable: Federal Compliance Monitoring Database - RCRAInfo

Description: Enter and count initial evaluation inspections into the EPA compliance monitoring and enforcement database (RCRAInfo) for hazardous waste handlers that have been inspected, update as necessary with violation and enforcement data.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 30 Entries

Lead Person: LEEDBERG, TOD

Activity: Enforcement (Current)

Description: Ensure that inspected facilities with documented violations receive a timely and appropriate enforcement action. High Priority Violators (HPVs)/Significant Non-Compliers (SNCs) are to receive a formal enforcement action which may include a penalty action.

Start/End Dates: 10/01/1999 thru

Lead Person: LEEDBERG, TOD

Deliverable: Administrative Enforcement Actions

Description: Issue non-penalty enforcement actions (i.e., LODs, NOPVs, AOs) and compliance letters to inspected facilities.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 30 Enforcement Actions

Lead Person: LEEDBERG, TOD

Deliverable: Penalty Actions

Description: Issue Administrative Fines (AFs) and Request for Enforcement Action (RFEs) to facilities deemed to be SNCs/HPVs .

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Penalty Actions

Lead Person: LEEDBERG, TOD

Activity: Inspections (Current)

Description: Inspection of facilities to determine compliance with the NH Hazardous Waste Rules.

Start/End Dates: 10/01/1999 thru

Lead Person: LEEDBERG, TOD

Deliverable: Generator inspections in Federal Fiscal Year 2012

Description: Conduct 30 hazardous waste generator inspections in federal fiscal year 2012. The Large Quantity Generator (i.e., >1,000 kgs/mo) universe has been determined by DES to be 106 as of 07/20/11 after minusing the inactive/declassified/temporary/non-LQG sites. As allowed under the FY 2012 OECA NPM Guidance, 20% of the LQG universe will be covered by combined DES and EPA inspections with DES inspecting 17 LQGs and EPA inspecting 4 LQGs to total 20%. DES also will inspect 13 "other" inspections of primarily 100 - 1,000 Kgs/mo generators, as staff resources allow.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 30 Inspections

Lead Person: LEEDBERG, TOD

Deliverable: Limited Permit inspections in Federal Fiscal Year 2012

Description: Conduct 5 inspections at facilities that require Limited Permits for elementary neutralization or wastewater treatment systems.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Inspections

Lead Person: LEEDBERG, TOD

Div/Bur: WASTE MANAGEMENT DIVISION HAZARDOUS WASTE COMPLIANCE

Program: HAZARDOUS WASTE COMPLIANCE PROGRAM (Current)

Activity: Outreach/Education (Current)

Description: Provide training to the regulated community through workshops, conferences, and speaking engagements.

Start/End Dates: 10/01/1999 thru

Lead Person: LEEDBERG, TOD

Deliverable: Presentations on Hazardous Waste Management

Description: Provide hazardous waste training to the public and regulated community through speaking engagements, and assisting the Hazardous Waste Coordinator Certification Program.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Presentations

Lead Person: LEEDBERG, TOD

Activity: Program Development (Current)

Description: Participate in EPA and the environmental associations meetings and trainings to promote and develop the hazardous waste program and its staff.

Start/End Dates: 10/01/1999 thru

Lead Person: LEEDBERG, TOD

Deliverable: Participation in EPA meetings and trainings, NEWMOA work groups, NEEP, etc.

Description: Participation in EPA meetings and trainings, workgroup meetings for Northeast Waste Management Officials Association, Northeast Environmental Enforcement Project, Association of State and Territorial Solid Waste Management Officials, etc. (Includes 2012 P&C list No. 135)

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Meetings

Lead Person: LEEDBERG, TOD

Activity: Technical Assistance (Current)

Description: Provide assistance to the regulated community for compliance with the Hazardous Waste Rules.

Start/End Dates: 10/01/1999 thru

Lead Person: LEEDBERG, TOD

Deliverable: Hazardous Waste Compliance Assistance Telephone Hotline

Description: Hotline is available for the regulated community to receive information and guidance on the NH Hazardous Waste Rules from knowledgeable HWMB staff.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 500 Assistances Provided

Lead Person: LEEDBERG, TOD

Deliverable: Hazardous Waste Fact Sheets and Guidance Documents

Description: Keep Fact sheets current and create new ones as needed, as well as create new Guidebooks.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Fact Sheets

Lead Person: LEEDBERG, TOD

Deliverable: Regulatory Interpretations

Description: The regulatory policy binder (RPB) is a compilation of the regulatory interpretation letters issued to facilities to clarify a specific requirement under the Hazardous Waste Rules.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Assistances Provided

Lead Person: LEEDBERG, TOD

Div/Bur: WASTE MANAGEMENT DIVISION HAZARDOUS WASTE COMPLIANCE

Program: HAZARDOUS WASTE COORDINATOR CERTIFICATION PROGRAM (Current)

Description: The Certification Program is responsible to provide hazardous waste management training and certification to the full quantity and small quantity generator facilities. Each full quantity generator that generates more than 220 pounds of hazardous waste per month shall have on staff at the facility where the hazardous waste is generated a hazardous waste coordinator certified by the department. Each small quantity generator that generates less than 220 pounds of hazardous waste per month shall self-certify their compliance under the hazardous waste rules once every 3 years.

Start/End Dates: 01/01/2003 thru PAUs:

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Full Quantity Generator - Hazardous Waste Coordinator Certification (Current)

Description: Provide the necessary hazardous waste management training to certify the hazardous waste coordinators at the full quantity generator facilities.

Start/End Dates: 01/01/2003 thru

Lead Person: PROSPERT, TIMOTHY

Deliverable: Advanced Modular Courses Workshops

Description: Provide workshops for modular courses for those who have completed basic certification. Modular courses will cover such topics as Inspection & Enforcement, Hazardous Waste Determination, P2/Waste Minimization, Reporting & Information Mgmt., etc.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Workshops

Lead Person: PROSPERT, TIMOTHY

Deliverable: Basic training course

Description: Provide initial certification courses to hazardous waste coordinators.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 8 Courses

Lead Person: PROSPERT, TIMOTHY

Deliverable: Issue New Certifications

Description: Provide testing and certification for Hazardous Waste Coordinators NEW to the system.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 150 Certifications

Lead Person: PROSPERT, TIMOTHY

Deliverable: Issue Renewal Certifications

Description: Provide certifications for Hazardous Waste Coordinators renewing their annual certification.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 475 Certifications

Lead Person: PROSPERT, TIMOTHY

Activity: Small Quantity Generator - Self-Certification (Current)

Description: Provide the necessary hazardous waste management guidance to allow small quantity generators to self-certify their compliance under the hazardous waste rules.

Start/End Dates: 10/01/2003 thru

Lead Person: FARO, CHRISTIE

Deliverable: Administrative Enforcement Actions

Description: Refer SQG Self-Certification deficiencies to enforcement section.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 3 Enforcement Actions

Lead Person: FARO, CHRISTIE

Deliverable: Self-Certifications (Belknap, Carroll, Coos, Grafton, Merrimack & Sullivan) - 1/2012

Description: Self-certification forms returned from the 696 small quantity generator facilities that will participate in the 2012 mailing event for facilities in Belknap, Carroll, Coos, Grafton, Merrimack & Sullivan counties. The self-certification packages will be sent to these facilities on 10/1/11.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 696 Certifications

Lead Person: FARO, CHRISTIE

Div/Bur: WASTE MANAGEMENT DIVISION HAZARDOUS WASTE COMPLIANCE

Program: HAZARDOUS WASTE COORDINATOR CERTIFICATION PROGRAM (Current)

Activity: Small Quantity Generator - Self-Certification (Current)

Deliverable: Self-Certifications (Cheshire & Hillsborough) - 1/2011

Description: Self-certification forms resolved from the 758 small quantity generator (SQG) facilities that participated in the 2011 mailing event for facilities in Cheshire and Hillsborough counties. 696 self-certification packages were sent to the facilities on 10/1/10 and 62 additional packages were sent through 8/31/11. Approximately 17 of the 758 facilities that received packages from the 2011 mailing still need resolution as of 8/31/11.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 17 Certifications

Lead Person: FARO, CHRISTIE

Deliverable: Self-Certifications (Rockingham & Strafford) - 1/2010

Description: Self-certification forms resolved from the 891 small quantity generator (SQG) facilities that participated in the 2010 mailing event for facilities located in Rockingham and Strafford counties. 751 self-certification packages were sent to the facilities on 10/1/09 and 140 additional packages were sent through 8/23/11. Approximately 9 of the 891 facilities that received packages from the 2010 mailing still need resolution as of 8/23/11.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 9 Certifications

Lead Person: FARO, CHRISTIE

Div/Bur: WASTE MANAGEMENT DIVISION HAZARDOUS WASTE COMPLIANCE

Program: HAZARDOUS WASTE PERMIT PROGRAM (Current)

Description: The Permitting Program reviews and processes applications for all hazardous waste/RCRA permits. These permits include Standard Treatment, Storage, or Disposal Facility (TSDF) Permits, Transfer Facility Permits, Limited Permits (which allow generators to treat hazardous wastewater) and Emergency Permits. The section provides technical support and engineering assistance to the staff of the HWMB in reviewing generator treatment, permitting considerations for universal and household hazardous waste, pollution prevention, waste stream evaluation, waste reduction and recycling issues.

Start/End Dates: 07/01/1979 thru PAUs: 05 02 04

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Issue Permits (Current)

Description: The Permitting Section reviews and processes applications for all hazardous waste/RCRA permits. These permits include Standard Permits, Transfer Facility Permits, Limited Permits and Emergency Permits.

Start/End Dates: 10/01/2001 thru

Lead Person: BIRMINGHAM, LINDA

Deliverable: Emergency Permits

Description: Emergency Permits allow on-site treatment of unstable hazardous wastes so the waste can be safely transported to a permitted, off-site hazardous waste facility for disposal. These permits are issued in response to specific events such as laboratory clean-outs, and as a result it is difficult to predict how many will be requested in a given time period.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Permits Issued

Lead Person: BIRMINGHAM, LINDA

Deliverable: Limited Permits

Description: Limited Permits allow hazardous waste generators to treat their own hazardous wastewater.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Permits Issued

Lead Person: BIRMINGHAM, LINDA

Deliverable: Transfer Facility Permits

Description: Transfer Facility Permits allow facilities to receive hazardous wastes generated off site and store it for up to 10 days, at which time the waste must be transported to a permitted, off-site hazardous waste facility for treatment, storage or disposal. United Oil Recoverys renewal application has been received. Heritage - Crystal Clean has submitted an application for a new transfer facility.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Permits Reviewed

Lead Person: BIRMINGHAM, LINDA

Activity: Quality Assurance (Current)

Description: The Permitting Section is responsible for updating and maintaining the generic Quality Assurance Project Plan (QAPP) for RCRA Subtitle C. The QAPP covers all environmentally related sample collection and analytical activities pertaining to hazardous waste identification. The Lead Person for the Permitting Section is also a member of the NH DES Quality Assurance Team, which maintains the NH DES Quality Management Plan, provides assistance with internal audits, etc.

Start/End Dates: 10/01/2001 thru

Lead Person: BIRMINGHAM, LINDA

Deliverable: Complete Annual Quality Assurance System Program Self-Audit

Description: Per the DES Quality Management Plan (QMP) all DES programs (regardless of funding source) that manage environmental data must report on the status of their QA systems. The purpose of this effort is to help program staff, the QA Team, and the Senior Leadership Team better understand and assess how well the DES QA System is functioning.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Self-Assessments

Lead Person: BIRMINGHAM, LINDA

Div/Bur: WASTE MANAGEMENT DIVISION HAZARDOUS WASTE COMPLIANCE

Program: HAZARDOUS WASTE PERMIT PROGRAM (Current)

Activity: Quality Assurance (Current)

Deliverable: Quality Assurance Project Plan (QAPP)

Description: The RCRA Subtitle C QAPP is a document that describes the necessary quality assurance, quality control, and other technical activities that must be implemented to ensure that the results of the work performed by the RCRA Subtitle C program will satisfy the stated performance criteria. The QAPP documents the planning, implementation, and assessment procedures for the RCRA Subtitle C program, as well as any specific quality assurance and quality control activities. It integrates all the technical and quality aspects of the program in order to provide a "blueprint" for obtaining the type and quality of environmental data and information needed for hazardous waste identification purposes. Updates will be made to the document as needed.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Reviews

Lead Person: BIRMINGHAM, LINDA

Div/Bur: WASTE MANAGEMENT DIVISION HAZARDOUS WASTE COMPLIANCE

Program: RCRA AUTHORIZATION PROGRAM (Current)

Description: The Authorization Program coordinates hazardous waste rulemaking as a result of federal authorization and state requirements. The function of this program is to plan and schedule program activities, coordinate the development of regulations to keep pace with changes in the federal program and changing state needs, and coordinate the development of the state's application to maintain and expand federal authorization of NH's hazardous waste program.

Start/End Dates: 07/01/1979 thru PAUs: 05 02 03

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Maintaining and expanding Authorization of Hazardous Waste Program by US EPA (Current)

Description: Federal law mandates that States must adopt hazardous regulations that are equivalent to and no less stringent than the hazardous waste regulations adopted by the US Environmental Protection Agency. NH is required to submit applications (Program Description, Attorney General's Statement, Memorandum of Agreement) to demonstrate that its hazardous waste program is equivalent to and consistent with the federal program.

Start/End Dates: 11/03/1981 thru

Lead Person: BONNER, WENDY

Deliverable: Adopt rules that are equivalent to selected rules adopted by EPA through 6/30/11

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Rules

Lead Person: BONNER, WENDY

Deliverable: Draft rules that are equivalent to selected rules adopted by EPA through 6/30/11

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Rules

Lead Person: BONNER, WENDY

Activity: State Rulemaking Initiatives (Current)

Description: Federal and State statutes allow New Hampshire to adopt hazardous waste rules more stringent or broader-in-scope than federal hazardous waste rules

Start/End Dates: 07/01/1979 thru

Lead Person: BONNER, WENDY

Deliverable: Adopt rules to implement NH Statutes

Description: Hazardous Waste Coordinator Certification Rules

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Rules

Lead Person: BONNER, WENDY

Deliverable: Draft rules to implement NH statutes

Description: Hazardous Waste Coordinator Certification Rules

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Rules

Lead Person: BONNER, WENDY

Div/Bur: WASTE MANAGEMENT DIVISION HAZARDOUS WASTE REMEDIATION

Program: STATE SITES CORRECTIVE ACTION PROGRAM (Current)

Description: The State Sites Corrective Action Program combines the technical staff involved with groundwater and hazardous waste corrective action issues, including the RCRA C Corrective Action Program and the Brownfields Program. The work load is divided across multiple program elements including: Brownfields Program implementation, site resolution of "small" but high volume sites through timely (less than 60 days) reviews, resolution of more complex "large" sites, and program development.

Start/End Dates: 10/01/1999 thru PAUs: 05 04 01

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Brownfields (Current)

Description:

Start/End Dates: 10/01/2001 thru

Lead Person: LAWRENCE, REBECCA

Deliverable: Complete Annual Quality Assurance System Program Self-Audit

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Assessments

Lead Person: BAXTER, CARL

Deliverable: Make \$500,000 in Revolving Loan Fund (RLF) loans

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 500000 Dollars

Lead Person: LAWRENCE, REBECCA

Deliverable: Three new sites per year in State Brownfields covenant-not-to-sue program

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 3 Sites

Lead Person: LAWRENCE, REBECCA

Deliverable: Three new sites/investigations per year in USEPA funded Targeted Brownfields Assessments

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 3 Sites

Lead Person: LAWRENCE, REBECCA

Activity: Groundwater Management Permit Oversight (Current)

Description: Groundwater management permits are a mechanism to establish a groundwater management zone (GMZ) where contaminated groundwater exists. Groundwater quality within the GMZ is monitored until ambient groundwater quality standards are met.

Start/End Dates: 10/01/2001 thru

Lead Person: KENISON, KARLEE

Deliverable: Technical review and processing of permits (including revisions)

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 40 Permits Issued

Lead Person: KENISON, KARLEE

Activity: Pre-Remedial Program (Current)

Description: Assessment of contaminated sites to determine whether they should be added to CERCLIS, and what is the most effective approach for getting them cleaned up.

Start/End Dates: 10/01/2001 thru

Lead Person: DUBOIS, HOWARD

Deliverable: Reach a Final Assessment Decision (FAD) for a contaminated site

Description: goal is 2 to 4 FADs during this period

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 3 Assessments

Lead Person: DUBOIS, HOWARD

Activity: RCRA Corrective Action (Current)

Div/Bur: WASTE MANAGEMENT DIVISION HAZARDOUS WASTE REMEDIATION

Program: STATE SITES CORRECTIVE ACTION PROGRAM (Current)

Activity: RCRA Corrective Action (Current)

Description: Oversight of RCRA cleanup activities

Start/End Dates: 01/01/2001 thru

Lead Person: BOWEN, DAVID

Deliverable: Achieve Construction Complete

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 0 Facilities/Companies

Lead Person: BOWEN, DAVID

Deliverable: Achieve Contaminated Groundwater Migration Under Control

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Facilities/Companies

Lead Person: BOWEN, DAVID

Deliverable: Achieve Human Exposures Controlled Under Current Conditions

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 0 Facilities/Companies

Lead Person: BOWEN, DAVID

Deliverable: Achieve Site-wide Remedy Selection

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 0 Facilities/Companies

Lead Person: BOWEN, DAVID

Deliverable: Verify adequacy of financial assurance instruments

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Assessments

Lead Person: BOWEN, DAVID

Activity: Site Remediation Oversight (Current)

Description: Oversight of hazardous waste site investigations and cleanups conducted by site owners, consultants, and contractors.

Start/End Dates: 10/01/2001 thru

Lead Person: REGAN, JOHN

Deliverable: Resolve 1 high priority and RCRA C Corrective Action sites

Description: Resolved sites include those permitted or closed.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Sites

Lead Person: REGAN, JOHN

Deliverable: Resolve 12 sites

Description: Resolved sites include those permitted or closed.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 12 Sites

Lead Person: REGAN, JOHN

Deliverable: Review 350 technical documents

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 350 Documents

Lead Person: REGAN, JOHN

Div/Bur: WASTE MANAGEMENT DIVISION HAZARDOUS WASTE REMEDIATION

Program: SUPERFUND PROGRAM (Current)

Description: The Department of Environmental Services (DES) continues to provide management assistance to EPA to clean up the 18 NPL sites in New Hampshire and undertake site assessments for sites not yet on the NPL.

Start/End Dates: 10/01/1999 thru PAUs: 05 04 02

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Site Management (Current)

Description: This activity involves the management of all remedial investigations and actions at the National Priorities List sites where the State is acting on USEPA's behalf (i.e., delegated authority/State lead), management assistance where USEPA is maintaining lead authority, and management oversight where potentially responsible parties have agreed to conduct remedial activities.

Start/End Dates: 10/01/2001 thru

Lead Person: BAXTER, CARL

Deliverable: 20 groundwater and surface water monitoring events per year

Description: An event is one synoptic round of monitoring well water elevations or sampling, or residential well sampling.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 20 Events

Lead Person: PEASE, RICHARD

Deliverable: Complete Annual Quality Assurance System Program Self-Audit

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Self-Assessments

Lead Person: PERKINS, SHARON

Deliverable: Timely review of 300 technical documents per year

Description: 60 day or less review time for document is the target. Documents include investigation reports, design submittals, and construction documents.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 300 Documents

Lead Person: PEASE, RICHARD

Div/Bur: WASTE MANAGEMENT DIVISION OIL REMEDIATION AND COMPLIANCE

Program: ABOVEGROUND STORAGE TANK PROGRAM (Current)

Description: The Aboveground Storage Tank (AST) Program has the responsibility for conducting compliance and facility registration activities for regulated ASTs. The program is 100% State funded by the Fuel Oil Discharge Cleanup Fund and the Oil Pollution Control Fund.

Start/End Dates: 04/21/1997 thru PAUs: 05 05 02

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Design and Construction Review (Current)

Description:

Start/End Dates: 04/21/1997 thru

Lead Person: JURANTY, MICHAEL

Deliverable: Review Design Plans for AST Facilities

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 75 Reviews

Lead Person: JURANTY, MICHAEL

Activity: Facility Compliance Monitoring (Current)

Description:

Start/End Dates: 04/21/1997 thru

Lead Person: JURANTY, MICHAEL

Deliverable: On-Site Compliance Inspections at AST Facilities

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 50 Inspections

Lead Person: JURANTY, MICHAEL

Div/Bur: WASTE MANAGEMENT DIVISION OIL REMEDIATION AND COMPLIANCE

Program: FEDERAL LUST PROGRAM (Current)

Description: The Federal Leaking Underground Storage Tank (LUST) Program managed by DES has the responsibility for the remediation of petroleum contaminated sites where the release occurred from federally regulated underground storage tanks (USTs). This involves emergency response, project management and Groundwater Management Permit oversight to ensure that sites move through investigation to cleanup and site closure in a timely and cost-effective manner. This program is mostly funded by the Federal LUST Trust Cooperative Agreement with limited additional support from the state Petroleum Reimbursement Funds and the state Oil Pollution Control Fund.

Start/End Dates: 10/01/1986 thru PAUs: 05 05 01

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Site Remediation Oversight (Current)

Description: Project Management

Start/End Dates: 10/01/1986 thru

Lead Person: LYNN, GARY

Deliverable: Close LUST Sites

Description: For Governors Dashboard Report, track the number of new sites as well as sites that are mitigated and closed (provide information in Output comment field).

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 25 Closures

Lead Person: LYNN, GARY

Deliverable: Review Technical Documents for LUST Sites

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1500 Reviews

Lead Person: LYNN, GARY

Div/Bur: WASTE MANAGEMENT DIVISION OIL REMEDIATION AND COMPLIANCE

Program: PETROLEUM REIMBURSEMENT FUNDS AND CONTAMINATION NOTIFICATION PROGRAM (Current)

Description: The Petroleum Reimbursement Funds (Funds) include four separate funds: Oil Discharge and Disposal Cleanup Fund (ODDCF), Fuel Oil Discharge Cleanup Fund, Motor Oil Discharge Cleanup Fund and Gasoline Remediation & Elimination of Ethers Fund. These Funds are managed by DES for the Oil Fund Disbursement Board, which is authorized to adopt rules and distribute reimbursements. These Funds provide financial responsibility (i.e., insurance) to specific sectors of the petroleum industry, and provides monies for clean up of gasoline ether contamination, e.g., MtBE. Each Fund is supported by fees on specific types of imported petroleum products including motor fuels, heating oils and motor oil. The ODDCF is available to owners of regulated motor fuel USTs to address federal financial responsibility requirements. About \$12 million per year is reimbursed to clean up petroleum contaminated sites.

Under the groundwater contamination Notification Program, DES notifies owners of properties with on-site water supply wells when contamination is detected in groundwater at nearby locations. All property owners within 500 feet of a (confirmed) groundwater contamination detection location receive notification by certified mail.

Start/End Dates: 07/01/1988 thru PAUs: 05 05 03

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Gasoline Ether Fund Claims Processing (Current)

Description:

Start/End Dates: 01/29/2002 thru

Lead Person: DENISON, TIMOTHY

Deliverable: Process Gasoline Ether Claims

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 50 Reviews

Lead Person: DENISON, TIMOTHY

Activity: Groundwater Contamination Notification (Current)

Description: Complete notification(s) within 30 days of contamination discovery confirmation.

Start/End Dates: 07/01/2002 thru

Lead Person: DENISON, TIMOTHY

Deliverable: Complete notification(s) within 30 days of contamination discovery confirmation

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Notifications

Lead Person: DENISON, TIMOTHY

Deliverable: Locations receiving notifications

Description: The number of sites that received a notification form because of possible contamination

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 30 Letters

Lead Person: DENISON, TIMOTHY

Activity: Petroleum Funds Claims Processing (Current)

Description:

Start/End Dates: 10/01/2001 thru

Lead Person: DENISON, TIMOTHY

Deliverable: Process Reimbursement Claims

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1500 Reviews

Lead Person: DENISON, TIMOTHY

Div/Bur: WASTE MANAGEMENT DIVISION OIL REMEDIATION AND COMPLIANCE

Program: SAFETANK PROGRAM (Current)

Description:

Start/End Dates: 07/01/1999 thru PAUs: 05 05 02

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Financial Assistance for Residential Heating Oil Tank Upgrade (Current)

Description:

Start/End Dates: 07/01/1999 thru

Lead Person: CHWASCIAK, JOHN

Deliverable: Process Financial Assistance Applications for Residential Heating Oil Tank Upgrade

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 80 Reviews

Lead Person: CHWASCIAK, JOHN

Div/Bur: WASTE MANAGEMENT DIVISION OIL REMEDIATION AND COMPLIANCE

Program: SPILL RESPONSE AND COMPLAINT INVESTIGATION PROGRAM (Current)

Description: (NOTE: THE ORIGINAL SIS [Special Investigations Section] WAS REORGANIZED INTO THIS PROGRAM -- RECOMMEND PULLING THE FULL PROGRAM INFORMATION FROM ITS ORIGINAL LOCATION) The Spill Response and Complaint Investigation Program is responsible for managing and directing petroleum and hazardous waste spill prevention, preparedness & response activities and petroleum, solid waste, & hazardous waste complaint investigations. At least one staff member is on-call for spill response at all times.

Start/End Dates: 07/01/1971 thru PAUs: 05 05 02

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Complaint Investigation (Current)

Description:

Start/End Dates: 10/10/2005 thru

Lead Person: BERRY, RICHARD

Deliverable: Investigate All Reported Petroleum, Hazardous Waste and Solid Waste Complaints

Description: Note: actual goal is to respond to 100% of all complaints regardless of the actual number of reports.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 50 Complaints

Lead Person: BERRY, RICHARD

Activity: Spill Preparedness (Current)

Description:

Start/End Dates: 07/01/1971 thru

Lead Person: BERRY, RICHARD

Deliverable: Homeland Security and Emergency Response Coordination

Description: EPA will continue to work with the New England states on Homeland Security and emergency response readiness issues through routine, day-to-day coordination and the existing Regional Response Team mechanism.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Initiatives

Lead Person: BERRY, RICHARD

Activity: Spill Response (Current)

Description:

Start/End Dates: 07/01/1971 thru

Lead Person: BERRY, RICHARD

Deliverable: Respond to All Reported Spills

Description: Note: actual goal is to respond in a timely manner to 100% of reported spills regardless of the actual number.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 120 Spills

Lead Person: BERRY, RICHARD

Div/Bur: WASTE MANAGEMENT DIVISION OIL REMEDIATION AND COMPLIANCE

Program: STATE PETROLEUM REMEDIATION PROGRAM (Current)

Description: The State Petroleum Remediation Program investigates and remediates petroleum spills at sites which are not covered by the federally-regulated Underground Storage Tank (UST) program. These sites consist of heating oil USTs, petroleum Aboveground Storage Tanks (AST) and in-land oil spills not associated with storage facilities (spills from petroleum tanker trucks, etc.). Funding for this program is provided through the Petroleum Reimbursement Funds, the Oil Pollution Control Fund and responsible parties. The sites in the State Petroleum Remediation Program require active project management and Groundwater Management Permit oversight to ensure that sites move from discovery to cleanup and closure in a timely and cost-effective way.

Start/End Dates: 07/01/1971 thru PAUs: 05 05 01

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Site Remediation Oversight (Project Management) (Current)

Description:

Start/End Dates: 07/01/1971 thru

Lead Person: LYNN, GARY

Deliverable: Close State Petroleum Sites

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 50 Closures

Lead Person: LYNN, GARY

Deliverable: Review Technical Documents for State Petroleum Sites

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 800 Reviews

Lead Person: LYNN, GARY

Div/Bur: WASTE MANAGEMENT DIVISION OIL REMEDIATION AND COMPLIANCE

Program: UNDERGROUND STORAGE TANK PROGRAM (Current)

Description: The Underground Storage Tank (UST) Program has the responsibility for conducting active compliance and permitting activities for regulated USTs. The program is partially funded by a federal LUST Prevention grant but is mainly funded from the State Oil Pollution Control Fund. The UST program reviews engineered design plan submittals for completeness, approves construction of systems meeting regulatory requirements, and performs backfill and installation inspections for new or modified UST systems to ensure that installation was per the approved plan. The UST section also performs on-site operational compliance inspections and compliance record reviews and conducts enforcement actions as required to ensure compliance.

Start/End Dates: 10/01/1986 thru PAUs: 05 05 02

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Design & Construction Review (Current)

Description:

Start/End Dates: 10/01/1986 thru

Lead Person: JURANTY, MICHAEL

Deliverable: Inspect Construction at New or Substantially Modified UST Facilities

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 60 Inspections

Lead Person: JURANTY, MICHAEL

Deliverable: Review Design Plans for UST Facilities

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 60 Reviews

Lead Person: JURANTY, MICHAEL

Activity: Enforcement (Current)

Description:

Start/End Dates: 10/01/1986 thru

Lead Person: JURANTY, MICHAEL

Deliverable: Enforcement Action Against UST Facilities in Substantial Non-Compliance

Description: This includes Intent to Red Tag and/or Red Tag (Output equals total number of tanks - sum of Intent to Red-Tag tanks and Red-Tag tanks)

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Enforcement Actions

Lead Person: JONES, MATTHEW

Activity: Facility Compliance Monitoring (Current)

Description:

Start/End Dates: 10/01/1986 thru

Lead Person: JURANTY, MICHAEL

Deliverable: Inspect all federally regulated UST facilities once every 3 yrs

Description: Complete all inspections by 8/8/2013

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 600 Inspections

Lead Person: JURANTY, MICHAEL

Deliverable: Annual USTCA Public Record

Description: Due 12/31/11. Posted on Web-Site via One-Stop.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Reports, Final

Lead Person: JURANTY, MICHAEL

Deliverable: Continue to improve operational compliance by 1% over rate of previous year

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Initiatives

Lead Person: JURANTY, MICHAEL

Div/Bur: WASTE MANAGEMENT DIVISION OIL REMEDIATION AND COMPLIANCE

Program: UNDERGROUND STORAGE TANK PROGRAM (Current)

Activity: Facility Compliance Monitoring (Current)

Deliverable: Reduce Number of Confirmed UST Releases Annually

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Initiatives

Lead Person: JURANTY, MICHAEL

Deliverable: Train UST Operator

Description: Track the number of operators trained either directly by DES or by a training program approved by DES

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 80 Operators

Lead Person: JURANTY, MICHAEL

Activity: Gasoline Vapor Recovery (Current)

Description:

Start/End Dates: 10/01/2002 thru

Lead Person: JURANTY, MICHAEL

Deliverable: Number of Stage I inspections performed

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 100 Inspections

Lead Person: JONES, MATTHEW

Deliverable: Number of Stage II inspections performed

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 75 Inspections

Lead Person: JONES, MATTHEW

Div/Bur: WASTE MANAGEMENT DIVISION OIL REMEDIATION AND COMPLIANCE

Program: USED OIL PROGRAM (Current)

Description: (NOTE: DUE TO A REORGANIZATION IN WMD, THE USED OIL PROGRAM MOVED FROM WMD HAZARDOUS WASTE COMPLIANCE BUREAU [HWC] TO THE OIL REMEDIATION AND COMPLIANCE BUREAU 0 OIL. IT IS RECOMMENDED THAT THE ORIGINAL PROGRAM INFORMATION BE MOVED OVER AS WELL). The Used Oil Program goal is to encourage the recycling and safe management of used oil in New Hampshire. It has two primary objectives: to award grants for establishing or improving used oil collection centers; and to oversee the compliance and enforcement of the regulations governing the generation, transportation, collection and recycling of used oil. This is done through the development of effective regulations and policies, regulatory inspections, and technical assistance.

Start/End Dates: 07/01/1994 thru PAUs: 05 05 03

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Compliance Inspections (Current)

Description:

Start/End Dates: 10/01/2005 thru

Lead Person: DENISON, TIMOTHY

Activity: Used Oil Grants (Current)

Description:

Start/End Dates: 10/01/2005 thru

Lead Person: DENISON, TIMOTHY

Deliverable: Use Oil Grants

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 8 Grants

Lead Person: DENISON, TIMOTHY

Div/Bur: WASTE MANAGEMENT DIVISION SOLID WASTE MANAGEMENT

Program: AUTO SALVAGE YARDS (Current)

Description: A two-phase program to improve environmental practices at motor vehicle salvage yards (MVSyS): Phase I is an education and compliance assistance work effort. Phase II requires yard owners to certify compliance based on an environmental self-audit.

Start/End Dates: 10/01/2004 thru PAUs:

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: E&O, Enforcement Actions and Site Inspections (Current)

Description: Bean counting of all E&O materials sent out on MVSyS, Lists enforcement actions that have been sent out, Lists all site inspections and some of the issues found on-site.

Start/End Dates: 10/01/2009 thru 09/30/2014

Lead Person: ALBERT, TARA

Deliverable: Conferences, Site Inspections, Workshops, Webinars

Description: All events attended by Green Yards Representative

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit:

Lead Person: ALBERT, TARA

Deliverable: Education and Outreach Materials

Description: Creating new outreach materials and also providing current materials to facilities, towns and citizens.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1000 Handouts

Lead Person: ALBERT, TARA

Deliverable: Enforcement Actions

Description: Issuance of LOD, AO or letters of counseling. Also the outcomes of these letters.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 20 Activities

Lead Person: ALBERT, TARA

Deliverable: SOPs, General Permit, Legislative Activities

Description: Information regarding above items to go here.

Start/End Dates: 10/01/2011 thru 09/30/2014 Qty/Unit: 25 Events

Lead Person: ALBERT, TARA

Deliverable: Site Inspections

Description: Who; What; Where; When - Fluids issues

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 50 Inspections

Lead Person: ALBERT, TARA

Activity: Rulemaking (Current)

Description: Draft initial proposal for administrative rules. In addition, tracking of HB84 which will extend the life of HB54.

Start/End Dates: 10/01/2010 thru 09/30/2014

Lead Person: HOYT-DENISON, PAMELA

Div/Bur: WASTE MANAGEMENT DIVISION SOLID WASTE MANAGEMENT

Program: PERMITTING AND DESIGN REVIEW (Current)

Description: Process permit applications and applications for certified waste-derived products. Perform detailed engineering reviews of plans and specifications for various solid waste facility construction projects, including the closure of unlined landfills. Review hydrogeological reports for unlined landfills and new lined landfills. Provide oversight of motor vehicle junkyards. Write and revise the Solid Waste Rules.

Start/End Dates: 10/01/2007 thru PAUs: 04 02 01

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Permitting (Current)

Description: Process solid waste facility permit applications to ensure adequate solid waste disposal capacity and comply with applicable rules.

Start/End Dates: 10/01/2004 thru

Lead Person: WHEELER, WAYNE

Deliverable: Process applications

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 35 Applications, Permit

Lead Person: WHEELER, WAYNE

Div/Bur: WASTE MANAGEMENT DIVISION SOLID WASTE MANAGEMENT

Program: REPORTING & INFORMATION MANAGEMENT (Current)

Description: The Reporting & Information Management Program (RIMS) is responsible for the implementation of all information management functions relative to the Resource Conservation and Recovery Act (RCRA) Subtitle C program. Activities include: maintaining the HazWims database of Hazardous Waste Generators and updating the EPA RCRA Database (RCRA Info) through data transfer; collecting and processing the required biennial report to EPA; collection and processing of hazardous waste manifests; management of the hazardous waste fee program; tracking declassification requests; and re-engineering information management to meet the changing business needs of the RCRA program.

Start/End Dates: 10/01/1999 thru PAUs: 05 01 00

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Accounts Receivable (Current)

Description: Delinquent accounts as well as the number of letters sent to pursue payments for Hazardous Waste Quarterly Activity Reports.

Start/End Dates: 10/01/2008 thru

Lead Person: MICHEL, MARIA

Deliverable: Delinquent Account Reduction

Description: Reduce the number of delinquent quarterly accounts.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 50 Accounts

Lead Person: MICHEL, MARIA

Deliverable: Delinquent Letters Issued

Description: Number of delinquent letters sent for delinquent Hazardous Waste Quarterly Activity Reports.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 200 Collections

Lead Person: MICHEL, MARIA

Activity: Manifest Data Collection to aid with Biennial Reporting (Current)

Description: Collect and process Biennial Report information through manifests and notification forms. Process and compile information and translate to EPA Region 1.

Start/End Dates: 10/02/2001 thru

Lead Person: MICHEL, MARIA

Deliverable: Collect Data for 2011 Biennial Report

Description: Number of manifests entered into the database.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5500 Manifests

Lead Person: MICHEL, MARIA

Deliverable: Declassification Forms Processed

Description: Declassification Forms Received & Processed for Hazardous Waste Generators.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 25 Forms

Lead Person: MICHEL, MARIA

Deliverable: Notification Forms Processed

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 350 Forms

Lead Person: MICHEL, MARIA

Div/Bur: WASTE MANAGEMENT DIVISION SOLID WASTE MANAGEMENT

Program: SOLID WASTE COMPLIANCE (Current)

Description: Assure compliance at permitted solid waste facilities through a combination of activities, including facility inspections, evaluation of reporting data, technical assistance, operator training and certification, and enforcement action when needed.

Start/End Dates: 10/01/2001 thru PAUs: 04 02 01

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Compliance Assurance Submittals (Current)

Description: Process compliance submittals by permitted facilities, including financial assurance plans, annual reports, and landfill operations and post-closure monitoring data.

Start/End Dates: 10/01/2008 thru

Lead Person: KIERONSKI, LAURA

Deliverable: Financial Assurance Plans

Description: Process financial assurance plans, including private facility plans and municipal LOGO test submittals.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 84 Plans

Lead Person: KIERONSKI, LAURA

Activity: Facility Inspections (Current)

Description: Inspect permitted facilities to ensure compliance with appropriate rules.

Start/End Dates: 10/01/2004 thru

Lead Person: DOIRON, MELANIE

Deliverable: Facility Inspections

Description: Inspections include site visits for technical assistance and to investigate complaints.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 40 Inspections

Lead Person: DOIRON, MELANIE

Div/Bur: WASTE MANAGEMENT DIVISION SOLID WASTE MANAGEMENT

Program: SOLID WASTE FACILITY GRANTS (Current)

Description: Award and administer grants to municipalities to reimburse the cost of closing unlined landfills and incinerators.

Start/End Dates: 10/01/2004 thru PAUs:

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Closure Grants (Current)

Description: Award annual grants and maintain existing grants to municipalities to reimburse eligible costs for closing unlined solid waste landfills and incinerators.

Start/End Dates: 10/01/2004 thru

Lead Person: KIERONSKI, LAURA

Deliverable: Grant Payments

Description: Landfill and Incinerator grant payments disbursed.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 43 Payments

Lead Person: KIERONSKI, LAURA

Div/Bur: WASTE MANAGEMENT DIVISION SOLID WASTE MANAGEMENT

Program: SOLID WASTE TECHNICAL ASSISTANCE (Current)

Description: The Solid Waste Technical Assistance Section is responsible for planning and technical assistance for solid waste. Planning activities include the preparation of the State Solid Waste Plan and Annual Legislative Report. Major components of these documents are projections of statewide solid waste capacity needs and the development of strategies for achieving the legislative goal of 40% waste reduction. Of the many outreach activities offered by the section, the Solid Waste Operator Certification is the most comprehensive, with annual certification and a variety of workshops provided throughout the year, including the annual solid waste conference.

Start/End Dates: 10/01/1999 thru PAUs: 05 01 02

Funding: State General State Fees Federal EPA Federal Other Grants

Div/Bur: WATER DIVISION ALTERATION OF TERRAIN

Program: ALTERATION OF TERRAIN PROGRAM (Current)

Description: Permitting program for erosion and stormwater controls for projects which cause earth disturbance of greater than 100,000 sq. ft (50,000 within Protected Shoreland).

Start/End Dates: 10/01/1999 thru PAUs: 03

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Compliance and Enforcement (Current)

Description:

Start/End Dates: 10/01/1999 thru

Lead Person: Vacant

Deliverable: Complaints Responded To

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 90 Responses

Lead Person: RENNIE, CRAIG

Deliverable: Compliance Inspections

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 200 Site Visits

Lead Person: RENNIE, CRAIG

Deliverable: Enforcement Actions

Description: Enforcement Docs generated (AO, LOD, NPF, NPV, LRM Reports, etc.)

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 250 Actions

Lead Person: RENNIE, CRAIG

Activity: Outreach (Current)

Description:

Start/End Dates: 10/01/1999 thru

Lead Person: Vacant

Deliverable: Outreach Efforts

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 15 Presentations

Lead Person: Vacant

Activity: Permitting (Current)

Description:

Start/End Dates: 10/01/1999 thru

Lead Person: Vacant

Deliverable: Applications Reviewed

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 150 Reviews

Lead Person: Vacant

Deliverable: Amended Permits Issued

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 100 Amendments

Lead Person: Vacant

Deliverable: Permits issued

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 150 Permits Issued

Lead Person: Vacant

Div/Bur: WATER DIVISION DAM

Program: DAM BUREAU (Current)

Description: The dam bureau has existed in some form since the late 1930's

Start/End Dates: 10/01/1999 thru PAUs: 03 08

Funding: State General State Fees Federal EPA Federal Other Grants **Activity: Annual Dam Registration Fees (Current)**

Description: Per RSA 482:8a, Env-Wr 303.01 this fee is collected annually

Start/End Dates: 10/01/1999 thru

Lead Person: MCGRATH, NANCY

Deliverable: Dam Registration Fees Invoices Sent

Description: Due every year for hazardous dams, bills sent by 10/31 per Env-Wr303.01 and RSA 482:8-a

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 450 Invoices

Lead Person: MCGRATH, NANCY

Deliverable: Dam Registration Fees Received

Description: Total fees received.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 48850 Dollars

Lead Person: MCGRATH, NANCY

Activity: Collection of Fines due to non payment of Annual Dam Registration Fees (Current)

Description: Pursuant to ENVC613.02e fines are calculated for nonpayment of ADRF required by 482:8a. Any fines collected are deposited in the Dam Maintenance Revolving loan fund per RSA 482:55-a. This was established to provide low interest loans for the maintenance, repair, or reconstruction of privately owned dams.

Start/End Dates: 10/01/2010 thru

Lead Person: MCGRATH, NANCY

Deliverable: Dam Maintenance Revolving Fund - deposits from overdue ADRFs

Description: Dollars deposited in revolving fund during reporting period

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10000 Dollars

Lead Person: MCGRATH, NANCY

Deliverable: 1st Collections letters for unpaid ADRFs

Description: First collections letters issued during reporting period

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 15 Letters

Lead Person: MCGRATH, NANCY

Deliverable: 2nd Collections letters for unpaid ADRFs

Description: Second collections letters issued during reporting period

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 15 Letters

Lead Person: MCGRATH, NANCY

Deliverable: Decisions issued following NPF Hearing for unpaid ADRFs

Description: Decisions issued during reporting period

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Decisions

Lead Person: MCGRATH, NANCY

Deliverable: NPF Hearings for unpaid ADRFs

Description: NPF Hearings held during reporting period

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Hearings

Lead Person: MCGRATH, NANCY

Div/Bur: WATER DIVISION DAM

Program: DAM BUREAU (Current)

Activity: Collection of Fines due to non payment of Annual Dam Registration Fees (Current)**Deliverable: Notices of Past Due Annual Dam Registration Fees**

Description: Number of second notices issued during reporting period. Per Env-wr303.01c

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 60 Invoices

Lead Person: MCGRATH, NANCY

Deliverable: Notices of Proposed Fines for unpaid ADRF

Description: Number of NPFs issued during reporting period

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 15 Notices

Lead Person: MCGRATH, NANCY

Deliverable: Settlements negotiated prior to NPF hearing for unpaid ADRFs

Description: Settlements negotiated prior to hearing during reporting period

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Payments

Lead Person: MCGRATH, NANCY

Deliverable: Unpaid ADRF cases forwarded to the NH DoJ for collections

Description: Cases forwarded to the NH DoJ for collections during reporting period

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Actions

Lead Person: MCGRATH, NANCY

Activity: Collection of Fines for not responding within 45 days of a written directive from the department (Current)

Description: Pursuant to RSA482:89 V the department shall commence a proceeding against any person who does not respond within 45 days of receipt of written order, directive or any notice of needed maintenance, repair or reconstruction issue by the department. Fines collected are deposited into the Dam Maintenance Revolving Loan Fund which was established to provide low interest loans for the maintenance, repair, or reconstruction of privately owned dams. 482:55-a

Start/End Dates: 10/01/2010 thru

Lead Person: MCGRATH, NANCY

Deliverable: 1st Collections letters resulting from not responding with 45 days

Description: First collections letters issued during reporting period

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Letters

Lead Person: MCGRATH, NANCY

Deliverable: 2nd Collection letters resulting from not responding within 45 days

Description: Second collections letters issued during reporting period

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 8 Letters

Lead Person: MCGRATH, NANCY

Deliverable: Cases forwarded to the NH DoJ for collections

Description: Cases forwarded to the NH DoJ for collections during reporting period

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Case Studies

Lead Person: MCGRATH, NANCY

Deliverable: Dam Maintenance Revolving Fund deposits from not responding in 45 days

Description: Dollars deposited in revolving fund during reporting period

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5000 Dollars

Lead Person: MCGRATH, NANCY

Deliverable: Decisions issued following NPF Hearing for not responding withing 45 days

Description: Decisions issued during reporting period

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Decisions

Lead Person: MCGRATH, NANCY

Div/Bur: WATER DIVISION DAM

Program: DAM BUREAU (Current)

Activity: Collection of Fines for not responding within 45 days of a written directive from the department (Current)**Deliverable: NPF Hearings for not responding within 45 days**

Description: NPF Hearings held during reporting period

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Hearings

Lead Person: MCGRATH, NANCY

Deliverable: Notices of Proposed Fines for owners violation of 45 day notice

Description: Number of NPFs issued during reporting period

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Notices

Lead Person: MCGRATH, NANCY

Deliverable: Number of dam owners violating 482:89V

Description: Number of 45 day notices issued during reporting period

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 12 Notices

Lead Person: MCGRATH, NANCY

Deliverable: Settlements negotiated prior to NPF hearing

Description: Settlements negotiated prior to hearing during reporting period

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Agreements

Lead Person: MCGRATH, NANCY

Activity: Emergency Action Planning for Municipally & Privately owned H & S hazard dams by dam owners (Current)

Description: Per Env-wr 500 EAP's are required for significant and high hazard dams

Start/End Dates: 10/01/1999 thru

Lead Person: MCGRATH, NANCY

Deliverable: M and P dam owners EAPs tested

Description: Receipt of documentation from Dam Owner that EAP has been tested.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 40 Tests

Lead Person: MCGRATH, NANCY

Deliverable: Updated EAPs received

Description: Updated EAPs received from Dam Owners

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 80 EAPs (Emergency Action Plans)

Lead Person: MCGRATH, NANCY

Activity: Facilitate the Restoration of Rivers (Current)

Description: To facilitate the restoration of rivers and the elimination of safety hazards through selective dam removals

Start/End Dates: 10/01/2002 thru

Lead Person: LOISELLE, DEBORAH

Deliverable: Dam removal projects permitted

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 3 Projects

Lead Person: LOISELLE, DEBORAH

Deliverable: Monitor effects of Dam Removals

Description: Monitor effects of dam removals through partnerships

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Reports, Final

Lead Person: LOISELLE, DEBORAH

Div/Bur: WATER DIVISION DAM

Program: DAM BUREAU (Current)

Activity: Facilitate the Restoration of Rivers (Current)**Deliverable: Provide Public and Professional Outreach**

Description: Provide presentations on dam removal and river restoration to communities, professional organizations and/or other interests.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Presentations

Lead Person: LOISELLE, DEBORAH

Activity: Permitting the Construction of New Dams and Reconstruction of Existing Dams (Current)

Description: Per Env-wr 400 any person wishing to construct a dam must submit a permit

Start/End Dates: 10/01/1999 thru

Lead Person: MCGRATH, NANCY

Deliverable: Permit applications received

Description: Number of permit applications received by Dam Bureau

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 15 Applications

Lead Person: MCGRATH, NANCY

Deliverable: Dam Permits issued

Description: Dam permits issued by Dam Safety Section.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 15 Permits Issued

Lead Person: MCGRATH, NANCY

Deliverable: Requests for additional information

Description: Number of letters sent to applicants requesting additional information for review of dam permit application.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Requests

Lead Person: MCGRATH, NANCY

Activity: Precipitation Events/Emergency Operations Center (Current)

Description: The Dam Bureau sometimes responds to high precipitation events that are not necessarily considered an emergency situation, however it still represents a significant allocation of resources to respond to provide services to the residents of the state.

Start/End Dates: 10/01/2008 thru

Lead Person: MCGRATH, NANCY

Deliverable: Number of dam or other inspections done related to weather events

Description: Number of dam or other inspections done related to weather events

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 15 Inspections

Lead Person: MCGRATH, NANCY

Deliverable: Number of times the Dam Bureau manned the EOC for flood/disaster events

Description: Number of times the Dam Bureau manned the Emergency Operations Center for flood/disaster events as called for by others. This represents a major allocation of resources.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Events

Lead Person: MCGRATH, NANCY

Deliverable: Number of weather events responded to

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Events

Lead Person: MCGRATH, NANCY

Activity: Public Outreach (Current)

Description: A new public outreach position was created in 2001

Start/End Dates: 10/01/1999 thru

Lead Person: MCGRATH, NANCY

Div/Bur: WATER DIVISION DAM

Program: DAM BUREAU (Current)

Activity: Public Outreach (Current)**Deliverable: Other outreach events**

Description: Conduct or participate in dam related outreach/education events

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Outreach Activities

Lead Person: MCGRATH, NANCY

Deliverable: Presentation of an annual workshop on dam safety for dam owners in NH

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Workshops

Lead Person: MCGRATH, NANCY

Deliverable: Publication & distribution of DES Dam Safety Newsletter to all NH dam owners

Description: A newsletter to be sent to dam owners notifying them of changes in the bureau or items of interest to them

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Newsletters

Lead Person: MCGRATH, NANCY

Deliverable: Training received

Description: Training received by staff

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 48 Training Sessions

Lead Person: MCGRATH, NANCY

Activity: Safety Inspections of Non Menace Dams (Current)

Description: Per Env-wr 302.02 certain non hazard dams are required to be inspected at certain intervals, also non hazard dams are inspected at request

Start/End Dates: 10/01/1999 thru

Lead Person: MCGRATH, NANCY

Deliverable: Inspection Reports Completed for NM dams

Description: Inspection Reports Completed for NM dams

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 35 Reports, Final

Lead Person: MCGRATH, NANCY

Deliverable: Inspections of NM dams

Description: Inspections of NM dams as requested or required

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 35 Inspections

Lead Person: MCGRATH, NANCY

Deliverable: NM dams that have been remediated due to hydraulic or structural deficiencies

Description: The # of dams that have had remediation (construction) completed due to hydraulic or structural deficiencies

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Dams

Lead Person: MCGRATH, NANCY

Deliverable: NM dams that have remediation, due to hydraulic or structural deficiencies, ongoing but not complete

Description: the # of NM dams that have remediation (construction) due to hydraulic or structural deficiencies, ongoing but not complete

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Dams

Lead Person: MCGRATH, NANCY

Deliverable: NOI letters issued for NM dams

Description: NOI letters issued as follow-ups to inspections of NM dams

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Letters

Lead Person: MCGRATH, NANCY

Activity: Safety Inspections of Regulated Dams (Current)

Div/Bur: WATER DIVISION DAM

Program: DAM BUREAU (Current)

Activity: Safety Inspections of Regulated Dams (Current)

Description: Per Env-Wr 302.02 dams are required to be inspected at certain intervals

Start/End Dates: 10/01/1999 thru

Lead Person: MCGRATH, NANCY

Deliverable: Hazardous dams that have been remediated, due to hydraulic or structural deficiencies

Description: The # of non state dams that have been remediated (construction) completed, due to hydraulic or structural deficiencies

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Dams

Lead Person: MCGRATH, NANCY

Deliverable: Hazardous dams that remediation due to hydraulic or structural deficiencies, is ongoing

Description: the # of non state dams that have remediation (construction) due to hydraulic or structural deficiencies is ongoing

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Dams

Lead Person: MCGRATH, NANCY

Deliverable: Inspection reports completed for H, S or L hazard dams

Description: Inspection reports completed for H, S & L hazard dams

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 153 Reports, Final

Lead Person: MCGRATH, NANCY

Deliverable: Inspections completed per year for H, S or L hazard dams

Description: By law the Dam Bureau is required to inspect the hazardous dams on a particular interval dependant upon classification

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 153 Inspections

Lead Person: MCGRATH, NANCY

Deliverable: Number of AOs issued for H, S or L hazard dams

Description: Number of Administrative Orders issued for H, S & L hazard dams

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Orders

Lead Person: MCGRATH, NANCY

Deliverable: Number of LODs issued for H, S or L hazard dams

Description: Number of Letters of Deficiency issued for H, S & L hazard dams

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 20 Letters

Lead Person: MCGRATH, NANCY

Deliverable: Number of MOD's issued for State owned H, S or L hazard dams

Description: The Number of Memo's of Definciency issued for state owned H, S, or L hazard dams

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 20 Letters

Lead Person: MCGRATH, NANCY

Deliverable: Number of NOIs issued for H, S or L hazard dams

Description: Number of NOIs issued for H, S & L hazard dams

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 20 Letters

Lead Person: MCGRATH, NANCY

Activity: Special Projects (Current)

Description: The Dam Bureau is assigned various special projects, including but not limited to Lake Level Investigations, Natural Mean High Water Mark determinations, and other special projects

Start/End Dates: 07/31/2008 thru

Lead Person: MCGRATH, NANCY

Div/Bur: WATER DIVISION DAM

Program: DAM BUREAU (Current)

Activity: Special Projects (Current)

Deliverable: Number of Lake Level Investigations assigned

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Investigations

Lead Person: MCGRATH, NANCY

Deliverable: Number of Lake Level Investigations completed

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Investigations

Lead Person: MCGRATH, NANCY

Deliverable: Number of NMHWM determinations assigned

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Determinations

Lead Person: MCGRATH, NANCY

Deliverable: Number of NMHWM determinations completed

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Determinations

Lead Person: MCGRATH, NANCY

Deliverable: Number of other special projects assigned

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Projects

Lead Person: MCGRATH, NANCY

Deliverable: Number of special projects completed

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Projects

Lead Person: MCGRATH, NANCY

Div/Bur: WATER DIVISION DAM

Program: OPERATION AND MAINTENANCE OF STATE-OWNED DAMS (Current)

Description: The maintenance section operates and maintains the DES owned dams, and as of June 2001 maintains the NH F&G dams

Start/End Dates: 10/01/1999 thru PAUs: 03 08

Funding: State General State Fees Federal EPA Federal Other Grants **Activity: Collection of Hydrologic Data (Current)**

Description: To assist in operation the state owned dams 26 gauging and weather stations are placed

Start/End Dates: 10/01/2008 thru

Lead Person: MATTAINI, DANIEL

Deliverable: Number of station maintained

Description: The dam bureau operations and maintains 26 stations

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 26 Stations

Lead Person: MCGRATH, NANCY

Deliverable: Number of stations added

Description: The dam bureau operates and maintains 26 stations

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 3 Stations

Lead Person: MCGRATH, NANCY

Activity: Contract Design of Berry Bay Dam at Ossipee Lake (Current)

Description: Contract RFQ/RFP process, establishment and execution of contract to conduct design work

Start/End Dates: 05/01/2008 thru

Lead Person: FINEMORE, KENT

Deliverable: Billings received and paid to consultant

Description: Billings for services as per contract for Phase I received and paid to consultant

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 12 Bills

Lead Person: FINEMORE, KENT

Deliverable: Conduct monthly meetings/conference calls with consultant - Phase I

Description: Monthly meetings are part of the scope of work for Phase I.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 12 Meetings

Lead Person: FINEMORE, KENT

Deliverable: Contract deliverables received

Description: Design deliverables per scope of work received from consultant for Phase I

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Designs

Lead Person: FINEMORE, KENT

Deliverable: Responses to consultant

Description: Written responses to questions and preliminary/final submittals of plans and specs by consultant

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 6 Responses

Lead Person: FINEMORE, KENT

Activity: Develop operation and management plans for certain dams (Current)

Description: Develop dam specific operation/management plans for certain state-owned dams that the Dam Bureau is responsible for that are based on stream gauging, modeling, and rainfall data to establish decision tree type guides for operation of dam during high precipitation and flood events.

Start/End Dates: 10/01/2008 thru

Lead Person: MATTAINI, DANIEL

Div/Bur: WATER DIVISION DAM

Program: OPERATION AND MAINTENANCE OF STATE-OWNED DAMS (Current)

Activity: Develop operation and management plans for certain dams (Current)**Deliverable: Establish list of top 10 dams to prepare operation plans for**

Description: Review list of state-owned dams the Dam Bureau is responsible for and select a top 10 list to prepare operation/management plans for.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Lists

Lead Person: FINEMORE, KENT

Activity: Emergency Action Planning for State owned H & S hazard dams (Current)

Description: Per Env-Wr 500 EAP's are required for high and significant hazard dams

Start/End Dates: 10/01/2010 thru

Lead Person: MCGRATH, NANCY

Deliverable: state owned EAPs tested

Description: receipt of documentation that the EAP has been tested

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 20 Tests

Lead Person: MCGRATH, NANCY

Deliverable: state owned EAPs updated

Description: EAPs reviewed and updated as necessary

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 20 Tests

Lead Person: MCGRATH, NANCY

Activity: Maintenance of State-Owned Dams (Current)

Description: To ensure the safety of dams in the state

Start/End Dates: 10/01/1999 thru

Lead Person: MCGRATH, NANCY

Deliverable: Completion of major repair projects for DES owned dams

Description: Completion of major repair projects for DES owned dams

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Projects

Lead Person: MCGRATH, NANCY

Deliverable: Completion of major repair projects for F&G owned dams

Description: Completion of major repair projects for F&G owned dams

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Projects

Lead Person: MCGRATH, NANCY

Deliverable: Completion of major repair projects for other state owned dams

Description: Completion of major repair projects for other state owned dams (owned by others, not DES or F&G)

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Projects

Lead Person: MCGRATH, NANCY

Deliverable: DES dams that have been remediated due to hydraulic or structural deficiencies

Description: The # of DES dams that have had construction completed due to hydraulic or structural deficiencies

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 15 Dams

Lead Person: MCGRATH, NANCY

Deliverable: DES dams where remediation, due to hydraulic or structural deficiencies, is ongoing but not complete

Description: # of DES dams where remediation (construction), due to hydraulic or structural deficiencies, is ongoing but not completed

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Dams

Lead Person: MCGRATH, NANCY

Div/Bur: WATER DIVISION DAM

Program: OPERATION AND MAINTENANCE OF STATE-OWNED DAMS (Current)

Activity: Maintenance of State-Owned Dams (Current)**Deliverable: Dam Management Policy**

Description: Develop a policy for state owned dams to incorporate instream and downstream flow needs and stakeholder and aquatic needs into operational procedures. END DATE EXTENDED FROM 9/30/07

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Policy Changes

Lead Person: GALLAGHER, JR., JAMES

Deliverable: F&G dams that have been remediated due to hydraulic or structural deficiencies

Description: The # of F&G dams that have had construction completed due to hydraulic or structural deficiencies

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Dams

Lead Person: MCGRATH, NANCY

Deliverable: F&G dams where remediation, due to hydraulic or structural deficiencies, is ongoing but not complete

Description: # of F&G dams where remediation (construction), due to hydraulic or structural deficiencies is ongoing but not completed

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Dams

Lead Person: MCGRATH, NANCY

Deliverable: Maintain the NH Fish & Game Dams

Description: Thorough a memorandum of agreement with the NH F&G in 07/2001 the dam maintenance section now maintains the F&G dams.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 104 Dams

Lead Person: MCGRATH, NANCY

Deliverable: Number of G&C requests submitted

Description: Number of G&C requests submitted related to dam maintenance work and projects

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 20 Requests

Lead Person: MCGRATH, NANCY

Deliverable: Other State Agency dams that have been remediated due to hydraulic or structural deficiencies

Description: The # of other state agency dams, other than DES & F&G, that have had construction completed due to hydraulic or structural deficiencies

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Dams

Lead Person: MCGRATH, NANCY

Deliverable: Other state dams where remediation, due to hydraulic or structural deficiencies is ongoing, not comp

Description: # of other state agency dams, other than DES & F&G, where remediation (construction) due to hydraulic or structural deficiencies is ongoing but not completed

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Dams

Lead Person: MCGRATH, NANCY

Activity: Operation of DES-Owned Dams (Current)

Description: To operate the DES owned dams

Start/End Dates: 10/01/1999 thru

Lead Person: MCGRATH, NANCY

Deliverable: Number of High Water events responded to

Description: Number of High Water events responded to as part of operations

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Events

Lead Person: MCGRATH, NANCY

Deliverable: Number of dams upgraded for automation

Description: dams that have been upgraded to accommodate some level of automation

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Dams

Lead Person: MCGRATH, NANCY

Div/Bur: WATER DIVISION DAM

Program: OPERATION AND MAINTENANCE OF STATE-OWNED DAMS (Current)

Activity: Operation of DES-Owned Dams (Current)

Deliverable: Operation & maintenance of all DES-owned dams

Description: Operation & maintenance of all 113 DES-owned dams including control of flows and water levels and maintenance of outlet works and spillways, and vegetation control on earthen embankments

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 100 Percent

Lead Person: MCGRATH, NANCY

Div/Bur: WATER DIVISION DAM

Program: PROPERTY MANAGEMENT (DAMS) (Current)

Description: The bureau manages properties at or around numerous dams in the state

Start/End Dates: 10/01/1999 thru PAUs:

Funding: State General State Fees Federal EPA Federal Other Grants **Activity: Hydropower Leases (Current)**

Description: Execution and management of Hydropower Leases

Start/End Dates: 10/01/1999 thru

Lead Person: MCGRATH, NANCY

Deliverable: Number of hydro facilities billed

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 12 Facilities/Companies

Lead Person: MCGRATH, NANCY

Deliverable: Number of hydro facilities with revenue received

Description: actual number of hydros who responded to billing with payment

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 12 Facilities/Companies

Lead Person: MCGRATH, NANCY

Deliverable: Number of new hydro leases established

Description: actual number of new leases established

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Leases

Lead Person: MCGRATH, NANCY

Deliverable: Revenue received from hydro leases

Description: Monies recd as a result of billing

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5000 Dollars

Lead Person: MCGRATH, NANCY

Activity: Lot Leases (Current)

Description: Execution and management of Lot Leases

Start/End Dates: 10/01/1999 thru

Lead Person: MCGRATH, NANCY

Deliverable: Number of Lot Licensees billed

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 80 Licenses

Lead Person: MCGRATH, NANCY

Deliverable: Number of lot licenses with revenue received

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 80 Licenses

Lead Person: MCGRATH, NANCY

Deliverable: Revenue recd from lot leases

Description: actual revenue received under lot licensing program

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5000 Dollars

Lead Person: MCGRATH, NANCY

Activity: Water User Contracts (Current)

Description:

Start/End Dates: 10/01/1999 thru

Lead Person: MCGRATH, NANCY

Div/Bur: WATER DIVISION DAM

Program: PROPERTY MANAGEMENT (DAMS) (Current)

Activity: Water User Contracts (Current)

Deliverable: Number of existing contracts reestablished

Description: Number of existing water user contracts that are reestablished (supposed to be done periodically)

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 25 Contracts

Lead Person: MCGRATH, NANCY

Deliverable: Number of new contracts established

Description: new water user contracts

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Contracts

Lead Person: MCGRATH, NANCY

Deliverable: Number of water user contract preliminary letter sent

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 25 Water Users

Lead Person: MCGRATH, NANCY

Deliverable: Revenue Received from water user contracts

Description: monies received as a result of billing

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 300000 Dollars

Lead Person: MCGRATH, NANCY

Div/Bur: WATER DIVISION DRINKING WATER AND GROUNDWATER

Program: ENGINEERING/SURVEY/OPERATIONS (Current)

Description:

Start/End Dates: 10/01/2010 thru PAUs:

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Capacity Development (Current)

Description:

Start/End Dates: 07/01/2010 thru

Lead Person: KLEVENS, CYNTHIA

Deliverable: Coordinate with WTTAC on small system tech assistance and training

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Meetings

Lead Person: KLEVENS, CYNTHIA

Deliverable: New capacity development candidates

Description:

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 60 Systems

Lead Person: KLEVENS, CYNTHIA

Deliverable: Record drawing grant for Small PWS

Description:

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 10 Grants

Lead Person: TORREY, ADAM

Deliverable: Small PWS receiving DWSRF funds

Description:

Start/End Dates: 01/01/2012 thru 12/30/2012 Qty/Unit: 5 Loans

Lead Person: TORREY, ADAM

Deliverable: Site visits to systems in need of capdev assistance

Description: DWGB technical staff, 2T and CM site visit codes.
See next deliverable for NEW SYSTEM welcome visits by A.Gourley.

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 100 Site Visits

Lead Person: KLEVENS, CYNTHIA

Deliverable: Transient system outreach - new system site visits

Description: One-on-one visits (by Tech staff Allyson Gourley) to deliver new system "Welcome Packet", and educate new owners regarding their SDWA responsibilities.

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 20 Systems

Lead Person: KLEVENS, CYNTHIA

Deliverable: Transient system outreach - unregistered systems

Description: letters and subsequent TA to bring "found" systems into the program.
H_private wells\nonpws\

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 20 Systems

Lead Person: MATES, JENNIFER

Activity: Cross connection control program activities (Current)

Description:

Start/End Dates: 10/01/2010 thru

Lead Person: PELHAM, ANCEL

Div/Bur: WATER DIVISION DRINKING WATER AND GROUNDWATER

Program: ENGINEERING/SURVEY/OPERATIONS (Current)

Activity: Cross connection control program activities (Current)**Deliverable: Annual reports from PWS**

Description:

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 50 Plans

Lead Person: PELHAM, ANCEL

Deliverable: Enforcement CCC Programs all systems >1000 pop

Description:

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 20 Systems

Lead Person: PELHAM, ANCEL

Activity: DWGB ESS Lean Projects (Current)Description: Tracking and implementation of Lean projects including Design Review database update, Pb-Cu submittal reviews, other
Start/End Dates: 10/01/2010 thru

Lead Person: KLEVENS, CYNTHIA

Deliverable: Design Review lean project implementation

Description: Group work sessions to map existing process, develop future process, implement and train all DR staff.

Start/End Dates: 10/01/2010 thru 09/30/2012 Qty/Unit: 5 Meetings

Lead Person: KLEVENS, CYNTHIA

Activity: Develop SOPS for programs (Current)Description: Develop SIPs for operator certification, Drinking Water State Revolving loan program, sanitary surveys and other programs
Start/End Dates: 10/01/2010 thru

Lead Person: SKARINKA, RICHARD

Deliverable: SOPS Capacity Development

Description:

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 3 Plans, Management

Lead Person: KLEVENS, CYNTHIA

Deliverable: SOPS for Design Review

Description:

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 8 Plans, Management

Lead Person: MATES, JENNIFER

Deliverable: SOPS for Drinking Water State Revolving Program

Description:

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 5 Plans, Management

Lead Person: DUDLEY, DANIEL

Deliverable: SOPS for Operator certification program

Description:

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 5 Plans, Management

Lead Person: PELHAM, ANCEL

Deliverable: SOPS for Sanitary Surveys

Description:

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 1 Plans, Management

Lead Person: SKARINKA, RICHARD

Activity: Engineering Reviews (Current)

Lead Person:

Div/Bur: WATER DIVISION DRINKING WATER AND GROUNDWATER

Program: ENGINEERING/SURVEY/OPERATIONS (Current)

Activity: Engineering Reviews (Current)Start/End Dates: 10/01/2010 thru
SKARINKA, RICHARD**Deliverable: Existing Small System modifications, expansions and upgrades**

Description: Review reports, plans and specifications, etc. of modifications for EXISTING small water systems. Project types B,D.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 50 Design Reviews

Lead Person: MATES, JENNIFER

Deliverable: Large system approvals for modifications / upgrades / expansions

Description: Design review preliminary plans, eng reports, plans and specs for large water system improvements to address infrastructure upgrades and meet water quality standards.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 100 Items

Lead Person: SKARINKA, RICHARD

Deliverable: New small water system approvals

Description: Review reports, plans and specifications, etc. for NEW community and non-community small public water systems. Project types C,E,F.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 20 Design Reviews

Lead Person: MATES, JENNIFER

Deliverable: Treatment additions or modificationsDescription: Arsenic, Rads, Fluoride ONLY. Project types J, K.
Other treatment incl. disinfection, iron-manganese, other secondary not reported through MTRS.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 40 Designs

Lead Person: KLEVENS, CYNTHIA

Activity: Lead and Copper Program (Current)

Description:

Start/End Dates: 10/01/2010 thru

Lead Person: WILLOUGHBY, SUSAN

Deliverable: Corrosion control biweekly WQ tracking for problem systems

Description: Number of systems we are actively tracking for review of bi-weekly WQ, to ensure return to optimal corrosion control within a timely manner. Estimated 10/year.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Systems

Lead Person: WILLOUGHBY, SUSAN

Deliverable: Lead sampling in daycares / schools served by large PWSs

Description: \$10,000 EPA grant to perform lead sampling of daycares in typical municipal water systems to verify if existing corrosion control practices are protective of public health for these sensitive populations.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 65 Samples

Lead Person: WILLOUGHBY, SUSAN

Activity: Operations (Current)

Description:

Start/End Dates: 10/01/2010 thru

Lead Person: SKARINKA, RICHARD

Deliverable: Brochure on operator ethics and responsibilities

Description:

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 1 Brochures

Lead Person: PELHAM, ANCEL

Div/Bur: WATER DIVISION DRINKING WATER AND GROUNDWATER

Program: ENGINEERING/SURVEY/OPERATIONS (Current)

Activity: Operations (Current)

Deliverable: Operator Certification Program Implementation Report to EPA

Description: Certification letter from EPA regarding op cert program in NH

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 1 Reports, Final

Lead Person: PELHAM, ANCEL

Activity: Private Well Strategy (Current)

Description: Activities supporting implementation of private well strategy ESS-PP&A.
(Moved from WSEB - Other 10/1/2010)

Start/End Dates: 11/01/2000 thru

Lead Person: KLEVENS, CYNTHIA

Deliverable: Answer Inquiries From Private Well Owners

Description: Logged inquiries to DWGB Technical Staff
H_ESS\Programs\Private Well Inquiries

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 250 Inquiries

Lead Person: KLEVENS, CYNTHIA

Deliverable: Private well testing model ordinance

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Ordinances

Lead Person: SUSCA, PAUL

Activity: Rules Adoption - Implementation (Current)

Description: Activities for adoption and implementation of new rules or updating of existing rules.

Start/End Dates: 10/01/2010 thru

Lead Person: KLEVENS, CYNTHIA

Deliverable: DBP Site listing on master sampling schedule

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Schedules

Lead Person: KLEVENS, CYNTHIA

Deliverable: Revise and Readopt 503-504 Operations and Maintenance Rules

Description: Outputs:

a) Technical review including stakeholders - final draft (completed Sept 2011)
b) Legal review / IP posting c) Public Hearing d) Final rule

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Rules

Lead Person: PELHAM, ANCEL

Deliverable: Stage 2 DBP Sampling Reminder letter

Description: Reminder letters to all Surface water systems regarding reviewing and modifying DBP sampling plans for 2013 deadline

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 53 Letters

Lead Person: SKARINKA, RICHARD

Activity: State Revolving Fund (SRF) (Current)

Description:

Start/End Dates: 10/01/2010 thru

Lead Person: DUDLEY, DANIEL

Deliverable: Annual Intended Use Plan

Description:

Start/End Dates: 01/01/2012 thru 12/31/2012 Qty/Unit: 1 Plans

Lead Person: DUDLEY, DANIEL

Div/Bur: WATER DIVISION DRINKING WATER AND GROUNDWATER

Program: ENGINEERING/SURVEY/OPERATIONS (Current)

Activity: State Revolving Fund (SRF) (Current)

Deliverable: Monthly payments for public water systems - State Aid Grant Program

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 100 Percent

Lead Person: SKARINKA, RICHARD

Activity: Surveys (Current)

Description: Number of small and large system sanitary surveys completed by ESS staff

Start/End Dates: 10/01/2010 thru

Lead Person: SKARINKA, RICHARD

Deliverable: Conduct sanitary surveys at small water supply systems.

Description: Conduct sanitary surveys at 33% of all small community and non-transient/non-community water systems; and at 20% of all transient non-community water systems each year.
Site visit code _1, all surveyors except RCS, DDD (large) and SAW (med).

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 600 Surveys

Lead Person: KLEVENS, CYNTHIA

Deliverable: Large System Survey Letters

Description: # Letters issued within 60-days of site visit. Total should equal number of lg system surveys.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 30 Letters

Lead Person: SKARINKA, RICHARD

Deliverable: Medium system surveys (pop 500 - 1500)

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 15 Surveys

Lead Person: WILLOUGHBY, SUSAN

Deliverable: On-site investigations at small water supply systems.

Description: Estimated quantity increased based on fy2011

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 40 Site Visits

Lead Person: KLEVENS, CYNTHIA

Deliverable: Pilot Electronic Sanitary Surveys

Description: Start with Transients

Start/End Dates: 10/01/2010 thru 09/30/2012 Qty/Unit: 4 Activities

Lead Person: KLEVENS, CYNTHIA

Deliverable: Sanitary Surveys for large systems

Description: Complete sanitary surveys of large community water systems

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 50 Surveys

Lead Person: SKARINKA, RICHARD

Deliverable: Site visits to Fairs

Description:

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 5 Site Visits

Lead Person: KLEVENS, CYNTHIA

Activity: address DBP2 issues related to electronic transfer and sampling schedules (Current)

Description: MOVED TO RULES IMPLEMENTATION - PLEASE DELETE THIS ACTIVITY

Start/End Dates: 10/01/2010 thru

Lead Person: KLEVENS, CYNTHIA

Div/Bur: WATER DIVISION DRINKING WATER AND GROUNDWATER

Program: ENGINEERING/SURVEY/OPERATIONS (Current)

Activity: address DBP2 issues related to electronic transfer and sampling schedules (Current)

Deliverable: DBP Site listing on master sampling schedule

Description: TO BE MOVED TO RULES IMPLEMENTATION

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 1 Schedules

Lead Person: KLEVENS, CYNTHIA

Activity: capital improvement planning for small systems (Current)

Description:

Start/End Dates: 10/01/2010 thru

Lead Person: TORREY, ADAM

Deliverable: Create asset management tool for small PWS

Description:

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 1 Strategies

Lead Person: TORREY, ADAM

Deliverable: Site visits to PWS

Description: Site visit to PWS to promote asset management

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 10 Site Visits

Lead Person: TORREY, ADAM

Activity: coordinate with WTTAC on small system tech assistance and training (Current)

Description: MOVED TO CAPDEV FOR FY2012 - PLEASE DELETE

Start/End Dates: 10/01/2010 thru

Lead Person: KLEVENS, CYNTHIA

Activity: implement lead/copper monitoring in schools connected to PWSs (Current)

Description: MOVED TO LEAD AND COPPER DELIVERABLES - PLEASE DELETE

Start/End Dates: 10/01/2010 thru

Lead Person: WILLOUGHBY, SUSAN

Deliverable: Report on test results from schools

Description: Samples collected at daycares finished by 9/1/11. No new activity through 12/31/11.

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 100 Percent

Lead Person: WILLOUGHBY, SUSAN

Activity: implement reporting and tracking of corrosion control WQ tracking (Current)

Description: no new activity as of 12/31/11.

MOVED TO LEAD AND COPPER - PLEASE DELETE

Start/End Dates: 10/01/2010 thru

Lead Person: WILLOUGHBY, SUSAN

Div/Bur: WATER DIVISION DRINKING WATER AND GROUNDWATER

Program: HYDROGEOLOGY/CONSERVATION/WATER USE (Current)

Description:

Start/End Dates: 10/01/2010 thru PAUs:

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Groundwater Permitting (Current)

Description:

Start/End Dates: 10/01/2010 thru

Lead Person: KERNEN, BRANDON

Deliverable: New Small Community Well Sitings

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 8 Permits Issued

Lead Person: ROY, STEPHEN

Deliverable: Close 100% of discovered floordrains and complete all reporting

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 100 Percent

Lead Person: KERNEN, BRANDON

Deliverable: New large Community Well Sitings

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Permits Issued

Lead Person: ROY, STEPHEN

Deliverable: Number of Groundwater Discharge Permit Submittals Reviewed

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 60 Submittals

Lead Person: KERNEN, BRANDON

Deliverable: Number of Groundwater Discharge Permits Issued

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 15 Permits Issued

Lead Person: KERNEN, BRANDON

Deliverable: Submittals Associated with Proposed Water Withdrawals Reviewed and Responded to

Description: Includes Large Withdrawals, Bottled Water Withdrawals and Community Water Systems

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 125 Submittals

Lead Person: ROY, STEPHEN

Activity: Hydrogeology (Current)

Description:

Start/End Dates: 10/01/2010 thru

Lead Person: KERNEN, BRANDON

Deliverable: In-State Rad Disposal Options for Uranium Based Treatment Systems

Description: Identify regulatory and technical barriers. Determine if in-state landfill disposal is safely possible.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Projects

Lead Person: KERNEN, BRANDON

Deliverable: Addressing 1,4 dioxane in Drinking Water Supplies

Description:

Start/End Dates: 04/01/2011 thru 09/30/2012 Qty/Unit: 1 Policies

Lead Person: KERNEN, BRANDON

Div/Bur: WATER DIVISION DRINKING WATER AND GROUNDWATER

Program: HYDROGEOLOGY/CONSERVATION/WATER USE (Current)

Activity: Hydrogeology (Current)**Deliverable: Assess Radiation Exposure at Pump Houses Removing Radionuclides from Drinking Water**

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 15 Surveys

Lead Person: KERNEN, BRANDON

Deliverable: Establish Water Level Monitoring Network and Place Data Online/Joint USGS Project

Description:

Start/End Dates: 10/01/2010 thru 09/30/2012 Qty/Unit: 100 Percent

Lead Person: KERNEN, BRANDON

Deliverable: Geofluvial Hazard Analysis Outreach

Description: Notify all water systems with assets in mapped hazardous areas (where available)

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 100 Percent

Lead Person: KERNEN, BRANDON

Deliverable: Lamprey River Watershed Flood Mapping Water System Asset Project

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Projects

Lead Person: KERNEN, BRANDON

Deliverable: NH Hydrogeological Data Guidance Document

Description:

Start/End Dates: 10/01/2010 thru 09/30/2012 Qty/Unit: 1 Documents

Lead Person: KERNEN, BRANDON

Deliverable: Rock Blasting/Private Well Protection Submittals

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Submittals

Lead Person: KERNEN, BRANDON

Deliverable: Update Drought Management Plan

Description: End Date Extended from 9/30/2010

Start/End Dates: 09/01/2009 thru 09/30/2012 Qty/Unit: 1 Plans

Lead Person: KERNEN, BRANDON

Activity: PPCP Coordination (Current)

Description:

Start/End Dates: 09/01/2008 thru

Lead Person: KERNEN, BRANDON

Deliverable: Coordinate/Attend Workgroups

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Activities

Lead Person: KERNEN, BRANDON

Deliverable: PPCP Sampling at Groundwater Discharge Site

Description:

Start/End Dates: 10/01/2010 thru 12/31/2011 Qty/Unit: 1 Sites

Lead Person: KERNEN, BRANDON

Activity: Water Conservation (Current)

Lead Person:

Div/Bur: WATER DIVISION DRINKING WATER AND GROUNDWATER

Program: HYDROGEOLOGY/CONSERVATION/WATER USE (Current)

Activity: Water Conservation (Current)

RSA 485:61; Env-Wq 2101

Start/End Dates: 07/12/2002 thru

BENNETT, DEREK

Deliverable: Case Study

Description: Develop case study of the water efficiency improvements made at NHDES. Success will be determined through publication of the case study.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Case Studies

Lead Person: BENNETT, DEREK

Deliverable: Compliance

Description: Track compliance with water conservation. This deliverable will track all enforcement actions although even if related to the same facility/enforcement case (i.e. warning, NOV, LOD). This is done to accurately track the workload of enforcement actions.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Enforcement Cases

Lead Person: BENNETT, DEREK

Deliverable: Field Inspections

Description: Perform inspections with facilities that have approved water conservation plans. Success may be gauged by the number of inspections performed.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 15 Inspections

Lead Person: BENNETT, DEREK

Deliverable: Ordinances

Description: Market the model ordinances / regulation pertaining to water systems, landscaping, and lawn irrigation. Success may be gauged by the number of meetings / presentations / articles / etc.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Events

Lead Person: BENNETT, DEREK

Deliverable: Plans Reviewed

Description: Track number of water conservation plans reviewed in accordance with Env-Wq 2101. The number of plans that will be reviewed is unknown. Previous deliverable emphasized "approved" plans, while this deliverable considers the total number of plans reviewed to more accurately quantify the workload.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 20 Plans

Lead Person: BENNETT, DEREK

Deliverable: Rules

Description: Readopt water conservation rules with amendments. Success will be determined through rule adoption.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Rules

Lead Person: BENNETT, DEREK

Deliverable: WaterSense

Description: Promote the WaterSense program. Previous deliverable focused on the number of outreach activities performed. Success for this deliverable may be gauged by the number of partners that have joined the program.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Units

Lead Person: BENNETT, DEREK

Activity: Water Use (Current)

Description: Formerly "Water Use Registration and Reporting" (09/30/10)RSA 488; Env-Wq 2102

Start/End Dates: 01/01/2006 thru

Lead Person: BENNETT, DEREK

Div/Bur: WATER DIVISION DRINKING WATER AND GROUNDWATER

Program: HYDROGEOLOGY/CONSERVATION/WATER USE (Current)

Activity: Water Use (Current)**Deliverable: Electronic Reporting**

Description: Initiate electronic reporting of water use data through the NHDES Onestop site. Success may be gauged by the number of water users that are registered as data providers

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 200 Registrations

Lead Person: BENNETT, DEREK

Deliverable: Energy Efficiency

Description: Outreach to water suppliers, wastewater treatment facilities, and other water users on the technical and financial incentives available relative to energy efficiency. Outreach should include the development of materials, a brief survey to gauge interest, and regional meetings in cooperation with electric utilities.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Events

Lead Person: BENNETT, DEREK

Deliverable: Field Inspections

Description: Perform field inspections to ensure the requirements of RSA 488 & Env-Wq 2102 are being satisfied. Success will be gauged by the number of inspections performed.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 50 Inspections

Lead Person: BENNETT, DEREK

Deliverable: New Registrations

Description: Pursue facilities that are using in excess of 20,000 gallons / day and are not registered with the program. Success will be gauged by the number of new registrations received.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 25 Registrations

Lead Person: BENNETT, DEREK

Deliverable: Reporting Compliance

Description: Ensure registered water users are complying with the reporting requirements. Requirements include registration, data reporting and measurement accuracy. Success will be gauged by the number of enforcement documents that are sent to registered water users.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 50 Violations

Lead Person: BENNETT, DEREK

Activity: Water Well Board (Current)

Description: RSA 482-B

Start/End Dates: 01/01/1984 thru

Lead Person: SCHOFIELD, RICHARD

Deliverable: Coordinate New Well and Septic System Siting with Subsurface

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 SOPs (Standard Operating Procedures)

Lead Person: KERNEN, BRANDON

Deliverable: Improve Compliance with Monitoring Well Construction Reporting Requirements

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 100 Percent

Lead Person: KERNEN, BRANDON

Deliverable: Inspect New Wells

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 40 Wells

Lead Person: KERNEN, BRANDON

Div/Bur: WATER DIVISION DRINKING WATER AND GROUNDWATER

Program: HYDROGEOLOGY/CONSERVATION/WATER USE (Current)

Activity: Water Well Board (Current)

Deliverable: Number of Consumer Complaints Regarding Wells and Pumps Addressed

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Complaints

Lead Person: SCHOFIELD, RICHARD

Deliverable: Number of Wells Constructed and Reported to the State

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2500 Wells

Lead Person: SCHOFIELD, RICHARD

Deliverable: Rulemaking for Closed Loop Geothermal Fluids

Description: Implement RSA 485:3, XIV

Start/End Dates: 10/01/2010 thru 03/31/2012 Qty/Unit: 1 Rules

Lead Person: KERNEN, BRANDON

Deliverable: Water Well Enforcement Actions Taken

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 12 Actions

Lead Person: SCHOFIELD, RICHARD

Deliverable: Well Maintenance and Outreach Initiative

Description:

Start/End Dates: 10/01/2010 thru 09/30/2012 Qty/Unit: 1 Projects

Lead Person: KERNEN, BRANDON

Div/Bur: WATER DIVISION DRINKING WATER AND GROUNDWATER

Program: INFORMATION MANAGEMENT (Current)

Description: Formerly Data Management Activity under PWSS.

Start/End Dates: 10/01/1999 thru PAUs:

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Database Improvements (Current)

Description: Formerly Data Management B4 09/30/2010

Start/End Dates: 10/01/1999 thru

Lead Person: CULLEROT, LAURIE

Deliverable: DWGB Information System PHASE 2 Small System Design Review

Description: Convert WSEB Design Review application to new DWGB Projects Tracking application and develop new applications to meet the needs of DWGB. Could adhere to Innovative Permitting Initiative.

Deliverables:

- 1) Project Startup - Investigate, scope, collect info, meet with subject matter experts
- 2) Design Document - Concept proposal, design doc prep, review, approval
- 3) Development - Create Project modules (6 program components); Contacts/Org/Indiv/Assoc; Sources/Facilities/Locations; Correspondence Tracking/Doc Mgmt System
- 4) Implementation - User documentation, testing, training, release

Start/End Dates: 10/01/2009 thru 09/30/2012 Qty/Unit: 4 Deliveries

Lead Person: CULLEROT, LAURIE

Deliverable: DWGB Youth Camp Tracking

Description: Determine and implement a Youth Camp tracking system. Will eventually be intergrated in DWGB Information System.

Start/End Dates: 10/01/2010 thru 09/30/2012 Qty/Unit: 5 Activities

Lead Person: CULLEROT, LAURIE

Deliverable: Electronic Filing

Description: Develop work plan and a pilot for electronic filing. Deb Soule is the Dept lead for this initiative. Will work on a bureau-wide effort to organize files. Will try to incorporate this project as apart of Design Review App

Start/End Dates: 07/01/2007 thru 09/30/2012 Qty/Unit: 2 Activities

Lead Person: DAILEY-STONGE, GAIL

Deliverable: Electronic Site Visits- preliminary

Description: Convert Site Visit Macros to a report format to promote data collection and reporting consistency. Work with survey staff to standardize pertinent field information. Work with staff to consistently track and record deficiencies, especially in light of the GWR and changing federal reporting requirements.

Start/End Dates: 10/01/2010 thru 09/30/2012 Qty/Unit: 5 Activities

Lead Person: CULLEROT, LAURIE

Deliverable: Participate in Logic Model per EPA Request

Description: Provide 100% participation upon request of EPA

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 100 Percent

Lead Person: CULLEROT, LAURIE

Deliverable: Standardize DWGB Screens

Description: DoIT-DES is requiring all .net applications be standardized. DWGB has two .net applications, both of which were developed to implement the Electronic Transfer of Lab Information. The first is the DWGB Lab Transfer, an in-house application, which Monitoring staff uses to correct, validate and transfer electronically submitted samples to the DWGB warehouses and WSEB. There are 23 screens to be updated. The second is DWGB Login Samples, online data entry screens used by Accredited Labs to submit samples electronically to DWGB. This application is exempted from the standardization because it was developed for out-of-house users with their input, and much time and effort was spent to train the community of users.

Start/End Dates: 04/01/2011 thru 12/31/2011 Qty/Unit: 23 Screens

Lead Person: DAILEY-STONGE, GAIL

Activity: Reporting (Current)

Div/Bur: WATER DIVISION DRINKING WATER AND GROUNDWATER

Program: INFORMATION MANAGEMENT (Current)

Activity: Reporting (Current)

Description:

Start/End Dates: 10/01/2010 thru

Lead Person: CULLEROT, LAURIE

Deliverable: 2011 Annual Compliance Report

Description: Report to feds and onto WSEB Web Page. Requires coordination with all PWSS programs.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Reports, Final

Lead Person: Vacant

Deliverable: Improve and Update Reporting Format-Upgrade to Fedrep 3.3Description: As of Oct 2011, USEPA established additional reporting requirements. To maintain PWS grant reporting requirements the reporting utility Fedrep needs to be upgraded to version 3.3
Outstanding issues:

- 1.) Actions-stream line file, improve response time.
- 2.) New reporting elements
- 3.) Make sure cyanide reporting (No longer regulated) is working correctly.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Data Submitted

Lead Person: CULLEROT, LAURIE

Deliverable: Maintain timely and accurate reporting to SDWIS

Description: 4 quarters of Fed Reporting. Inventory, Actions, Samples.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 12 Data Submitted

Lead Person: CULLEROT, LAURIE

Deliverable: NH's Program Review

Description: EPA is funding a data program review for New Hampshire for this year. Similar to previous reviews, Cadmus will be conducting the data review, however, unlike previous reviews, the Region will be conducting the interviews and gathering the information on the State's program. Since it is not based on fiscal year funding, the program review will be conducted any time before the end of the year.

Start/End Dates: 07/01/2011 thru 09/30/2012 Qty/Unit: 1 Reports, Final

Lead Person: CULLEROT, LAURIE

Deliverable: OneStop Improvement Process-SDWIS DataDescription: DoIT has contracted with Windsor Solutions to improve the OneStop. SDWIS Data will be the first upgrade.
1. PWS/Public layer, 2. Source/ Facility secure layer, 3. New Source Facility Table, 4. Resolve GIS issues

Start/End Dates: 07/01/2011 thru 09/30/2012 Qty/Unit: 3 Activities

Lead Person: CULLEROT, LAURIE

Deliverable: PWS Data Electronic Transfer (State Implementation for PWS reporting)

Description: Various PWSs are required to submit reports to DWGB including DBP Quarterly Reports, Surface Water MORs, GWR MORs and WQPs. Most of the information on these reports is the result of field testing or derived information. This information is currently saved in paper files and tracked manually. This project will enable DWGB to collect, manage and store this information electronically.

Start/End Dates: 10/01/2010 thru 09/30/2012 Qty/Unit: 4 Activities

Lead Person: CULLEROT, LAURIE

Deliverable: Water Use Reports-Electronic Reporting

Description: Various PWSs are required to submit reports to DWGB (See PWS Data Electronic Transfer.) A number of water users are PWSs. This project will enable the electronic collection of Water Use Reports for DWGB and NHGS, a onestop presence for Water Users and a report mechanism so that the public might access Water User information. The applications developed for electronic transfer of lab data will be leveraged for this project.

Start/End Dates: 07/01/2011 thru 12/31/2011 Qty/Unit: 3 Activities

Lead Person: CULLEROT, LAURIE

Div/Bur: WATER DIVISION DRINKING WATER AND GROUNDWATER

Program: MONITORING AND ENFORCEMENT (Current)

Description:

Start/End Dates: 10/01/2010 thru PAUs:

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Enforcement (Current)

Description: This section tracks water quality data & is responsible for all enforcement actions for the Bureau.

Start/End Dates: 10/01/1999 thru

Lead Person: MAKOFSKY, SELINA

Deliverable: Enforcement action totals

Description: M&E Section issues enforcement for monitoring, reporting, and MCL violations. In addition, enforcement of all Bureau rules (CCR, PTO, GDP, Well Siting, Surveys, etc.) are processed and tracked by this section. Quantity is estimate based on prior years enforcement actions totaling # of LODS, AOs, RFE, AFs issued.. Copied forward from last year as this is ongoing work.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 150 Enforcement Actions

Lead Person: MAKOFSKY, SELINA

Activity: Rule Evaluation/Pilots (Current)

Description:

Start/End Dates: 10/01/2010 thru

Lead Person: MAKOFSKY, SELINA

Deliverable: Conference calls with ASDWA and EPA Region I on GWR

Description: ASDWA workgroup to continue to evaluate implementation of the new GWR. In addition, EPA Region I has established a workgroup for NE states to participate in to discuss implementation and strategies.
DATE EXTENDED FROM 9/30/2011.

Start/End Dates: 10/01/2009 thru 09/30/2012 Qty/Unit: 6 Conference Calls

Lead Person: MAKOFSKY, SELINA

Deliverable: Conference calls with ASDWA and states on PN/CCR

Description: Calls with ASDWA and select states - improvements to CCR and PN rules. Calls are dependent on ASDWA but believe there will be at least one a quarter.
DATE EXTENDED FROM 12/31/2011.

Start/End Dates: 01/01/2010 thru 12/31/2012 Qty/Unit: 8 Conference Calls

Lead Person: MAKOFSKY, SELINA

Deliverable: Pilot use of email for CCR submittals

Description: Volunteered to conduct survey to determine if use of electronic communication is a viable option for distributing CCRs and to evaluate customer thoughts on usefulness/readability of CCRs. Study will be conducted on the 2011 CCR submittal.
DATE EXTENDED FROM 12/31/2011.

Start/End Dates: 07/01/2010 thru 12/31/2012 Qty/Unit: 1 Pilot Programs

Lead Person: TORREY, ADAM

Deliverable: Review and comment on EPA's proposed total coliform rule

Description: Review draft rules and provide recommendations on revisions.
DATE EXTENDED FROM 9/30/2011.

Start/End Dates: 10/10/2007 thru 09/30/2012 Qty/Unit: 16 Outreach Activities

Lead Person: MAKOFSKY, SELINA

Div/Bur: WATER DIVISION DRINKING WATER AND GROUNDWATER

Program: SOURCE WATER PROTECTION/PLANNING/SECURITY (Current)

Description: Formerly Drinking Water Source Protection (2010) This program includes source water protection, groundwater protection, groundwater discharge permitting and underground injection control. Also included are Project WET and ECO Net activities.

Start/End Dates: 10/01/1999 thru PAs: 03 01 05

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Emergency (Current)

Description: Formerly Emergency Management and Response Activity under OTHER (10/1/2010)

Start/End Dates: 10/01/1999 thru

Lead Person: MCKENNA, JOHNNNA

Deliverable: Coordinate with EPA on security workshops and drills

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Training Sessions

Lead Person: MCKENNA, JOHNNNA

Deliverable: Drill for Bureau Response - using go-kits, etc

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Training Sessions

Lead Person: MCKENNA, JOHNNNA

Deliverable: Increase participation of eligible CWSs in Mutual Aid Program

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Agreements

Lead Person: MCKENNA, JOHNNNA

Activity: Laboratory Accreditation (Current)

Description: NH ELAP accredits environmental laboratories to the NELAC Standards for WSEB purposes and laboratory needs.

Start/End Dates: 10/01/1999 thru

Lead Person: HALL, GEORGE

Deliverable: Conduct On-Site Assessments of laboratories

Description: Conduct inspections / on-site assessments of laboratories for which NH ELAP is the primary Accrediting Body.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 26 Inspections

Lead Person: HALL, GEORGE

Deliverable: Perform 100% of annual accreditation activities

Description: Includes state lab accreditation activity

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 100 Percent

Lead Person: HALL, GEORGE

Deliverable: Primary Accrediting Body for environmental laboratories

Description: This will include all NH located environmental laboratories wishing to submit compliance data to NHDES. There are also several out-of-state laboratories that have requested NH ELAP to be their primary AB; these labs are located in New England+.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 47 Accreditations

Lead Person: HALL, GEORGE

Deliverable: Secondary Accrediting Body for environmental laboratories

Description: This is an estimate. The actual number will be dependent on the need or desire of laboratories outside of NH desiring NH ELAP accreditation as a secondary AB.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 57 Accreditations

Lead Person: HALL, GEORGE

Activity: Planning (Current)

Lead Person:

Div/Bur: WATER DIVISION DRINKING WATER AND GROUNDWATER

Program: SOURCE WATER PROTECTION/PLANNING/SECURITY (Current)

Activity: Planning (Current)Start/End Dates: 10/01/2010 thru
SUSCA, PAUL**Deliverable: Complete Annual Quality Assurance System Program Self-Audit**

Description:

Start/End Dates: 03/02/2011 thru 03/31/2012 Qty/Unit: 1 Assessments

Lead Person: MCKENNA, JOHNNNA

Deliverable: Conduct survey of WET-trained teachers

Description: Survey WET-trained educators to estimate the number of students benefitting each year from WET training.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Surveys

Lead Person: SUSCA, PAUL

Deliverable: Project WET Implementation

Description: Continue implementation of Project WET and related youth education activities. Number of contact hours provided to teachers.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2800 Hours

Lead Person: SUSCA, PAUL

Deliverable: Publish and distribute newsletters

Description: Semi-annual bureau-wide newsletter (Supply Lines) and quarterly source water protection newsletter (The Source). No change from previous year, but we will now count the combined Supply Lines and Source issues as one newsletter instead of two.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Newsletters

Lead Person: SUSCA, PAUL

Deliverable: Support Water Sustainability Commission

Description: Attend and record Commission meetings; participate in Public Engagement Committee meetings and workshops.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 18 Meetings

Lead Person: SUSCA, PAUL

Deliverable: Youth education - lending materials

Description: Lending materials such as EnviroScape, groundwater model, Project WET Incredible Journey

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 20 Deliveries

Lead Person: SUSCA, PAUL

Activity: Primacy (Current)

Description: Primacy is the formal designation of DES' drinking water program as the lead agency for US EPA's Safe Drinking Water Act (SDWA).

NOTE: Lead Person changed from S. Makofsky to B. Lucey effective 1/03; Lead changed from B. Lucey to K. McManus Fall 2005 and to H.Green July 2006.

Start/End Dates: 10/01/1999 thru

Lead Person: GREEN, HOLLY

Deliverable: Obtain Primacy for IESWTR

Description: Interim Enhanced Surface Water Treatment Rule (Env-Ws 380) adopted 8/21/02

NOTE: Lead person changed from S. Makofsky to B. Lucey effective 1/03> END DATE EXTENDED FROM 09/30/04.

Start/End Dates: 10/01/2002 thru 09/30/2012 Qty/Unit: 1 Approvals

Lead Person: GREEN, HOLLY

Div/Bur: WATER DIVISION DRINKING WATER AND GROUNDWATER

Program: SOURCE WATER PROTECTION/PLANNING/SECURITY (Current)

Activity: Primacy (Current)**Deliverable: Obtain Primacy for Constructed Conveyances**Description: Primacy package submitted to EPA on 5/21/01 - under EPA review and discussions w/ AGO as of 9/02
NOTE: Lead person changed from S. Makofsky to B. Lucey effective 1/03. END DATE EXTENDED FROM 09/30/04.

Start/End Dates: 10/01/2002 thru 09/30/2012 Qty/Unit: 1 Approvals

Lead Person: GREEN, HOLLY

Deliverable: Obtain Primacy for GW Rule

Description: Extension for application submittal granted by EPA until 11/8/2010. End date for obtaining primacy from EPA has been extended from 9/30/10.

Start/End Dates: 10/01/2007 thru 12/31/2012 Qty/Unit: 1 Approvals

Lead Person: GREEN, HOLLY

Deliverable: Obtain Primacy for Long-Term 1 and Filter Backwash Recycling

Description: END DATE EXTENDED FROM 09/30/04.

Start/End Dates: 01/01/2003 thru 09/30/2012 Qty/Unit: 1 Approvals

Lead Person: GREEN, HOLLY

Deliverable: Obtain primacy for ArsenicDescription: Arsenic MCL change - State rule adopted 2/02
NOTE: Lead person changed from S. Makofsky to B. Lucey effective 1/03. END DATE EXTENDED FROM 09/30/04.

Start/End Dates: 10/01/2002 thru 09/30/2012 Qty/Unit: 1 Approvals

Lead Person: GREEN, HOLLY

Deliverable: Obtain primacy for Long Term 2 and Stage 2 DBP Rules

Description: Long Term 2 Surface Water Rule and Stage 2 Disinfectant By-Product Rule. End date for obtaining primacy from EPA has been extended from 9/30/10.

Start/End Dates: 10/01/2009 thru 09/30/2012 Qty/Unit: 1 Approvals

Lead Person: GREEN, HOLLY

Deliverable: Obtain primacy for Radionuclide Rule

Description: END DATE EXTENDED FROM 09/30/04.

Start/End Dates: 10/01/2002 thru 09/30/2012 Qty/Unit: 1 Approvals

Lead Person: GREEN, HOLLY

Deliverable: Obtain primacy for Short term LCR

Description: For 2007 EPA amendments to Lead and Copper Rule. Extension will be requested until 10/11/11.

Start/End Dates: 10/01/2009 thru 12/31/2012 Qty/Unit: 1 Approvals

Lead Person: GREEN, HOLLY

Activity: Rules (Current)

Description: Rulemaking effort for the entire Bureau changed from S. Makofsky to Karla McManus effective 6/05. Changed to Holly Green 7/06. ACTIVITY formerly Rulemaking under OTHER program (10/1/10)

Start/End Dates: 10/01/1999 thru

Lead Person: GREEN, HOLLY

Deliverable: Design Standards for Public Water Systems

Description: Env-Ws 370-374 need to be readopted and amended as needed. They don't expire until 11/30/13 but are being readopted in 2012 because numerous rules all expire in 2013 and this will stagger the work load. They will likely be renumbered as Env-Dw 701-704.

Start/End Dates: 01/01/2011 thru 12/31/2012 Qty/Unit: 1 Rules

Lead Person: GREEN, HOLLY

Div/Bur: WATER DIVISION DRINKING WATER AND GROUNDWATER

Program: SOURCE WATER PROTECTION/PLANNING/SECURITY (Current)

Activity: Rules (Current)

Deliverable: Env-C 602 Fines Relating to Public Drinking Water Supplies

Description: Env-C 602 needs to be re-adopted and amended as needed - will expire 2/24/08. End date extended due to being part of larger Admin Fine Rules package stalled in Legal Unit.

Start/End Dates: 07/01/2007 thru 09/30/2012 Qty/Unit: 1 Rules

Lead Person: GREEN, HOLLY

Deliverable: Env-Dw 707-713 Public Water Systems: Laboratory Analytical Methods, Monitoring, and Compliance

Description: Adopting EPA requirements.

Start/End Dates: 07/01/2011 thru 12/31/2012 Qty/Unit: 1 Rules

Lead Person: GREEN, HOLLY

Deliverable: Env-Wq 2101 Water Conservation

Description: Env-Wq 2101 needs to be readopted - doesn't expire until 5/14/13 but are being readopted in 2011 because numerous rules all expire in 2013 and this will stagger the work load. The existing rules will be amended as needed.

Start/End Dates: 10/01/2010 thru 09/30/2012 Qty/Unit: 1 Rules

Lead Person: GREEN, HOLLY

Deliverable: Env-Wq 904.05 Gender of Counselors; Sleeping Areas

Description: Currently an Emergency Rule; needs to be adopted as a regular rule.

Start/End Dates: 07/01/2011 thru 12/31/2012 Qty/Unit: 1 Rules

Lead Person: GREEN, HOLLY

Deliverable: Env-Ws 301-305 and 307-308 Introduction to Public Drinking Water Rules

Description: Env-Ws 301 - 305, and 308 need to be readopted - they don't expire until 11/30/13 but are being readopted in 2012 because numerous rules all expire in 2013 and this will stagger the work load - will likely be renumbered as Env-Dw 101, 102, 201 - 203, 402, 406, 501, 503, 718, 721, and 728. The existing rules will be amended as needed.

Start/End Dates: 10/01/2010 thru 12/31/2012 Qty/Unit: 1 Rules

Lead Person: GREEN, HOLLY

Deliverable: Env-Ws 341-347 Variance, Exemption, BAT

Description: Env-Ws 341 - 347 need to be readopted - they don't expire until 5/14/13 but are being readopted in 2012 because numerous rules all expire in 2013 and this will stagger the work load - will likely be renumbered as Env-Dw 722 - 727. Existing rules will be amended as needed.

Start/End Dates: 10/01/2010 thru 12/31/2012 Qty/Unit: 1 Rules

Lead Person: GREEN, HOLLY

Deliverable: Env-Ws 360-362 and 303.07 (Env-Dw 503-504) General Operational Requirements for Public Water Systems

Description: Env-Ws 360-362 and Env-Ws 303.07 need to be re-adopted, re-numbered, and revised as Env-Dw 503-504.

Start/End Dates: 07/01/2010 thru 09/30/2012 Qty/Unit: 1 Rules

Lead Person: GREEN, HOLLY

Deliverable: Env-Ws 386 Protection of the Purity of Regulated Watersheds

Description: Env-Ws 386 needs to be readopted - doesn't expire until they don't expire until 11/30/13 but are being readopted in 2011 because numerous rules all expire in 2013 and this will stagger the work load - will likely be renumbered as Env-Dw 902.

Start/End Dates: 10/01/2010 thru 09/30/2012 Qty/Unit: 1 Rules

Lead Person: GREEN, HOLLY

Deliverable: Point of Entry/Bottled Water Rules

Description: Rules expire 11/30/13. Re-adopt as Env-Dw 728

Start/End Dates: 10/01/2011 thru 12/31/2013 Qty/Unit: 1 Rules

Lead Person: GREEN, HOLLY

Activity: Source Water Protection (Current)

Deadr#prson: thru

Div/Bur: WATER DIVISION DRINKING WATER AND GROUNDWATER

Program: SOURCE WATER PROTECTION/PLANNING/SECURITY (Current)

Activity: Source Water Protection (Current)

Formerly Drinking Water Source and Groundwater Protection (2010)

Start/End Dates: 01/01/1988

SUSCA, PAUL

Deliverable: Bring additional C systems into substantial implementation of SWP Programs

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Systems

Lead Person: SUSCA, PAUL

Deliverable: Collect GPS point locations of PWS wells in the field

Description: Re-take point locations for wells that currently have high positional error and take points for new wells without GPS points.

Start/End Dates: 07/01/2011 thru 09/30/2012 Qty/Unit: 250 Wells

Lead Person: SUSCA, PAUL

Deliverable: Conduct grant rounds for Water Supply Land Grant Program

Description: Grant rounds related to I-93 mitigation funds

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Events

Lead Person: SUSCA, PAUL

Deliverable: Develop and implement strategy to address systems without or losing SI

Description: Strategy will address CWSs that almost qualify as having "substantial implementation" of SWP and those that lose SI status.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Strategies

Lead Person: SUSCA, PAUL

Deliverable: Establish policy regarding pesticide use in/near water supply sources

Description: This policy is expected to address DWGB review of and comment on applications for special permits for use of pesticides in or near water supply sources. Original end date 4/15/2011, extended due to additional time needed by NHDAMF.

Start/End Dates: 08/01/2010 thru 06/01/2012 Qty/Unit: 1 Policies

Lead Person: SUSCA, PAUL

Deliverable: Number of Large System Sanitary Surveys coordinated

Description: Provide input to Sanitary Surveyors prior to surveys and perform follow-up as necessary

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 45 Surveys

Lead Person: SUSCA, PAUL

Deliverable: Number of PWSs notified of HHW events in their SWPAs

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 300 Systems

Lead Person: SUSCA, PAUL

Deliverable: Number of outreach events

Description: Other than WET - This includes certified operator training including security and management of PCSs (individual training under another deliverable).

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 50 Events

Lead Person: SUSCA, PAUL

Deliverable: Percentage of C and P (non-transient) Delineations completed and in GIS

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 98 Percent

Lead Person: SUSCA, PAUL

Div/Bur: WATER DIVISION DRINKING WATER AND GROUNDWATER

Program: SOURCE WATER PROTECTION/PLANNING/SECURITY (Current)

Activity: Source Water Protection (Current)

Deliverable: Provide basic SWP training to RPC staff

Description: End date extended from 9/30/2011 because of delay in RPCs organizing workshops (goal was 4 during 2010-2011)

Start/End Dates: 10/01/2010 thru 09/30/2012 Qty/Unit: 4 Training Sessions

Lead Person: SUSCA, PAUL

Deliverable: Support the Salmon Falls Watershed Collaborative

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Projects

Lead Person: SUSCA, PAUL

Deliverable: Train local inspectors to perform BMP/UIC inspections in SWP areas

Description: This is the PCS management training for certified operators, local health officers, etc. Classroom-only training is included in the total.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 60 Inspectors

Lead Person: SUSCA, PAUL

Deliverable: Training workshop for home inspectors regarding private wells

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Workshops

Lead Person: SUSCA, PAUL

Div/Bur: WATER DIVISION SUBSURFACE SYSTEMS

Program: SUBSURFACE INDIVIDUAL SEWAGE DISPOSAL SYSTEM PROGRAM (Current)

Description:

Start/End Dates: 01/01/1999 thru PAUs: 03 04

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Continuing Education and Outreach (Current)

Description:

Start/End Dates: 01/01/2009 thru

Lead Person: BUKER, DAWN

Deliverable: Educational Seminars

Description: Number of Continuing Education Seminars conducted and municipal training

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 10 Seminars

Lead Person: BUKER, DAWN

Activity: Design Review: Septic Systems & Subdivisions (Current)

Description: All Quarterly as of 4/01/05

Start/End Dates: 10/01/1999 thru

Lead Person: BUKER, DAWN

Deliverable: Permit applications reviewed for septic systems

Description: Quarterly as of 4/01/05

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 2000 Applications, Permit

Lead Person: BUKER, DAWN

Deliverable: Permit applications reviewed for subdivisions

Description: Includes total of lots/units
Quarterly as of 4/01/05

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 1500 Applications, Permit

Lead Person: BUKER, DAWN

Activity: Enforcement Actions: Septic Systems & Subdivisions (Current)

Description: Quarterly

Start/End Dates: 10/01/1999 thru

Lead Person: BUKER, DAWN

Deliverable: Enforcement

Description: # of complaints/enforcement actions

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 1 Enforcement Cases

Lead Person: BUKER, DAWN

Activity: Licensing of Designers and Installers (Current)

Description: Quarterly

Start/End Dates: 10/01/1999 thru

Lead Person: BUKER, DAWN

Deliverable: new designer permits issued

Description:

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 1 Permits Issued

Lead Person: BUKER, DAWN

Deliverable: new installer permits issued

Description:

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 1 Permits Issued

Lead Person: BUKER, DAWN

Div/Bur: WATER DIVISION SUBSURFACE SYSTEMS

Program: SUBSURFACE INDIVIDUAL SEWAGE DISPOSAL SYSTEM PROGRAM (Current)

Activity: Quality Assurance (Current)

Description:

Start/End Dates: 01/01/2006 thru

Lead Person: BUKER, DAWN

Div/Bur: WATER DIVISION WASTEWATER ENGINEERING

Program: CONSTRUCTION MANAGEMENT PROGRAM (Current)

Description: The Construction Management Program's main responsibility is to inspect ongoing SRF and State Aid Grant construction projects to ensure that they are completed in accordance with the approved plans and specifications. This program is also responsible for inspecting solid waste landfill closure projects that are funded through the SRF Program.

Start/End Dates: 10/01/1999 thru PAUs: 03 06 02

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Inspections (Current)

Description: Conducting field inspection of all funded projects during and upon completion of construction

Start/End Dates: 10/01/1999 thru

Lead Person: VAIL, FRANZ

Deliverable: Conduct inspections of funded prjts during & upon completion of construction

Description: Conduct interim and final inspections

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 50 Inspections

Lead Person: VAIL, FRANZ

Activity: Technical Assistance and Outreach (Current)

Description: Providing construction engineering advice to all applicable parties

Start/End Dates: 10/01/1999 thru

Lead Person: VAIL, FRANZ

Deliverable: On-site construction engineering advice to state and federally funded facilities

Description: Visit all the state and federally-funded construction sites and provide technical assistance as needed

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 360 Meetings

Lead Person: VAIL, FRANZ

Activity: Technical Work Products-Bidability/Constructability reviews (Current)

Description: Perform bidability/constructability reviews on all funded projects

Start/End Dates: 10/01/1999 thru

Lead Person: VAIL, FRANZ

Deliverable: Perform bidability/constructability reviews

Description: Perform bidability/constructability review of plans and specifications for all funded projects

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 15 Reviews

Lead Person: VAIL, FRANZ

Activity: Technical Work Products-Change Orders (Current)

Description: Process all construction change orders

Start/End Dates: 10/01/1999 thru

Lead Person: VAIL, FRANZ

Deliverable: Process all change orders

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 100 Change Orders

Lead Person: VAIL, FRANZ

Activity: Technical Work Products-meetings and bid openings (Current)

Description: Attend pre-construction, pre-bid, construction meetings, and bid openings;

Start/End Dates: 10/01/1999 thru

Lead Person: VAIL, FRANZ

Div/Bur: WATER DIVISION WASTEWATER ENGINEERING

Program: CONSTRUCTION MANAGEMENT PROGRAM (Current)

Activity: Technical Work Products-meetings and bid openings (Current)

Deliverable: Attend pre-construction and pre-bid openings meetings

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 30 Meetings

Lead Person: VAIL, FRANZ

Div/Bur: WATER DIVISION WASTEWATER ENGINEERING

Program: DESIGN REVIEW PROGRAM (Current)

Description: This program has the responsibility of reviewing plans and specifications for all public and private wastewater collection systems and domestic sewage treatment systems. It also reviews and issues permits for major new users of municipal treatment plants, assists small communities with wastewater treatment needs and prepares environmental assessments for projects that are funded by the SRF.

Start/End Dates: 10/01/1999 thru PAUs: 03 06 01

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Permits/Approvals (Current)

Description: Review and approve plans and specifications for wastewater projects;

Start/End Dates: 10/01/1999 thru

Lead Person: ROBERTS, STEPHEN

Deliverable: Process all requests for a discharge permit

Description: Process all requests for a wastewater discharge into a municipal sewer system

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 75 Approvals

Lead Person: ROBERTS, STEPHEN

Deliverable: Review and approve all engineering contracts for funded projects

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 135 Contacts

Lead Person: HEIRTZLER, PAUL

Deliverable: Review and comment on all projects

Description: Includes plans/specifications, sewer connection requests and reports

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 200 Projects

Lead Person: ROBERTS, STEPHEN

Deliverable: Review and grant approvals for engineer prequalifications

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 60 Approvals

Lead Person: HEIRTZLER, PAUL

Activity: Technical Assistance and Outreach (Current)

Description: Review Sewer Use Ordinances, User Charge Systems, and Intermunicipal Agreements used to ensure legal authority for operating and maintaining POTWs

Start/End Dates: 10/01/1999 thru

Lead Person: MALCOLM, BETH

Deliverable: Assist municipalities in development / management of sewer use ordinances

Description: Assist municipalities in development and/or management of sewer use ordinances, user charge systems and intermunicipal agreements

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Documents

Lead Person: TILLEY, JAMES

Activity: Technical Work Products-Annual sewer rate surveys (Current)

Description: Prepare and mail out annual 106 sewer rate surveys to municipalities

Start/End Dates: 10/01/1999 thru

Lead Person: MALCOLM, BETH

Deliverable: Compute and publish results of sewer rate survey

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Reports, Final

Lead Person: TILLEY, JAMES

Div/Bur: WATER DIVISION WASTEWATER ENGINEERING

Program: DESIGN REVIEW PROGRAM (Current)

Activity: Technical Work Products-Annual sewer rate surveys (Current)

Deliverable: Mail sewer rate surveys

Description: Mail to all municipalities with POTWs each year

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Mailings

Lead Person: TILLEY, JAMES

Activity: Technical Work Products-Authorization to bid (Current)

Description: Provide authorization to bid for all funded projects

Start/End Dates: 10/10/1999 thru

Lead Person: ROBERTS, STEPHEN

Deliverable: Provide authorization to bid for all funded projects

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 18 Letters

Lead Person: ROBERTS, STEPHEN

Activity: Technical Work Products-Environmental Assessments (Current)

Description: Prepare Environmental Assessments for all SRF loans

Start/End Dates: 10/01/1999 thru

Lead Person: MALCOLM, BETH

Deliverable: Prepare Environmental Assessments for all SRF Loans

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 20 Assessments

Lead Person: TILLEY, JAMES

Activity: Technical Work Products-Requests for funding eligibility (Current)

Description: Process requests for funding eligibility;

Start/End Dates: 10/01/1999 thru

Lead Person: ROBERTS, STEPHEN

Deliverable: Process all requests for funding eligibility

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 18 Requests

Lead Person: ROBERTS, STEPHEN

Div/Bur: WATER DIVISION WASTEWATER ENGINEERING

Program: INDUSTRIAL PRETREATMENT PROGRAM (Current)

Description: This Program is responsible for preventing the discharge of any industrial wastewater into a municipal sewer system which would impact the successful operation of the wastewater treatment facility, create a health problem to personnel involved in the collection and treatment of the wastewater, adversely impact the sludge generated from the treatment process, and cause the treatment facility to violate its state/federal permit. To accomplish this goal, all industries which are proposing to discharge to a municipal wastewater treatment facility are required to get an indirect discharge permit from the municipality. These permits must be reviewed and approved before the municipality can issue the permit. The Program works closely with the municipality to ensure that they have the authority to issue appropriate permits to the industry.

Start/End Dates: 10/01/1999 thru PAUs: 03 06 05

Funding: State General State Fees Federal EPA Federal Other Grants **Activity: Inspections (Current)**

Description: Assist EPA with Pretreatment Audit Inspections and Pretreatment Compliance Inspections; Conduct Pretreatment compliance Inspections

Start/End Dates: 10/01/1999 thru

Lead Person: CARLSON, JR., GEORGE

Deliverable: Assist EPA with Pretreatment Audit Inspections

Description: one pretreatment audit and two PCIs (of those communities required to have a pretreatment program)

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 3 Inspections

Lead Person: CARLSON, JR., GEORGE

Deliverable: Conduct Industrial Pretreatment Inspections

Description: Conduct inspections of industrial facilities which discharge to a municipal sewer

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 20 Inspections

Lead Person: CARLSON, JR., GEORGE

Deliverable: Conduct PCIs at POTWs without EPA approved Pretreatment program

Description: Conduct Pretreatment Compliance Inspections at POTWs without an EPA approved pretreatment program

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Inspections

Lead Person: CARLSON, JR., GEORGE

Activity: Permits/Approvals (Current)

Description: Process all Industrial Discharge Permit Applications

Start/End Dates: 10/01/1999 thru

Lead Person: CARLSON, JR., GEORGE

Deliverable: Process all Industrial Discharge Permit Requests

Description: Process all Industrial Discharge Permit applications

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 15 Applications, Permit

Lead Person: CARLSON, JR., GEORGE

Activity: Technical Assistance (Current)

Description: Respond to questions concerning the State and Federal Pretreatment Programs

Start/End Dates: 10/01/1999 thru

Lead Person: CARLSON, JR., GEORGE

Deliverable: Process Tax Exemptions

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Plans

Lead Person: CARLSON, JR., GEORGE

Deliverable: Respond to all questions concerning pretreatment

Description: Number of hours spent responding to municipalities and the public concerning the State and federal Pretreatment Programs

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 600 Hours

Lead Person: CARLSON, JR., GEORGE

Div/Bur: WATER DIVISION WASTEWATER ENGINEERING

Program: INDUSTRIAL PRETREATMENT PROGRAM (Current)

Activity: Technical Assistance (Current)

Deliverable: Review and comment on pretreatment sections of municipal sewer Use Ordinance

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Ordinances

Lead Person: CARLSON, JR., GEORGE

Div/Bur: WATER DIVISION WASTEWATER ENGINEERING

Program: NPDES COMPLIANCE PROGRAM (Current)

Description: The NPDES Compliance Program is responsible for ensuring that all facilities which discharge to a surface water are operated and maintained in such a way as to comply with their permit limits and not cause a violation of the State's Surface Water Quality Regulations.

Start/End Dates: 10/01/1999 thru PAUs: 03 06 05

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: NPDES Inspections (Current)

Description: Perform compliance inspections on NPDES wastewater treatment facilities

Start/End Dates: 07/01/2001 thru

Lead Person: WOOD, TRACY

Deliverable: Perform compliance inspections on wastewater treatment facilities

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 94 Inspections

Lead Person: WOOD, TRACY

Activity: Complaint Investigation (Current)

Description: Investigate all complaints relating to "point" sources discharging into the state's surface waters

Start/End Dates: 10/01/1999 thru

Lead Person: WOOD, TRACY

Deliverable: Investigate all "point" source related-complaints

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 20 Complaints

Lead Person: WOOD, TRACY

Activity: Enforcement (Current)

Description: Develop an Enforcement Policy; Develop a priority list of facilities needing enforcement; Take appropriate enforcement action on all applicable facilities;

Start/End Dates: 10/01/1999 thru

Lead Person: WOOD, TRACY

Deliverable: Review communitys LTCP and track status

Description: Review the communities Long Term Control Plans and/or their CSO-related Administrative Orders issued by EPA to ensure that schedules are being met

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Plans

Lead Person: WOOD, TRACY

Deliverable: Take appropriate enforcement action on all "point" source dischargers

Description: Take appropriate enforcement action on all "point" source dischargers in non-compliance with applicable state and federal regulations (LODs, AOs, AFs, ... of the 20 actions, expect that about 5 will be Orders)

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 15 Enforcement Actions

Lead Person: WOOD, TRACY

Activity: Quality Assurance System Self-Audit (Current)

Description: Complete the Self Audit annually

Start/End Dates: 01/01/2007 thru

Lead Person: WOOD, TRACY

Deliverable: Annual Self-Audit

Description: Conducted by Thom Croteau.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Self-Assessments

Lead Person: CROTEAU, THOMAS

Activity:

Div/Bur: WATER DIVISION WASTEWATER ENGINEERING

Program: NPDES COMPLIANCE PROGRAM (Current)

Activity: Technical Assistance and Outreach (Current)

Description: Provide technical assistance to all dischargers on questions concerning their federal and state discharge permit

Start/End Dates: 10/01/1999 thru

Lead Person: WOOD, TRACY

Deliverable: Number of hours spent on providing technical assistance

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 75 Hours

Lead Person: WOOD, TRACY

Div/Bur: WATER DIVISION WASTEWATER ENGINEERING

Program: NPDES PERMIT PROGRAM (Current)

Description: As the State has not been delegated the federal permit program, called the National Pollutant Discharge Elimination System (NPDES), EPA is responsible for developing and issuing NPDES permits for any facility which discharges pollutants to a surface water. However, before EPA can issue the permit, the state has to certify that this permit does not violate any state rule or regulation. To accomplish this, staff review the federally drafted permit, and work closely with EPA to make any necessary changes to the permit before it is issued. Once this permit is issued, it is adopted as a state permit.

Start/End Dates: 10/01/1999 thru PAUs: 03 06 05

Funding: State General State Fees Federal EPA Federal Other Grants **Activity: Permits/Approvals (Current)**

Description: Process EPAs requests for certification;

Start/End Dates: 10/01/1999 thru

Lead Person: SPANOS, STERGIOS

Deliverable: DES will review and assist in the reissuance of priority permits

Description: DES will review and assist in the reissuance of 2 priority permits (PSNH Merrimack Station-Bow, Rochester WWTF)

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Permits Reviewed

Lead Person: ANDREWS, JEFFREY

Deliverable: Draft NPDES permits

Description: DES will draft/rework 3 NPDES permits that are awaiting renewal and deliver to EPA

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 3 Permit Renewals

Lead Person: SPANOS, STERGIOS

Deliverable: Participate in quarterly coordination and planning calls or meetings on the status of issuing NPDES

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Meetings

Lead Person: STEWART, HARRY

Deliverable: Process EPAs requests for Certification

Description: Process all of EPAs request for state certification of all NPDES permits

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Certifications

Lead Person: SPANOS, STERGIOS

Activity: Technical Assistance and Outreach (Current)

Description: Respond to all questions concerning NPDES issues, such as stormwater, modeling, ...

Start/End Dates: 10/01/1999 thru

Lead Person: ANDREWS, JEFFREY

Deliverable: Assist EPA with conferences and meetings

Description: Assist EPA with conferences and meetings relative to stormwater. For FY11 this includes assisting EPA in the development of the Phase II Stormwater MS4 General Permit.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Workshops

Lead Person: ANDREWS, JEFFREY

Deliverable: Provide technical assistance

Description: Number of hours spent on providing technical assistance for questions concerning the NPDES program

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 160 Hours

Lead Person: ANDREWS, JEFFREY

Div/Bur: WATER DIVISION WASTEWATER ENGINEERING

Program: OPERATIONS PROGRAM (Current)

Description: The Operations Program is responsible for the training and certification of the over 480 wastewater treatment plant operators in the state. The program has a comprehensive Wastewater Operator Training Program, offering 30-35 classes each year, most of which are held at the training center located on the grounds of the State-run Winnepesaukee River Basin water pollution control facility in Franklin. In addition, this Program gets involved with keeping an eye on the 100 plus publicly owned wastewater systems in the state, and when requested, offer troubleshooting and problem solving assistance. The principal aim of this program is to prevent wastewater treatment systems from going out of compliance by becoming aware of problems early and assisting the operator in solving them. In this way, we can keep formal enforcement to a minimum.

Start/End Dates: 10/01/1999 thru PAs: 03 06 04

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Inspections (Current)

Description: Perform reconnaissance inspections at POTWS

Start/End Dates: 10/01/1999 thru

Lead Person: KESSLER, KENNETH

Deliverable: Perform reconnaissance inspections at all POTW

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 75 Inspections

Lead Person: KESSLER, KENNETH

Activity: Technical Assistance and Outreach (Current)

Description: Provide on-site technical assistance to POTWS; provide public education seminars; Respopnd to requests for technical assistance from municipalities;

Start/End Dates: 10/01/1999 thru

Lead Person: KESSLER, KENNETH

Deliverable: Provide Technical Assistance

Description: Number of hours spent on providing technical assistance on operation of WWT systems.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 800 Hours

Lead Person: KESSLER, KENNETH

Deliverable: Public education/outreach endeavors

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Seminars

Lead Person: KESSLER, KENNETH

Deliverable: Review O&M manuals, engineering reports, and other O&M related reports

Description: Respond to all requests for technical assistance from municipalities for reviewing O&M reports, engineering reports and other correspondence concerning the operation and maintenance of POTWS

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1200 Hours

Lead Person: KESSLER, KENNETH

Activity: Training and Certification (Current)

Description: Conduct certification exams; Process requests for certification renewal; Conduct or sponsor wastewater-related courses

Start/End Dates: 10/01/1999 thru

Lead Person: KESSLER, KENNETH

Deliverable: Conduct 2 certification exams

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Exams

Lead Person: KESSLER, KENNETH

Div/Bur: WATER DIVISION WASTEWATER ENGINEERING

Program: OPERATIONS PROGRAM (Current)

Activity: Training and Certification (Current)

Deliverable: Conduct wastewater operator training courses

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 25 Courses

Lead Person: KESSLER, KENNETH

Deliverable: Process all applications for operator certification/recertification

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 225 Applications, Certification

Lead Person: KESSLER, KENNETH

Div/Bur: WATER DIVISION WASTEWATER ENGINEERING

Program: RESIDUALS MANAGEMENT PROGRAM (Current)

Description:

The Residuals Management Program is responsible for the management of the residuals of the wastewater treatment process and for the material removed from home septic tanks. The Program regulates the processing, transportation, and disposal/reuse of sludge and biosolids to ensure this material is utilized or disposed in an environmentally sound manner. Whenever possible, recycling through the regulated beneficial use of biosolids for land application, or composting for nutrient value and soil conditioning, is promoted.

Start/End Dates: 10/01/1999 thru PAUs: 03 06 06

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Enforcement (Current)

Description: Take appropriate enforcement action on all sludge and septage sites and facilities and all sludge and septage haulers in non-compliance with all applicable federal and State rules and regulations pertaining to sludge or septage

Start/End Dates: 10/01/1999 thru

Lead Person: RAINEY, MICHAEL

Deliverable: Take appropriate enforcement action

Description: Take appropriate enforcement action on all sludge and septage sites and facilities, and all sludge and septage haulers in non-compliance with all applicable federal and State rules and regulations pertaining to sludge or septage

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Enforcement Actions

Lead Person: RAINEY, MICHAEL

Activity: Annual Septage Report (Current)

Description: Submit annual report to the legislature.

Start/End Dates: 10/01/2008 thru

Lead Person: RAINEY, MICHAEL

Deliverable: Annual report

Description: Submit report to legislature.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Reports, Final

Lead Person: RAINEY, MICHAEL

Activity: Complaint Investigation (Current)

Description: Investigate all sludge or septage related complaints

Start/End Dates: 10/01/1999 thru

Lead Person: RAINEY, MICHAEL

Deliverable: Investigate all sludge or septage related complaints

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Complaints

Lead Person: RAINEY, MICHAEL

Activity: Data Management (Current)

Description: Complete Access Database; Review and track themanagement of all sludge and septage activities in the State

Start/End Dates: 10/01/1999 thru

Lead Person: RAINEY, MICHAEL

Deliverable: Review and track management of sludge and septage

Description: Review all annual notifications, soil testing, and annual reports for septage and sludge facilities for septage and sludge sites and facilities and update the septage and sludge database accordingly

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 140 Reviews

Lead Person: RAINEY, MICHAEL

Activity: Inspections (Current)

Description: Conduct inspections on sludge and septage sites and facilities; Conduct inspections on sludge and septage hauling vehicles

Start/End Dates: 10/01/1999 thru

Lead Person: RAINEY, MICHAEL

Div/Bur: WATER DIVISION WASTEWATER ENGINEERING

Program: RESIDUALS MANAGEMENT PROGRAM (Current)

Activity: Inspections (Current)**Deliverable: Inspect Septage and sludge facilities, land application sites and hauling vehicles**

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 200 Inspections

Lead Person: RAINEY, MICHAEL

Activity: Legislation (Current)

Description: Testify on all sludge and septage-related bills

Start/End Dates: 10/01/1999 thru

Lead Person: RAINEY, MICHAEL

Deliverable: Testify on all proposed sludge and septage-related bills

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Letters

Lead Person: RAINEY, MICHAEL

Activity: Permits/Approvals (Current)

Description: Process applications for Sludge Quality Certifications, Septage or Sludge Hauler Permits, and requests for Septage or Sludge facility or site permit; Process requests for waivers; Process Holding Tank Registrations

Start/End Dates: 10/01/1999 thru

Lead Person: RASTORGUYEFF, ALEXIS

Deliverable: Process all Septage EQ Certification Applications

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Certifications

Lead Person: RASTORGUYEFF, ALEXIS

Deliverable: Process all Sludge Quality Certification Applications

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Certifications

Lead Person: Vacant

Deliverable: Process all Sludge and Septage Hauler Permits

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 40 Permits Issued

Lead Person: SWEATT, TIMOTHY

Deliverable: Process all septage Site and Facility Permit applications

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Permits Issued

Lead Person: RASTORGUYEFF, ALEXIS

Deliverable: Process all sludge Site and Facility Permit applications

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 6 Permits Issued

Lead Person: RASTORGUYEFF, ALEXIS

Deliverable: Process all waiver requests and Holding Tank Permits

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Requests

Lead Person: RASTORGUYEFF, ALEXIS

Activity: QAPP Self-Audit (Current)

Lead Person:

Div/Bur: WATER DIVISION WASTEWATER ENGINEERING

Program: RESIDUALS MANAGEMENT PROGRAM (Current)

Activity: QAPP Self-Audit (Current)

Perform annual self-audit of existing QAPP's.

Start/End Dates: 11/01/2005 thru
RASTORGUYEFF, ALEXIS

Activity: Sampling (Current)

Description: Complete the Sludge Quality Sampling Program

Start/End Dates: 10/01/1999 thru

Lead Person: RAINEY, MICHAEL

Deliverable: Complete sludge quality certification sampling program

Description: Using \$210,000 authorized and report data to legislature. Contracts with Katahdin.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Reports, Final

Lead Person: Vacant

Activity: Technical Assistance and Outreach (Current)

Description: Respond to all requests for technical assistance relating to questions concerning sludge or septage; review and process pre-applications for HB 207 monies

Start/End Dates: 10/01/1999 thru

Lead Person: RAINEY, MICHAEL

Deliverable: Respond to tech assist requests on septage and sludge-related questions

Description: Number of hours spent responding to communities and the public on the beneficial use and disposal of sludge and septage

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1400 Hours

Lead Person: RAINEY, MICHAEL

Div/Bur: WATER DIVISION WASTEWATER ENGINEERING

Program: STATE AID GRANT PROGRAM (Current)

Description: The State Aid Grant Program administers the state aid grant and bond guarantee programs for the construction of municipal wastewater treatment facilities.

Start/End Dates: 10/01/1999 thru PAUs: 03 06 03

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Technical Work Products-grant payments (Current)

Description: Process State Aid grant payments

Start/End Dates: 10/01/1999 thru

Lead Person: MALCOLM, BETH

Deliverable: Process all State Aid Grant payments

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 130 Payments

Lead Person: MALCOLM, BETH

Activity: Technical Work Products-letters of authorization (Current)

Description: Process letters authorizing the award of construction contracts

Start/End Dates: 10/01/1999 thru

Lead Person: MALCOLM, BETH

Deliverable: Process letters authorizing the award of construction

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Letters

Lead Person: FENNO, DANIEL

Div/Bur: WATER DIVISION WASTEWATER ENGINEERING

Program: STATE REVOLVING FUND LOAN PROGRAM (Current)

Description: The State Revolving Fund(SRF) administers the loan funds for the construction of municipal wastewater treatment facilities and municipal landfill closure projects

Start/End Dates: 10/01/1999 thru PAUs: 03 06 03

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Technical Work Products-Annual Report (Current)

Description: Develop an annual report for the SRF Program detailing how much and to whom the monies were obligated

Start/End Dates: 10/01/1999 thru

Lead Person: FENNO, DANIEL

Deliverable: Develop an annual report for the SRF Program

Description: Develop an annual report for the SRF Program detailing how much and to whom the monies were obligated

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Reports, Final

Lead Person: FENNO, DANIEL

Activity: Technical Work Products-Intended Use Plan (Current)

Description: Develop an Intended Use Plan detailing how DES proposes to allocate the SRF funds

Start/End Dates: 10/01/1999 thru

Lead Person: FENNO, DANIEL

Deliverable: Develop an Intended Use Plan for the SRF Program

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Plans

Lead Person: FENNO, DANIEL

Activity: Technical Work Products-Loan Agreements (Current)

Description: Process original and supplemental loan agreements for the SRF Program

Start/End Dates: 10/01/1999 thru

Lead Person: FENNO, DANIEL

Deliverable: Process all loan agreements for the SRF Program

Description: Process original and supplemental loan agreements for the SRF Program

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 20 Agreements

Lead Person: FENNO, DANIEL

Activity: Technical Work Products-Loan Disbursements (Current)

Description: Process all loan disbursements relating to the SRF Program

Start/End Dates: 10/01/1999 thru

Lead Person: FENNO, DANIEL

Deliverable: Process all loan disbursements

Description: Process all loan disbursements relating to the SRF Program

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 200 Disbursements

Lead Person: TILLEY, JAMES

Activity: Technical Work Products-SRF Applications (Current)

Description: Process all requests for SRF Funds

Start/End Dates: 10/01/1999 thru

Lead Person: FENNO, DANIEL

Deliverable: Process SRF Applications

Description: Process all requests for SRF funds

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 20 Applications

Lead Person: FENNO, DANIEL

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: 305(B) AND 303(D) REPORTS AND WATER QUALITY ASSESSMENTS (Current)

Description: Section 305(b) of the federal Clean Water Act (CWA) requires each state to submit a full report every two years (even numbered years) to the USEPA and the US Congress with updates submitted to EPA in odd numbered years. Section 303(d) of the CWA requires States to develop and submit lists of impaired waters to EPA for approval.

Start/End Dates: 10/01/1999 thru PAUs: 03 04 02

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: A1: Gather Data for SWQAs (Current)

Description: FY12 EPA P&C #73: This activity includes tasks associated with gathering data for 305(b)/303(d) Surface Water Quality Assessments (SWQAs).

Start/End Dates: 10/01/2003 thru

Lead Person: EDWARDSON, KENNETH

Deliverable: A1-1: Gather Data - FY12 SWQA

Description: Includes gathering data from all available sources of surface water quality data which might be of use in 305(b)/303(d) Surface Water Quality Assessments (SWQAs).

Start/End Dates: 01/01/2011 thru 12/31/2011 Qty/Unit: 1 Data Sets

Lead Person: EDWARDSON, KENNETH

Activity: A2: Update CALM (Current)

Description: FY12 EPA P&C #73: The first Consolidated Assessment and Listing Methodology (CALM) was developed in FY02 for the October 1, 2002 submission. Although the CALM is quite descriptive, it is a document that should be periodically reviewed to keep it current with the latest in assessment methods and guidance. This activity includes deliverables designed to improve the CALM and 305(b)/303(d) Surface Water Quality Assessments (SWQAs) in the future.

Start/End Dates: 10/01/2002 thru

Lead Person: EDWARDSON, KENNETH

Deliverable: A2-1: Update CALM for FY12 SWQA

Description: Work includes soliciting comments on the latest version of the CALM, revising the CALM as necessary, redistributing the CALM for internal review, and finalizing the CALM for use in 305(b)/303(d) Surface Water Quality Assessments (SWQAs).

Start/End Dates: 10/01/2010 thru 03/30/2012 Qty/Unit: 1 Updates

Lead Person: EDWARDSON, KENNETH

Activity: A3: Test latest ADB; Develop Reports (Current)

Description: FY12 EPA P&C #73: This activity includes work associated with loading new versions of the ADB on DES computers, training staff in its use, and testing it to see if it compatible with the website, maps, and reports created in the previous cycle and creating new ORACLE reports for 305b/303d reporting purposes if necessary.

Start/End Dates: 10/01/2003 thru

Lead Person: EDWARDSON, KENNETH

Activity: A4: Update GIS/NHD coverage for SWQAs (Current)

Description: FY12 EPA P&C #73: This activity includes updating and maintaining GIS/ NHD coverage for 305(b)/303(d) Surface Water Quality Assessments (SWQAs).

Start/End Dates: 10/01/2003 thru

Lead Person: EDWARDSON, KENNETH

Deliverable: A4-1: Update AU NHD Indexing - FY12 SWQA

Description: Tasks include creation of new AUs and indexing to NHD as necessary for 305(b)/303(d) Surface Water Quality Assessment (SWQA). This deliverable is in addition to the revision of the waterbody types for AUs in 1:24,000 NHD outlined in Activity C2.

Start/End Dates: 10/01/2011 thru 04/01/2012 Qty/Unit: 1 Updates

Lead Person: EDWARDSON, KENNETH

Activity: A5: Assessments, ADB Updates for SWQAs (Current)

Description: FY12 EPA P&C #73: This activity includes assessing surface waters using the Supplemental ADB, and inputting assessment results into the ADB for 305(b)/303(d) Surface Water Quality Assessments (SWQAs).

Start/End Dates: 10/01/2003 thru

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: 305(B) AND 303(D) REPORTS AND WATER QUALITY ASSESSMENTS (Current)

Activity: A5: Assessments, ADB Updates for SWQAs (Current)

Lead Person: EDWARDSON, KENNETH

Deliverable: A5-1: Update Freshwaters in ADB - FY12 SWQA

Description: Assess data for lakes (and lake like impoundments) for use support using available data and the CALM protocol and update the SADB & ADB for the 2012 305(b)/303(d) SWQA.

Start/End Dates: 10/01/2011 thru 03/31/2012 Qty/Unit: 1 Updates

Lead Person: EDWARDSON, KENNETH

Deliverable: A5-2: Update tidal waters in ADB - FY12 SWQA

Description: Assess data for tidal waters for use support using available data and the CALM protocol and update the ADB for the 2012 305(b)/303(d) SWQA.

Start/End Dates: 10/01/2011 thru 03/31/2012 Qty/Unit: 1 Updates

Lead Person: TROWBRIDGE, PHILIP

Deliverable: A5-6: Level 1 Wetland Assessments - 2010 Cycle

Description: Revise the level I wetlands assessments completed for the 2008 305(b) report to incorporate new assessment unit delineations and elements of desktop functional analysis developed by the New Hampshire Aquatic Resource Compensatory Mitigation Program. Deliverable includes: Review of VHB mitigation model, GIS build and testion, full stste GIS execution, and distributiong through GRANIT.

Start/End Dates: 06/30/2010 thru 06/01/2012 Qty/Unit: 1 Assessments

Lead Person: WALSH, EDWARD

Activity: A6: Prepare Draft 305b/303d SWQA Text (Current)

Description: FY12 EPA P&C #73: Section 305(b) of the Clean Water Act requires submittal of information in addition to that included in the ADB (i.e., economic/benefit analysis, wetlands status, etc.). This activity includes tasks to address these additional requirements

Start/End Dates: 10/01/2003 thru

Lead Person: COMSTOCK, W. GREGG

Deliverable: A6-1: Prepare draft 305(b)/303(d) SWQA Text

Description: Prepare required 305b/303 text per EPA guidance and CWA requirements. Examples include the economic/benefit analysis, wetlands assessment, etc.

Start/End Dates: 10/01/2011 thru 03/31/2012 Qty/Unit: 1 Drafts

Lead Person: COMSTOCK, W. GREGG

Activity: A7: Public Notice Draft 305b/303d (Current)

Description: FY12 EPA P&C #73: This activity includes tasks involved with issuing the DRAFT 305(b)/303(d) SWQA for public comment

Start/End Dates: 11/01/2003 thru

Lead Person: EDWARDSON, KENNETH

Deliverable: A7-1: Public Comment Guidance - FY12 SWQA

Description: Prepare guidance for submitting public comments for the FY12 305(b)/303(d) SWQA.

Start/End Dates: 01/01/2012 thru 02/15/2012 Qty/Unit: 1 Documents

Lead Person: EDWARDSON, KENNETH

Deliverable: A7-2: Update Website - FY12 SWQA

Description: Update Website - FY12 SWQA

Start/End Dates: 01/01/2012 thru 02/15/2012 Qty/Unit: 1 Web Sites

Lead Person: EDWARDSON, KENNETH

Activity: A8: Prepare FINAL 305(b)/303(d) SWQA (Current)

Description: FY12 EPA P&C #73: FY10 EPA P&C #76. This acitivity includes all work associated with preparation of the final 305(b)/303(d) Surface Water Quality Assessment (SWQA).

Start/End Dates: 01/15/2004 thru

Lead Person: EDWARDSON, KENNETH

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: 305(B) AND 303(D) REPORTS AND WATER QUALITY ASSESSMENTS (Current)

Activity: A8: Prepare FINAL 305(b)/303(d) SWQA (Current)**Deliverable: A8-1: Respond to EPA comments - FY12 SWQA**

Description: This task includes all efforts associated with addressing EPA comments on the DRAFT 305(b)/303(d) Surface Water Quality Assessment (SWQA). This includes all time spent in meetings, conference calls, emails, responses to their comments, etc.

Start/End Dates: 04/01/2010 thru 07/31/2012 Qty/Unit: 1 Responses

Lead Person: EDWARDSON, KENNETH

Deliverable: A8-2: Respond to public comment- FY12 SWQA

Description: This task includes all time spent preparing a response to public comment on the DRAFT 305(b)/303(d) Surface Water Quality Assessment (SWQA).

Start/End Dates: 03/01/2012 thru 03/31/2012 Qty/Unit: 1 Responses

Lead Person: EDWARDSON, KENNETH

Deliverable: A8-3: Finalize GIS/NHD/ADB/ CALM for FY12 SWQA

Description: This task includes final revisions to the GIS/NHD coverage, the ADB and the CALM for the FINAL 305(b)/303(d) SWQA.

Start/End Dates: 02/01/2012 thru 03/31/2012 Qty/Unit: 1 Updates

Lead Person: EDWARDSON, KENNETH

Deliverable: A8-4: Update Website for FINAL FY12 SWQA.

Description: This task includes updating the DES website (lists, documents and maps) to include the FINAL 305(b)/303(d) Surface Water Quality Assessment (SWQA) results.

Start/End Dates: 03/01/2012 thru 07/01/2012 Qty/Unit: 1 Web Sites

Lead Person: EDWARDSON, KENNETH

Deliverable: A8-5: Submit FINAL FY12 305(b)/303(d) SWQA to EPA

Description: This task includes submission of FINAL 305(b)/303(d) files, documents, and lists to EPA. This includes submission of the 303(d) list and response to public comments.

Start/End Dates: 03/15/2012 thru 07/31/2012 Qty/Unit: 1 Documents

Lead Person: EDWARDSON, KENNETH

Activity: B1: Annual ADB Updates in Odd Years (Current)

Description: FY11 EPA P&C ITEM #85

FY11 AND FY10 - The Watershed Data Management Program Activity "Comprehensive Water Quality Database" includes a deliverable called "Submit data via WQX" which satisfies this requirement. Will remain open for possible future deliverables.

The Watershed Data Management programs activity "Comprehensive water quality database" has a deliverable called "Submit physical/chemical data via the WQX" that satisfies New Hampshire' data updates over-riding

"2007 PPA Priority 59: "Submit updated electronic assessment files by April 1, 2007." Includes assessing data, updating the Assessment Database (ADB) and submitting updated ADB files to EPA by April 1 of odd numbered years."

Start/End Dates: 10/01/2003 thru

Lead Person: COMSTOCK, W. GREGG

Activity: C1: Waterbody Catalog: Build, Test Tools (Current)

Description: EPA P&C# 60, 106#5: "Georeference waters to NHD (1:24,000 or finer resolution)".

DATE EXTENDED FROM 09/30/2005 - The "Waterbody Catalog" is intended to be a collection of defining attributes tied to the NHD that can queried out at any scale be it a single impoundment, the entire Merrimack River, or a whole watershed. In the initial tests DES will focus on attributes needed to make "Public Waters" determinations under the various RSA definitions of "Public Waters". ACTIVITY IS STILL VALUABLE BUT TOOLS WERE NOT AVAILIABLE TO DO THE JOB.

Start/End Dates: 10/01/2004 thru

Lead Person: EDWARDSON, KENNETH

Activity: C2: Waterbody Catalog: 1:24000 and NHD (Current)

Lead Person:

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: 305(B) AND 303(D) REPORTS AND WATER QUALITY ASSESSMENTS (Current)

Activity: C2: Waterbody Catalog: 1:24000 and NHD (Current)

FY10 EPA P&C # 77, FY09 EPA P&C #75 (FY08 EPA P&C # 73: EPA P&C# 60, 106#5): "Georeference waters to NHD (1:24,000 or finer resolution)".

Define definitions of waterbody types in conjunction with other agencies in order to develop a true NH waterbody coverage. Begin development of coverages which are indexed to the NHD. Adjust related info in EMD and Supplemental ADB databases accordingly. Relate new coverages back to the existing assessment units. Include wetlands.

Start/End Dates: 09/01/2006 thru

EDWARDSON, KENNETH

Deliverable: C2-1: Develop Waterbody Type Definitions

Description: END DATE EXTENDED FROM [12/31/2010] END DATE EXTENDED FROM [12/31/2008] END DATE EXTENDED FROM [12/31/2007] Develop waterbody type definitions in conjunction with other agencies. The work done to date will be finalized so that it will be usable at a later date.

Start/End Dates: 03/31/2007 thru 12/31/2012 Qty/Unit: 1 Definitions

Lead Person: EDWARDSON, KENNETH

Activity: D1: ADB Supplemental Database (Current)

Description: FY12 EPA P&C #73: FY08 EPA P&C # 72: 106#1 To make the ADB more useful and comprehensive in terms of documenting data used for assessments, additional tables and columns must be created and attached to the existing database.

Start/End Dates: 06/01/2003 thru

Lead Person: SOULE, DEBORAH

Deliverable: D1: Create, test and update Supplemental ADB for 2012 round.

Description: "Create, test, and update an Enhanced Supplemental Assessment Database (SADB) for use in automating 305(b) assessments for 2012." This entails making corrections to the existing ADB and adding additional functionalities and comparisons in order for the 2012 automated assessment to be more efficient and accurate.

Start/End Dates: 05/01/2011 thru 02/01/2012 Qty/Unit: 1 Programs

Lead Person: EDWARDSON, KENNETH

Activity: J1: Comprehensive Monitoring Strategy (Current)

Description: FY12 EPA P&C #73: A comprehensive monitoring strategy is needed to implement the assessment methodology for all waterbodies, and will serve as a foundation for the annual sampling workplans by DES, volunteers, and other organizations. The strategy will implement our watershed approach. (Note this was tracked in FY02 as deliverable under the Activity "Prepare 2002 305(b) Report (Current)". It was switched to the activity in FY03 because it is a major workproduct.

Start/End Dates: 07/01/2002 thru

Lead Person: COMSTOCK, W. GREGG

Deliverable: Revise NH Water Monitoring Strategy (FY 11)

Description: END DATE EXTENDED FROM 9/30/11. FY12 EPA P&C #69.

FY11 EPA P&C # 88, FY10 EPA supplemental monitoring grant, FY10 EPA P&C #79, EXTENDED END DATE. FY09 EPA P&C #77, EXTENDED END DATE. 2008 P&C# Revise the 2005 NH Water Monitoring Strategy to include wetlands, reflect progress to date, and incorporate needed changes.

Start/End Dates: 10/01/2010 thru 09/30/2012 Qty/Unit: 1 Revisions

Lead Person: WALSH, EDWARD

Activity: L1: EPA Measures of Success for waterbody restoration (Current)

Description: FY12 EPA P&C # 86, 87, 88, 89. FY11 EPA P&C # 97, 98, 99, 100. FY10 EPA P&C # 87, 89, & 90, FY09 PPA Priority # 85,86,87,88 [FY08 PPA Priority # 83, 85, 86.] FY07 PPA Priority # 72: Reporting on EPA Restoration measures L, W, and Y.

Start/End Dates: 10/01/2006 thru

Lead Person: COMSTOCK, W. GREGG

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: 305(B) AND 303(D) REPORTS AND WATER QUALITY ASSESSMENTS (Current)

Activity: L1: EPA Measures of Success for waterbody restoration (Current)**Deliverable: Meas #86: Identify Priority Watersheds for Protection and Restoration in FY13**

Description: FY12 EPA P&C List #86. Using the PPA process, 303(d) list, the nonpoint source RFP, national estuary program CCMP, and other state processes, work to identify priority watersheds and water bodies for the state to focus effort to protect and improve water quality. Assist EPA Region 1 in developing targets for FY'13 (Jan./Feb. '12) (9/30/12) and reporting progress for FY'12 on the watershed measures L, Y, and W (Sept. '11) (9/30/12). (SP-10, SP-11, SP-12)

Start/End Dates: 01/01/2012 thru 09/30/2012 Qty/Unit: 1 Lists

Lead Person: COMSTOCK, W. GREGG

Deliverable: Meas #88: Identify waters that will be fully (L) or partially (Y) restored

Description: FY12 EPA P&C List #88. Work to identify and submit a list of water bodies to EPA by 9/30/12 that the state will fully restore (measure L) or partially restore (measure Y) over the next several yea

Start/End Dates: 01/01/2012 thru 09/30/2012 Qty/Unit: 1 Lists

Lead Person: No one assigned

Deliverable: Meas #89: Identify / report on progress on impaired watersheds (W) that will be improved in 2013

Description: FY12 EPA P&C List #89. For measure W, work with EPA Region 1 to review and update (if needed) a list of impaired watersheds (at the 12-digit level) that the state will most likely improve by 2013, and include the projected date of the improvement. The list should also include impaired watersheds where significant work is underway that "may" meet the improved definition by 2013 as well as those watersheds where significant work is underway that will probably not improve by 2013. By 9/30/12, report any progress on restoring the measure W watersheds by 2013. (SP-12)

Start/End Dates: 01/01/2012 thru 09/30/2012 Qty/Unit: 1 Reports, Final

Lead Person: No one assigned

Activity: P1: Lakes Probabilistic Monitoring (Current)

Description: FY12 EPA P&C #68 & #72. FY11 EPA P&C #87. This activity includes state-wide probabilistic monitoring programs for 305b-303d reporting

Start/End Dates: 10/01/2006 thru

Lead Person: NEILS, DAVID

Deliverable: Produce State Assessment of NH Lakes

Description: 106# 19: Assess sufficient lakes (50) in the randomly-selected lakes (NLA lakes plus overdraw to = 50) to do a probabilistic assessment of lakes for aquatic life use support for the 2012 305(b) report

Start/End Dates: 10/01/2006 thru 09/30/2012 Qty/Unit: 1 Assessments

Lead Person: Vacant

Activity: P2: Flowing Waters Probabilistic Monitoring (Current)

Description: FY12 EPA P&C #68 & #72 ; FY11 EPA P&C #87. Relates to EPA 2009 P&C list # 113 and 106 supplemental funding plan

Start/End Dates: 10/01/2006 thru

Lead Person: NEILS, DAVID

Deliverable: NFWA 2011.2: Probabilistic Assessments for 305(b) Report

Description: National Flowing Waters Assessment
1. Probabilistic statistics
2. Summary memo and metadata report for 305b report

Start/End Dates: 07/01/2011 thru 04/01/2012 Qty/Unit: 1 Reports, Final

Lead Person: EDWARDSON, KENNETH

Deliverable: State Flowing Waters Assessment

Description: FY11 EPA P&C list #128, FY10 EPA Supplemental 106 funding, Data compilation and analysis

Start/End Dates: 10/01/2010 thru 09/30/2012 Qty/Unit: 1 Analyses

Lead Person: NEILS, DAVID

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: 305(B) AND 303(D) REPORTS AND WATER QUALITY ASSESSMENTS (Current)

Activity: P2: Flowing Waters Probabilistic Monitoring (Current)

Deliverable: State Flowing Waters Assessment

Description: END DATE EXTENDED: FY11 EPA P&C list #72 , FY10 EPA Supplemental 106 funding, report preparation

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Reports, Drafts

Lead Person: NEILS, DAVID

Activity: P3: Coastal Probabilistic Monitoring (Current)

Description: FY12 EPA P&C #68 & #72 FY11 EPA P&C #87. Prior to FFY 09 see National Coastal Assessment Activity under Tidal Water Quality Monitoring Program

Start/End Dates: 10/01/2008 thru

Lead Person: TROWBRIDGE, PHILIP

Deliverable: Coastal Water Quality Probabilistic Assessment

Description: EPA P&C #73 FY12. Compile water quality data from tidal waters collected for probabilistic assessments and update probabilistic assessments for 2012 305b Report.

Start/End Dates: 10/01/2011 thru 03/31/2012 Qty/Unit: 1 Reports, Final

Lead Person: TROWBRIDGE, PHILIP

Activity: P4: Wetlands Probabilistic Monitoring (Current)

Description: FY12 EPA P&C #72. Participation in the 2001 National Wetland Condition Assessment and completion of a state level probabilistic assessment of wetlands.

Start/End Dates: 10/01/2008 thru

Lead Person: WALSH, EDWARD

Deliverable: Sampling of state level sites for NWCA and state level probalistic assessment

Description: FY12 EPA P&C list #72, EPA FY11 supplemental 106 monitoring grant, 39 additional sites will be sampled to complete a full state level probalistic assessment of wetlands. Some sites will need to be resampled for QA/QC purposes

Start/End Dates: 10/01/2010 thru 12/31/2013 Qty/Unit: 43 Site Visits

Lead Person: WALSH, EDWARD

Activity: X: Regional Meeting/Conferences - SWQAs (Current)

Description: Participation in regional / national meetings, conferences, conference calls and workgroups related to 305(b)/303(d) surface water quality assessment (SWQA) issues. Examples include meetings and conference calls with NEIWPC TMDL workgroups and ASWIPCA conference calles.

Start/End Dates: 10/01/2006 thru

Lead Person: EDWARDSON, KENNETH

Deliverable: X-1: 305(b)/303(d) Workgroups - SWQA

Description: Participation in 305(b)/303(d) Workgroups such as NEIWPC and EPA.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Meetings

Lead Person: EDWARDSON, KENNETH

Activity: Y: Technical Assistance - SWQAs (Current)

Description: This acitivity includes all time spent attending meetings, making presentations, participating in conference calls, and responding to inquiries regarding general 305(b)/303(d) issues. Examples include attendance on the NEIWPC 305(b)/303(d) workgroups.

Start/End Dates: 10/01/2003 thru

Lead Person: EDWARDSON, KENNETH

Deliverable: Y-1: Presentations - SWQA

Description: This deliverable includes all presentations related to SWQAs not covered under any other program.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Presentations

Lead Person: EDWARDSON, KENNETH

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: 305(B) AND 303(D) REPORTS AND WATER QUALITY ASSESSMENTS (Current)

Activity: Y: Technical Assistance - SWQAs (Current)

Deliverable: Y-2: Respond to Inquiries - SWQA

Description: This deliverable includes all time spent responding to general inquiries regarding 305(b)/303(d) Surface Water Quality Assessments. The total number of inquiries is estimated and can vary significantly in any given year.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 30 Inquiries

Lead Person: EDWARDSON, KENNETH

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: AMBIENT RIVER MONITORING (Current)

Description: Collect physicochemical and bacteriological data from rivers, streams, and brooks to determine compliance with surface water quality standards.

Start/End Dates: 10/01/2001 thru PAUs: 03 04 02

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Complaints (Current)

Description: Receive, document, and investigate river related water quality complaints

Start/End Dates: 10/01/2001 thru

Lead Person: WALSH, EDWARD

Deliverable: Enforcement Actions (FY 12)

Description: Referral of a river water quality complaint for an enforcement action. This may consist of a letter of deficiency, administrative order or referral for administrative fine.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 3 Enforcement Actions

Lead Person: WALSH, EDWARD

Deliverable: River Complaints Received (FY 12)

Description: Tracks number of river/stream complaints received including documentations, follow-up correspondence, data input to EMD, and site visits.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 20 Complaints

Lead Person: WALSH, EDWARD

Activity: Program Administration (Current)

Description: Includes proposal writing, grant preparation, MTRS workplan development, discussions with funding agency (e.g., EPA, NOAA, NHEP, etc.), state budget preparation and monitoring, grant budget preparation and monitoring, grant reporting, reading scientific literature, evaluating staff, etc.

Start/End Dates: 10/01/2006 thru

Lead Person: WALSH, EDWARD

Deliverable: Hire Interns (FY 12)

Description: Typically hire two 3 month summer ARMP interns. Deliverable includes selection of candidate for interview and final selection of candidates to hire

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Interns

Lead Person: WALSH, EDWARD

Deliverable: Staff Performance Evaluations (FY 12)

Description: Includes preparation and discussion of performance evaluations with ARMP staff, typically two summer interns.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Evaluations

Lead Person: WALSH, EDWARD

Activity: Technical Assistance (Current)

Description: Receive and process public requests for river water quality data/information. This includes requests from the general public, consultants, real estate agents, and state and federal agencies. Technical assistance also provided to DES or outside entities regarding surface water quality science and monitoring.

Start/End Dates: 10/01/2003 thru

Lead Person: WALSH, EDWARD

Deliverable: Technical Assistances Provided (FY12)

Description: Includes non-regulatory assistance to government entities, non-profits, NGOs, public, etc. Technical assistance is provided via site visits, telephone calls, and email. [Number of assistances is based on the number of requests received.]

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 30 Assistances Provided

Lead Person: WALSH, EDWARD

Activity: Water Sampling Preparation (Current)

Description: Multiple tasks associated with water sampling, prior to onset of sampling season: (1) hire summer interns; (2) order supplies and

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: AMBIENT RIVER MONITORING (Current)

Activity: Water Sampling Preparation (Current)

equipment; and (3) Repair, maintain, test equipment.

Start/End Dates: 01/01/2003 thru

Lead Person: WALSH, EDWARD

Deliverable: Equipment Inventory (FY12)

Description: All ARMP and complaints equipment is inspected and tested prior to the summer sampling season and at the completion of that years sampling.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Inventories

Lead Person: WALSH, EDWARD

Deliverable: Intern Orientation and Training (FY12)

Description: Provide orientation and training sessions for summer ARMP interns. Training sessions includes use of handheld meters, use of dataloggers, EMD training, Limonology Lab training, and complaint investigation training.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Interns

Lead Person: WALSH, EDWARD

Deliverable: Quality Assurance Project Plan (QAPP) (FY12)

Description: Maintain list of revisions to be made to the QAPP at the time of next issuance (July 2013).

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 QAPPs (Quality Assurance Program Plan)

Lead Person: WALSH, EDWARD

Deliverable: Sampling and Analysis Plan (FY12)

Description: Develop 2011 sampling and analysis plan for sample collection consistent with QAPP, SOPs, and Comprehensive Monitoring Strategy, including water quality parameter and sampling station selection.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Plans

Lead Person: WALSH, EDWARD

Deliverable: Update of Standard Operating Procedures and ARMP Manual (FY 12)

Description: Revise/update/create SOPs, as necessary and incorporate revisions in 2012 ARMP Manual

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Revisions

Lead Person: WALSH, EDWARD

Activity: Water Sampling, Analysis, and Data Handling (Current)

Description: Definition of all aspects of the Ambient River Monitoring Program, including QAPP development/revision; workplans; training; data collection; field audits, verification/validation of data; data entry; data entry QC; QA/QC self-audit.

Start/End Dates: 10/01/2002 thru

Lead Person: WALSH, EDWARD

Deliverable: Data Set (FY12)

Description: Input 2011 water quality data to EMD. The number of entries is contingent on actual number of stations sampled and parameters analyzed. The completed data set is defined as data set following QC checks and evaluation relative to measurement performance criteria in approved ARMP QAPP.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1200 Entries

Lead Person: WALSH, EDWARD

Deliverable: QA Systems Program Self-Audit (FY12)

Description: Prepare ARMP self-audit for 2011 sampling season, which includes, but not limited to, documentation of program objectives, QAPP inconsistencies, and data limitations.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Audits

Lead Person: WALSH, EDWARD

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: AMBIENT RIVER MONITORING (Current)

Activity: Water Sampling, Analysis, and Data Handling (Current)

Deliverable: Sampling Activity Reviews (FY12)

Description: Review data collection/field activities by field technicians and determine corrective measures, as necessary. These are reviews are conducted immediately after the 2012 June, July, and August sampling events.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 3 Reviews

Lead Person: WALSH, EDWARD

Deliverable: Technical Systems Audits - Field Methods (FY12)

Description: Accompany ARMP interns to ensure appropriate sample collection procedures, field instrumentation use, data documentation, field safety, etc.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Audits

Lead Person: WALSH, EDWARD

Deliverable: Water Sampling (FY12)

Description: Collect water quality data from stations throughout New Hampshire: 17 fixed, long-term stations and other stations as determine by the annual SAP or as needs arise.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 75 Site Visits

Lead Person: WALSH, EDWARD

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: BEACH INSPECTIONS (Current)

Description: Inspect and sample for bacterial quality approximately 16 coastal beaches and 163 freshwater beaches during the summer recreational season. Coastal beaches are sampled weekly or every other week; freshwater beaches monthly. Beach owners are notified of violations and signs to post are provided.

Start/End Dates: 10/01/1999 thru PAUs: 03 04 02

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Adopt-a-Beach Program (Current)

Description: Develop and administer an Adopt-a-Beach Program for coastal and freshwater beaches around the state. Freshwater beach program not possible without additional staff and funding.

Start/End Dates: 10/01/2004 thru

Lead Person: CARLSON, SONYA

Deliverable: Attend Blue Ocean Society Beach Clean ups

Description: Blue Ocean Society conducts monthly clean-ups at Hampton Beach. Program Manager will attend 3 to observe, assist, and understand the procedures.

Start/End Dates: 10/01/2010 thru 09/30/2012 Qty/Unit: 3 Site Visits

Lead Person: CARLSON, SONYA

Deliverable: Manage MOA with Blue Ocean Society for Beach Clean ups

Description: Blue Ocean Society & NH DES Beach Program has a Memorandum of Agreement to conduct beach clean ups at Hampton Beach. Program Coordinator will contact Blue Ocean Society regularly to provide assistance

Start/End Dates: 10/01/2010 thru 09/30/2012 Qty/Unit: 3 Meetings

Lead Person: CARLSON, SONYA

Activity: Develop and Administer a Risk-Based Beach Evaluation and Classification Process (Current)

Description: Develop the process to rank coastal beaches into Tier I, II & III status for sampling purposes.

Start/End Dates: 10/01/2003 thru

Lead Person: CARLSON, SONYA

Deliverable: Apply Tiered Monitoring Plan to all Coastal Beaches

Description: EPA NH P&C 2012 #119: Administor risk-based evaluations to all coastal beaches on a yearly basis before summer sampling begins

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 16 Evaluations

Lead Person: CARLSON, SONYA

Deliverable: Review and Revise the Tiered Monitoring Plan Annually

Description: EPA P&C 2009 #119: Review and revise the current Tiered Monitoring Plan annually to reflect program changes.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Plans

Lead Person: CARLSON, SONYA

Activity: Operate the coastal beach program (Current)

Description: EPA P & C #119 (FY 12) Implement beach monitoring program, including meeting performance criteria established by federal BEACH Act to remain eligible for FY12 Beach grant. (SP-9, SS-2) The coastal beach program consists of seventeen beaches located along NH's marine coast.

Start/End Dates: 10/01/1999 thru

Lead Person: CARLSON, SONYA

Deliverable: Annual Program Audit

Description: Perfrom annual program QA/QC audit during FFY2010 Q2. Due in early January.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Self-Assessments

Lead Person: CARLSON, SONYA

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: BEACH INSPECTIONS (Current)

Activity: Operate the coastal beach program (Current)**Deliverable: Coastal Beach Sampling**

Description: Inspect and monitor coastal public beaches on a weekly or bi-weekly basis during the swim season.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 300 Inspections

Lead Person: CARLSON, SONYA

Deliverable: Produce Annual Report for Coastal Public Beaches

Description: Write annual report discussing historical and current year beach data for the public audience. Provide recommendations for improved water quality. Star Island not inspected in 2011 season.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Reports, Final

Lead Person: CARLSON, SONYA

Deliverable: Review and Revise Program Standard Operating Procedures

Description: Review and revise all SOPs on an annual basis.

Start/End Dates: 10/01/2010 thru 09/30/2012 Qty/Unit: 7 Reviews

Lead Person: CARLSON, SONYA

Deliverable: Submit QAPP Modifications to EPA Annually

Description: Review, revise and submit all QAPP modification to EPA annually. QAPP still under review and needs adjustment before sending to EPA.

Start/End Dates: 10/01/2009 thru 09/30/2012 Qty/Unit: 1 QAPPs (Quality Assurance Program Plan)

Lead Person: CARLSON, SONYA

Activity: Operate the freshwater beach program (Current)

Description: All freshwater public beaches throughout the state.

Start/End Dates: 10/01/1999 thru

Lead Person: DIERS, THEODORE

Deliverable: Monitor Public beaches for cyanobacteria scums and issue advisories if confirmed

Description: Monitor all public bathing beaches for cyanobacteria scums and post advisories if potential toxic producing cyanobacteria are present.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 35 Inspections

Lead Person: DIERS, THEODORE

Deliverable: Sample Freshwater Beaches

Description: Inspect and sample for bacterial quality approximately 163 freshwater beaches (3 samples per beach) on a monthly basis during the summer recreational season. Inform beach owners of violations and provide signs to post. QTY should be 450 Inspections

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 300 Inspections

Lead Person: DIERS, THEODORE

Activity: Promote EPA's Flagship Beach & all other NH Coastal Beaches (Current)

Description: EPA P&C #119 (FY 12) [#58 A(FY 07) ,EPA P & C #71 (FY 08) EPA P&C 2009 #73]: Promote Hampton Beach, EPA's Flagship Beach, and all other NH coastal beaches using innovative methods.

Start/End Dates: 10/01/2004 thru

Lead Person: CARLSON, SONYA

Deliverable: Work with DRED to promote Flagship Beach

Description: Work closely with the Seacoast Region Division of Parks to promote Hampton Beach as a flagship beach. Summer meetings not possible.

Start/End Dates: 10/01/2010 thru 09/30/2012 Qty/Unit: 3 Meetings

Lead Person: CARLSON, SONYA

Activity: Public Notification and Risk Management (Current)

Description: EPA P&C #119 (FY 12) : Increase public education and awareness of the Beach Program and program activities. Encourage public comment on

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: BEACH INSPECTIONS (Current)

Activity: Public Notification and Risk Management (Current)

program activities. Develop new means to increase program outreach activities.

Start/End Dates: 10/01/2002 thru

Lead Person: CARLSON, SONYA

Deliverable: Distribute Educational Packets

Description: Mail educational packets to towns and beach managers prior to the start of the beach season. Determine if electronic copies or copies sent with invoice might work best.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 110 Packets

Lead Person: CARLSON, SONYA

Deliverable: Review and Revise Public Notification and Risk Communication Plan Annually

Description: EPA P&C 2012 #119: Review and revise the public notification plan annually to reflect Beach Program changes.

Start/End Dates: 10/01/2010 thru 09/30/2012 Qty/Unit: 1 Reviews

Lead Person: CARLSON, SONYA

Deliverable: Review and Revise Website Quarterly

Description: Review, revise, and update website quarterly. Check for dead links and other issues.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Reviews

Lead Person: CARLSON, SONYA

Activity: Submit Reports to EPA (Current)

Description: Submit reports on the progress of Beach workplan activities.

Start/End Dates: 10/01/2002 thru

Lead Person: CARLSON, SONYA

Deliverable: Produce Annual Reports

Description: Produce and submit annual performance report on program activities

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Reports, Final

Lead Person: CARLSON, SONYA

Deliverable: Submit MBE/WBE Quarterly reports

Description: Produce and submit quarterly reports to EPA on the procurements from Minority & Women Business Enterprises outlined in the grant workplans. Now only 2 reports per year needed. One for Q 1 & 2 submitted after March 30 and another for Q3 & 4 submitted after Sept 30.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Reporting Cycles

Lead Person: CARLSON, SONYA

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: BIOMONITORING (Current)

Description: Collect and interpret biological data, primarily from wadable streams. Information is used to determine surface water quality violations, for enforcement, and towards establishing statewide numeric biological criteria.

Start/End Dates: 10/01/1999 thru PAUs: 03 04 02

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Biological Monitoring (Current)

Description: Projects related to the collection of data to monitor the condition of aquatic communities. A majority of standard monitoring activities will be suspended in 2008-09 in order to complete a probabilistic assessment of flowing waters. See 305b/303d program for details

Start/End Dates: 10/01/2006 thru

Lead Person: NEILS, DAVID

Deliverable: Biological Monitoring for purposes of aquatic life use determination

Description: EPA 2012 P&C list #76 Regular sampling for assessment purposes, index refinement, calibration, and WQS development.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 20 Sites

Lead Person: NEILS, DAVID

Activity: Equipment maintenance and supply ordering (Current)

Description: The program utilizes a variety of equipment that must be maintained and replaced regularly

Start/End Dates: 10/01/2004 thru

Lead Person: NEILS, DAVID

Deliverable: Field Equipment Inspection / Maintenance

Description: A variety of equipment requires regular inspection and maintenance

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 20 Inspections

Lead Person: NEILS, DAVID

Deliverable: Order supplies required for laboratory and field operations

Description:

Start/End Dates: 10/01/2011 thru 09/20/2012 Qty/Unit: 20 Orders

Lead Person: NEILS, DAVID

Activity: Lakes Biocriteria Development (Current)

Description: EPA 2009 P&C list #80. EPA 2011 P & C #138. No Deliverables in 2010, 2011, 2012 due to limited staff support.

Start/End Dates: 12/01/2006 thru

Lead Person: NEILS, DAVID

Activity: Participate in regional biomonitoring program development efforts (Current)

Description: EPA P&C LIST FY2012 #71: NE biomonitoring programs are continually working to advance biological assessment techniques

Start/End Dates: 10/01/2004 thru

Lead Person: NEILS, DAVID

Deliverable: Regional meetings, conference calls, etc.

Description: EPA P&C List #71 used as a placeholder for unplanned meetings, conference calls. Quantity is only an estimate.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Meetings

Lead Person: NEILS, DAVID

Activity: Program Administration (Current)

Description: MTRS, timesheets, IOIs, contracts, staffing, budgets, bureau coordination

Start/End Dates: 10/01/2005 thru

Lead Person: NEILS, DAVID

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: BIOMONITORING (Current)

Activity: Program Administration (Current)**Deliverable: Report on outcomes of and prepare plan for supplemental 106 monitoring funds**

Description: END DATE EXTENDED: FY2012 EPA P&C LIST #70

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Reports, Final

Lead Person: NEILS, DAVID

Deliverable: budget tracking

Description: END DATE EXTENDED: program budget management. Ongoing and not necessarily related solely to biomonitoring program budget.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Budgets

Lead Person: NEILS, DAVID

Deliverable: staffing

Description: END DATE EXTENDED: Relates to the hiring and management of summer and temporary staff.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Persons

Lead Person: NEILS, DAVID

Activity: Quality Assurance (Current)

Description: The Biomonitoring Program will prepare, update, and adhere to a QAPP that will reflect current activities.

Start/End Dates: 09/01/2001 thru

Lead Person: NEILS, DAVID

Deliverable: Revise Biomonitoring Program QAPP

Description: Revise biomonitoring QAPP to include new habitat data form, additional physical measures, and algal sampling

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Revisions

Lead Person: NEILS, DAVID

Activity: Special Studies (Current)

Description: Projects undertaken that are outside the normal program activities. Usually designed to develop or improve program operations

Start/End Dates: 10/01/2006 thru

Lead Person: NEILS, DAVID

Deliverable: Volunteer Biological Data Collection Protocol Overhaul

Description: END DATE EXTENDED: Revise and update the VBAP protocol to make information more meaningful to volunteers and for purposes of making formal water quality assessments. NOT EXPECTING TO BE ABLE TO WORK ON MUCH IN FY2012

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Updates

Lead Person: NEILS, DAVID

Deliverable: Water Temperature Criteria

Description: Development of numeric water temperature criteria for wadeable streams. End date extended from 9/30/08 to 9/30/12. Relates to #82 on EPA P&C FY'09 list. Also included in EPA 106 supplemental funding plan. Moved to water quality standards program

Start/End Dates: 10/01/2006 thru 09/30/2012 Qty/Unit: 1 Criteria

Lead Person: NEILS, DAVID

Activity: Wadeable Streams Biocriteria Development (Current)

Description: 1st to 4th order streams.

Start/End Dates: 10/01/2006 thru

Lead Person: NEILS, DAVID

Deliverable: Update GIS coverage

Description: Annual update required to keep sampling locations and associated information current

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Updates

Lead Person: NEILS, DAVID

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: BIOMONITORING (Current)

Activity: Wadeable Streams Biocriteria Development (Current)

Deliverable: Warmwater Fish index of biological integrity

Description: END DATE EXTENDED; FY11 EPA P&C list #91; FY10 EPA supplemental monitoring grant; Data extraction and analysis; Relates to #80 on EPA FY 2009 P&C list. Also on EPA 106 supplemental funding plan.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Analyses

Lead Person: NEILS, DAVID

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: CLEAN LAKES RSA 487:15 AND 17.I (Current)

Description: Conduct lake and watershed diagnostic studies to calculate hydrologic and phosphorus loadings for lakes that are showing signs of water quality decline or impairment through their regular monitoring in VLAP or NHLLMP. Use data generated from the study phase of the project to make recommendations about lake and watershed restoration measures.

Start/End Dates: 10/01/1999 thru PAUs: 03 04 02

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Coordinate with WMB WQ Planning Section on CALM and 305(b)/ 303(d) Lake Assessments (Current)

Description: Provide assistance to WQ Planning Section on revisions to the CALM as related to Lake Assessments.

Start/End Dates: 01/01/2012 thru

Lead Person: CHAPMAN, ANDREW

Deliverable: Assist WQ Planning Section on revisions to the CALM related to Lake Assessments.

Description: Provide assistance to WQ Planning Section on revisions to the CALM as related to Lake Assessments. This involves review of revisions to the CALM/criteria, revisions of AUIDs, data interpretation, review of lake assessments for 305(b)/303(d) listing.

Start/End Dates: 01/01/2012 thru 12/31/2012 Qty/Unit: 4 Reviews

Lead Person: CHAPMAN, ANDREW

Activity: DOT/DES erosion control coordination for construction projects (Current)

Description: Work with DOT and DES Wetlands Bureau to review erosion control plans. Meet with DOT and contractor prior to specific projects and meet on site weekly to review construction procedures to assure proper erosion control measures are in place.

Start/End Dates: 01/01/2005 thru

Lead Person: CHAPMAN, ANDREW

Deliverable: DOT I-93 Projects, Windham to Salem

Description: Coordinate with DOT on protecting surface water quality, turbidity monitoring/guidance, weather station O&M with DES Air Monitoring Program and QAQC with DOT RWIS. Facilitate communications between local watershed groups and DOT regarding any questions, concerns, comments they may have with the highway improvement projects.

Start/End Dates: 01/01/2012 thru 12/31/2012 Qty/Unit: 1 Projects

Lead Person: CHAPMAN, ANDREW

Deliverable: DOT Project 13933D, I-93, Exit 1, Salem

Description: Coordinate with DOT on protecting surface water quality, Turbidity Monitoring/Guidance, Weather Station O&M with DES Air Monitoring Program.

Start/End Dates: 01/01/2011 thru 12/31/2011 Qty/Unit: 1 Projects

Lead Person: CHAPMAN, ANDREW

Deliverable: DOT Project 14633F, I-93, Exit 5, Londonderry

Description: Coordinate with DOT on protecting surface water quality, Turbidity Monitoring/Guidance, Weather Station O&M with DES Air Monitoring Program.

Start/End Dates: 01/01/2011 thru 12/31/2011 Qty/Unit: 1 Projects

Lead Person: CHAPMAN, ANDREW

Deliverable: DOT project 13933G, I-93, Exit 3, Windham

Description: DOT project 13933G. This project area overlaps that of 13933K and is within both the Cobbetts Pond and Canobie Lake Watersheds. Contractor is Cairns. Coordinate with contractor and DOT on protecting surface water quality. Also coordinate with DES Water Quality Section on 401 Cert compliance and coordinate with DES Air Quality and George Hastings on managing a rain gauge for auto-generated rain info to all parties. Project extended through 2011

Start/End Dates: 06/01/2009 thru 12/31/2011 Qty/Unit: 1 Projects

Lead Person: CHAPMAN, ANDREW

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: CLEAN VESSEL ACT AND BOAT INSPECTIONS RSA 487:1-14 (Current)

Description: Funding is provided through U.S. Fish and Wildlife Services to help reduce pollution from boat sewage discharges. This helps protect public health and limits nutrient discharges into surface water bodies.

Start/End Dates: 10/01/1999 thru PAUs: 03 04 02

Funding: State General State Fees Federal EPA Federal Other Grants **Activity: Boat inspections (Current)**

Description: Monitor vessel compliance with coastal and inland No Discharge Area regulations.

Start/End Dates: 10/01/1999 thru

Lead Person: PTAK, TERESA

Deliverable: Coastal boat inspections

Description: Cooperative effort with Coast Guard Auxiliary and Power Squadron.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 500 Inspections

Lead Person: PTAK, TERESA

Activity: Clean Marina Program for New Hampshire marinas (Current)

Description: To recognize marinas that choose to implement environmentally friendly practices. This will be a cooperative effort between the Clean Vessel Act program and the Waste Management Division's Pollution Prevention program.

Start/End Dates: 10/01/2005 thru

Lead Person: PTAK, TERESA

Deliverable: Attend EPA and F&WS Workshops on Green Marinas

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Meetings

Lead Person: PTAK, TERESA

Deliverable: Provide educational outreach to marinas and boat owners concerning Green Marina Initiatives

Description: Maintain and distribute outreach material, including fact sheets & brochures, to encourage Green (Clean) Marina Best Management Practices.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 25 Marinas

Lead Person: PTAK, TERESA

Activity: Coastal CVA (Current)

Description: As stated in grant proposals

Start/End Dates: 10/01/2006 thru

Lead Person: PTAK, TERESA

Deliverable: Coastal pumpout boat operation

Description: Reimburse contractor for staff and other expenses; cover costs for seasonal operation and maintenance needs of vessel

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Invoices

Lead Person: PTAK, TERESA

Deliverable: Inspect Pumpout/Dump Stations

Description: Annual site visit.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 6 Inspections

Lead Person: PTAK, TERESA

Deliverable: Replace one coastal pumpout station

Description: Deliverable includes either replacement or new installation. Initial efforts put toward new facility at Harbour Place Marina. New efforts to install pumpout facility at Fisherman's Pier, Portsmouth NH. EXTENDED DATE FROM 09/30/2009 TO 09/30/2010 ON 07/29/2009; EXTENDED DATE FROM 09/30/2010 TO 09/30/2011 ON 08/12/2010; EXTENDED DATE FROM 9/30/2011 TO 9/30/2012 ON 09/06/2011;

Start/End Dates: 10/01/2006 thru 09/30/2012 Qty/Unit: 1 Stations

Lead Person: PTAK, TERESA

Activity:

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: CLEAN VESSEL ACT AND BOAT INSPECTIONS RSA 487:1-14 (Current)

Activity: Coastal No Discharge Area Implementation (Current)

Description: 2011 EPAPPA #118; 2009 EPAPPA #111; 2008 EPAPPA #109; 2007 EPA P&C #93

Start/End Dates: 10/01/2005 thru

Lead Person: PTAK, TERESA

Deliverable: Enforcement - coordinate slip rental and mooring site agreements

Description: 2011 EPAPPA # 118; 2009 EPAPPA #111; 2008 P & C #109; 2007 EPAPPA #93

Encourage provisions within agreement to dismiss violators from slip/mooring and require pumpouts for liveboards

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 3 Activities

Lead Person: PTAK, TERESA

Deliverable: Enforcement - establish an enforcement program

Description: 2011 EPAPPA # 118; 2009 EPAPPA #111; 2008 P & C #109; 2007 EPAPPA #93

Monitor no discharge area regulations through potential bacteria and dye analysis, revise state legislation, and coordinate with the DES Shellfish Program, Coast Guard and other agencies

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Programs

Lead Person: PTAK, TERESA

Deliverable: Enforcement - identify funding to help pay for enforcement activities

Description: 2011 EPAPPA # 118; 2009 EPAPPA #111; 2008 P & C #109; 2007 EPAPPA #93; END DATE EXTENDED FROM 9/30/2007; END DATE EXTENDED FROM 09/30/2009 TO 09/30/2010 ON 07/29/2009; END DATE EXTENDED FROM 09/30/2010 TO 09/30/2011; END DATE EXTENDED FROM 09/30/2011 TO 09/30/2012

Start/End Dates: 10/01/2006 thru 09/30/2012 Qty/Unit: 1 Recommendations/Suggestions

Lead Person: PTAK, TERESA

Deliverable: Public Education - Conduct informational meetings for boatersDescription: 2011 EPAPPA # 118; 2009 EPAPPA #111; 2008 P & C #109; 2007 EPAPPA #93
Annual site visit at marinas; distribute outreach material

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Outreach Activities

Lead Person: PTAK, TERESA

Deliverable: Public Education - boat inspectors to identify boat plumbing discharge

Description: 2011 EPAPPA # 118; 2009 EPAPPA #111; 2008 P & C #109; 2007 EPAPPA #93 provide outreach material and support for Power Squadron, Coast Guard Auxiliary, and other interested groups;

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Training Sessions

Lead Person: PTAK, TERESA

Deliverable: Public Education - outreach materials

Description: 2011 EPAPPA #118; 2009 EPAPPA #111; 2008 P & C #109; 2007 EPAPPA #93 outreach to discuss No Discharge Areas including brochures, websites, signs and posters, etc; END DATE EXTENDED FROM 9/30/2007; END DATE EXTENDED FROM 09/30/2009 TO 09/30/2010 ON 07/29/2009; END DATE EXTENDED FROM 09/30/2010 TO 09/30/2011 ON 08/12/2010; END DATE EXTENDED FROM 09/30/2011 TO 09/30/2012 ON 09/06/2011

Start/End Dates: 10/01/2006 thru 09/30/2012 Qty/Unit: 800 Hours

Lead Person: PTAK, TERESA

Deliverable: Public Education - peer based education

Description: 2011 EPAPPA #118; 2009 EPAPPA #111; 2008 P & C #109; 2007 EPAPPA #93 collaboration with non-profit groups; END DATE EXTENDED FROM 9/30/2007; END DATE EXTENDED FROM 09/30/2009 TO 09/30/2010 ON 07/29/2009; END DATE EXTENDED FROM 09/30/2010 TO 09/30/2011 ON 08/12/2010; END DATE EXTENDED FROM 09/30/2011 TO 09/30/2012 ON 09/06/2011

Start/End Dates: 10/01/2006 thru 09/30/2012 Qty/Unit: 3 Training Sessions

Lead Person: PTAK, TERESA

Activity: Inland CVA (Current)

Description: As stated in grant proposals

Start/End Dates: 10/01/2006 thru

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: CLEAN VESSEL ACT AND BOAT INSPECTIONS RSA 487:1-14 (Current)

Activity: Inland CVA (Current)

Lead Person: PTAK, TERESA

Deliverable: Inspect Pumpout/Dump Stations

Description: Annual site visit.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 16 Inspections

Lead Person: PTAK, TERESA

Deliverable: Operation and Maintenance Funding

Description: reimburse qualifying marinas for operation and maintenance costs up to \$1500

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 6 Grants

Lead Person: PTAK, TERESA

Deliverable: Replace/Install an inland pumpout facility

Description: As requested.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Stations

Lead Person: PTAK, TERESA

Activity: Legislation (Current)

Description:

Start/End Dates: 10/01/2006 thru

Lead Person: PTAK, TERESA

Deliverable: Monitor, prepare and/or revise legislation as it relates to vessel sewage discharge

Description: Deliverable references both coastal and inland No Discharge Area.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Legislation

Lead Person: PTAK, TERESA

Activity: Program Administration (Current)

Description:

Start/End Dates: 10/01/2005 thru

Lead Person: PTAK, TERESA

Deliverable: Prepare Governor and Council requests to accept funds

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Requests

Lead Person: PTAK, TERESA

Deliverable: Prepare and manage budgets, contracts and grant agreements

Description: Deliverable includes internal and G&C requests.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Contracts

Lead Person: PTAK, TERESA

Deliverable: Prepare grant awards and reports

Description: Deliverable includes interim and final grant reports.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Reports, Final

Lead Person: PTAK, TERESA

Activity: Technical Assistance (Current)

Description:

Start/End Dates: 10/01/1999 thru

Lead Person: PTAK, TERESA

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: CLEAN VESSEL ACT AND BOAT INSPECTIONS RSA 487:1-14 (Current)

Activity: Technical Assistance (Current)

Deliverable: Outreach efforts for inland and coastal CVA resources

Description: Deliverable includes distribution of promotional items for stationary and mobile pumpout services and updates to brochure material as well as the program website; includes NDA outreach material updates and distribution

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 6 Outreach Activities

Lead Person: PTAK, TERESA

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: COASTAL PROGRAM (Current)

Description: NHCP gained federal approval in 1982 under the provisions of the Coastal Zone Management Act. In January 2004, the official coastal zone boundary was expanded from a narrow band along the coast and Great Bay to now incorporate all 17 coastal communities in their entirety. NHCP provides technical assistance and grants to the seventeen coastal communities, non-profit organizations, state agencies, public school districts, and research institutions. Major programs include habitat restoration, competitive grants, coastal non-point pollution control program, federal consistency review, technical assistance and outreach/education. NHCP is networked with other state agencies which help enforce the program's 16 coastal policies and conduct reviews of projects in the NH coastal zone -- several enforcement positions are funded within other bureaus within DES.

Start/End Dates: 07/01/2004 thru PAUs:

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Coastal Restoration Program (Current)

Description: The purpose of the restoration program is to restore degraded coastal watershed habitats.

Start/End Dates: 10/01/2004 thru

Lead Person: LUCEY, KEVIN

Deliverable: Coastal Restoration Program

Description: Salt Marsh and River Restoration Project Planning and Implementation. The staff will work with communities to implement restoration projects. Also, administer various NOAA and other Federal grants for restoration projects. A report will be presented which outlines the progress on the various restoration projects underway.

Start/End Dates: 10/01/2011 thru 09/30/2013 Qty/Unit: 4 Projects

Lead Person: LUCEY, KEVIN

Activity: Communications (Current)

Description: NHCP's marketing and communications strategy will introduce and reiterate NHCP's mission. The message will focus on NHCP as a regional coordinator, project catalyst, and information resource.

Start/End Dates: 10/01/2005 thru

Lead Person: COLETTI, CATHERINE

Deliverable: Maintain coastal program website.

Description: Post new content. Develop content and ensure grammatical accuracy, clarity, completeness and editorial conformity to established DES guidelines for new webpages. Utilize the website as a marketing tool by making frequent updates, including posting new events, RFPs, and other announcements under the "Hot Topics" listing on the homepage.

Start/End Dates: 10/01/2011 thru 09/30/2013 Qty/Unit: 40 Web Site Postings

Lead Person: COLETTI, CATHERINE

Deliverable: Manage the Coastal Programs internal and external media relations efforts.

Description: Seek to place stories on the Coastal Programs activities and coastal watershed environmental issues in media outlets. Seek out collaboration with our partners to announce newsworthy topics. Research and write content for media materials.

Start/End Dates: 10/01/2011 thru 09/30/2013 Qty/Unit: 8 Press releases

Lead Person: COLETTI, CATHERINE

Activity: Coordination Activities (Current)

Description: The New Hampshire Coastal program is involved in many national and regional projects and organizations that are attempting to improve coastal zone management. New Hampshire's participation in these efforts is important to the long-term improvement of our coasts.

Start/End Dates: 10/01/2010 thru

Lead Person: COUTURE, STEVEN

Deliverable: Coastal States Organization

Description:

Start/End Dates: 10/01/2011 thru 09/30/2013 Qty/Unit: 8 Meetings

Lead Person: COUTURE, STEVEN

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: COASTAL PROGRAM (Current)

Activity: Coordination Activities (Current)**Deliverable: Gulf of Maine Council working group and M&F**

Description:

Start/End Dates: 10/01/2011 thru 09/30/2013 Qty/Unit: 20 Meetings

Lead Person: COUTURE, STEVEN

Deliverable: Northeast Regional Ocean Council

Description:

Start/End Dates: 10/01/2011 thru 09/30/2013 Qty/Unit: 8 Meetings

Lead Person: COUTURE, STEVEN

Deliverable: Piscataquog Regional Estuaries Partnership

Description: Participate on Piscataqua Region Estuaries Partnership Management Committee and coordinate with UNH to support implementation of Piscataqua Region Estuaries CCMP

Start/End Dates: 10/01/2011 thru 09/30/2013 Qty/Unit: 8 Meetings

Lead Person: COUTURE, STEVEN

Deliverable: Seacoast Stormwater Coalition education and assistance

Description: Provide technical assistance to the Seacoast Stormwater Coalition. Attend meetings, help develop agendas, provide meeting minutes, and connect the group to information on grant availability, information on best management practices for stormwater pollutants and other topics related to stormwater management.

Start/End Dates: 10/01/2011 thru 09/30/2013 Qty/Unit: 6 Meetings

Lead Person: COLETTI, CATHERINE

Activity: Enhancement Grants Program (Current)

Description: Section 309 of the Coastal Zone Management Act (CZMA), establishes a voluntary coastal zone enhancement grants program to encourage State Coastal Management Programs (CMPs) to develop program changes in one or more of nine enhancement areas.

Start/End Dates: 10/01/2010 thru

Lead Person: COUTURE, STEVEN

Deliverable: NHCAW

Description: Participate in planning and facilitation of the NH Climate Adaptation Workgroup efforts.

Start/End Dates: 10/01/2011 thru 09/30/2013 Qty/Unit: 6 Meetings

Lead Person: COLETTI, CATHERINE

Deliverable: Section 309 program administration

Description: The 309 staff will attend various meetings, coordinate with the NHEP and Gulf of Maine Council, and track issues and legislation. Staff will also report on any problems or new issues with regards to 309 tasks in the priority enhancement areas.

Start/End Dates: 10/01/2011 thru 09/30/2013 Qty/Unit: 2 Reporting Cycles

Lead Person: COUTURE, STEVEN

Activity: Federal Consistency and Policy (Current)

Description: Staff will conduct reviews of and coordinate appropriate oversight by other state agencies for: direct federal agency activities, federal licenses and permits, and federal financial assistance/intergovernmental review affecting NH coastal resources. Staff will input program amendments and routine program changes to reflect new/amended legislation and regulations and ensure that NHCP policies are appropriate.

Start/End Dates: 10/01/2004 thru

Lead Person: WILLIAMS, CHRISTIAN

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: COASTAL PROGRAM (Current)

Activity: Federal Consistency and Policy (Current)**Deliverable: Dredge material disposal siting**

Description: In cooperation with the Army Corps of Engineers, EPA, and the state of Maine, explore possibility of designating a long-term ocean dredged material disposal site to serve the NH-southern Maine coastal region. Coordinate with Army Corps of Engineers to complete Phase II of the New Hampshire Comprehensive Upland Dredge Material Disposal Study.

Start/End Dates: 10/01/2011 thru 09/30/2013 Qty/Unit: 2 Meetings

Lead Person: WILLIAMS, CHRISTIAN

Deliverable: Dredge material management

Description: Participate on State Dredging Team to coordinate with NH Fish and Game, Pease Development Authority-Division of Ports and Harbors and other relevant state and federal agencies that regulate dredging and dredged material management in New Hampshire coastal waters. (CO-6)

Start/End Dates: 10/01/2011 thru 09/30/2013 Qty/Unit: 3 Meetings

Lead Person: WILLIAMS, CHRISTIAN

Deliverable: Federal Consistency Decisions

Description: Staff will conduct reviews of and coordinate appropriate oversight by other state agencies for: direct federal agency activities, federal licenses and permits, and federal financial assistance/intergovernmental review affecting NH coastal resources.

Start/End Dates: 10/01/2011 thru 09/30/2013 Qty/Unit: 40 Decisions

Lead Person: WILLIAMS, CHRISTIAN

Deliverable: New England Regional Dredge Team

Description: Participate on New England Regional Dredging Team Technical Workgroup (aka Sudbury Group) to coordinate with other federal and state agencies on planning and regulatory activities associated with dredging and dredged material management in New England.

Start/End Dates: 10/01/2011 thru 09/30/2013 Qty/Unit: 2 Meetings

Lead Person: WILLIAMS, CHRISTIAN

Activity: Grants Management (Current)

Description: Develop and manage projects funded under the competitive and technical assistance grants

Start/End Dates: 10/01/2006 thru

Lead Person: MURPHY, DAVID

Deliverable: Coastal and Estuarine Land Conservation Program

Description: Create RFP, score and rank proposals, and create unified proposal to NOAA for the CELCP program.

Start/End Dates: 10/01/2011 thru 09/30/2013 Qty/Unit: 1 Applications, Grants

Lead Person: COUTURE, STEVEN

Deliverable: Evaluate Proposals for Funding

Description: Use state administrative rules to guide scoring of grants. Coordinate committee to score. Communicate with grantees. Write and administer grants awarded in this cycle and open grants from previous cycles.

Start/End Dates: 10/01/2011 thru 09/30/2013 Qty/Unit: 20 Applications, Grants

Lead Person: MURPHY, DAVID

Activity: Permitting and Enforcement (Current)

Description: 2012 Deliverables pending results of performance report to NOAA

Start/End Dates: 10/01/2010 thru

Lead Person: COUTURE, STEVEN

Activity: Program Administration (Current)

Description: Overall management and administration of the NOAA grant to the NHCP. Includes management of office operations; staffing management; MOA's; assessing other programs and funds to implement the NHCP; and 312 program reviews.

Start/End Dates: 10/01/2004 thru

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: COASTAL PROGRAM (Current)

Activity: Program Administration (Current)

Lead Person: COUTURE, STEVEN

Deliverable: CSO-OCRM Performance Measures Report

Description: Develop annual CSO-OCRM Performance Measures Report.

Start/End Dates: 10/01/2011 thru 09/30/2013 Qty/Unit: 2 Reports, Final

Lead Person: COLETTI, CATHERINE

Deliverable: Annual application for funding to NOAA

Description: Prepare and submit unified 306/309/310 funding application to NOAA. Includes state budgets, tracking funds, and other financial issues.

Start/End Dates: 10/01/2011 thru 09/30/2013 Qty/Unit: 2 Applications, Grants

Lead Person: COUTURE, STEVEN

Deliverable: Facilitate meeting logistics

Description: Work with organizations and agencies who wish to use DES facilities for meetings and conferences.

Start/End Dates: 10/01/2011 thru 09/30/2013 Qty/Unit: 4 Meetings

Lead Person: POWER, MARY

Deliverable: Office management

Description: Work with Waste Division and CP Management to ensure that office functions are smooth.

Start/End Dates: 10/01/2011 thru 09/30/2013 Qty/Unit: 10 Consultations

Lead Person: POWER, MARY

Deliverable: Semi-annual reports to NOAA

Description: Complete semi-annual reports to NOAA

Start/End Dates: 10/01/2011 thru 09/30/2013 Qty/Unit: 4 Reporting Cycles

Lead Person: MURPHY, DAVID

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: ECOLOGICAL RISK ASSESSMENT (Current)

Description: This program currently supports Hazardous Waste Remediation Bureau projects that need an ecological component.

Start/End Dates: 06/15/2001 thru PAUs: 03 04 02

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Advise on surface water quality assessments (Current)

Description: Provide eco risk information for WMB activities related to 401 certifications and other water quality issues.

Start/End Dates: 10/01/2007 thru

Lead Person: DIERS, THEODORE

Deliverable: Provide assistance to WMB on as-needed basis

Description: WMB is working with the Waste Division and Air Division on assigning tasks to a person in the Air Division's risk assessment unit. Both WMB and Waste have occasional need for advise on risk assessment and will try to "buy" hours in a consultative manner when needed from Air Division.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Consultations

Lead Person: DIERS, THEODORE

Activity: Evaluate aquatic carrying capacity (Current)

Description: DELIVERABLES ON HOLD FOR 2012

Start/End Dates: 03/01/2006 thru

Lead Person: Vacant

Activity: Improve upon assessment of ecological risk associated with sediment contamination (Current)

Description: Stay abreast of associated current advancements.

Apply Sediment Policy in most efficient approach, balancing conservatism with practicality, to specific cases. DELIVERABLES ON HOLD FOR 2012

Enhance Policy iteratively with lessons learned from specific sites.

Communicate clearly the Policy to appropriate assessors and others involved and/or affected by assessment.

Assist others in application of Policy.

Assist in risk management.

Start/End Dates: 10/01/2003 thru

Lead Person: Vacant

Activity: Participate in regional BTAG meetings (Current)

Description: DELIVERABLES ON HOLD FOR 2012

Start/End Dates: 10/01/2003 thru

Lead Person: Vacant

Activity: Research Pharmaceuticals and Personal Care Products in Surface Water (Current)

Description: DELIVERABLES ON HOLD FOR 2012

Start/End Dates: 12/18/2007 thru

Lead Person: Vacant

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: EXOTIC AQUATIC PLANT CONTROL RSA 487:16-29 (Current)

Description: Control existing exotic aquatic plant infestations (primarily milfoil) and prevent new infestations through education, monitoring, research, and treatment. For example, the program trains volunteer "weed watchers" and provides grants for controls such as herbicide application, for "lake hosts" to inspect boats and educate the public at public boat access sites, and grants for exotics control research.

Start/End Dates: 10/01/1999 thru PAUs: 03 04 02

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Milfoil Genetics Research (Current)

Description: Collect plant samples in the field, process them in the Limnology Center, and work with identified milfoil genetecits to perform DNA analyses on unidentifiable milfoil specimens as needed.

Start/End Dates: 09/30/2001 thru

Lead Person: SMAGULA, AMY

Deliverable: Continue to send out milfoil samples for DNA analysis when vegetative ID is not possible

Description: Send milfoil specimens to qualified plant geneticist for assistance in identifying milfoil to species level through DNA analysis if fruit/flower not present for taxonomical ID.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 20 Identifications

Lead Person: SMAGULA, AMY

Activity: Administer Milfoil Grants Program (Current)

Description: Solicit Grants/Proposals and award grants based on objective review process as funds allow

Start/End Dates: 09/01/2004 thru

Lead Person: SMAGULA, AMY

Deliverable: Solicit requests and proposals for funding and evaluate projects and award grants

Description: Send out notification of available grant funds, solicit proposals/projects, review applications/proposals, award grants, and establish contracts/agreements for granting of funds.

Start/End Dates: 09/01/2011 thru 04/30/2012 Qty/Unit: 20 Grants

Lead Person: SMAGULA, AMY

Activity: Aquatic Nuisance Species Management Plan (Current)

Description: Coordinate activities associated with drafting and finalizing a statewide Aquatic Nuisance Species Management Plan following guidelines established through the US Fish and Wildlife Services.

Start/End Dates: 01/01/2005 thru

Lead Person: SMAGULA, AMY

Deliverable: Prepare draft then final plan

Description:

Start/End Dates: 09/01/2009 thru 05/30/2012 Qty/Unit: 1 Plans

Lead Person: SMAGULA, AMY

Activity: Conduct field sampling and monitoring activities for exotics on surface waters of New Hampshire (Current)

Description: Conduct field visits and site inspections to determine the presence/absence of exotic aquatic organisms (primarily plants), perform mapping activities, water sampling activities as needed, as perform a site assessment for tracking and remediation purposes.

Start/End Dates: 07/01/2001 thru

Lead Person: SMAGULA, AMY

Deliverable: Conduct regular inspections of aquarium and outdoor garden centers that sell live aquatic plants

Description: Using a summer intern, conduct a round of inspections to determine if pet stores or aquarium dealers are selling prohibited exotic plants. Work with Department of Ag to keep track of nurseries with aquatic plants. Issue fines as appropriate.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 75 Inspections

Lead Person: SMAGULA, AMY

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: EXOTIC AQUATIC PLANT CONTROL RSA 487:16-29 (Current)

Activity: Conduct field sampling and monitoring activities for exotics on surface waters of New Hampshire (Current)**Deliverable: Perform field investigations of exotic aquatic plant complaints**

Description: Respond to exotic aquatic plant complaints by obtaining voucher specimens and/or conducting site inspections to determine the presence/absence and/or extent of aquatic plant infestations.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 15 Inspections

Lead Person: SMAGULA, AMY

Deliverable: Perform regular sampling and monitoring activities on infested waterbodies

Description: During the growing season, perform regular field sampling and monitoring activities to document the presence/absence and/or extent of exotic aquatic plant infestations.

Start/End Dates: 10/01/2010 thru 09/30/2012 Qty/Unit: 60 Inspections

Lead Person: SMAGULA, AMY

Activity: Develop GIS maps of exotic plants infestations using GPS units (Current)

Description: Collect field data, download data, and prepare GIS maps of exotic species information.

Start/End Dates: 06/01/2001 thru

Lead Person: SMAGULA, AMY

Deliverable: Develop ArcView maps of statewide milfoil and other exotic plant infestations

Description: Develop and Update as Necessary

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 3 Maps

Lead Person: SMAGULA, AMY

Activity: Education and Outreach (Current)

Description: Perform exotic species education and outreach activities, includes regular reporting.

Start/End Dates: 10/01/2001 thru

Lead Person: SMAGULA, AMY

Deliverable: Bi-Annual Exotic Species Program Report

Description:

Start/End Dates: 01/01/2012 thru 12/31/2013 Qty/Unit: 1 Reports, Final

Lead Person: SMAGULA, AMY

Deliverable: Conduct Weedwatcher Training Sessions

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 35 Training Sessions

Lead Person: SMAGULA, AMY

Deliverable: Prepare annual Grant Fund Report

Description: Submit an annual report, beginning January 1, 2004, to the speaker of the house, president of the senate, and the governor and council which shall include, but not be limited to, a description of prevention and research projects funded by the milfoil and other exotic aquatic plants prevention program and the extent of aid to municipalities or subdivisions of the state, non-profit corporations, and research institutions.

Start/End Dates: 02/01/2011 thru 01/31/2012 Qty/Unit: 1 Reports, Final

Lead Person: SMAGULA, AMY

Activity: Exotic Species Site Identification and Tracking (Current)

Description: Track and monitor existing exotic species infestations.

Start/End Dates: 09/30/1999 thru

Lead Person: SMAGULA, AMY

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: EXOTIC AQUATIC PLANT CONTROL RSA 487:16-29 (Current)

Activity: Exotic Species Site Identification and Tracking (Current)**Deliverable: Locate exotic species infestations**

Description: GPS mapping of infestations

Start/End Dates: 11/01/2010 thru 10/31/2012 Qty/Unit: 15 Mappings

Lead Person: SMAGULA, AMY

Deliverable: Track and Identify Didymo Infestations

Description:

Start/End Dates: 11/01/2010 thru 09/30/2012 Qty/Unit: 3 Mappings

Lead Person: SMAGULA, AMY

Activity: Lake-Specific Long Term Exotic Plant Management Plans (Current)

Description: Develop a Long-Term Management Plan for each waterbody with exotic aquatic plant growth by collecting and processing field data on the subject waterbody, evaluating control options, and tailoring a plan to suit the specific and individual needs of each waterbody.

Start/End Dates: 07/01/2006 thru

Lead Person: SMAGULA, AMY

Deliverable: Draft Management Plans

Description: Work with lake association residents, state agencies, and aquatic plant managers to gather data to prepare a management plan for each waterbody with exotic aquatic plants. Upon completions of draft Each plan is routed to Fish and Game for review.

Start/End Dates: 10/01/2011 thru 05/30/2012 Qty/Unit: 20 Plans, Management

Lead Person: SMAGULA, AMY

Activity: Legislation and Rulemaking (Current)

Description: Review exotic species legislation and regulations and amend as needed.

Start/End Dates: 10/01/2002 thru

Lead Person: SMAGULA, AMY

Deliverable: Work on law/rule amendments as need arises

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Rules

Lead Person: SMAGULA, AMY

Activity: Maintain and Expand Limnology Center Herbarium (Current)

Description: Collect representative specimens of native and exotic aquatic plants in New Hampshire's lakes and ponds and preserve them as herbarium specimens in the Limnology Center for a record of the aquatic flora in NH.

Start/End Dates: 06/01/2001 thru

Lead Person: SMAGULA, AMY

Deliverable: Collect Plant Specimens and create herbarium sheets

Description: During field investigations, and upon finding new infestations of exotic aquatic plants, collect representative specimens and process them in the DES Limnology Center by identifying them to genus/species level, pressing them, mounting them, and archiving them.

Start/End Dates: 05/01/2012 thru 09/30/2012 Qty/Unit: 15 Specimens

Lead Person: SMAGULA, AMY

Activity: Perform Exotic Plant Control Activities (Current)

Description: Perform SCUBA diving for hand-pulling activities or diver-assisted suction harvesting activities, installation of benthic barriers, large scale harvesting, and herbicide applications to manage existing infestations of exotic aquatic plants.

Start/End Dates: 06/01/2001 thru

Lead Person: SMAGULA, AMY

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: EXOTIC AQUATIC PLANT CONTROL RSA 487:16-29 (Current)

Activity: Perform Exotic Plant Control Activities (Current)**Deliverable: Assess complaint reports of new exotic infestations**

Description: Assess new reports of infestations and evaluate control alternatives

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Assessments

Lead Person: SMAGULA, AMY

Deliverable: Control milfoil growths by hand pulling or bottom barriers

Description: small growths of milfoil are best controlled by hand pulling, using SCUBA if necessary, or by laying down a bottom barrier.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Sites

Lead Person: SMAGULA, AMY

Deliverable: Process matching grant requests and contracts

Description: Process matching grant requests and 100% contracts for exotic plant control, including G&C and Commissioner approval requests

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 30 Grants

Lead Person: SMAGULA, AMY

Deliverable: Summary report of exotic infestations

Description: Annual updates of management practices conducted each summer, provided to the coordinator of the annual exotic aquatic species report.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Updates

Lead Person: SMAGULA, AMY

Deliverable: herbicide sampling

Description: sample DES-funded herbicide treatment sites approximately 3-4 weeks after treatment and continue to sample until a no detect value is measured.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 20 Samples

Lead Person: SMAGULA, AMY

Activity: Program administration/budgets (Current)

Description: administrative & budget work associated with the exotics program

Start/End Dates: 10/01/2006 thru

Lead Person: SMAGULA, AMY

Deliverable: administration/budgets

Description: letter code monthly budget printouts & associated work including planning & administration

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Accounts

Lead Person: SMAGULA, AMY

Activity: State and regional invasives species groups (Current)

Description: Participate in meetings and activities related to promoting awareness, research, and management of exotic aquatic plants in the northeast region and in New Hampshire.

Start/End Dates: 07/01/2001 thru

Lead Person: SMAGULA, AMY

Deliverable: Work on programs, give presentations, assist with conference planning, formulate exotic species list

Description: Work on whatever activities arise that various groups need assistance with, that DES participates in through the Exotic species program.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Activities

Lead Person: SMAGULA, AMY

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: INSTREAM FLOW PROTECTION RSA 483:9-C (Current)

Description: Implement the instream flow protection provisions of RSA 483, including adoption and implementation of administrative rules

Start/End Dates: 10/01/1999 thru PAUs: 03 04 02

Funding: State General State Fees Federal EPA Federal Other Grants **Activity: Lamprey River Instream Flow Pilot (Current)**

Description: FY08 EPA P&C # 79 P&C #66 Protected Instream Flow Study and Water Management Plan for the Lamprey River

Old

EPA P&C 66 Develop Water Management Plans for each Designated Reach based on results of the Protected Instream Flow Studies and negotiations with AWUs and ADOs with advice and input from each river's Technical and Advisory Committees and from public hearings. Anticipates funding from state legislature after July 1 2003.

Start/End Dates: 07/01/2003 thru

Lead Person: IVES, C. WAYNE

Deliverable: 7 Establish Protected Instream Flow on Lamprey River Designated Reach

Description: Based on PISF Report, public hearing, and revisions, establish the PISF on the Lamprey River and use for developing the WMP.

End date extended from 09/30/06 to 03/31/09, extended to 9/30/10, 03/31/2011, 09/30/11, 03/31/12

End date extended from 09/30/06 to 03/31/07.

Start/End Dates: 07/01/2005 thru 03/31/2012 Qty/Unit: 1 Plans

Lead Person: IVES, C. WAYNE

Deliverable: Adopt WMP for Lamprey River

Description: Publish final WMP. Notify all AWUs and ADOs. Incorporate WMP into Surface Water Quality Rules.

End date extended from 6/30/08 to 03/31/09, extended to 9/30/10, 03/31/2011, 09/30/11, 03/31/12

Start/End Dates: 01/01/2007 thru 03/31/2012 Qty/Unit: 1 Plans

Lead Person: IVES, C. WAYNE

Activity: 401 Water Quality Reviews for quantity issues (Current)

Description: Provide technical reviews for flow quantity issues under CWA Section 401 Water Quality Certification process

Start/End Dates: 09/01/2008 thru

Lead Person: IVES, C. WAYNE

Deliverable: 401 Water Quality Reviews

Description: Provide technical reviews and data support for 401 WQ Certifications where water quantity is an issue.

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 5 Reviews

Lead Person: IVES, C. WAYNE

Activity: B1 Implement and administer Instream Flow Rules and legislation (Current)

Description: Once rules are adopted, implement and administer the rules

Start/End Dates: 07/01/2001 thru

Lead Person: IVES, C. WAYNE

Deliverable: Develop a plan for monitoring the effects of the applied Water Management Plans (DES Goals: 2.2)

Description: Identify assessment measures and define assessment methods for measuring changes in the protected entity communities resulting from the application of management for maintaining protected flows. Generate a report describing the key indicators and methods of assessment for evaluating whether we are successfully meeting instream flow program goals and for identifying negative impacts.

Start/End Dates: 10/01/2011 thru 06/30/2012 Qty/Unit: 1 Reports, Final

Lead Person: IVES, C. WAYNE

Deliverable: Complete GIS training

Description: Training in the use of GIS version 9 to facilitate application of skills learned to evaluation of conditions of concern to the ISF program using GIS coverages

Start/End Dates: 10/01/2011 thru 06/30/2012 Qty/Unit: 1 Training Sessions

Lead Person: IVES, C. WAYNE

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: INSTREAM FLOW PROTECTION RSA 483:9-C (Current)

Activity: B1 Implement and administer Instream Flow Rules and legislation (Current)**Deliverable: Develop Final Report for 2013 Legislative review**

Description: By December 1, 2013, the report is a required pilot program element is report to legislature with a public hearing of the results and public response to implementation of the pilot rivers' Water Management Plans. Report requires recommendations for legislative changes.

Start/End Dates: 01/01/2012 thru 12/31/2013 Qty/Unit: 1 Reports, Final

Lead Person: IVES, C. WAYNE

Deliverable: Develop Scope of Work for an Automated River Flow Condition Reporting Tool

Description: Coordinate with OIT to define scope of work and costs of development for software. Describe a web-hosted tool that will automatically display the river flow conditions relative to the protected flows so that Affected Water Users and Affected Dam Owners can appropriately apply their management plan actions, which are tied to flow condition.

Start/End Dates: 10/01/2011 thru 12/31/2012 Qty/Unit: 1 Scopes of Services

Lead Person: IVES, C. WAYNE

Deliverable: Establish working group to evaluate climatological data needs

Description: Develop a work group to investigate climate data needs and development of data sources. Likely to be linked to the stream gage network. Applicable to drought forecasting and monitoring and climate change. Develop a report making recommendations for establishing a comprehensive climatological network. Extended to 12/31/2012

Start/End Dates: 10/01/2009 thru 12/31/2012 Qty/Unit: 1 Reports, Final

Lead Person: IVES, C. WAYNE

Deliverable: Flow Management Policy for State-owned Dams

Description: Coordinate with other Agencies with ownership or operational interest in dam management to define policy that will include instream flow maintenance as one of the considerations for impoundment management. END DATE EXTENDED FROM 09/30/02 . End date extended from 12/31/08. from 6/30/11 to 6/30/13

Start/End Dates: 10/01/2001 thru 06/30/2013 Qty/Unit: 1 Policy

Lead Person: IVES, C. WAYNE

Deliverable: Instream Flow Outreach Presentations

Description: Prepare and present information to support the development and implementation of Instream Flow concepts and implementation

Start/End Dates: 07/31/2011 thru 06/30/2012 Qty/Unit: 6 Presentations

Lead Person: IVES, C. WAYNE

Deliverable: Instream Flow Supporting Information and Guidance Development

Description: Development of documentation such as white papers and guidance documents that support stream flow management practices

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 2 Guidance

Lead Person: IVES, C. WAYNE

Deliverable: Issue an interim ISF Report prior to a public hearing

Description: A report that includes observed and projected impacts of the protected instream flows and water management plans and any recommendations for proposed legislation.

Start/End Dates: 01/01/2012 thru 12/31/2013 Qty/Unit: 1 Reports, Drafts

Lead Person: IVES, C. WAYNE

Deliverable: Prepare 2007 Annual Water Use versus Stream Flow assessments for all Designated Rivers

Description: Prepare assessments of water use on Designated Rivers according to Env-Ws 1903.02. Extended to 9/30/2011, to 12/31/12

Start/End Dates: 07/01/2009 thru 12/31/2012 Qty/Unit: 1 Reports, Final

Lead Person: IVES, C. WAYNE

Activity: Souhegan River Instream Flow Pilot (Current)

Deadline: thru

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: INSTREAM FLOW PROTECTION RSA 483:9-C (Current)

Activity: Souhegan River Instream Flow Pilot (Current)

FY08 EPA P&C # 79 P&C #66 Protected Instream Flow Study and Water Management Plan for the Souhegan River

Old

EPA P&C 66 Develop Water Management Plans for each Designated Reach based on results of the Protected Instream Flow Studies and negotiations with AWUs and ADOs with advice and input from each river's Technical and Advisory Committees and from public hearings. Anticipates funding from state legislature after July 1 2003.

Start/End Dates: 07/01/2003

IVES, C. WAYNE

Deliverable: 4 Define feasibility and effectiveness of dam management

Description: Assess the practicalities of and conditions for revising dam management for maintaining instream flow.
9/30/2011

End date extended to 9/30/10; 03/31/2012

End date extended from 3/31/09, extended to 12/31/09

End date extended from 9/30/06 to 3/31/08.

End date extended from 3/31/06 to 9/30/06.

Start/End Dates: 01/01/2006 thru 03/31/2012 Qty/Unit: 17 Assessments

Lead Person: IVES, C. WAYNE

Deliverable: 8 Adopt WMP for Souhegan River

Description: Publish final WMP. Notify all AWUs and ADOs. Incorporate WMP into Surface Water Quality Rules.
09/30/2011; 03/31/2012

End date extended to 9/30/10.

End date extended from 06/30/08 to 3/31/09, extended to 12/31/09

End date extended from 06/30/07 to 06/30/08.

Start/End Dates: 01/01/2007 thru 03/31/2012 Qty/Unit: 1 Plans

Lead Person: IVES, C. WAYNE

Activity: W Legislation and Rules (Current)

Description: Legislative activity on bills, work with sponsors, work on DES-initiated legislation, work on rules

Start/End Dates: 08/23/2006 thru

Lead Person: DIERS, THEODORE

Deliverable: Attend SB330 meetings and briefings

Description: Provide staff support to and attend meetings of the SB330 Instream Flow Study Committee.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 3 Responses

Lead Person: DIERS, THEODORE

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: LAKES AND RIVERS MANAGEMENT AND PROTECTION PROGRAM (Current)

Description: In 2011, the NH General Court eliminated the FT Lakes Coordinator position and the FT Watershed Planner position thereby reducing the staff of the Lakes and Rivers Management and Protection Programs from 3 FT and .5 PT staff to 1 FT and .5 PT staff. As a result of these funding and staff reductions, the Lakes and Rivers Programs are now administered by the 1 FT Program Coordinator and the .5 PT Watershed Planner effective July 1, 2011.

Start/End Dates: 10/01/1999 thru PAUs: 03 07 02

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Legislation and Rules - Activity modified 12/1/11 due to reduction in LRM&PP staff and budget (Current)

Description: Each Legislative session new bills or amendments to existing bills are introduced and considered by the legislature. The Rivers Coordinator serves as the agency's primary staff person to review, track, and testify where necessary on such bills. The Rivers Coordinator administers Env-Wq 1800 and updates the rules as needed.

Start/End Dates: 10/01/2001 thru

Lead Person: COLBURN, JACQUIE

Deliverable: Draft testimony for river and lake related legislation

Description:

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 2 Letters

Lead Person: COLBURN, JACQUIE

Deliverable: LAC Legislative Update

Description: Provide legislative updates to Local Advisory Committees (LAC) on a weekly basis during the legislative session. Due to reduced RMPP staffing, updates to the LACS will be provided on a biweekly or monthly basis; this will be determined once the legislative session commences.

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 24 Updates

Lead Person: COLBURN, JACQUIE

Deliverable: Legislative testimony and participation

Description: Program staff may testify or participate in legislative activities relevant to river and lake management and policy.

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 4 Activities

Lead Person: COLBURN, JACQUIE

Deliverable: Make amendments to RSA 483-A and develop and adopt rules under RSA 483-A:7 II

Description:

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 1 Updates

Lead Person: COLBURN, JACQUIE

Deliverable: Preparation of a River Nomination Report to the General Court

Description: Pending DES approval, prepare summary report of nomination for review by state legislature.

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 1 Reports, Final

Lead Person: COLBURN, JACQUIE

Deliverable: Revise Env-Wq 1800

Description: Revise rules if necessary to be consistent with RSA 483.

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 1 Rules

Lead Person: COLBURN, JACQUIE

Activity: Comprehensive Lake Inventory (Current)

Description: A comprehensive inventory for the state's lakes and their watersheds was developed in 2000. The inventory was tested on 3 lakes in 2000. The inventory needs to be revised and then applied to all lakes and ponds across the State.

Start/End Dates: 10/01/1999 thru

Lead Person: COLBURN, JACQUIE

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: LAKES AND RIVERS MANAGEMENT AND PROTECTION PROGRAM (Current)

Activity: Comprehensive Lake Inventory (Current)**Deliverable: Develop a database of Comprehensive Lake Inventory (CLI) is conducted to date**

Description: To date, several CLIs have been completed, either partially or in total, however this has not been recorded.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Databases

Lead Person: Vacant

Deliverable: Make amendments and edits to the Comprehensive Lake Inventory (CLI)

Description: As lake management issues change, the CLI should be amended or modified to be sure that these issues are captured, recorded (and scored, if necessary) so this information can be included in a future management plan.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Amendments

Lead Person: Vacant

Deliverable: Make the Comprehensive Lake Inventory (CLI) web interactive

Description: As more organizations use the CLI, having the ability to input the data and information directly into a computer database will allow for better review and confirmation of data and information accuracy; as well as for future review and reference.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Web Sites

Lead Person: Vacant

Deliverable: Provide assistance regarding the CLI

Description: As the CLI is a tool for lake stewards, the Lakes Program shall provide assistance to lake associations, towns and other organizations to conduct and/or complete a CLI for a specific lake.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Assistances Provided

Lead Person: Vacant

Activity: Guidelines for Coordinated Lake Management and Shoreland Protection Plans (Current)

Description: Per the Lakes Program statute (RSA 483A:7), the Program must develop and publish this document which will provide municipalities, lake associations, and other organizations with guidance to develop and execute a lake management plan.

Start/End Dates: 06/01/1998 thru

Lead Person: COLBURN, JACQUIE

Deliverable: Make amendments or edits to the Guidelines document

Description: As lake and watershed management issues change, the Guidelines document should be updated or revised to reflect these changes and to be sure that the document remains current and applicable.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Amendments

Lead Person: COLBURN, JACQUIE

Deliverable: Provide assistance regarding the use of the Guidelines document

Description: As requested work with lake stakeholders regarding the use of the Guidelines document.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Activities

Lead Person: Vacant

Activity: Lake Management and Shoreland Protection (and Watershed) Plans (Current)

Description: Using the Comprehensive Lake Inventory and the Guidelines document work with organizations/associations to develop and implement lake/watershed plans for all lakes/ponds in the state.

Start/End Dates: 10/01/2008 thru

Lead Person: COLBURN, JACQUIE

Deliverable: Provide assistance regarding the development and implementation of plans

Description: Working with local and other groups develop a lake management plan using both the Comprehensive Lake Inventory and the Guidelines document.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Plans

Lead Person: COLBURN, JACQUIE

Activity: Lakes Management Criteria and Recommendations (Current)

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: LAKES AND RIVERS MANAGEMENT AND PROTECTION PROGRAM (Current)

Activity: Lakes Management Criteria and Recommendations (Current)

Description: According to RSA 483-A:5 I.: The lakes coordinator, in consultation with the advisory committee, with cooperation and assistance from each of the relevant divisions and bureaus within the department of environmental services, shall prepare every 10 years state level management recommendations for consideration by state agencies in their decision-making regarding lakes management and protection. The overall intent of the Lakes Management Criteria for NH State Agencies is to coordinate the state management of New Hampshire's lakes to address water quality, potential sources of pollution, wildlife habitat, flood protection and water supply, public access, and recreational uses.

Start/End Dates: 10/01/2010 thru

Lead Person: COLBURN, JACQUIE

Deliverable: Work with DES staff to develop 2011 Lakes Management Criteria Recommendations

Description: In cooperation with DES programs affecting lakes, developed recommendations regarding DES and state agency actions pertaining to lake management.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Assistances Provided

Lead Person: COLBURN, JACQUIE

Deliverable: Work with the LMAC to develop 2011 Lakes Management Criteria Recommendations

Description: Over a period of 2 meetings, assist the LMAC with the development of recommendations regarding state agency actions pertaining to lake management.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Meetings

Lead Person: COLBURN, JACQUIE

Activity: Local Advisory Committee Membership Support (Current)

Description: There are 18 LACs associated with the RMPP. The members of the LACs are nominated by the river corridor municipalities and appointed by NHDES. LACs associated with the RMPP consisting of volunteer citizens with an interest in river management issues. The LACs require guidance and assistance with developing projects, interpreting data, and understanding state and federal regulations.

Start/End Dates: 10/01/2002 thru

Lead Person: Vacant

Deliverable: Administer Protected River Sign Program

Description: Protected River Signs are available for purchase and installation upon approval by local officials and DOT. Installation forms will be reviewed and signs ordered upon approval and availability of funding.

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 4 Signs

Lead Person: JOHNSON, TARA

Deliverable: Attend LAC meetings Upon Request

Description: LAC often request DES updates and general technical assistance. The RMPP staff will respond to these requests as needed and appropriate.

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 4 Meetings

Lead Person: COLBURN, JACQUIE

Deliverable: Attend River Nomination meetings upon request

Description: RMPP staff will participate in meetings being held to support the development of river nominations for designation under RSA 483.

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 4 Meetings

Lead Person: COLBURN, JACQUIE

Deliverable: Issue requests fo LAC recruitment letters

Description: RMPP staff will issue nomination solicitation letters to designated river communities lacking representation.

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 50 Letters

Lead Person: JOHNSON, TARA

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: LAKES AND RIVERS MANAGEMENT AND PROTECTION PROGRAM (Current)

Activity: Local Advisory Committee Membership Support (Current)**Deliverable: Process municipal nominations for LACs**

Description: The LAC member nominations received by NHDES will be processed according to RMPP standard procedures, which include completion of a nomination checklist, a nominee questionnaire, appointment letters, and contact information data entry.

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 50 Letters

Lead Person: JOHNSON, TARA

Deliverable: Provide membership update to the LACs

Description: On an annual basis RMPP staff will provide the LACs with a membership updates.

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 18 Updates

Lead Person: JOHNSON, TARA

Deliverable: Revise appointment letter SOP

Description: The appointment letter SOP will be revised on annual basis to reflect any necessary changes.

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 3 Revisions

Lead Person: JOHNSON, TARA

Activity: Long Range Management Plans (Current)

Description: Long Range Management Plans for state owned lands within designated river corridors and their tributary drainage areas are required per RSA 483:10-a. ON HOLD FOR 2012

Start/End Dates: 06/30/2007 thru

Lead Person: Vacant

Activity: NH Stream Team Assistance (Current)

Description: The NH Stream is an informal committee focussed on developing a regional hydrologic reference curve and promotion of natural stream channel design. ON HOLD FOR 2012

Start/End Dates: 01/01/2003 thru

Lead Person: COLBURN, JACQUIE

Activity: Permit Review and Comment (Current)

Description: RSA 483 provides an opportunity to review and comment on applications for permits, certificates, or licenses within the designated river corridor.

Start/End Dates: 10/01/2001 thru

Lead Person: COLBURN, JACQUIE

Deliverable: Notify LACs of Permitting activities within the designated corridors

Description: On a weekly basis RMPP staff will send an email to the LACs that includes all notifications received for permitting activities within the designated river corridors.

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 52 Notifications

Lead Person: JOHNSON, TARA

Deliverable: RMPP staff comments and reviews

Description: RMPP staff will review and comment on select permit applications.

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 12 Reviews

Lead Person: COLBURN, JACQUIE

Activity: Program Administration (Current)

Description: RMPP staff will develop grant proposals, budgets and workplans to further the implementation of RSA 483.

Start/End Dates: 07/01/2006 thru

Lead Person: COLBURN, JACQUIE

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: LAKES AND RIVERS MANAGEMENT AND PROTECTION PROGRAM (Current)

Activity: Program Administration (Current)**Deliverable: Administer 604(b) Contracts for FY 11-12**

Description: Review invoices and approve payments to RPCs.

Start/End Dates: 01/01/2011 thru 12/31/2012 Qty/Unit: 20 Invoices

Lead Person: JOHNSON, TARA

Deliverable: Develop and Administer 604(b) contracts for FY 12-13

Description:

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 4 Contracts

Lead Person: JOHNSON, TARA

Deliverable: Develop and administer FY 11/12 Program Budget

Description:

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 1 Budgets

Lead Person: COLBURN, JACQUIE

Deliverable: Develop and implement FY 11/12 Program Work Plan

Description:

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 1 Workplans

Lead Person: COLBURN, JACQUIE

Activity: Public Education and Outreach Programs and Information Development (Current)

Description: The RMPP serves to educate and provide information to the general public so that informed river management decisions can be made by local communities.

Start/End Dates: 10/01/2001 thru

Lead Person: COLBURN, JACQUIE

Deliverable: Attend River & Watershed events with RMPP display

Description:

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 2 Events

Lead Person: COLBURN, JACQUIE

Deliverable: RMPP Biennial Report

Description: Develop and issue RMPP Biennial report that documents activities conducted by RMPP staff in the SFY biennium.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Reports, Final

Lead Person: COLBURN, JACQUIE

Deliverable: Update RMPP Fact Sheets

Description: Update RMPP fact sheets as needed.

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 6 Fact Sheets

Lead Person: COLBURN, JACQUIE

Deliverable: Update RMPP Website

Description: Update RMPP Web site and RMAC Blog, as needed.

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 50 Updates

Lead Person: Vacant

Deliverable: Watershed Conference

Description: Hold Annual NHDES Watershed Conference. The conference is attended by LAC members, watershed associations as well as municipal officials.

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 1 Conferences

Lead Person: Vacant

Activity: Public Waters Access Advisory Board and Other Access Opportunities (Current)

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: LAKES AND RIVERS MANAGEMENT AND PROTECTION PROGRAM (Current)

Activity: Public Waters Access Advisory Board and Other Access Opportunities (Current)

Description: Serve as DES liaison to the Public Waters Access Advisory Board of the NH Dept. of Fish and Game. Assist internal and external organizations regarding public access to our waterbodies.

Start/End Dates: 01/01/2004 thru

Lead Person: COLBURN, JACQUIE

Deliverable: Attend meetings of the PWAAB and provide assistance regarding access issues

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Meetings

Lead Person: Vacant

Deliverable: Prepare Annual Report of DES Activities for the PWAAB

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Reports, Final

Lead Person: Vacant

Deliverable: Work with DES Dam Bureau to develop and/or enhance DES facilities

Description: The dam bureau owns and maintains several dams in the State. Associated with those dams are adjoining properties which have been or can be used for public access to waterbodies. The LMPP provides assistance to the Dam Bureau to develop and/or enhance these properties.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 3 Actions

Lead Person: Vacant

Activity: RMAC and LMAC Assistance - Activity modified 12/1/11 b/c of LRM&PP staff and \$ reductions. (Current)

Description: Effective July 2011, the LMAC will meet as needed, probably quarterly. The purpose of the committee is to provide guidance to the Lakes Management and Protection Program and to the Department regarding lake, shoreland and watershed issues from the variety of state agencies and interest groups that are represented on the committee.

Effective July 2011, the RMAC will meet as needed, probably quarterly. The purpose of the committee is to provide guidance, discuss and consider river-related management issues rivers throughout NH. The committee serves to provide a broad range of viewpoints from various interest groups and assists the Department in making river management decisions.

Start/End Dates: 03/25/1992 thru

Lead Person: COLBURN, JACQUIE

Deliverable: Coordinate review of state lakefront property disposals per RSA 483 and 483-A

Description: Working in cooperation with the LMAC and RMAC to determine appropriate recommendations regarding state surplus lands pertaining to lakes and rivers. Serve as agency liaison between RMAC, LMAC, CORP, and state agencies for state property disposals that are subject to RSA 483 and 483-A and the procedures adopted by the LMAC and the RMAC.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 8 Properties

Lead Person: COLBURN, JACQUIE

Deliverable: Develop and distribute RMAC and LMAC letters and correspondence.

Description: Program staff will develop and distribute letters on behalf of the LMAC and the RMAC.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 6 Letters

Lead Person: COLBURN, JACQUIE

Deliverable: Develop, distribute and post agendas meeting information; maintain the meeting minutes.

Description: The LMAC and RMAC meet every quarterly and also conducts at least 1 lake (and 1 river) visit per year.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 8 Meetings

Lead Person: COLBURN, JACQUIE

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: LAKES AND RIVERS MANAGEMENT AND PROTECTION PROGRAM (Current)

Activity: RMAC and LMAC Assistance - Activity modified 12/1/11 b/c of LRM&PP staff and \$ reductions. (Current)**Deliverable: LMPP and RMPP Biennial Reports**

Description: Develop and issue the LMPP (and LMAC) and the RMPP (and RMAC) Biennial Report to document the work and activities conducted by the Program staff and the LMAC, RMAC and LACs during the SFY biennium.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Reports, Final

Lead Person: COLBURN, JACQUIE

Deliverable: Provide staff support to the LMAC and RMAC

Description: In addition to the administration and facilitation of the LMAC and RMAC meetings, the Program staff provide assistance to the committee to address river and lake-related issues of concern to the committees.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 6 Assistances Provided

Lead Person: COLBURN, JACQUIE

Deliverable: Provide the LMAC and RMAC with legislative updates.

Description: During the legislative session, Program staff will provide the LMAC and RMAC with legislative updates.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 6 Updates

Lead Person: COLBURN, JACQUIE

Activity: River - Lake (Watershed) Policy and Planning - Activity modified 12/1/11 b/c of LRM&PP staff and \$. (Current)

Description: The Program Coordinator is responsible for assisting in the development of river, lake and watershed policy relevant to the RMPP and the LMPP. This entails coordinating internal efforts or participating in ad hoc committees.

Start/End Dates: 10/01/2003 thru

Lead Person: COLBURN, JACQUIE

Deliverable: Administrative Rule Comment and Development

Description: The Program Coordinator often comments on administrative rules being considered by NHDES.

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 3 Comments

Lead Person: COLBURN, JACQUIE

Activity: River Management Plans Development and Implementation (Current)

Description: For each designated river there is an associated river corridor management plan that has either been completed or is under development.

Start/End Dates: 10/01/2001 thru

Lead Person: COLBURN, JACQUIE

Deliverable: Review and comment on the draft management plans prepared by the LACs

Description: Review and prepare comments for draft management plans as needed.

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 2 Reviews

Lead Person: JOHNSON, TARA

Deliverable: Develop grant proposals to support management plan implementation

Description: Assist designated river local advisory committees and other partners to develop grant proposals to support management plan implementation.

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 4 Assistances Provided

Lead Person: COLBURN, JACQUIE

Deliverable: Management Plan Development & Implementation Report

Description: RMPP staff will develop a report that documents the management plan development and implementation conducted by Local Advisory Committees.

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 1 Reports, Final

Lead Person: COLBURN, JACQUIE

Activity: Study of the Economic Values of the Surface Waters of New Hampshire. (Current)

Lead Person:

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: LAKES AND RIVERS MANAGEMENT AND PROTECTION PROGRAM (Current)

Activity: Study of the Economic Values of the Surface Waters of New Hampshire. (Current)

This study is being conducted in an effort to quantify some of the numerous uses and values of our waterbodies and to assign an economic value to those uses. This study is being developed as a cooperative effort between DES, NH Lakes Assn., NH F&G, and several lake and river organizations. ON HOLD FOR 2012

Start/End Dates: 01/01/2000 thru
COLBURN, JACQUIE

Activity: Sustainability Initiative - LMPP/RMPP LMAC/RMAC (Current)

Description: The LMAC and RMAC are concerned that our water resources will deteriorate under current efforts. The Sustainability Initiative will develop environmental and programmatic indicators and recommendations to address eight key areas.

Start/End Dates: 10/01/2007 thru
Lead Person: COLBURN, JACQUIE

Deliverable: Sustainability Initiative Issue #6 - Control of Invasive Species

Description: In cooperation with DES staff, the LMAC and RMAC the LMPP/RMPP staff will summarize the issue, its current status, document gaps and needs associated with the issue, and look for ways of filling those needs and gaps. All documentation will be reported to the Commissioner annually.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Reports, Final
Lead Person: COLBURN, JACQUIE

Deliverable: Carrying Capacity/Instream Flow and Public Access (S.I. issue #5)

Description: The carrying capacity of our lakes and rivers has not yet been determined. The state needs to develop a model (or formula) which can be applied to surface waters across the state.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Models
Lead Person: COLBURN, JACQUIE

Deliverable: Sustainability Initiative Issue #1 - Lack of Data

Description: In cooperation with DES staff, the LMAC and RMAC, the LMPP/RMPP staff will summarize the issue, its current status, document gaps and needs associated with the issue, and look for ways of filling those gaps and needs. All documentation will be reported to the Commissioner annually.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Reports, Final
Lead Person: COLBURN, JACQUIE

Deliverable: Sustainability Initiative Issue #2 - Lack of a Coordinated Approach

Description: In cooperation with DES staff, the LMAC and RMAC, the LMPP/RMPP staff will summarize this issue, its current status and document gaps and needs associated with the issue, and look for ways of filling those needs and gaps. All documentation will be reported to the Commissioner annually.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Reports, Final
Lead Person: COLBURN, JACQUIE

Activity: Technical Assistance - Outreach, Education and Information Development (Current)

Description: A major component of the Lakes Program is to provide assistance to and/or cooperate with agencies, organizations, citizens, and government regarding lake related issues.

Start/End Dates: 10/01/1999 thru
Lead Person: COLBURN, JACQUIE

Deliverable: Provide assistance to other DES divisions and/or bureaus

Description: This includes reviewing proposed administrative rules and applications; making presentations and/or helping coordinate workshops/conferences; reviewing and commenting on proposed mooring applications (and providing this information to NH Marine Patrol Bureau).

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 6 Assistances Provided
Lead Person: COLBURN, JACQUIE

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT**Program: LAKES AND RIVERS MANAGEMENT AND PROTECTION PROGRAM (Current)****Activity: Technical Assistance - Outreach, Education and Information Development (Current)****Deliverable: Provide technical assistance to federal, state and local agencies**

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 3 Assistances Provided

Lead Person: COLBURN, JACQUIE

Deliverable: Provide technical assistance to the public

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 20 Assistances Provided

Lead Person: COLBURN, JACQUIE

Deliverable: Update and revise the Lakes Program website and fact sheets

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 8 Revisions

Lead Person: COLBURN, JACQUIE

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: LIMNOLOGY CENTER (Current)

Description: To provide quality chemical and biological analyses for freshwater, microscopic analyses, mercury in fish analyses, cyanotoxin analyses and bathing facility data. To provide laboratory and field equipment maintenance and to provide boat, marine engine and trailer repairs. To maintain a reputable technical assistance program.

Start/End Dates: 10/01/1999 thru PAUs: 03 04 02

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Acid Trend Monitoring (Current)

Description: Conduct trend monitoring on wet precipitation and on selected lakes and ponds for acid rain related parameters, keep abreast of the acid rain literature and participate in acid rain control activities.

Start/End Dates: 10/01/1999 thru

Lead Person: HENDERSON, JR., WALTER

Deliverable: conduct chemical analyses for acid rain monitoring under this activity

Description: The total number of chemical analyses run for the various deliverables listed under the acid rain trend program activity is tracked here. Acid outlet ponds (20) sampled twice a year plus remote pond samples are collected through NHF&G by helicopter and number of lakes sampled is dependent on F&G.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 50 Samples

Lead Person: Vacant

Deliverable: monitor wet deposition for acid rain parameters

Description: collect wet precipitation on an event basis at the DES offices in Concord (guage on roof) and analyze for pH, sulfate, nitrate and total phosphorus.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 24 Events

Lead Person: HENDERSON, JR., WALTER

Activity: Complaint investigations (Current)

Description: Record, investigate and resolve lake and watershed related complaints.

Start/End Dates: 10/01/1999 thru

Lead Person: DIERS, THEODORE

Deliverable: New Nonpoint complaint investigations for 2011

Description: Conduct approximately 10 complaint investigations on an annual basis. Some complaints are completed following one inspection, while others may result in enforcement action and require additional follow-up. Does not include complaints resolved over the phone or email.

Start/End Dates: 01/01/2011 thru 12/31/2011 Qty/Unit: 10 Complaints

Lead Person: CHAPMAN, ANDREW

Deliverable: New Water Quality Complaint Investigations for 2012

Description: Conduct approximately 10 complaint investigations on an annual basis. Some complaints are completed following one inspection, while others may result in enforcement action and require additional follow-up. Does not include complaints or inquiries resolved over the phone or email.

Start/End Dates: 01/01/2012 thru 12/31/2012 Qty/Unit: 10 Complaints

Lead Person: CHAPMAN, ANDREW

Activity: Equipment maintenance and ordering (Current)

Description: The ordering and maintenance of field and laboratory equipment, including inspection and maintenance of vehicles, snowmobiles and boats, motors and trailers.

Start/End Dates: 10/01/1999 thru

Lead Person: ASHLEY, SCOTT

Activity: Lake Trophic Survey Program (Current)

Description: Conduct comprehensive physical, chemical and biological monitoring on approximately 40 lakes each year, sampling once in the winter and once in the summer.

Start/End Dates: 10/01/1999 thru

Lead Person: ASHLEY, SCOTT

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: LIMNOLOGY CENTER (Current)

Activity: Lake Trophic Survey Program (Current)

Deliverable: conduct summer and winter sampling

Description: Conduct DES summer/winter trophic surveys in conjunction with NLA/NELP procedures for the 50 random lakes to complete comprehensive assessment for lakes and to provide data for various lake metrics for ALU assessments.

Start/End Dates: 10/01/2010 thru 09/30/2012 Qty/Unit: 18 Site Visits

Lead Person: Vacant

Activity: Limnology Center Laboratory Operations (Current)

Description: Provide laboratory analyses, quality assurance and quality control reports.

Start/End Dates: 10/01/1999 thru

Lead Person: DIERS, THEODORE

Activity: Operate mercury in fish & other biota program for DES (Current)

Description: Administer all aspects of a mercury in fish & biota monitoring program.

Start/End Dates: 10/01/1999 thru

Lead Person: ASHLEY, SCOTT

Deliverable: Analyze approximately 100 fish for total mercury concentration

Description: DES Limnology Center now has a mercury analyzer and will conduct its own analyses of fish mercury.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 100 Analyses

Lead Person: HENDERSON, JR., WALTER

Activity: Participate in EPA National Lake Assessment 2012 (Current)

Description:

Start/End Dates: 10/01/2011 thru 10/01/2012

Lead Person: ASHLEY, SCOTT

Deliverable: Conduct NLA site visits.

Description: Methods and protocols for site visits have yet to be finalized by EPA, but should be by spring of 2012

Start/End Dates: 06/01/2012 thru 09/30/2012 Qty/Unit: 15 Site Visits

Lead Person: ASHLEY, SCOTT

Activity: Program administration (Current)

Description: program administration including budgets and personnel related to the Limnology activities

Start/End Dates: 10/01/2006 thru

Lead Person: DIERS, THEODORE

Deliverable: Budget and financial

Description: Report on budgets and financial information to Bureau Administrator and Division Director

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Reports, Final

Lead Person: DIERS, THEODORE

Deliverable: Conduct EPA NLA sampling protocol on 12 NH waterbodies

Description:

Start/End Dates: 06/01/2012 thru 10/01/2012 Qty/Unit: 12 Sampling Rounds

Lead Person: ASHLEY, SCOTT

Activity: Special Lake Studies (Current)

Description: Lake assessments other than acid rain and trophic surveys. May not have deliverables every year. THIS TASK ON HOLD FOR 2012.

Start/End Dates: 10/01/2003 thru

Lead Person: Vacant

Activity: Technical Assistance (Current)

Description: Create Water Quality Fact Sheets for specific to Biology Section/ Watershed Management Bureau. Respond to trophic status inquiries and to

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: LIMNOLOGY CENTER (Current)

Activity: Technical Assistance (Current)

 provde educational talks and presentations.

Start/End Dates: 01/01/2003 thru

Lead Person: DIERS, THEODORE

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: PERMIT EVALUATIONS (Current)

Description: Evaluate and recommend action on pesticide permits; provide technical assistance and review monitoring results for NPDES thermal discharges; administer the 401 Water Quality Certification (WQC) program which includes developing rules, processing applications, issuing 401 WQCs and technical assistance; provide technical assistance for the development of Groundwater Discharge Permits and water withdrawal requests that may impact surface waters; provide technical assistance for the development of NPDES permits including individual permits for WWTFs and general remediation permits; provide technical assistance for the NPDES General Stormwater Permits (MS4 and CGP) including review of pollutant loading analyses; and provide technical assistance for Alteration of Terrain Permits (i.e., Site Specific Permits).

Start/End Dates: 10/01/1999 thru PAUs: 03 04 02

Funding: State General State Fees Federal EPA Federal Other Grants **Activity: 401 Certification Implementation (Current)**

Description: Review the products prescribed in the conditions of any issued 401 Water Quality Certifications. These products include, but are not limited to environmental monitoring data and reports.

Start/End Dates: 10/01/2001 thru

Lead Person: TROWBRIDGE, PHILIP

Deliverable: 401Imp: Review data and reports required per conditions of 401 Certifications

Description: Follow-up on 401 Certifications that include conditions, such as for water quality monitoring plans, BMP maintenance plans, operations plans, etc. [Note: Outputs may represent multiple reviews of the same topic. For example, if a 401 Certification contains a provision for a water quality monitoring plan, the plan may be reviewed several times over one or two FY Quarters before being approved. Thus, a separate review will be counted each time a plan is reviewed.]

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Reviews

Lead Person: TROWBRIDGE, PHILIP

Activity: 401 Certification Processing (Current)

Description: Review 401 Certification applications, provide technical assistance to applicants, and write 401 Certifications or 401 Certification denials, based on whether the proposed activity will meet surface water quality standards. The number of 401 Certification applications reviewed and issued/denied depends on number of complete applications received. Includes time spent on updating the 401 Certification web page and 401 GIS coverage relative to the 401 Certification issued.

Start/End Dates: 10/01/2001 thru

Lead Person: TROWBRIDGE, PHILIP

Deliverable: 401Proc: 401 Application Reviews

Description: Review 401 Certification applications and request additional information necessary to complete the application and support DES decision on 401 Certification issuance or denial. This includes technical assistance provided to applicants relative to information needs to support the application.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Applications

Lead Person: TROWBRIDGE, PHILIP

Deliverable: 401Proc: 401 Certifications Issued

Description: This deliverable tracks the number of 401 certifications and 401 Certification modifications issued and includes time spent on publishing draft and final 401 Certifications on the DES 401 Certification web site.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 3 Certifications

Lead Person: TROWBRIDGE, PHILIP

Deliverable: 401Proc: Review of Projects Not Requiring 401 Certification

Description: Review of projects that dont require issuance of a 401 Certification because of policy, and/or because conditions necessary to protect water quality are included in another enforceable permit such as an Alteration of Terrain or Wetlands Permit.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Projects

Lead Person: TROWBRIDGE, PHILIP

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: PERMIT EVALUATIONS (Current)

Activity: 401 Certification Processing (Current)**Deliverable: Guidance for Impoundment Water Level Fluctuations**

Description: FY12 EPA P&C #77. END DATE EXTENDED FROM 9/30/11 TO 9/30/12. FY11 EPA P&C #92: "Continue efforts toward addressing flow quantity and water level issues to ensure protection of instream waters uses."
 FY10 EPA P&C #83
 8/12/09: END DATE EXTENDED
 7/26/09: END DATE EXTENDED

Develop and implement a guidance document for water level fluctuations to be used by applicants for 401 Certification.

Start/End Dates: 10/01/2007 thru 09/30/2012 Qty/Unit: 1 Guidance

Lead Person: TROWBRIDGE, PHILIP

Deliverable: Guidance for Permitting Small Hydropower Projects

Description: FY12 EPA P&C #77. Guidance for issuing Water Quality Certifications for small (5 MW or less) hydropower projects.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Guidance

Lead Person: COMSTOCK, W. GREGG

Deliverable: Legislation and Rules

Description: 7/9/11: END DATE EXTENDED FROM 9/30/11 TO 9/30/12. 8/12/09: END DATE EXTENDED.
 Continuation of work begun in FY03. Includes completion of draft regulations, JLCAR process, public hearing, and adoption of rules.

Start/End Dates: 10/01/2007 thru 09/30/2012 Qty/Unit: 1 Regulations

Lead Person: TROWBRIDGE, PHILIP

Activity: 401 Certification Rules (Current)

Description: Develop Rules for Water Quality Certification

Start/End Dates: 10/01/2011 thru

Lead Person: COMSTOCK, W. GREGG

Deliverable: WQCRule1. Review Updated Preliminary Draft WQC Rule by Gretchen Hamel

Description: Gretchen Hamel updated a preliminary draft (based on an older draft) of the Water Quality Certification rules. These need to be reviewed by staff and revised as necessary.

Start/End Dates: 10/01/2011 thru 06/30/2012 Qty/Unit: 1 Reviews

Lead Person: COMSTOCK, W. GREGG

Activity: NPDES WWTF Permit Reviews (Current)

Description: Review NPDES WWTF permits for compliance with water quality standards and assist with development of methods to determine effluent limits. Number of permits is contingent upon the number of draft permits issued by the EPA and the Permits Section of the DES Wastewater Engineering Bureau.

Start/End Dates: 10/01/2001 thru

Lead Person: COMSTOCK, W. GREGG

Deliverable: NPDESWWTF: Permit Reviews

Description: Provide general technical assistance such as review of draft NPDES permits issued for WWTFs

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Assistances Provided

Lead Person: COMSTOCK, W. GREGG

Activity: NPDES permit biological evaluations (Current)

Description: Review, evaluate and recommend action on biological monitoring programs for NPDES permits.

Start/End Dates: 10/01/2001 thru

Lead Person: NEILS, DAVID

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: PERMIT EVALUATIONS (Current)

Activity: NPDES permit biological evaluations (Current)

Deliverable: Review and evaluate biological monitoring programs for NPDES permits

Description: Participate on technical advisory committees, review annual monitoring reports, and evaluate and recommend changes to biological monitoring programs for Seabrook Station, Vermont Yankee, Merrimack Station and other thermal discharge permits or other NPDES permits requiring biological monitoring, as needed. Unit is reviews but also includes meetings.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 3 Reviews

Lead Person: NEILS, DAVID

Activity: Pesticide permit evaluations (Current)

Description: Review, evaluate and recommend action to the Pesticide Control Division on pesticide permit applications related to surface waters.

Start/End Dates: 10/01/1999 thru

Lead Person: SMAGULA, AMY

Deliverable: recommend action on 100 pesticide permits per year

Description: Review, evaluate and recommend action on approximately 100 pesticide permits each year dealing with aquatic nuisances, mosquitoes/black flies, and applications within public water supply watersheds. Number of permits increased by two-thirds based on recent history (this is an expanding task).

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 100 Reviews

Lead Person: SMAGULA, AMY

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: POOL AND SPA INSPECTIONS RSA 485-A:26 (Current)

Description: The Public Bathing Facility ("PBF") program reviews design applications and issues permits for all PBFs, including swimming pools, spas, wading pools, therapy pools, and special recreation pools. The PBF program also conducts an extensive inspection program. The inspection program is designed to help establishments such as hotels, motels, water parks, campgrounds, health clubs, schools, municipalities, and condominiums comply with applicable PBF requirements, so as to protect the health and safety of the patrons that use New Hampshire's PBFs. The PBF program offers technical assistance on an as-needed basis to the public, pool installers, municipalities, owners, and operators.

Start/End Dates: 01/01/1996 thru PAUs: 03 04 02

Funding: State General State Fees Federal EPA Federal Other Grants **Activity: Complaints (Current)**

Description: The PBF program investigates complaints received from the general public, health officers, or other town officials.

Start/End Dates: 10/01/1996 thru

Lead Person: WILSON, RICHARD

Deliverable: EXISTING COMPLAINTS CLOSED

Description: Identify all existing complaints that have been closed

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Resolutions

Lead Person: WILSON, RICHARD

Deliverable: NEW COMPLAINTS INVESTIGATED

Description: Identify new complaints that have been investigated

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Investigations

Lead Person: WILSON, RICHARD

Activity: Education and Outreach (Current)

Description: Fact sheets, white pages, web page development or presentations given to disseminate important information relating to the PBP Program

Start/End Dates: 10/01/2001 thru

Lead Person: WILSON, RICHARD

Deliverable: Annual NewsletterDescription: Annual newsletter to all pool operators and pool builders
END DATE EXTENDED FROM 9/30/11

Start/End Dates: 10/01/2010 thru 09/30/2012 Qty/Unit: 1 Newsletters

Lead Person: WILSON, RICHARD

Deliverable: Fact Sheet and Outreach Materials

Description: Develop or revise pool program fact sheets or other educational materials

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Fact Sheets

Lead Person: WILSON, RICHARD

Deliverable: Pool Website DevelopmentDescription: Enhance website content
End date extended from end date 9/30/2010

Start/End Dates: 10/01/2009 thru 09/30/2012 Qty/Unit: 1 Web Pages

Lead Person: WILSON, RICHARD

Activity: Enforcement (Current)

Description: Enforcement actions are initiated if Public Bathing Facilities are not in compliance with Env-Ws 1100 and or if they continue to not be in compliance.

Start/End Dates: 10/01/1996 thru

Lead Person: WILSON, RICHARD

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: POOL AND SPA INSPECTIONS RSA 485-A:26 (Current)

Activity: Enforcement (Current)**Deliverable: Administrative Fines**

Description: An establishment is issued an administrative fine for violations with RSA 485-A:26 and/or Env-Wq 1100.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Notifications

Lead Person: WILSON, RICHARD

Deliverable: Administrative Order

Description: An Administrative Order is issued if violations of RSA 485-A:26 and/or Env-Wq 1100 continue to exits.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Administrative Orders

Lead Person: WILSON, RICHARD

Deliverable: Letters of Deficiency

Description: Letter of Deficiency is a legal document outlining violations of Env-Wq 1100 found during an inspection of facilities by DES staff and is signed by Limmology Director. The letter is CCd to the Legal unit, and appropriate code officials.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 15 LODs (Letters of Deficiency)

Lead Person: WILSON, RICHARD

Deliverable: Notice of Decficiency

Description: A Notice of Deficiency is a carbon copy inspection report that outlines deficiencys noticed in an inspection. The pool operator and DES inspector both sign the inspection report.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 25 NODs (Notices of Deficiency)

Lead Person: WILSON, RICHARD

Activity: Inspections and Design Review (Current)

Description: The PBF program inspects public pools and spas for compliance with Env-Ws 1100. We cover the entire state with the excption of Manchester, Nashua, Merrimack. These 3 cities have their own inspection program. The indoor pools and spas are inspected once a year. The outdoor pools and spas are inspected atleast every 3 years. Review design for new or renovated swimming pools and spas and issue permits.

Start/End Dates: 10/01/1996 thru

Lead Person: WILSON, RICHARD

Deliverable: Design Review and Permit Issuance

Description: Review designs for new or renovated swimming pools and spas and issue permits.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 50 Permits Issued

Lead Person: WILSON, RICHARD

Deliverable: Inspections

Description: Routine inspections for compliance. All indoor pools and spas are inspected annually. Outdoor pools and spas are inspected at least every 3 years.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 500 Inspections

Lead Person: WILSON, RICHARD

Deliverable: Pre-Opening Inspections

Description: Pre-Opening Inspection of construction compliance prior to public use.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 25 Inspections

Lead Person: WILSON, RICHARD

Deliverable: Retest Inspections

Description: Pools and Spas that have had bacterial violations are retested.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 15 Inspections

Lead Person: WILSON, RICHARD

Activity: Program Development (Current)

Lead Person:

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: POOL AND SPA INSPECTIONS RSA 485-A:26 (Current)

Activity: Program Development (Current)

Development of a QA Manual including standard operating procedures for inspections, analysis, data management, and enforcement.

Start/End Dates: 12/01/2002 thru

WILSON, RICHARD

Deliverable: Complete Annual Quality Assurance System Program Self-Audit

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Self-Assessments

Lead Person: WILSON, RICHARD

Deliverable: QA Manual Revision

Description: Revision of SOPs

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 QA/QCs (Quality Assurance/Quality Control)

Lead Person: WILSON, RICHARD

Activity: TECHNICAL ASSISTANCE (Current)

Description: Provide technical assistance, ad-hoc program inquires to pool the pool industry

Start/End Dates: 10/01/2006 thru

Lead Person: WILSON, RICHARD

Deliverable: General Technical

Description: phone calls, email or other correspondance inquiring about technical aspects of pool construction, operation, troubleshooting and application of Env-Wq 1100.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 300 Responses

Lead Person: WILSON, RICHARD

Deliverable: Presentations

Description: Presentations to pool operators or health officials regarding pool program rules and related safety issues.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Presentations

Lead Person: WILSON, RICHARD

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: SHELLFISH (Current)

Description: The Shellfish Program ensures that the state's shellfish are safe for consumption by those who enjoy harvesting these public resources through regular bacterial monitoring of approximately 75 stations in shellfish growing waters, performing sanitary surveys and periodic updates of shellfish growing waters, conducting weekly monitoring for Paralytic Shellfish Poisoning toxin, and other activities.

Start/End Dates: 08/12/1999 thru PAUs: 03 04 02

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Ambient Shellfish Water Monitoring Program (Current)

Description: Ambient Water Monitoring. Collect water samples for fecal coliform analysis from all shellfish growing waters to maintain an updated water quality database and annually assess the accuracy of shellfish growing area classifications.

Start/End Dates: 01/01/2001 thru

Lead Person: NASH, WILLIAM

Deliverable: 2012 Ambient Water Samples Collected

Description: 2012 ambient program water sample collection and analysis.

Start/End Dates: 01/01/2012 thru 12/31/2012 Qty/Unit: 45 Sampling Rounds

Lead Person: NASH, WILLIAM

Deliverable: 2012 Emergency Closure Water Samples Collected

Description: 2012 emergency closures sampling of shellfish growing areas (wastewater treatment plant upsets, severe rainfall events, etc.) to determine when shellfish growing areas may be safely reopened for harvesting.

Start/End Dates: 01/01/2012 thru 12/31/2012 Qty/Unit: 5 Sampling Rounds

Lead Person: NASH, WILLIAM

Deliverable: 2012 Post-Rainfall Sampling for Conditionally Approved Areas

Description: 2012 post-rainfall monitoring program sample collection and analysis, designed to determine if closures following specific rainfall events are warranted.

Start/End Dates: 01/01/2012 thru 12/31/2012 Qty/Unit: 20 Sampling Rounds

Lead Person: NASH, WILLIAM

Activity: FDA 12-Year Repeat Sanitary Surveys (Current)

Description: Per NSSP requirements, conduct new sanitary surveys on shellfish management areas every 12 years.

Start/End Dates: 12/01/2011 thru

Lead Person: NASH, WILLIAM

Deliverable: Atlantic Coast Sanitary Survey

Description: Conduct new sanitary survey for the Atlantic Coast Shellfish Management area

Start/End Dates: 12/01/2011 thru 09/30/2013 Qty/Unit: 1 Reports, Final

Lead Person: NASH, WILLIAM

Activity: FDA Annual Evaluations of Shellfish Management Areas (Current)

Description: FDA Annual Evaluations: Compilation of data and relevant information collected over the past year, in order to evaluate the current classification and status of a Shellfish Management Area.

Start/End Dates: 10/01/2006 thru

Lead Person: NASH, WILLIAM

Deliverable: 2011 Atlantic Coast Annual Evaluation

Description: 2011 Atlantic Coast Annual Evaluation - Compile data and information for calendar year 2011 to write a report for submission to FDA

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Reports, Final

Lead Person: NASH, WILLIAM

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: SHELLFISH (Current)

Activity: FDA Annual Evaluations of Shellfish Management Areas (Current)**Deliverable: 2011 Great Bay Annual Evaluation**

Description: 2011 Great Bay Annual Evaluation - Compile data and information for calendar year 2011 to write a report for submission to FDA

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Reports, Final

Lead Person: NASH, WILLIAM

Deliverable: 2011 Hampton/Seabrook Harbor Annual Evaluation

Description: 2011 Hampton/Seabrook Harbor Annual Evaluation - Compile data and information for calendar year 2011 to write a report for submission to FDA

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Reports, Final

Lead Person: NASH, WILLIAM

Deliverable: 2011 Little Harbor/Back Channel Annual Evaluation

Description: 2011 Little Harbor/Back Channel Annual Evaluation - Compile data and information for calendar year 2011 to write a report for submission to FDA

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Reports, Final

Lead Person: NASH, WILLIAM

Deliverable: 2011 Piscataqua River North Annual Evaluation

Description: 2011 Piscataqua River Annual Evaluation - Compile data and information for calendar year 2011 to write a report for submission to FDA

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Reports, Final

Lead Person: NASH, WILLIAM

Activity: FDA Program Evaluation and Training (Current)

Description: FDA Program Evaluation Meetings and field work\site visits dedicated to FDA's annual evaluation of the Shellfish Program and training on updated procedures.

Start/End Dates: 10/01/2006 thru

Lead Person: NASH, WILLIAM

Deliverable: 2011-2012 FDA Evaluation and Training

Description: 2011-2012 annual FDA evaluation (PEER) and training of Shellfish Program staff

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Meetings

Lead Person: NASH, WILLIAM

Activity: FDA Triennial Evaluations of Shellfish Management Areas (Current)

Description: FDA Triennial Evaluations: Compilation of data and relevant information collected over the past three years, in order to evaluate the current classification and status of a Shellfish Management Area.

Start/End Dates: 10/01/2006 thru

Lead Person: NASH, WILLIAM

Deliverable: 2009-2011 Bellamy River Triennial Evaluation

Description: 2009-2011 Bellamy River Triennial Evaluation - Compile data and information for calendar years 2009-2011 to write a report for submission to FDA

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Reports, Final

Lead Person: NASH, WILLIAM

Deliverable: 2009-2011 Little Bay Triennial Evaluation

Description: 2009-2011 Little Bay Triennial Evaluation - Compile data and information for calendar years 2009-2011 to write a report for submission to FDA

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Reports, Final

Lead Person: NASH, WILLIAM

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: SHELLFISH (Current)

Activity: FDA Triennial Evaluations of Shellfish Management Areas (Current)

Deliverable: 2009-2011 Oyster River Triennial Evaluation

Description: 2009-2011 Oyster River Triennial Evaluation - Compile data and information for calendar years 2009-2011 to write a report for submission to FDA

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Reports, Final

Lead Person: NASH, WILLIAM

Activity: Lower Piscataqua River Sanitary Survey (Current)

Description: Lower Piscataqua Sanitary Survey: Formally reclassify Lower Piscataqua River shellfish growing waters in accordance with National Shellfish Sanitation Program guidelines. EXTEND END DATE FROM 12/31/2008 TO 12/31/2010. EXTEND END DATE FROM 12/31/2010 TO 12/31/2011. EXTEND END DATE FROM 12/31/2011 TO 12/31/2012

Start/End Dates: 01/01/2006 thru 12/31/2012

Lead Person: NASH, WILLIAM

Deliverable: Newington/Pease/Portsmouth WWTF dye study

Description: Conduct dye study to evaluate/delineate a Prohibited area around the outfall of the Newington/Pease outfall. Field work in 2008 (pending EPA assistance), report by end of 2008, or possibly into 2009. END DATE EXTENDED FROM 12/31/2008 TO 12/31/2010. END DATE EXTENDED FROM 12/31/2010 TO 12/31/2012.

Start/End Dates: 01/01/2008 thru 12/31/2012 Qty/Unit: 1 Reports, Final

Lead Person: NASH, WILLIAM

Activity: Marina and Mooring Field Investigations (Current)

Description: Marina and Mooring Field investigation (boat counts, GPS work, or boat inspections) within Shellfish Management Areas.

Start/End Dates: 10/01/2006 thru

Lead Person: NASH, WILLIAM

Deliverable: 2012 Surveys of Marinas and Mooring Fields

Description: 2012 Investigations of Marinas & Mooring Fields - Boat and mooring counts, occupancy surveys, and related documentation of boating areas near shellfish growing waters

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 25 Surveys

Lead Person: NASH, WILLIAM

Activity: Outreach and Education to Shellfish Harvesters and the Public (Current)

Description: Harvester Outreach including responding to calls, preparing fact sheets, updating the program website, and giving presentations.

Start/End Dates: 01/01/2005 thru

Lead Person: NASH, WILLIAM

Deliverable: 2012 Clam Hotline updates to NH Fish and Game

Description: 2012 weekly Clam Hotline Updates to F&G

Start/End Dates: 01/01/2012 thru 12/31/2012 Qty/Unit: 52 E-mails

Lead Person: NASH, WILLIAM

Deliverable: 2012 Shellfish website updates

Description: 2012 Website updates. review links, update documents, provide additional information

Start/End Dates: 01/01/2012 thru 12/31/2012 Qty/Unit: 2 Updates

Lead Person: NASH, WILLIAM

Activity: PSP Disaster Assistance Grant (Current)

Description: Administer the NMFS 2008 Red Tide Disaster Assistance Grant

Start/End Dates: 10/01/2009 thru 06/30/2012

Lead Person: NASH, WILLIAM

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: SHELLFISH (Current)

Activity: PSP Disaster Assistance Grant (Current)**Deliverable: Prepare Semi-Annual Reports to NOAA**

Description: Prepare semiannual reports for NOAA

Start/End Dates: 10/01/2009 thru 06/30/2012 Qty/Unit: 7 Reporting Requirements

Lead Person: NASH, WILLIAM

Activity: Paralytic Shellfish Poisoning Monitoring Program (Current)

Description: PSP Sampling: shellfish tissue samples on at least a weekly basis from April to October to test for the presence of Paralytic Shellfish Poisoning toxin.

Start/End Dates: 04/01/2000 thru

Lead Person: NASH, WILLIAM

Deliverable: 2012 PSP Samples Collected

Description: 2012 PSP monitoring program sample collection and data management.

Start/End Dates: 04/01/2012 thru 10/31/2012 Qty/Unit: 50 Samples

Lead Person: NASH, WILLIAM

Activity: Pollution Source Investigations (Current)

Description: Pollution Source Investigations: The preparation (datasheet generation, map making, etc.) in order to conduct investigations, investigation of a property to determine presence of absence of a pollution source, or the investigation of a documented potential source of pollution.

Start/End Dates: 10/01/2006 thru

Lead Person: NASH, WILLIAM

Deliverable: 2012 Pollution Source Investigations

Description: 2012 Pollution Source Investigations - Investigation and/or sampling of potential and actual sources of pollution, documented in the eight FDA Annual and Triennial Evaluation reports.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 25 Inspections

Lead Person: NASH, WILLIAM

Activity: QAPP Administration for the Shellfish Program (Current)

Description: QAPP document review and work performed to adhere to the guidelines stipulated in the three Shellfish Program QAPPs.

Start/End Dates: 10/01/2006 thru

Lead Person: NASH, WILLIAM

Deliverable: 2012 Annual Review of QAPPs

Description: Annual Review of QAPPs - Review of the PSP, WQ, and Sanitary Survey QAPPs for the annual DES self-audits

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 3 Self-Assessments

Lead Person: NASH, WILLIAM

Deliverable: 2012 Thermometer Calibration

Description: Thermometer Calibration - Calibration of the Shellfish Program and Watershed Assistance Section (Pease Office) thermometers.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Evaluations

Lead Person: NASH, WILLIAM

Deliverable: 2012-2013 Program QAPP Revisions

Description: Begin redrafting the three Shellfish Program QAPPs (current ones approved August 2007). Produce drafts by the end of calendar year 2012

Start/End Dates: 01/01/2012 thru 12/31/2012 Qty/Unit: 3 QAPPs (Quality Assurance Program Plan)

Lead Person: NASH, WILLIAM

Activity: Response to WWTF Upsets and other Pollution Events in Shellfish Waters (Current)

Lead Person:

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: SHELLFISH (Current)

Activity: Response to WWTF Upsets and other Pollution Events in Shellfish Waters (Current)

WWTF Upsets and Emergency Response: Respond to and evaluate incidents that may warrant closure of shellfish waters, including WWTF upsets, unusually heavy rainfall, oil spills, and other events.

Start/End Dates: 01/01/2005 thru

NASH, WILLIAM

Deliverable: 2012 Incidents for Evaluation

Description: Prepare Memos for all 2012 WWTF calls, reports of oil spills, weather events, etc, that were evaluated to determine if shellfish closures were necessary.

Start/End Dates: 01/01/2012 thru 12/31/2012 Qty/Unit: 80 Memos

Lead Person: NASH, WILLIAM

Activity: Revise Classifications to Shellfish Growing Areas (Current)

Description: Conduct activities to explore whether or not reclassifications of classified shellfish growing areas is appropriate.

Start/End Dates: 07/01/2007 thru

Lead Person: NASH, WILLIAM

Deliverable: Classification Revisions

Description: Revise shellfish classifications as needed.

Start/End Dates: 01/01/2011 thru 12/31/2011 Qty/Unit: 1 Revisions

Lead Person: NASH, WILLIAM

Deliverable: Classification Revisions for 2012

Description: Revise shellfish classifications as needed.

Start/End Dates: 01/01/2012 thru 12/31/2012 Qty/Unit: 1 Revisions

Lead Person: NASH, WILLIAM

Activity: Shellfish Program Administration (Current)

Description: Shellfish Program Administration: budget planning and management, workplan development, discussions with federal agencies, contract and MOA development, G&C or fiscal committee requests, etc.

Start/End Dates: 10/01/2006 thru

Lead Person: NASH, WILLIAM

Deliverable: 2012 workplan development

Description: Develop 2012 workplan.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Workplans

Lead Person: NASH, WILLIAM

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: TIDAL WATER QUALITY MONITORING (Current)

Description: Water quality monitoring activities associated with tidal waters (excluding activities associated with the shellfish program)

Start/End Dates: 10/01/1999 thru PAUs: 03 04 02

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Gulfwatch Monitoring Program (Current)

Description: UNH MOA OBLIGATION. Working with UNH Jackson Estuarine Laboratory, DES participates in the Gulfwatch Program initiated by the Gulf of Maine Council. Blue mussels are collected at designated locations in NH estuaries and are analyzed for metal and organic contaminants.

Start/End Dates: 09/01/2001 thru

Lead Person: TROWBRIDGE, PHILIP

Deliverable: Gulfwatch 2012.1 - Manage collection of shellfish samples

Description: Collect, measure, and prepare mussels, clams, and oysters for transport to laboratories.

Start/End Dates: 08/01/2012 thru 10/31/2012 Qty/Unit: 4 Stations

Lead Person: WOOD, MATTHEW

Activity: Piscataqua Region Estuaries Partnership (Current)

Description: FY12 EPA P&C #123

FY11 EPA P&C #151, 152, 153

2007 PPA PRIORITY 116, 118 AND

UNH MOA OBLIGATION. Projects completed under contract to the NH Estuaries Project to implement the Comprehensive Conservation and Management Plan for the estuaries. In 2009 name changed from New Hampshire Estuaries Project to PREP.

Start/End Dates: 01/01/2001 thru

Lead Person: TROWBRIDGE, PHILIP

Deliverable: PREP 2010.A.3 - Update Monitoring Plan

Description: END DATE EXTENDED FROM 6/30/11 TO 12/31/11. END DATE EXTENDED FROM 12/31/10 to 6/30/11. Update PREP Monitoring Plan and indicators to match new CCMP.

Start/End Dates: 07/01/2010 thru 12/31/2011 Qty/Unit: 1 Reports, Final

Lead Person: TROWBRIDGE, PHILIP

Deliverable: PREP 2011.A.1 - Economic Impact Study Plan

Description: FY11 EPA P&C #151, 152, 153

1. Define research questions, scope, similar studies, partners, funding sources, and consultant criteria.
2. Organize and lead up to two meetings of advisory committee.

Start/End Dates: 01/01/2011 thru 12/31/2011 Qty/Unit: 1 Reports, Final

Lead Person: TROWBRIDGE, PHILIP

Deliverable: PREP 2011.A.2 - Develop PREP Capacity and Protocols for Data Management

Description: FY11 EPA P&C #151, 152, 153

1. Update protocols in NHEP Data Management Plan
2. Organize a meeting of stakeholders to discuss objectives for and benefits from expanded data management by PREP.
3. Produce final report.

Start/End Dates: 01/01/2011 thru 12/31/2011 Qty/Unit: 1 Reports, Final

Lead Person: TROWBRIDGE, PHILIP

Deliverable: PREP 2011.A.3 - Update Indicator Datasets for 2012 State of the Estuaries

Description: FY11 EPA P&C #151, 152, 153

1. Compile data to update existing indicators.
2. Compile and analyze data for new indicators.
3. Update introduction and methods sections of Indicator Report. The Indicator Report will be finished in 2012 using data collected in 2011.

Start/End Dates: 07/01/2011 thru 12/31/2011 Qty/Unit: 1 Drafts

Lead Person: TROWBRIDGE, PHILIP

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: TIDAL WATER QUALITY MONITORING (Current)

Activity: Piscataqua Region Estuaries Partnership (Current)

Deliverable: PREP 2011.B.4 - Manage GulfWatch Sampling in 2011

Description: FY11 EPA P&C #151, 152, 153

1. Manage collection of shellfish samples from PREP estuaries for GulfWatch (11-M-3)
2. Prepare sampling summary report

Start/End Dates: 07/01/2011 thru 12/31/2011 Qty/Unit: 1 Reports, Final

Lead Person: WOOD, MATTHEW

Deliverable: PREP 2011.C.1 - Assist with EPA Reporting Requirements

Description: FY11 EPA P&C #151, 152, 153

1. Help PREP director with yearly workplan (due 4/30/2011)
2. Help PREP director with GPRA reporting (due 8/30/2011)
3. Help PREP director with Year-In-Review publication (due 12/15/2011)

Start/End Dates: 01/01/2011 thru 12/31/2011 Qty/Unit: 4 Reports, Final

Lead Person: TROWBRIDGE, PHILIP

Deliverable: PREP 2011.C.2 - Participate in PREP Governance Committees and meetings

Description: FY11 EPA P&C #151, 152, 153

1. Attend four Management Committee meetings per year
2. Participate in other committees at the request of the director
3. Participate in PREP staff meetings
4. Represent PREP at events or other meetings at the request of the director
5. Organize and participate in two meetings of the Technical Advisory Committee

Start/End Dates: 01/01/2011 thru 12/31/2011 Qty/Unit: 10 Meetings

Lead Person: TROWBRIDGE, PHILIP

Deliverable: PREP 2011.C.3 -Manage PREP Projects

Description: FY11 EPA P&C #151, 152, 153

1. Manage the Oyster Restoration Project (Workplan 11-LR-2)
2. Manage EPA REServ Study of Nutrient Bioextraction
3. Quarterly entries to the PREP database with project updates

Start/End Dates: 01/01/2011 thru 12/31/2011 Qty/Unit: 4 Reports, Final

Lead Person: TROWBRIDGE, PHILIP

Deliverable: PREP 2012.A - Conduct Environmental Assessments

Description: FY12 EPA P&C #123.

The PREP Coastal Scientist will synthesize and integrate datasets related to water quality, shellfish quality, land use, wildlife abundance, and others. The goal of the synthesis is to discern status, temporal and spatial trends, and relationships between stressors and effects on the estuarine ecosystem. The results will be published in Environmental Indicator Reports and other formats.

Start/End Dates: 01/01/2012 thru 12/31/2012 Qty/Unit: 3 Assessments

Lead Person: TROWBRIDGE, PHILIP

Deliverable: PREP 2012.B - Implement the PREP Monitoring Plan

Description: FY12 EPA P&C #123.

The PREP Monitoring Plan contains a list of environmental indicators for tracking the effectiveness of PREP pollution prevention and mitigation efforts. The PREP Coastal Scientist will coordinate the efforts of multiple monitoring programs in order to obtain the data needed to track the priority indicators.

Start/End Dates: 01/01/2012 thru 12/31/2012 Qty/Unit: 6 Data Sets

Lead Person: TROWBRIDGE, PHILIP

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: TIDAL WATER QUALITY MONITORING (Current)

Activity: Piscataqua Region Estuaries Partnership (Current)

Deliverable: PREP 2012.C - Assist with PREP Administration

Description: FY12 EPA P&C #123.

Participate in meetings, assist with reporting requirements, and manage contracts.

Start/End Dates: 01/01/2012 thru 12/31/2012 Qty/Unit: 10 Meetings

Lead Person: TROWBRIDGE, PHILIP

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: TMDL STUDIES (Current)

Description: A Total Maximum Daily Load (TMDL) study specifies the maximum amount of pollutant that a waterbody can receive and still meet water quality standards and allocates pollutant loadings among point and nonpoint pollutant sources. Section 303(d) of the Clean Water Act (CWA) requires states to periodically develop a list of impaired waters (i.e., the "303(d) list"). A TMDL study must be done for all waters on the 303(d) List. that are impaired by pollutants. This program includes all activities associated with the development of TMDLs.

Start/End Dates: 10/01/2003 thru PAUs: 03 04 02

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: EPA Acid River (EPAAR) TMDLs (Current)

Description: FY12 EPA P&C #82

FY11 EPA P&C # 121. Potential for 695 TMDLs based on the 2010 303(d) list

FY08 EPA P&C # 104. DES has submitted a request for EPA Contractor Assistance with developing TMDLs for rivers listed as impaired due to low pH (i.e., acid rivers). Based on the 2006 303(d) List, NH currently has approximately 397 river segments that are impaired due to low pH and approximately 34 that are listed for aluminum, which is believed to be a result of the low pH.

The first request is for developing a defensible methodology for preparing acid river TMDLs as well as a method for determining rivers which have low pH due to natural conditions. Assuming these methodologies are successfully completed, and if funding is available, DES plans to submit a future request for EPA Contractor assistance to prepare the Acid River TMDLs. This Activity assumes that EPA approves our request(s) for Contractor assistance.

Start/End Dates: 10/01/2006 thru

Lead Person: FOSS, MARGARET

Deliverable: Review Contract for Contracotr Assitance Project to develop Acid River TMDL

Description: Review the task order and contract once we receive it from EPA.

Start/End Dates: 10/01/2010 thru 09/30/2012 Qty/Unit: 1 Reviews

Lead Person: FOSS, MARGARET

Activity: EPA Acid Pond (EPAAP) TMDLs (Current)

Description: FY09 EPA P&C # 107 - DELETED END DATE TO ALLOW MORE DELIVERABLES IN FUTURE UNDER THIS ACTIVITY: 2007 PPA Priority 88: "Commit to completion of an additional number of TMDLs for FY07, and provide a tentative list of waterbodies involved (future substitutions allowed)."

2007 PPA Priority 90: " Suggested TMDL commitment target range for FY07: 47-91".

DES has submitted a request for EPA Contractor Assistance to prepare acid pond TMDLs for approximately 266 lakes listed as impaired on the 2006 303(d) List. This assumes that the existing data is sufficient for TMDL calculations. In addition, the Contractor is also to prepare a methodology for linking pH with aluminum violations. If successful, it may be possible to get credit for an additional 22 TMDLs for aluminum. Therefore, the total possible number of TMDLs from this effort could be 266 (pH) + 22 (Al) = 288 TMDLs. This Activity assumes EPA will approve the request for Contractor Assistance.

Start/End Dates: 10/01/2006 thru

Lead Person: FOSS, MARGARET

Activity: EPA Lake TP (EPALTP) TMDLs (Current)

Description: FY12 EPA P&C #82, #83

FY11 EPA P&C # 120, 121

FY10 EPA P&C # 111,112

FY09 EPA P&C # 106, 107: FY08 EPA P&C # 103 , 104 and 106: 2007 PPA Priority 88: "Commit to completion of an additional number of TMDLs for FY07, and provide a tentative list of waterbodies involved (future substitutions allowed)."

2007 PPA Priority 90: " Suggested TMDL commitment target range for FY07: 47-91".

DES has submitted a request for EPA Contractor Assistance to prepare 30 lake total phosphorus TMDLs similar to the method used by the State of Maine. This Activity assumes EPA will approve the request for Contractor Assistance.

Start/End Dates: 10/01/2006 thru

Lead Person: FOSS, MARGARET

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: TMDL STUDIES (Current)

Activity: EPA Lake TP (EPALTP) TMDLs (Current)**Deliverable: EPALTP TMDL4 Public Notice/Comment**

Description: 8/12/09: EXTENDED END DATE AND REVISED QUANTITY TO 30 AS ALL DRAFT TMDLS WERE RECEIVED IN 2009 INSTEAD OF OVER 2 YEARS AS ORIGINALLY EXPECTED.

EXTENDED END DATE AND REVISED QUANTITY TO 15 PER FY09 EPA P&C AGREEMENT. Issue TMDLs for public comment, hold stakeholder meetings (coordinated by Contractor) and review response to comments prepared by Contractor

Start/End Dates: 04/01/2007 thru 09/30/2012 Qty/Unit: 30 Public Comment Periods

Lead Person: FOSS, MARGARET

Deliverable: EPALTP TMDL5 Finalize TMDL

Description: 8/12/09: EXTENDED END DATE AND REVISED QUANTITY TO 30 AS ALL DRAFT TMDLS WERE RECEIVED IN 2009 INSTEAD OF OVER 2 YEARS AS ORIGINALLY EXPECTED.

EXTENDED END DATE AND REVISED QUANTITY TO 15 PER FY09 EPA P&C AGREEMENT. Review final reports prepared by Contractor and submit to EPA for approval

Start/End Dates: 07/01/2007 thru 09/30/2012 Qty/Unit: 30 Reports, Final

Lead Person: FOSS, MARGARET

Activity: EPA Watershed Bacteria (EPABAC) TMDLs (Current)Description: FY12 EPA P&C #82. FY 2011 project completed. No FY 2012 deliverables planned at this time.
FY11 EPA P&C # 120, 121 Submit 59 supplemental bacteria TMDLs (based on the 2010 303(d) list) to EPA for approval in FY11.
FY10 EPA P&C # 111,112.

FY08 EPA P&C # 104 and 106: DES anticipates receiving EPA contractor assistance to develop bacteria TMDLs on a watershed basis. Work includes preparation of a scope of work, providing data to the Contractor, reviewing submittals, and public noticing the TMDL. Based on the 2006 303(d) List, there are 247 AUs impaired by bacteria. Discussions are ongoing with EPA regarding the actual number which can be done considering Contractor ability and data availability.

Start/End Dates: 07/01/2007 thru

Lead Person: FOSS, MARGARET

Activity: Great Bay Nitrogen WLA AND LA (Current)Description: FY12 EPA P&C #82
A watershed-wide WLA AND LA for nitrogen for the Great Bay Estuary.

Start/End Dates: 10/01/2008 thru

Lead Person: TROWBRIDGE, PHILIP

Deliverable: 104b3.1 - NPS Load Allocation Planning Outlines for Great Bay Watersheds

Description: 7/9/11: END DATE EXTENDED FROM 6/30/11 TO 9/30/12. End date extended to 6/30/11 from 9/30/10. Eight tributary watershed restoration planning outlines with prioritized focus areas for NPS reductions

Start/End Dates: 10/01/2009 thru 09/30/2012 Qty/Unit: 1 Reports, Final

Lead Person: TROWBRIDGE, PHILIP

Deliverable: 104b3.2 - Detailed Restoration Planning Outline for One Catchment

Description: 7/9/11: END DATE EXTENDED FROM 6/30/11 TO 9/30/12. A stakeholder organization and a detailed restoration planning outline for one catchment within a priority subwatershed which can be used for preparing a watershed restoration plan that is eligible for 319 funding.

Start/End Dates: 10/01/2010 thru 09/30/2012 Qty/Unit: 1 Reports, Final

Lead Person: TROWBRIDGE, PHILIP

Deliverable: 104b3.3 - Presentation of Results at a Regional TMDL Workgroup Meeting

Description: 7/9/11: END DATE EXTENDED FROM 9/30/11 TO 9/30/12.

Start/End Dates: 07/01/2011 thru 09/30/2012 Qty/Unit: 1 Presentations

Lead Person: TROWBRIDGE, PHILIP

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: TMDL STUDIES (Current)

Activity: Great Bay Nitrogen WLA AND LA (Current)**Deliverable: Coordinated N Monitoring Program/Assessments for the Great Bay Estuary**

Description: 7/9/11: END DATE EXTENDED FROM 9/30/11 TO 9/30/12. The existing monitoring programs for the Great Bay Estuary are inadequate to determine compliance with the numeric nutrient criteria. In order to document progress and ultimate success, a comprehensive monitoring program for nitrogen discharges, water quality, and eelgrass habitat is needed. This monitoring program will require funding and participation from EPA, NHDES, MEDEP, municipalities, PREP, GBNER, WNERR, and UNH. Data from DES and its partners will be quality assured and analyzed to make assessments of nitrogen-related impairments and to quantify nitrogen sources. Outputs include coordination of meetings with partners, Quality Assurance Project Plan for coordinated nutrient monitoring in the Piscataqua Region watersheds, quality assured data on nitrogen and other eutrophication parameters in the Piscataqua Region watersheds.

Start/End Dates: 06/24/2010 thru 09/30/2012 Qty/Unit: 1 QAPPs (Quality Assurance Program Plan)

Lead Person: TROWBRIDGE, PHILIP

Deliverable: Selection of N Model for Lower Piscataqua River

Description: 7/9/11: END DATE EXTENDED FROM 9/30/11 TO 9/30/12. The NHDES watershed nitrogen loading model could not be used for the Lower Piscataqua River, Portsmouth Harbor, and Little Harbor. The salinity in these areas was too similar to the salinity of the ocean for this model to be accurate. Therefore, the model only considered nitrogen discharges in these areas as they might affect conditions in Little Bay and the Upper Piscataqua River. A more detailed model is needed to determine the effects of nitrogen discharges on local conditions in the Lower Piscataqua River, Portsmouth Harbor, and Little Harbor. This model can also be used to refine assumptions regarding the percentage of loads from wastewater treatment facilities to the Lower Piscataqua River which ultimately reaches Little Bay and the Upper Piscataqua River. The available funding is not enough for DES to develop a model. However, local municipalities are interested in funding a model and DES will need to be involved with this process to ensure that the model is acceptable. Staff from multiple programs in DES (Shellfish, Wastewater Engineering, and Watershed Management) will need to be involved with the model development. Outputs include planning meetings with partners, comments on modeling options and on the water quality model of the Lower Piscataqua River

Start/End Dates: 06/24/2010 thru 09/30/2012 Qty/Unit: 5 Assurances Provided

Lead Person: TROWBRIDGE, PHILIP

Deliverable: Squamscott River Dissolved Oxygen Model

Description: Provide technical assistance to municipalities as they develop a mechanistic water quality model for dissolved oxygen in the Squamscott River.

Start/End Dates: 07/01/2011 thru 09/30/2012 Qty/Unit: 3 Assurances Provided

Lead Person: TROWBRIDGE, PHILIP

Activity: I-93 Chloride TMDLs (Current)

Description: FY08 EPA P&C # 104 and 106: Policy Bk and Tribs, Dinsmore Bk, N. Trib to Canobie Lake, Beaver Bk have been listed as impaired for chlorides. The primary source of chlorides is believed to be road salt and water softeners. This Activity includes development of chloride TMDLs for these surface waters. See Also Watershed Restoration/Implement chloride TMDLs in 4 impaired watersheds in the I-93 corridor

Start/End Dates: 01/01/2005 thru

Lead Person: TROWBRIDGE, PHILIP

Deliverable: I93.12 - TMDL Implementation Monitoring Report

Description: END DATE EXTENDED TO 12/31/11. DES Product: Report on trends in in-stream chloride concentrations and salt loads in the four watersheds.

Start/End Dates: 07/01/2011 thru 12/31/2011 Qty/Unit: 1 Reports, Final

Lead Person: TROWBRIDGE, PHILIP

Deliverable: I93.19 - TMDL Implementation Monitoring SFY12

Description: Maintain dataloggers at 3 stations year-round. Stations visits occur monthly. (12 days)

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 3 Data Sets

Lead Person: LIVINGSTON, ROBERT

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: TMDL STUDIES (Current)

Activity: I-93 Chloride TMDLs (Current)**Deliverable: I93.19 - TMDL Implementation Monitoring SFY12**

Description: Maintain dataloggers at 3 stations year-round. Stations visits occur monthly. (12 days)

Start/End Dates: 07/01/2012 thru 06/30/2013 Qty/Unit: 12 Data Sets

Lead Person: LIVINGSTON, ROBERT

Deliverable: I93.20 - TMDL Implementation Monitoring Reports SFY12

Description: Review SFY12 data and prepare a QA Audit and Data Report. The reports follow templates from SFY08. (8 days)

Start/End Dates: 07/01/2012 thru 09/30/2012 Qty/Unit: 1 Reports, Final

Lead Person: TROWBRIDGE, PHILIP

Deliverable: I93.21 - Update TMDL for North Tributary to Canobie Lake

Description: Use new methodology to update the chloride TMDL for the North Tributary to Canobie Lake Watershed

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 TMDLs (Total Maximum Daily Loads)

Lead Person: TROWBRIDGE, PHILIP

Deliverable: Regional Chloride Monitoring FY10

Description: Collect continuous data on specific conductance and temperature at multiple stations in watersheds in in souther and lakes region of NH. The records will run from 10/01/09 to 09/30/10. The data will be used to generate TMDLs for the watersheds in FY11. (12 days)

Start/End Dates: 10/01/2010 thru Qty/Unit:

Lead Person: WALSH, EDWARD

Activity: Impervious Cover TMDLs (Current)

Description: FY12 EPA P&C #82

FY11 EPA P&C # 120, 121 DES will request approval from EPA for 7 TMDLs in FY11

FY10 EPA P&C # 112; This activity includes development of TMDLs based on the percent impervious cover. All deliverables assume that DES will receive EPA Contractor assistance to help prepare these TMDLs.

Start/End Dates: 10/01/2008 thru

Lead Person: FOSS, MARGARET

Deliverable: ImpCovTMDL4.1: Reanalyze Data to Support Percent Impervious Target

Description: Using GIS, reanalyze relationship of benthic IBI with impervious cover based on % impervious cover in relatively close proximity rather than within the entire watershed.

Start/End Dates: 10/01/2011 thru 06/30/2012 Qty/Unit: 1 Reports, Final

Lead Person: FOSS, MARGARET

Deliverable: ImpCovTMDL5: Issue Draft Report for Public Comment

Description: Reanalyze the %IC Target using GIS. Revise Draft report if needed. Then, Issue Draft Report for Public Comment.

Start/End Dates: 09/30/2010 thru 09/30/2012 Qty/Unit: 1 Public Comment Periods

Lead Person: FOSS, MARGARET

Deliverable: ImpCovTMDL6: Prepare Response to Comments

Description: Prepare Response to Comments in the Final Report

Start/End Dates: 09/01/2010 thru 09/30/2013 Qty/Unit: 1 Reports, Final

Lead Person: FOSS, MARGARET

Deliverable: ImpCovTMDL7: Request EPA Approval for 7 IC TMDLs in FY11

Description: Modified to submit request to EPA for approval of 7 IC TMDLs in FY12

Start/End Dates: 09/01/2010 thru 09/30/2012 Qty/Unit: 7 Approvals

Lead Person: FOSS, MARGARET

Activity: LI Sound TMDL - CT River N Reduction (Current)Description: FY12 EPA P&C #82,
FY11 EPA P&C # 120

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: TMDL STUDIES (Current)

Activity: LI Sound TMDL - CT River N Reduction (Current)

FY10 EPA P&C # 111: Connecticut and New York have completed a TMDL to address low dissolved oxygen in Long Island Sound. Part of the recommended solution is to reduce nitrogen in the Connecticut River which implies that nutrient reductions may be necessary from MA, VT and NH. EPA/NEIWPCC are coordinating efforts to help determine what the load reductions should be. The USGS SPARROW model may be used for this purpose.

Start/End Dates: 10/01/2002 thru

Lead Person: COMSTOCK, W. GREGG

Deliverable: LISTMDL:Technical Assistance

Description: Includes participation in conference calls, meetings, review of documents related to the CT River Nitrogen Study which is part of the LI Sound TMDL. Number of technical assistances is estimated and is variable from year to year.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Assistances Provided

Lead Person: COMSTOCK, W. GREGG

Activity: Merrimack /Pemigewasett R TMDL - ACOE (Current)

Description: FY12 EPA P&C #82,

FY11 EPA P&C # 120

The 2004 305(b)/303(d) surface water quality assessment indicated dissolved oxygen violations along the Merrimack and Pemigewasett Rivers. Data also indicates rising levels of phosphorus and algae in the downstream sections. A TMDL for dissolved oxygen is necessary to determine load allocations for point source and nonpoint sources as well as permit limits for NPDES permittees. It is expected that DES will partner with the ACOE to conduct a DO/Nutrient TMDL for the river. This work would be an extension of the Merrimack River Assessment Study which focused on bacteria for the CSO communities but did address other parameters as well.

Start/End Dates: 10/01/2004 thru

Lead Person: COMSTOCK, W. GREGG

Deliverable: ACOEMerTMDL7: Simulation Model Extension and Development

Description: Task 7: Review model development and calibration report (75% for draft, 25% for final).

Start/End Dates: 10/01/2008 thru 09/30/2012 Qty/Unit: 1 Reports, Final

Lead Person: FOSS, MARGARET

Deliverable: ACOEMerTMDL8: Predictive Model Results

Description: Task 8: Review Predictive Modeling report (75% for draft, 25% for final). The report will include results of sensitivity runs and alternative analyses outlined in Task 4.

Start/End Dates: 01/01/2008 thru 09/30/2012 Qty/Unit: 1 Reports, Final

Lead Person: FOSS, MARGARET

Activity: Regional Meetings/Conferences - TMDL (Current)

Description: FY12 EPA P&C #84; FY11 EPA P&C #122; FY10 EPA P&C 113; FY09 EPA P&C # 108: FY08 EPA P&C # 105. EPA P&C#89 Participation in regional/ national meetings, conferences, conference calls, and workgroups related to TMDLs. Examples include meetings and conference calls with NEIWPCC TMDL workgroups, the Region 1/State TMDL Innovations Workgroup and ASWIPCA conference calls.

Start/End Dates: 10/01/2006 thru

Lead Person: FOSS, MARGARET

Deliverable: TMDL Workgroup Meetings, Innovation Efforts and Conference Calls

Description: FY12 EPA P&C #84: Participate in the NEIWPCC TMDL Workgroup meetings/conference calls and Region 1/State TMDL Innovations efforts to improve environmental effectiveness of the TMDL program.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Meetings

Lead Person: COMSTOCK, W. GREGG

Activity: Seacoast Chloride TMDLs (Current)

Description: FY12 EPA P&C #82, #83

Hodgson Bk, Cains Bk, and Norris Bk will be monitored from 10/1/08 through 6/1/09 for specific conductance and chloride. This activity includes monthly maintenance of dataloggers, collection of chloride samples, and QA/QC checks.

Start/End Dates: 10/01/2008 thru

Lead Person: WALSH, EDWARD

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: TMDL STUDIES (Current)

Activity: Seacoast Chloride TMDLs (Current)**Deliverable: Hodgson Brook Chloride TMDL**

Description: FY12 EPA P&C #83: Develop a chloride TMDL for Hodgson Brook using data provided by volunteers.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 TMDLs (Total Maximum Daily Loads)

Lead Person: FOSS, MARGARET

Deliverable: Maintenance of Dataloggers, Collection of Cl Samples, and QA/QC Checks (FY 11)

Description: Continued maintenance of datalogger, stream gage, and chloride sampling in Hodgson Brook in Portsmouth

Start/End Dates: 10/01/2010 thru 09/30/2012 Qty/Unit: 10 Site Visits

Lead Person: WALSH, EDWARD

Activity: State-wide Chloride TMDL (Current)

Description: This activity includes modeling and monitoring to predict and confirm, respectively, locations of chloride impairments. Modeling will also be used to predict salt loading thresholds (TMDLs) to remove the impairments.

Start/End Dates: 10/01/2010 thru

Lead Person: TROWBRIDGE, PHILIP

Deliverable: Develop state-wide TMDL for chlorides in impaired watersheds

Description: 7/9/11: END DATE EXTENDED FROM 9/30/11 TO 9/30/13. Use published methodology (Trowbridge et al., 2010) to develop a methodology for determining TMDLs and allocations for salt in impaired watersheds. Publish methodology in a report.

Start/End Dates: 01/01/2011 thru 09/30/2013 Qty/Unit: 1 Reports, Final

Lead Person: TROWBRIDGE, PHILIP

Deliverable: Develop state-wide model of potential chloride impairments

Description: 7/9/11: END DATE EXTENDED FROM 6/30/11 TO 9/30/13. END DATE EXTENDED from 12/31/10 to 6/30/11. Use roadway and land use data to predict salt loads and runoff. Use published model to predict average chloride concentrations.

Start/End Dates: 10/01/2010 thru 09/30/2013 Qty/Unit: 1 Reports, Final

Lead Person: TROWBRIDGE, PHILIP

Activity: Y Technical Assistance - TMDL (Current)

Description: FY12 EPA P&C #84

This activity includes responses to public information requests, general ad-hoc guidance requests from other programs and agencies, Right-to-Know requests, outreach efforts, time spent keeping current on program related issues, and making presentations.

Start/End Dates: 10/01/2006 thru

Lead Person: FOSS, MARGARET

Deliverable: Y-2: Technical Assistance, Responses to General Inquiries - TMDL

Description: Includes responding to general TMDL inquiries that are not addressed under other programs.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Inquiries

Lead Person: FOSS, MARGARET

Activity: Z Program Administration - TMDL (Current)

Description: FY12 EPA P&C #84

This activity includes tasks such as proposal writing, grant preparation, grant reporting, MTRS workplan development, budget preparation, and G&C requests.

Start/End Dates: 10/01/2006 thru

Lead Person: FOSS, MARGARET

Deliverable: Complete Annual Quality Assurance System Program Self-Audit

Description: Complete Annual Quality Assurance System Program Self-Audit

Start/End Dates: 01/01/2012 thru 09/30/2012 Qty/Unit: 1 Self-Assessments

Lead Person: FOSS, MARGARET

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: TMDL STUDIES (Current)

Activity: Z Program Administration - TMDL (Current)

Deliverable: Z-1: MTRS Workplan - TMDL

Description: Prepare FY 13 Workplan

Start/End Dates: 07/01/2012 thru 09/30/2012 Qty/Unit: 1 Workplans

Lead Person: FOSS, MARGARET

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: VOLUNTEER LAKE ASSESSMENT PROGRAM RSA 487:31-33 (Current)

Description: This is a lake monitoring and assessment and an educational outreach program between DES biologists and volunteer monitors from lake associations and other entities. DES provides training, equipment, analyses, assessment and annual report and the volunteers provide monitoring, minimal funding for analyses and watch dog capability at lakes.

Start/End Dates: 10/01/1999 thru PAUs: 03 04 02

Funding: State General State Fees Federal EPA Federal Other Grants **Activity: Assessment (Current)**

Description: Each year, an individualized annual report is written for each lake monitored through VLAP. Each individual lake annual report presents water quality sampling from the most recent sampling season and compares the most recent water quality data to the data collected since the lake joined VLAP. Observations concerning water quality trends are discussed. Recommendations for additional sampling and watershed management activities are presented when necessary.

Start/End Dates: 10/01/2001 thru

Lead Person: STEINER, SARA

Deliverable: Annual VLAP Reports

Description: Develop a new reporting process to include regional reports as well as individual lake reports. VLAP lakes will be grouped into seven geographical regions. Seven comprehensive reports will be produced to include regional stats and facts pertinent to water quality and the specific lakes in the region. Regional water quality summaries and trends will be discussed. Individual lake reports will be a two page comprehensive report of lake data including morphometric data, trophic status, watershed and land use map, VLAP trend analyses, exotic species, cyanobacteria, and impairment information on the front. The back page will include current year water quality data, historical trends and observations and recommendations.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 187 Reports, Final

Lead Person: STEINER, SARA

Activity: Outreach (Current)

Description: One of the main objectives of VLAP is to educate the public about responsible watershed and lake management. VLAP produces and distributes an annual newsletter, individual lake annual reports, and conducts educational programs and workshops to educate the public.

Start/End Dates: 10/01/1999 thru

Lead Person: STEINER, SARA

Deliverable: 1 Annual Newsletter "The Sampler"

Description: Publish an annual newsletter which is sent to each of the approximately 190 lakes participating in VLAP. The newsletter includes program information and provides articles about watershed management and water quality issues of special interest to volunteer monitors.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Newsletters

Lead Person: STEINER, SARA

Deliverable: Annual Reports posted on the DES Web Site

Description: After each of the lake annual reports have been written and sent out each year (typically by the end of April) the reports will be converted to pdf and will be posted on the VLAP website (ideally by the beginning of June).

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 180 Web Site Postings

Lead Person: STEINER, SARA

Deliverable: Annual Workshop

Description: Hold an annual workshops to educate and update training for volunteer monitors. A water quality sampling refresher course is conducted and two or three additional talks related to watershed management and water quality issues of special interest to volunteer monitors are presented.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Workshops

Lead Person: STEINER, SARA

Deliverable: Educational Programs

Description: Provide, upon request, educational programs related to water quality sampling. Educational programs are provided throughout the state for elementary, middle school, and high school students.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 3 Outreach Activities

Lead Person: STEINER, SARA

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: VOLUNTEER LAKE ASSESSMENT PROGRAM RSA 487:31-33 (Current)

Activity: Outreach (Current)**Deliverable: Lake Association Meetings**

Description: Attend annual lake association meetings to discuss VLAP water quality and provide recommendations on management activities in the watershed that may improve water quality.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Meetings

Lead Person: STEINER, SARA

Deliverable: VLAP Blog

Description: Develop a VLAP Blog, "Lake Reflections" for weekly updates from the VLAP Program to volunteers and others interested in lake water quality. The blog will serve not only as a communication tool with volunteers, but also as a forum for discussions on lake water quality issues with their peers.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 24 Postings

Lead Person: STEINER, SARA

Deliverable: VLAP Photo Contest

Description: Hold an annual VLAP Photo Contest for volunteers to submit lake related photos. Announce photo contest winner at annual VLAP Workshop and post photos on the VLAP website.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Contests

Lead Person: STEINER, SARA

Deliverable: VLAP Training Video

Description: A video documenting the proper water quality sampling techniques will be developed in coordination with the Lake Sunapee Protective Association. The video will be distributed to volunteer monitors and be available on the web as a training resource. It will serve to educate and train volunteers in lieu of an annual biologist visit.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Videos

Lead Person: STEINER, SARA

Activity: Program Funding (Current)

Description: Since the passage and signing into law of HB 487 in June of 2005, VLAP is allowed to apply for and accept gifts, donations of money, federal, municipal or private grants, or any other funds or incentives from any sources for program purposes. One possibility is to nominate VLAP for any award or grant programs that are applicable.

Start/End Dates: 10/01/2005 thru

Lead Person: STEINER, SARA

Deliverable: Award/Grant Applications

Description: Since the passage and signing into law of HB 487 in June of 2005, VLAP is allowed to apply for and accept gifts, donations of money, federal, municipal or private grants, or any other funds or incentives from any sources for program purposes. One possibility is to nominate VLAP for any award or grant programs that are applicable.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Applications, Grants

Lead Person: STEINER, SARA

Deliverable: Facilitate VLAP Funding Workgroup

Description: The group will consist of DES personnel, volunteers and other interested stakeholders. The group will meet to discuss various ways of generating a sustainable funding source for VLAP.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Workgroups

Lead Person: STEINER, SARA

Deliverable: Implement Adopt-a-Lake Sponsorship Program

Description: HB 487 allows DES to apply for and accept gifts, donations of money, federal, municipal or private grants, or any other funds or incentives from any sources for VLAP program purposes. In 2009 the corporate sponsorship program Adopt-a-Lake was developed.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Sponsorships

Lead Person: STEINER, SARA

Activity: Program Publicity (Current)

Description: One of the main objectives of VLAP is to increase the number of volunteers participating in VLAP and to increase the temporal and spatial

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: VOLUNTEER LAKE ASSESSMENT PROGRAM RSA 487:31-33 (Current)

Activity: Program Publicity (Current)

distribution of waterbodies monitored through VLAP. In order to educate the public about the existence of the VLAP and encourage additional groups to participate in VLAP, DES issues press releases and submits articles to various newsletters about the program.

Start/End Dates: 10/01/2002 thru

Lead Person: STEINER, SARA

Deliverable: Published Articles

Description: The VLAP Coordinator will ask the editors of DES and non-DES related newsletters to publish VLAP related articles periodically. These articles will educate the public about VLAP and the importance of volunteer lake quality monitoring.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Articles

Lead Person: STEINER, SARA

Activity: Quality Assurance (Current)

Description: All operations of the VLAP program adhere to the DES Quality Management Plan and also follows an EPA approved Quality Assurance Project Plan. This ensures that all data collected and all results reported through VLAP are of documented quality and are representative.

Start/End Dates: 11/01/2001 thru

Lead Person: STEINER, SARA

Deliverable: Complete Annual Quality Assurance System Program Self-Audit

Description: This annual program assessment summarizes the successes, problems, and solutions implemented to correct problems that occur each year.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Self-Assessments

Lead Person: STEINER, SARA

Deliverable: Review and Revise the Generic VLAP Quality Assurance Project Plan (QAPP)

Description: Review the VLAP QAPP annually and revise as necessary. Submit it EPA and major revisions for a courtesy review and approval.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 QAPPs (Quality Assurance Program Plan)

Lead Person: STEINER, SARA

Activity: VLAP Sampling (Current)

Description: DES Biologists train volunteer moniors how to sample to quality of lakes and their associated tributaries. Lake deep spots are typically sampled for conductivity, turbidity, pH, acid neutralizing capacity, chlorophyll, total phosphrous, and transparency. Lake nearshore areas and tributaries are typcially sampled for conductivity, turbidity, pH, and total phosphorus. Some lakes and tributaries are also sampled for E.coli and chloride.

Start/End Dates: 10/01/1999 thru

Lead Person: STEINER, SARA

Deliverable: Annual Volunteer Training and Sampling

Description: A DES Biologist will sample the approximately 80 lakes in VLAP once each summer with the volunteer monitors and will provide a refresher training for proper sampling techniques. Volunteer monitors will be rated on their sampling performance. The Limnology Center and Satellite labs will provide sampling equipment and laboratory capability to allow the volunteer monitors to sample at other times during the summer on their own. During this sampling, volunteers will complete a self-audit form to ensure they are following the proper sampling procedures.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 80 Site Visits

Lead Person: STEINER, SARA

Deliverable: VLAP Water Quality Sample Results Generated

Description: The total number of water quality results generated by VLAP. This number includes the number of sample analyses at teh NHDES Limnology Center in Concord and the state chemistry lab. In addition, this number includes the number of samples analyzed at the VLAP satellite labs (Colby Sawyer Lake Sunapee Satellite lab in New London)

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 15000 Analyses

Lead Person: STEINER, SARA

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: VOLUNTEER RIVER ASSESSMENT PROGRAM RSA 483:38 (Current)

Description: VRAP supports watershed organizations in their river monitoring efforts. VRAP provides monitoring training, equipment loans, and annual reports on volunteer collected water quality data. Volunteers contribute their time and effort to accomplish monitoring goals developed by NHDES and watershed organizations, and occasionally secure funding for water quality analyses. VRAP relies on local watershed knowledge and the proximity of volunteers to rivers and streams statewide.

Start/End Dates: 01/02/1998 thru PAUs: 03 04 02

Funding: State General State Fees Federal EPA Federal Other Grants **Activity: Data Management (Current)**

Description: Water quality data are collected by volunteers and submitted to DES for QA/QC checks and incorporation into State water quality assessments. Data are summarized and compiled for development of annual reports and/or status reports.

Start/End Dates: 10/01/2002 thru

Lead Person: WALSH, EDWARD

Deliverable: Process Datalogger Datasets (FY12)

Description: Processgin includes deployment of dataloggers, post deployment QA/QC of datalogger and data, and import into the EMD. Includes multiparameter datalogger deployments and water temperature loggers.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 40 Data Sets

Lead Person: WALSH, EDWARD

Deliverable: QA/QC Program Self Audit (FY12)

Description: Prepare VRAP selfaudit, which includes but not limited to documentation of program objectives, QAPP inconsistencies, and data limitations. Self-audit for FY 12 will be based on the data collected during the 2011 sampling season.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Audits

Lead Person: WALSH, EDWARD

Deliverable: VRAP Water Quality Data to EMD (FY12)

Description: Input data collected by all volunteer groups into EMD. A Record is equivalent of sampling one station for one parameter. Final number based on number of VRAP groups and sampling plans developed by individual VRAP groups. All data is QA/QCd and checked against the VRAP QAPP to determine data useable for assessment purposes.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 8500 Entries

Lead Person: WALSH, EDWARD

Activity: Program Management (Current)

Description: Tasks pertaining to the day to day management of the VRAP program including but not limited to communication with the public, DES staff, and other agencies, VRAP reporting and development, webpage maintenance, meeting with the public and NHDES staff.

Start/End Dates: 10/01/2002 thru

Lead Person: WALSH, EDWARD

Deliverable: Annual Evaluation from VRAP Volunteers (FY12)

Description: Evaluation form to be distributed electronically to VRAP volunteers to obtain input on successes and failures of prior sampling season. Evaluation will be used to make further improvements to the program and respond to the needs of the volunteers. Form will be distributed after groups have had time to review the 2011 VRAP reports.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Evaluations

Lead Person: WALSH, EDWARD

Deliverable: Annual Review of SOPs (FY12)

Description: In preparation for the 2012 sampling season VRAP staff view all SOPs and protocols used by volunteers and/or VRAP staff. Improvement and changes will be made to clarify procedures for the volunteers and to insure that all QAPP requirements are addressed.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Updates

Lead Person: WALSH, EDWARD

Deliverable: Hire and Train Intern (FY12)

Description: Hire and train VRAP intern for 2012 sampling season.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Interns

Lead Person: WALSH, EDWARD

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: VOLUNTEER RIVER ASSESSMENT PROGRAM RSA 483:38 (Current)

Activity: Program Management (Current)**Deliverable: Maintain VRAP Web Site (FY12)**

Description: Revise web site on a quarterly basis according to changes in VRAP scope, policies, support, funding opportunities, volunteer enrollment and activities, etc.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Updates

Lead Person: WALSH, EDWARD

Deliverable: QA Systems Program Self-Audit (FY12)

Description: Prepare VRAP self-audit for 2011 sampling season, which includes, but not limited to, documentation of program objectives, QAPP inconsistencies, and data limitations.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Audits

Lead Person: WALSH, EDWARD

Activity: Sampling and Analysis (Current)

Description: Includes all aspects of supporting a water quality monitoring program conducted by the general public throughout the State of New Hampshire. Sampling and analysis generally occurs from late spring through early fall, and includes, but is not limited to: maintaining volunteer monitoring schedules, responding to volunteer needs and requests, maintaining equipment, and conducting additional volunteer training sessions.

Start/End Dates: 10/01/2002 thru

Lead Person: WALSH, EDWARD

Deliverable: Annual Equipment Inventory and Maintenance (FY12)

Description: This includes inventory and inspection of equipment and kits prior to distribution to VRAP groups, maintenance of equipment during sampling season, changing of reagents and supplies in kit, and inspection of kits at the end of the sampling season. Receive, inspect, and redistribute meters, as necessary, during the sampling season. Maintenance and inspection based on manufacturers directions and VRAP QA/QC procedures. Quantity of based on maintaining 12 VRAP kits.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Inventories

Lead Person: WALSH, EDWARD

Deliverable: Equipment Loans to VRAP Groups (FY12)

Description: Schedule and coordinate loans of water quality monitoring equipment to accommodate sampling schedules of participating groups and others requesting equipment. Number of loans based on VRAP currently having 12 kits available for use by VRAP groups. Individual kits may be used by more than one group.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 15 Loans

Lead Person: WALSH, EDWARD

Deliverable: Order Supplies and Equipment (FY12)

Description: Determine supply/equipment needs for water quality sampling in conjunction with Ambient River Monitoring Program and TMDL Program. Number is based on placing an order quarterly and two extra during sampling season.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Orders

Lead Person: WALSH, EDWARD

Deliverable: VRAP Groups - Sampling and Analysis Plans and Laboratory Budgets (FY12)

Description: This reflects the estimated number of active VRAP groups for the 2012 sampling season. Each group will be contacted by VRAP staff regarding sampling plans, laboratory analysis needs, datalogger requests, and other special needs. Unit changed to reflect the number of active VRAP groups.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 24 Groups

Lead Person: WALSH, EDWARD

Deliverable: VRAP Staff Site Visits/Field Audits (FY12)

Description: Site visits to investigate potential problems, , provide technical assistance, verify station locations, and provide other misc. assistance. Audits of volunteers ensure appropriate sample collection, equipment use, and data documentation. Number of audits is based on projected number of VRAP groups participating. If time is a constraint audits will be targeted at new groups and those in need of specific help.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 24 Site Visits

Lead Person: WALSH, EDWARD

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: VOLUNTEER RIVER ASSESSMENT PROGRAM RSA 483:38 (Current)

Activity: Sampling and Analysis (Current)**Deliverable: Water Quality Samples Collected by VRAP Volunteers (FY12)**

Description: A measurement represents a VRAP group measuring a single parameters. Includes both field measurements and laboratory analytes. Sampling for 2011 season.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 8000 Measurements

Lead Person: WALSH, EDWARD

Activity: Technical Assistance and Outreach (Current)

Description: Provide assistance with public education to other agencies and organizations, and participate in annual programs such as the NH Envirothon. Distribute interpretive materials for public education to schools, watershed organizations, concerned citizens, etc. Examples to include VRAP overview, water quality monitoring guidance and data, and the importance of water resources.

Start/End Dates: 10/01/2002 thru

Lead Person: WALSH, EDWARD

Deliverable: Annual VRAP Newsletter (FY12)

Description: VRAP newsletter Streamlines to be drafted, proofed and distributed electronically and placed on the VRAP webpage. Will be done after 2011 sampling season.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Newsletters

Lead Person: WALSH, EDWARD

Deliverable: Annual VRAP Water Quality Reports (FY12)

Description: Prepare and distribute annual water quality reports for each VRAP group based on 2011 sampling season. Reports provide an overview of VRAP, discussion of water quality parameters, sampling sites, interpretation of results relative to water pollution and NH surface water quality standards, and recommendations for future monitoring or remediation. Based on number of VRAP groups active and needing formal reports.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 24 Reports, Final

Lead Person: WALSH, EDWARD

Deliverable: Presentations (FY12)

Description: Number of presentations given by VRAP staff. Presentations include but are not limited to end of the year meeting with VRAP groups, conference presentations, participation in workgroups, and meetings with municipal and state entities. Number reduced from 2010 to reflect reduces staff time available.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 6 Presentations

Lead Person: WALSH, EDWARD

Deliverable: Publish Annual Reports on VRAP Webpage (FY12)

Description: Posting of annual VRAP reports on VRAP webpage. Quantity based on number of active VRAP groups during 2011

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 24 Web Site Postings

Lead Person: WALSH, EDWARD

Deliverable: Technical Assitances - Data/Information Requests (2011)

Description: Process public or internal DES requests for information about VRAP and/or data/information derived from VRAP monitoring efforts. This includes written, electronic and telephone respnses to requests. Number reduced from 2010 to reflect staff limitations

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 40 Assistances Provided

Lead Person: WALSH, EDWARD

Deliverable: Training Sessions for Volunteers (FY12)

Description: Conduct training sessions for volunteers in the proper use of equipment, field sampling procedures, field safety, and data documentation. Number reduced from 2010 to reflect staff time limitations

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Training Sessions

Lead Person: WALSH, EDWARD

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: WATER QUALITY STANDARDS (Current)

Description: Water quality standards determine the baseline quality that all surface waters of the State must meet in order to protect their intended uses. They are the yardstick for identifying where water quality violations exist and for determining the effectiveness of regulatory pollution control and prevention programs. Federal regulations require States to review surface water quality standards at least once every three years and to revise them as necessary. This program includes the review, revision, development and interpretations of water quality standards.

Start/End Dates: 10/01/1999 thru PAs: 03 04 02

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: 604(b) Grant Administration (Current)

Description: Includes preparation of grant application and administration

Start/End Dates: 10/01/2009 thru

Lead Person: COMSTOCK, W. GREGG

Deliverable: 604(b) Grant Application

Description: Preparation and annual submittal of 604(b) grant application to EPA

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 1 Grants

Lead Person: COMSTOCK, W. GREGG

Activity: Anti-degradation (Current)

Description: Continue development of anti-degradation process through the WQSAC

Start/End Dates: 10/01/2006 thru

Lead Person: DIERS, THEODORE

Deliverable: Antidegradation Implementation and Rules Development

Description: Organize and provide administrative support to antidegradation implementation and rules development activities including research, outreach, guidance, meeting preparation, and working group support.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Assurances Provided

Lead Person: MCCARTHY, JILLIAN

Activity: Implement the Dissolved Oxygen Standard by fishery types for rivers and streams (Current)

Description: EPA priority # 62, 106#10. Complete a predictive model for full implementation of differential dissolved oxygen standards for cold water fisheries within Wadeable streams. Publish a report detailing the identification of areas statewide where the cold water fishery DO std. is applied to Wadeable streams. Change WQ stds. to reflect streams expected to support coldwater fish.

Start/End Dates: 10/01/2002 thru

Lead Person: NEILS, DAVID

Deliverable: Modify current WQ stds.

Description: Work with Fish and Game to modify 1703.06(c) (coldwater fish spawning area DO requirements) to include all streams in areas predicted to support coldwater fish species. END DATE EXTENDED THROUGH FFY2012

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Revisions

Lead Person: NEILS, DAVID

Activity: Legislation and Rules (Current)

Description: This activity describes formal rulemaking proceedings undertaken by DES after the technical review by the WQSAC is complete. Formal rulemaking for the water quality standards are not necessarily needed every year. Therefore, there may be years without a deliverable for this activity.

FY12 - no rulemaking anticipated.

FY10 EPA P&C #85:

For FFY 07 this activity will focus on the re-adoption of surface water quality rules that sunset in fall 2007. Changes related to (1) hardness, (2) flow-based permits, (3) TP for lakes and (4) the use of the Biotic Ligand model will possibly be included in the re-adoption proposal

Start/End Dates: 10/01/2006 thru

Lead Person: Vacant

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: WATER QUALITY STANDARDS (Current)

Activity: Numeric nutrient standards (Current)

Description: FY12 EPA P&C #80,81. FY11 EPA P&C #95: "Work with EPA to facilitate adoption of numeric phosphorus and nitrogen criteria for lakes/ponds/impoundments, rivers/streams, and estuaries at the earliest possible time. (WQ-1a, 1b)"
 FY10 EPA P&C # 86: FY09 EPA P&C # 84: FY08 EPA P&C # 82: 2007 PPA Priority # 69: "Continue to develop nutrient criteria in accordance with the Nutrient Criteria Development and Adoption Plan."

Start/End Dates: 10/01/2001 thru

Lead Person: DIERS, THEODORE

Deliverable: Lake Nutrient Criteria - Rulemaking

Description: END DATE EXTENDED TO 9/30/13. FY12 EPA P&C #80,81. FY11 EPA P&C #95: "Work with EPA to facilitate adoption of numeric phosphorus and nitrogen criteria for lakes/ponds/impoundments, rivers/streams, and estuaries at the earliest possible time. (WQ-1a, 1b)"

Start/End Dates: 10/01/2011 thru 09/30/2013 Qty/Unit: 1 Rules

Lead Person: TROWBRIDGE, PHILIP

Deliverable: NutsStatus.1:Milestone Dates to EPA

Description: FY12 EPA P&C #80,81: Provide any necessary schedule updates and a brief progress report to EPA for the development, proposal and adoption of numeric water quality standards for total phosphorus and total nitrogen for lakes/ponds/impoundments; rivers/streams; and estuaries in New Hampshire by December 2011. (WQ-1c)(WQ-1c)

Start/End Dates: 10/01/2011 thru 12/31/2011 Qty/Unit: 1 Updates

Lead Person: COMSTOCK, W. GREGG

Deliverable: River Nutrients - relation to aquatic life use

Description: END DATE EXTENDED: FY11 EPA P&C #95, Complete field work related to EPA 104(b)3 grant to explore relationship between instream nutrient concentrations (N & P) and macroinvertebrate index scores.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 25 Site Visits

Lead Person: NEILS, DAVID

Activity: Regional Meetings/Conferences - WQS (Current)

Description: Participation in regional/ national meetings, calls, workgroups and conferences. Examples include meetings and conference calls with NEIWPC WQS workgroup, the EPA Nutrient RTAG workgroup, ASWIPCA conference calls, etc.

Start/End Dates: 10/01/2006 thru

Lead Person: COMSTOCK, W. GREGG

Deliverable: WQS:WQS Workgroups

Description: Participation in the NEIWPC WQS Workgroup meetings and conference calls as well as EPA Nutrient RTAG workgroups. [Note- conference calls count as meetings].

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Meetings

Lead Person: COMSTOCK, W. GREGG

Activity: Review, Revise, and Develop Temperature Standards for Aquatic Life Use support (Current)

Description: FY12 EPA P&C #78, FY11 EPA P&C #93, FY10 EPA P&C #84:
 Review, revise, and develop the Water Quality Standards for water temperature to include numeric criteria for water temperature events that will result in adequate support for aquatic life. This activity addresses an EPA comment in the 2000 triennial review of water quality standards.

Start/End Dates: 10/01/2006 thru

Lead Person: NEILS, DAVID

Deliverable: Collection and analysis of water temperature data from wadeable streams

Description: END DATE EXTENDED: FY11 EPA P&C item #93; FY10 EPA supplemental 106 monitoring grant, Continue annual deployment and retrieval of data loggers into approximately 30 streams / year. Analyze existing data.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 30 Site Visits

Lead Person: NEILS, DAVID

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: WATER QUALITY STANDARDS (Current)

Activity: Review, Revise, and Develop Temperature Standards for Aquatic Life Use support (Current)

Deliverable: Establish recommended numeric temperature criteria based on existing research

Description: END DATE EXTENDED: FY11 EPA P&C item 78, EPA supplemental 106 monitoring grant, Review existing literature and developed recommended temperature thresholds for internal and external review

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Reports, Drafts

Lead Person: NEILS, DAVID

Activity: Water Quality Standards Advisory Committee (Current)

Description: FY12 EPA P&C #79.

FY09 EPA P&C # 83: Direct the operation of the committee, providing administrative support.

FY11 EPA P&C # 94: "Continue ongoing WQS review, and adopt revisions as appropriate, including temperature provisions as discussed above."

FY12 EPA P&C #79: "Continue ongoing WQS review, and adopt revisions as appropriate, including temperature provisions as discussed above."

Start/End Dates: 10/01/2001 thru

Lead Person: DIERS, THEODORE

Deliverable: Develop Water Quality Standards and Policy for WQSAC Review

Description: Develop policy proposals, hold subcommittee meetings, and provide logistical support for WQSAC meetings to develop water quality standards and policy.

FY12 EPA P&C #79.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Meetings

Lead Person: TROWBRIDGE, PHILIP

Deliverable: Lead study to revise classification system in RSAs

Description: FY11 EPA P&C #94: "Continue ongoing WQS review, and adopt revisions as appropriate, including temperature provisions as discussed above." Provide direction and staff support to the WQSAC for meetings related to revising the classification system in NH state law.

Start/End Dates: 10/01/2010 thru 09/30/2012 Qty/Unit: 12 Meetings

Lead Person: DIERS, THEODORE

Activity: Y: Technical Assistance - WQS (Current)

Description: Technical assistance regarding water quality standards that isn't already covered under any other programs. Includes education and outreach and WQS presentations.

Start/End Dates: 10/01/2006 thru

Lead Person: COMSTOCK, W. GREGG

Deliverable: WQS - Provide Technical Assistance

Description: Provide technical assistance for issues related to water quality standards.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Assistances Provided

Lead Person: COMSTOCK, W. GREGG

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: WATERSHED ASSISTANCE SECTION EDUCATION AND OUTREACH (Current)

Description: To provide outreach to the public regarding watershed assistance programs including following guidelines indicated in the "319 Education and Outreach Plan". Efforts focus on public awareness of Nonpoint Source Pollution, its effects and what can be done and the 319 Grant Program in NH.

Start/End Dates: 06/01/2001 thru PAUs: 03 04 02

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: 319 Grants Outeach (Current)

Description: Provide outreach and promotion relating to 319 grant projects

Start/End Dates: 10/01/2001 thru

Lead Person: MCMILLAN, BARBARA

Deliverable: Coordinate roundtable and tour of 319 projects

Description: Coordinate and facilitate roundtable workshop and tour of selected 319 sites for past, present, and future grantees, EPA 319 related staff, and appropriate DES staff.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Workshops

Lead Person: MCMILLAN, BARBARA

Deliverable: Meet with potential 319 Coastal grant recipients

Description: Provide assistance with the development of 319 project proposals

Start/End Dates: 09/01/2011 thru 09/30/2012 Qty/Unit: 4 Meetings

Lead Person: SOULE, SALLY

Deliverable: Promote 319 Grants RFP through press releases, workshop, websites, or display

Description: Taking advantage of at least three marketing methods to promote the release of the yearly Watershed Assistance 319 grants RFP.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 3 Promotional Items

Lead Person: MCMILLAN, BARBARA

Deliverable: Provide press releases, presentations, websites, and display materials for selected grant projects

Description: Using newsletters, blogs etc., and other press create press releases and promoter selected grants and include grant projects in presentations -

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 3 Promotional Items

Lead Person: MCMILLAN, BARBARA

Activity: Community Based Social Marketing (Current)

Description: Work with stakeholders and DES outreach staff to execute community based social marketing techniques in watershed outreach programs.

Start/End Dates: 06/30/2006 thru

Lead Person: MCMILLAN, BARBARA

Deliverable: Promote Dover Dog Waste Project with other organizations

Description: Work with NH Coastal Program to promote the pilot aspect of the Dover Dog Waste Project with other entities that might be able to use the information

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Promotional Items

Lead Person: MCMILLAN, BARBARA

Activity: NH Estuaries Project Public Outreach and Education Team (POET) (Current)

Description: Attend quarterly meetings and participate in projects to assist NHEP with implementation of their outreach and ed projects on their management plan.

Start/End Dates: 06/30/2006 thru

Lead Person: MCMILLAN, BARBARA

Deliverable: Assist with projects for NHEP

Description: Assist with outreach related projects, conferences, or workshops, or trainings

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Projects

Lead Person: MCMILLAN, BARBARA

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: WATERSHED ASSISTANCE SECTION EDUCATION AND OUTREACH (Current)

Activity: NH Estuaries Project Public Outreach and Education Team (POET) (Current)**Deliverable: Attend biannual or quarterly NHEP POET meetings**

Description: Go to planning meetings and assist with feedback and technical assistance and coordinate with 319 program projects.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Meetings

Lead Person: MCMILLAN, BARBARA

Activity: NROC - Outreach to Coastal Communities on Natural Resource-Based Planning (Current)

Description: Working collaboratively with the NH Estuary Program, UNH Cooperative Extension, NH Coastal Program, Great Bay National Estuary Research Reserve, the Regional Planning Commissions, and others to provide education and technical assistance to communities in the Seacoast watershed on natural resource based planning to better manage growth and protect important natural resources.

Start/End Dates: 07/07/2003 thru

Lead Person: MCMILLAN, BARBARA

Deliverable: Attend NROC Quarterly meetings and additional project planning meetings

Description: Attend NROC Quarterly meetings and participate in additional NROC planning meetings. Coordinate efforts with 319 programs.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Meetings

Lead Person: MCMILLAN, BARBARA

Deliverable: Outreach Workshop

Description: Presenting Outreach workshop to NROC communities

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Workshops

Lead Person: MCMILLAN, BARBARA

Deliverable: Participating in Community Meetings and Workshops

Description: Attend and participate in community meetings, presentations, and workshops as representative of participating NROC organization.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Meetings

Lead Person: MCMILLAN, BARBARA

Activity: Storm Water Phase II Education and Assistance Program (Current)

Description: Work with EPA/UNH/DOT/others in developing and implementing a comprehensive educational and assistance program promoting EPA's Storm ater Phase II Requirements

Start/End Dates: 10/01/2001 thru

Lead Person: MCMILLAN, BARBARA

Deliverable: Continue to update Phase II website

Description: As more information becomes available, continue to update Federal Stormwater Phase II NH website

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 3 Updates

Lead Person: MCMILLAN, BARBARA

Deliverable: Document municipalities' stormwater needs for EPA Stormwater Needs Assessment

Description: Document specific dollar amounts from identified model municipalities to meet EPA required documentation for extrapolation for stormwater needs eligible under the EPA Stormwater Needs Assessment for SRF funds.

Start/End Dates: 10/01/2009 thru 09/30/2012 Qty/Unit: 6 Municipalities

Lead Person: MCMILLAN, BARBARA

Deliverable: Participate in Phase II regional meetings

Description: Attend and act as liason for DES at the 3 Phase II regional meetings

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Meetings

Lead Person: MCMILLAN, BARBARA

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: WATERSHED ASSISTANCE SECTION EDUCATION AND OUTREACH (Current)

Activity: Storm Water Phase II Education and Assistance Program (Current)

Deliverable: Work with EPA to identify model to document statewide Stormwater Needs Assessment for SRF

Description: Work with EPA to identify model to extrapolate statewide Stormwater Needs numbers for 2012 Needs Assesment

Start/End Dates: 10/01/2009 thru 09/30/2012 Qty/Unit: 1 Models

Lead Person: MCMILLAN, BARBARA

Activity: Technical Assistance (Current)

Description: Provide outreach assistance and guidance on nonpoint source control measures.

Start/End Dates: 10/01/2006 thru

Lead Person: MCMILLAN, BARBARA

Deliverable: Maintain NH Watershed Protection and Restoration Forum Blog

Description: Working with Sally Soule, add posts to and update information on the NH Watershed Protection and Restoration Forum Blog. Monitor and accept comments.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Updates

Lead Person: MCMILLAN, BARBARA

Deliverable: Monitor and update the Watershed Assistance Program Webpage

Description: Quarterly check and update of the webpage and add new information as needed

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Checks

Lead Person: MCMILLAN, BARBARA

Deliverable: Promote "Low Impact Development for Homeowners: Do-It-Yourself Stormwater Management."

Description: Work with Jillian to identify and implement promotional items for her "Low Impact Development for Homeowners: Do-It-Yourself Stormwater Management?". Using newsletters, mailings, website, conferences, workshops, and outside watershed organizations, promote the BMP Guide.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Promotional Items

Lead Person: MCMILLAN, BARBARA

Deliverable: Provide NEIWPC with technical assistance for the Regional Voluntary Turf Fertilizer Initiative

Description: Participate in conference calls and meetings and provide followup assistance and NH coordination for the NEIWPC Regional Voluntary Fertilizer Initiative in New England states and NY.

Start/End Dates: 05/01/2011 thru 09/30/2012 Qty/Unit: 5 Meetings

Lead Person: MCMILLAN, BARBARA

Deliverable: Provide outreach and education technical assistance to watershed organizations

Description: Using Community Based Social Marketing, the EPA "Getting in Step" guide, Water Words that Work, or other methods, provide watershed related organizations and/or communities with assistance in putting together their outreach and education plans or projects.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 3 Assistances Provided

Lead Person: MCMILLAN, BARBARA

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: WATERSHED DATA MANAGEMENT (Current)

Description: Development of EMD, shellfish, complaints, beach, SADB, grants, contacts, pools, & boat inspection databases. Responsible for EPA required reporting (beach notification & monitoring and WQX). Provide GIS and customized query and report services to bureau.

Start/End Dates: 12/15/1999 thru PAUs: 03 04 02

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Comprehensive water quality database. (Current)

Description: Water quality monitoring data is currently stored in numerous spreadsheets and databases in various formats. In order to use this data more effectively, it needs to be in one format and in one application.

Start/End Dates: 03/01/2001 thru

Lead Person: SOULE, DEBORAH

Deliverable: Create personalized queries and reports for staff and public.

Description: Using Cognos, create queries and reports to suit the data needs of the staff and the public.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Reports, Final

Lead Person: TITUS, MELANIE

Deliverable: Moving Limnology Login Database into the EMD

Description: END DATE EXTENDED FROM 12/31/2011, 12/31/2010, 09/30/2009, 05/31/2008. This project entails developing a business plan and module within the Environmental Monitoring Database (EMD) to emulate the current Microsoft Access Limnology Login Database. This will eliminate duplication of data and various data importation issues.

Start/End Dates: 01/30/2006 thru 12/31/2012 Qty/Unit: 1 Databases

Lead Person: SOULE, DEBORAH

Deliverable: Prepare and import various datasets into the EMD.

Description: Prepare and import various volunteer and outside agency datasets into the EMD. Groups to include Green Mountain Conservation Group, Souhegan Watershed Association and others to be determined. Also includes the review and approval of uploads to the EMD via the web by site remediation and other consultants.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Data Sets

Lead Person: TITUS, MELANIE

Deliverable: QA/QC and import of data into EMD

Description: Data must be continuously reviewed and QA/QCd as well as enhanced to meet emerging data standards and exchanges. Also the data must be QA/QCd before incorporation into the Supplemental Assessment Database and before upload to the Water Quality Exchange (WQX) - the replacement to STORET.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Data Sets

Lead Person: TITUS, MELANIE

Deliverable: Submit data via the WQX.

Description: Submit physical/chemical/biological data to WQX.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Data

Lead Person: SOULE, DEBORAH

Deliverable: Update EMD OneStop.

Description: Update the current EMD OneStop data retrieval process to be more user friendly, quicker, more reliable, and with more options.

Start/End Dates: 09/01/2010 thru 09/30/2012 Qty/Unit: 1 Applications

Lead Person: SOULE, DEBORAH

Activity: Document Management System (Current)

Description: Develop a document management system that will keep track of reports, photos, correspondence, etc. and be able to relate documents to parts of the EMD where appropriate. This project will also entail developing a similar system for the Drinking Water and Groundwater Bureau but they will have their own filter and documents will relate to their public water supply database where applicable.

Start/End Dates: 11/01/2007 thru

Lead Person: SOULE, DEBORAH

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: WATERSHED DATA MANAGEMENT (Current)

Activity: Document Management System (Current)

Deliverable: Implement document library.

Description: END DATE EXTENDED FROM 09/30/10 - Find the resources to get the library forms built, test them, pilot data entry with the staff, develop data entry business rules, and roll out library to public once a sufficient amount of records are available. Project taken over by DoIT in fall of 2010.

Project taken over by DoIT in 11/2010.

Start/End Dates: 07/01/2009 thru 09/30/2012 Qty/Unit: 1 Data Management Systems

Lead Person: SOULE, DEBORAH

Activity: GIS development. (Current)

Description: Creating and maintaining coverages, applications, metadata, etc. in support of bureau activities.

Start/End Dates: 12/01/2000 thru

Lead Person: SVENDSEN, KRISTEN

Deliverable: Develop and deliver training seminars for DES staff on GIS technologies

Description: An assessment will be made to determine what types of training will be most useful to staff and training sessions will be developed based on staff needs. Ideas for seminars include: Getting Started with GIS, Migration to ArcMap 10, Metadata Creation for GIS Data, and Working with Map Templates.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Seminars

Lead Person: SVENDSEN, KRISTEN

Deliverable: Distribution of DES GIS Tools for ESRI ArcMap10

Description: A GIS custom toolbar was created for ArcMap 9 to facilitate map generation by simplifying common GIS tasks. These tools will be updated for use in ArcMap 10.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Tools

Lead Person: SVENDSEN, KRISTEN

Deliverable: Metadata Generation

Description: Metadata for geospatial data will be created according to accepted protocols for GIS datasets developed and maintained by the Watershed Bureau.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 12 GIS Coverages

Lead Person: SVENDSEN, KRISTEN

Deliverable: Provide GIS support to Watershed Programs

Description: Provide support for a variety of staff GIS needs, including technical support with GIS software, map generation, geospatial data analysis, GIS file updates, and other GIS support as needed.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 100 Staff Assisted

Lead Person: SVENDSEN, KRISTEN

Deliverable: Update map templates for ESRI ArcMap 10

Description: Map templates were created and sanctioned by the GIS OneStop Committee for use with ArcMap 9. These templates and the associated instructions will be updated for use in ArcMap 10.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Files

Lead Person: SVENDSEN, KRISTEN

Activity: Gulf of Maine Ocean Data Partnership (GoMODP) (Current)

Description: NHDES is a partner in this partnership and is a member of the executive committee. This activity includes participating in partnership, technical, and executive committee meetings to create a centralized portal for Gulf of Maine data. Also, it includes the development of protocols to share NHDES estuary and ocean data with the partnership using agreed upon protocols.

Start/End Dates: 07/08/2004 thru

Lead Person: SOULE, DEBORAH

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: WATERSHED DATA MANAGEMENT (Current)

Activity: Gulf of Maine Ocean Data Partnership (GoMODP) (Current)**Deliverable: 2009 ODP Collaborative Grant - Develop web application to discover geospatial data.**

Description: END DATE EXTENDED FROM 12/31/2011, 03/31/2011. Goal 4 - Participate in web application testing and review.

Start/End Dates: 01/01/2011 thru 06/30/2012 Qty/Unit: 1 Web Sites

Lead Person: SOULE, DEBORAH

Deliverable: 2009 ODP Collaborative Grant - Final project documents.

Description: END DATE EXTENDED FROM 12/31/2011, 06/30/2011. Goal 6 - Participate in project wrap calls and activities such as project cookbooks.

Start/End Dates: 04/01/2011 thru 06/30/2012 Qty/Unit: 1 Documents

Lead Person: SOULE, DEBORAH

Activity: IT Project Prioritization Project (Current)

Description: Assist with developing a process to prioritize IT projects based upon set criteria, available IT resources, and other aspects.

Start/End Dates: 09/01/2010 thru

Lead Person: SOULE, DEBORAH

Deliverable: Assist with development and implementation of the process.

Description: Attend planning/development, kaizens, and other related meetings. Develop policies and procedures in conjunction with other staff on how process is expected to work. Act as task lead for developing an IT idea project tracking system. Act as implementation manager and task lead for several items in task 3 implementation plan.

Start/End Dates: 09/01/2010 thru 12/31/2012 Qty/Unit: 1 Processes

Lead Person: SOULE, DEBORAH

Activity: Program Administration (Current)

Description: This entails work done to manage grants, budgets and workplans relating to data management. Also include personnel management.

Start/End Dates: 08/08/2006 thru

Lead Person: SOULE, DEBORAH

Deliverable: General administration of grant, budgets, workplans, personnel etc. for Data Management

Description: This entails general administration of grants, budgets and workplans for Data Management. It also includes personnel reviews and other related administrative tasks to run a program.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Programs

Lead Person: SOULE, DEBORAH

Activity: Technical Assistance (Current)

Description: This activity includes work such as: software training and technical assistance (except for the EMD), routine updates to databases (such as the Contacts DB), software/hardware purchasing, interfacing with OIT on data management issues, special IT projects such as FTP development and web pilot projects, computer inventories, and other similar non-program specific work.

Start/End Dates: 08/08/2006 thru

Lead Person: SOULE, DEBORAH

Deliverable: Contacts Database Updates Additions and Maintenance

Description: Data management activities, Updating data, Keeping data current, data output,

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 6 Updates

Lead Person: LIVINGSTON, ROBERT

Deliverable: General database updates, hardware/software purchases, tech assistance etc.

Description: This deliverable lumps together all the non EMD specific data management activities performed by data management staff. This includes technical assistance, training (including GIS), hardware/software purchases, updating computer inventories, working with OIT for FTP access, etc.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Activities

Lead Person: SOULE, DEBORAH

Activity: Watershed Assistance Grants and GRTS database (Current)

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: WATERSHED DATA MANAGEMENT (Current)

Activity: Watershed Assistance Grants and GRTS database (Current)

Description: Grants in the database include 319 Base, 319 Incremental, 604(b), REPP, and possibly others.
GRTS is EPAs database that DES is required to populate with grant project information.

Start/End Dates: 06/01/2001 thru

Lead Person: MARCOUX, JEFFREY

Deliverable: Grant Projects Entered into GRTS

Description: 2012 PPA Priority 94. Work with grantees and project managers to obtain modelling results and/or other data necessary to quantify pollutant loads and load reductions resulting from projects. Enter all 319 Incremental and Base dollars and mandatory data elements into GRTS on an ongoing basis and verify final data for use by EPA on or before February 15th.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 100 Percent

Lead Person: MARCOUX, JEFFREY

Deliverable: Maintain Database

Description: 2012 PPA Priority 90. "Continue to use the Nonpoint Source Program and Grants Guidelines for States and Territories to identify eligible activities, program priorities and reporting requirements. "
Maintain and Update WAS grants database (identify and store data for reporting requirements).

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 100 Percent

Lead Person: MARCOUX, JEFFREY

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: WATERSHED INVESTIGATIONS (Current)

Description: Investigations in watersheds using bacterial and chemical sampling along with various pollution source identification techniques to find and eliminate pollution sources.

Start/End Dates: 10/01/1999 thru PAUs: 03 04 02

Funding: State General State Fees Federal EPA Federal Other Grants **Activity: Coastal pollution identification surveys (Current)**

Description: Field investigations to identify pollution sources at final discharge points in specific watersheds

Start/End Dates: 10/01/2001 thru

Lead Person: LIVINGSTON, ROBERT

Deliverable: Provide Assistance to Local entities to Create and Train their own Illicit discharge Investigations

Description: Create and provide a process to help local entities train personel and create an ongoing local program to find, monitor and remove illicit discharges.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Towns

Lead Person: LIVINGSTON, ROBERT

Activity: Complaint Investigations (Current)

Description: Field and office investigations of Nonpoint source pollution complaints State wide, including shellfish program followup investigations

Start/End Dates: 10/01/2001 thru

Lead Person: LIVINGSTON, ROBERT

Deliverable: New Complaints investigated

Description: Snow dumping and miscellaneous NPS complaints are occasionally investigated by Watershed Assistance Section staff. Activities will be reported on the Water Quality Section complaint database and/or referred to the appropriate DES enforcement personnel.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 12 Complaints

Lead Person: LIVINGSTON, ROBERT

Deliverable: Shellfish program followup investigations

Description: The Shellfish program finds bacterial WQ violations in shellfish waters, they forward the WQ violation for investigation to find the source of pollution, Watershed surveys and sampling are conducted to find the source along with working with municiple officials to track down and eliminate the sources.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Complaints

Lead Person: LIVINGSTON, ROBERT

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: WATERSHED MANAGEMENT ADMINISTRATION (Current)

Description: Watershed Management Bureau activities that are not specific to a particular program.

Start/End Dates: 05/09/2001 thru PAUS: 03 04 02

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Gulf of Maine Council Working Group Participation (Current)

Description: General activities associated with DES representation on the Gulf of Maine Council Working Group, including meeting participation, coordination with Council staff, budget administration

Start/End Dates: 06/01/2001 thru

Lead Person: DIERS, THEODORE

Deliverable: Attend Working group and other Gulf of Maine council meeting

Description: Attend working group and other Gulf of Maine Council events.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Meetings

Lead Person: COUTURE, STEVEN

Activity: Legislation and Rules (Current)

Description: Work on legislation and rules that is not program-specific or includes multiple programs

Start/End Dates: 08/01/2008 thru

Lead Person: DIERS, THEODORE

Deliverable: Salt Applicator Certification legislation

Description: In the 2010 session, the legislature referred HB 1676, requiring certification for private salt applicators, for interim study. The sponsor, Rep. Margaret Crisler, plans on resubmitting the bill in 2011 if reelected. Provide technical support and legislative testimony on the salt certification bill.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Testimonies

Lead Person: WILLIAMS, ERIC

Deliverable: Water quality related legislation

Description: Track and provide comments to water quality related legislation in the 2012 session. Provide comments on testimony to Water Division director and commissioner.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Testimonies

Lead Person: DIERS, THEODORE

Activity: Measures Tracking and Reporting System (MTRS) (Current)

Description: This activity oversees the development and utilization of the MTRS for the Water Division. Includes assistance in developing annual work plans, reports and troubleshooting problems

Start/End Dates: 05/01/2001 thru

Lead Person: WASKIN, WENDY

Deliverable: Provide Technical Assistance to WD Users

Description: Function as the Database Administrator for the Division. Populate tables, troubleshoot, provide training

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 20 Assistances Provided

Lead Person: WASKIN, WENDY

Activity: NERACOOS Participation (Current)

Description: Staff activities related to participation in boards, committees, etc. in support of the Northeast Regional Association of Coastal and Ocean Observing Systems (NERACOOS)

Start/End Dates: 08/01/2008 thru

Lead Person: DIERS, THEODORE

Deliverable: Attend NERACOOS meetings

Description: Participate in NERACOOS meetings to help guide future activities.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Meetings

Lead Person: DIERS, THEODORE

Activity:

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: WATERSHED MANAGEMENT ADMINISTRATION (Current)

Activity: Professional Development (Current)

Description: Staff are encouraged to present papers at professional meetings, to participate in Certified Public Manager and Certified Public Supervisor training, and to pursue degrees and courses relevant to their work.

Start/End Dates: 10/01/2001 thru

Lead Person: DIERS, THEODORE

Deliverable: Professional development goals

Description: In all employee evaluations for 2012, professional development goals will be identified.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 20 Evaluations

Lead Person: DIERS, THEODORE

Activity: Program Administration (Current)

Description: Administrative and organizational tasks that are not program-specific.

Start/End Dates: 06/01/2001 thru

Lead Person: DIERS, THEODORE

Deliverable: Budgets and financials

Description: Track and provide accurate financial reporting and status to Water Division Director as needed.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 3 Budgets

Lead Person: DIERS, THEODORE

Deliverable: Bureau Meetings

Description: Conduct bureau meetings on a quarterly basis

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Meetings

Lead Person: DIERS, THEODORE

Deliverable: Section Staff Meetings

Description: Track number of section meetings held each quarter.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 50 Meetings

Lead Person: MARCOUX, JEFFREY

Activity: Technical Assistance (Current)

Description: Bureau-wide technical assistance, education, and outreach that is not program-specific.

Start/End Dates: 10/01/2001 thru

Lead Person: MCMILLAN, BARBARA

Deliverable: Respond to Inquiries

Description: Respond to inquiries relating to Water Quality issues

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Responses

Lead Person: MCMILLAN, BARBARA

Activity: Technical Training Staff (Current)

Description: Activities related to training staff -- ON HOLD FOR 2012

Start/End Dates: 08/01/2006 thru

Lead Person: Vacant

Activity: Time Allocation (Current)

Description: Activities related to the tracking and reporting of time spent on specific outputs in the work plan.

Start/End Dates: 10/01/2002 thru

Lead Person: WASKIN, WENDY

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: WATERSHED MANAGEMENT ADMINISTRATION (Current)

Activity: Time Allocation (Current)

Deliverable: Run quarterly reports, add site codes

Description: Run time allocation reports to track time spent on various programs. Add site codes upon request. Provide all staff reports to Eric

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Reports, Final

Lead Person: WASKIN, WENDY

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: WATERSHED PROTECTION (Current)

Description: Technical and financial assistance to individuals, municipalities, and organizations to prevent pollution in waterbodies and keep them from becoming impaired.

Start/End Dates: 10/01/1999 thru PAUs: 03 04 02

Funding: State General State Fees Federal EPA Federal Other Grants **Activity: 319 Base Grant Best Management Practice follow-up and tracking (Current)**

Description: Complete office and field work associated with tracking and reporting on the post implementation phases of BMPs constructed through projects funded by the Watershed Assistance Section's 319 "Base" Grants.

Start/End Dates: 07/01/2009 thru

Lead Person: MARCOUX, JEFFREY

Deliverable: BMP tracking data activities

Description: 2012 PPA Priority 93 and 94 (as related to tracking performance and reporting results of 319 grant projects). Complete file updates, file/report research, grantee follow up contact, and BMP tracking database maintenance as related to BMP tracking work.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 100 Percent

Lead Person: MARCOUX, JEFFREY

Deliverable: BMP tracking site visits

Description: 2012 PPA Priority 93 and 94 (as related to tracking performance and reporting results of 319 grant projects). Travel to completed BMP implementation sites and complete site inspections and data collection to be used in the post implementation tracking of constructed BMPs

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 15 Site Visits

Lead Person: MARCOUX, JEFFREY

Activity: 319 Grant program administration (Current)

Description: Award 319 grants for nonpoint source local initiatives projects. Continue to manage active grant projects from prior years. Track progress of projects through the Watershed Assistance Grants Database.

Start/End Dates: 10/01/2001 thru

Lead Person: WILLIAMS, ERIC

Deliverable: Accounting Review

Description: Review and reconcile expense reports for account 7602A. Quarterly then monthly for last quarter of SFY

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 6 Reviews

Lead Person: WASKIN, WENDY

Deliverable: Award Grants

Description: 2012 PPA Priority 90. Proposals for new projects received in November. Proposals evaluated and funding decisions made in January. Contracts drafted and awarded in spring.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Grants

Lead Person: MARCOUX, JEFFREY

Deliverable: B-09-CT-02 Phase II Assessment of Ammonoosuc River & Floodplain Conservation

Description: Serve as DES Section 319 Project Manager for the Ammonoosuc FEH study and geomorphic analysis project. Process invoices, payment requests, attend meetings, review documents, and respond to requests for technical assistance.

Start/End Dates: 06/03/2009 thru 12/31/2011 Qty/Unit: 1 Assessments

Lead Person: LANDRY, STEPHEN

Deliverable: B-10-M-03 Implementation of the Newfound Lake Watershed Mgt Plan Phase I

Description: Oversee implementation of the Newfound Lake Watershed Management Plan - Phase I. Participate in the steering committee and direct efforts to designate Newfound Lake as a High Quality Water of Special Significance

Start/End Dates: 05/26/2010 thru 12/31/2012 Qty/Unit: 1 Reports, Final

Lead Person: LANDRY, STEPHEN

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: WATERSHED PROTECTION (Current)

Activity: 319 Grant program administration (Current)**Deliverable: B-11-S-01 OSS�PEE WATERSHED PLAN - PHASE 1 ALTERNATIVES ANALYSIS**

Description: GIVEN THE LARGE SIZE OF THIS WATERSHED, AND THE MULTIPLE TYPES AND LOCATIONS OF NON-POINT SOURCE POLLUTION, THIS STUDY WILL FOCUS ON MORE CLEARLY UNDERSTANDING POTENTIAL POLLUTION SOURCES AND SETTING PRIORITIES FOR ACTION. IN 2011, GMCG WILL ANALYZE WATER QUALITY DATA AND LOADING MODEL NEEDS BY SUB-WATERSHED AND DEVELOP A WATERSHED MANAGEMENT PRIORITIES PLAN FOR THE OSS�PEE WATERSHED. THE OUTCOME WILL PROVIDE LOCAL PLANNERS AND ALL STAKEHOLDERS WITH A PRIORITY-BASED, COORDINATED APPROACH AND PREFERRED SEQUENCE WITH WHICH TO DEVELOP A FULL WATERSHED MANAGEMENT PLAN THAT WILL LEAD TO PROTECTION OF THE RESOURCE.

Start/End Dates: 10/01/2011 thru 12/31/2012 Qty/Unit: 19 Tasks

Lead Person: MARCOUX, JEFFREY

Deliverable: Close out base 319 projects/contracts

Description: 2012 PPA Priority 90 and 94 (as related to reporting requirements and GRTS entry)
Track the grant expiration dates for each Base grant, notifying grantees four months in advance that their grant agreements are due to expire. Properly close out expired grants by making sure that all deliverables have been submitted, including proper match documentation and electronic copies of all deliverables, and that the grants database is updated. Forward particularly outstanding products to Barb for potential development as web site success stories. Catalog final reports in hard copy and in electronic.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Contracts

Lead Person: MARCOUX, JEFFREY

Deliverable: Create annual 319 Report

Description: 2010 PPA Priority #138. Utilizing information from grants database, success stories, investigations and other sources, reports will be created for submittal to EPA and grant recipients as well as availability to the public.

Start/End Dates: 10/01/2011 thru 03/31/2012 Qty/Unit: 1 Reports, Final

Lead Person: WASKIN, WENDY

Deliverable: Issue RFP

Description: FY12 P&C #86. Request for proposals issued late summer. Proposals received November. Proposals evaluated and funding decisions made in January. Contracts drafted and awarded in spring.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 RFPs (Requests for Proposals)

Lead Person: WILLIAMS, ERIC

Deliverable: Manage Section 319 Base Grants for HQWs in Merrimack Watershed

Description: Provide technical and administrative support for grant recipients in the Merrimack Watershed that receive HQW funding through Section 319. The Lakes Region Planning Commission received funding to develop a watershed-based management plan for the Center Harbor subwatershed by 2014.

Start/End Dates: 10/01/2010 thru 12/31/2014 Qty/Unit: 1 Plans

Lead Person: LANDRY, STEPHEN

Deliverable: Provide Outreach and Educaiton Assistance to 319 Base and Restoration Grantees

Description: Respond to 319 Base and Restoration Grantees for assistance with Outreach and Education components of their projects through meetings, phone calls, e-mails, products, networking etc.

Start/End Dates: 10/01/2007 thru Qty/Unit:

Lead Person: MCMILLAN, BARBARA

Activity: 319 grant assistance (Current)

Description: Provide assistance to grantees conducting watershed surveys, sampling, photo documentation, fish shocking and BMP monitoring

Start/End Dates: 10/01/2009 thru

Lead Person: LIVINGSTON, ROBERT

Deliverable: Provide assistance to grantees conducting watershed surveys and monitoring

Description: Conducting surveys, sampling, photo documentation, Fish Shocking, BMP monitoring

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Surveys

Lead Person: LIVINGSTON, ROBERT

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: WATERSHED PROTECTION (Current)

Activity: Attend regional and national NPS meetings. (Current)

Description: Attend the annual NEIWPCC NPS meeting. Attend national NPS meetings as scheduled, typically every other year.

Start/End Dates: 10/01/2010 thru

Lead Person: WILLIAMS, ERIC

Deliverable: Attend Annual NEIWPCC NPS Meeting

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Meetings

Lead Person: WILLIAMS, ERIC

Deliverable: Attend national EPA/State NPS meeting.

Description: This meeting is not scheduled on a regular basis, but typically occurs every other year. EPA requires attendance at this meeting.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Meetings

Lead Person: WILLIAMS, ERIC

Activity: Coastal Watershed Protection Plans (Current)

Description: Encourage and assist NGOs, municipalities and regional planning commissions to develop and implement watershed protection plans

Start/End Dates: 10/01/2007 thru

Lead Person: SOULE, SALLY

Deliverable: B-10-C-01 Implement the Salmon Falls Headwaters Plan - Phase I

Description: DES will work with the AWWA to implement BMPs recommended in the plan for 5 high quality water lakes including: Lovell Lake, Horn Pond, Great East Lake and Lake Ivanhoe. The plan will also include Wilson Lake, which is located in Maine and will be assisted by Maine DEP.

Start/End Dates: 01/01/2010 thru 12/31/2012 Qty/Unit: 30 BMPs (Best Management Practices)

Lead Person: SOULE, SALLY

Deliverable: B-11-C-04: Implement the Middle Exeter Geomorphic Assessment -- Rowell Road Improvments

Description: Stabilize river bank (buffer planting, bank amendments, public access stabilization), address stormwater management needs & control runoff, provide outreach to local residents. Improve geomorphic & habitat conditions in an identified high quality reach.

Start/End Dates: 05/30/2011 thru 12/31/2013 Qty/Unit: 5 BMPs (Best Management Practices)

Lead Person: SOULE, SALLY

Activity: Participate on the NRCS State Technical Committee (Current)

Description: The State Technical Committee is a statutory committee directed by the NRCS State Conseravtionist and is intended to provide input for federal natural resource cost-share programs. Meetings are held at the call of the State Conservationist

Start/End Dates: 10/01/2001 thru

Lead Person: WILLIAMS, ERIC

Deliverable: Attend State Technical Committee Meetings

Description: 2009 PPA Priority #90. The primary decision making charge of the committee is to determine EQIP funding allocations. This information will be passed on to relevant DES staff. State Technical Committee meetings are held at the call of the state NRCS director on an as needed basis.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Meetings

Lead Person: WILLIAMS, ERIC

Activity: Provide Guidance and Technical Assistance on Stormwater and BMPs (Current)

Description: The Watershed Assistance section will provide guidance and technical assistance to other DES programs, organizations outside of DES, municipalities, and the general public as requested related to stormwater and BMPs. Examples include assistance to to the Water Quality Section, the Alteration of Terrain Program, municipalities, and the regulated community on stormwater BMPs for projects involving impaired waters or outstanding resource waters to achieve required pollutant loads to comply with the NH Antidegradation Provisions (Env-Wq 1708). Additional assistance may include outreach and training on DES stormwater guidance and loading models, and general stormwater education, including presentations to municipal staff or workshops.

Start/End Dates: 10/01/2004 thru

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: WATERSHED PROTECTION (Current)

Activity: Provide Guidance and Technical Assistance on Stormwater and BMPs (Current)

Lead Person: MCCARTHY, JILLIAN

Deliverable: Provide DES Guidance and Technical Assistance on Stormwater BMPs

Description: Provide recommendations to DES related programs and projects, including the Water Quality Section and the Alteration of Terrain Program, on stormwater BMPs for projects to achieve required pollutant loads.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Recommendations/Suggestions

Lead Person: MCCARTHY, JILLIAN

Deliverable: Provide External Outreach and Technical Assistance and Stormwater

Description: Provide recommendations and guidance to organizations outside of DES, municipalities, and the general public on stormwater and stormwater management.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Recommendations/Suggestions

Lead Person: MCCARTHY, JILLIAN

Deliverable: Stormwater Homeowner Guide and Residential Loading Model Training/Outreach

Description: Provide outreach on the New Hampshire Homeowner's Guide to Stormwater Management and training on using the New Hampshire Residential Loading Model. Solicit and respond to interest in training. Work with internal DES programs and organizations outside of DES to make others aware of the availability of these tools and to increase their use.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Outreach Activities

Lead Person: MCCARTHY, JILLIAN

Activity: Quality Assurance 319 Base Program (Current)

Description: All 319 projects using or generating environmental data must develop a quality assurance project plan (QAPP) or a site specific project plan (SSPP), depending on the project type. All QA documents must be reviewed, managed, and tracked in accordance with the DES Quality Assurance Program and the federal requirements for section 319 funds.

Start/End Dates: 10/01/2010 thru

Lead Person: MCCARTHY, JILLIAN

Deliverable: Complete Base Annual Quality Assurance System Self-Audit

Description: Complete audit form and memo

Start/End Dates: 01/01/2012 thru 03/31/2012 Qty/Unit: 1 Self-Assessments

Lead Person: MCCARTHY, JILLIAN

Deliverable: Provide QAPP guidance and oversight

Description: Oversee QAPP preparation and approval for grant projects that will involve collecting environmental data. Provide QAPP-writing support for grantees, review QAPP drafts, and submit drafts to EPA for approval. Deliverable is a QAPP draft to EPA. There is no set number of projects that will require a QAPP, the number could be zero in any given year.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 QAPPs (Quality Assurance Program Plan)

Lead Person: MCCARTHY, JILLIAN

Activity: Stormwater Coordination (Current)

Description: The Stormwater Coordinator acts as a liaison between DES programs as well as between DES, EPA, and other non-governmental organizations to provide better communication pathways and to allow for greater collaboration on stormwater-related activities and projects. The Stormwater Coordinator provides technical assistance and outreach to state, federal, and local governments, and other organizations including the general public on stormwater-related activities and projects.

Start/End Dates: 10/01/2008 thru

Lead Person: MCCARTHY, JILLIAN

Deliverable: Coordinate Stormwater Activities

Description: Develop and maintain communication pathways and mechanisms for internal and external stormwater related programs, projects, and staff to coordinate activities, staff effort, and expertise within the Water Division and outside partners.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Tools

Lead Person: MCCARTHY, JILLIAN

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: WATERSHED PROTECTION (Current)

Activity: Stormwater Coordination (Current)

Deliverable: Stormwater Utility Outreach

Description: END DATE EXTENDED FROM OLD DATE: Determine the outreach needs of municipal governments on the formation and operation of stormwater utilities as enabled by HB 1581 - Will be using final reports from the grant projects.

Start/End Dates: 10/01/2010 thru 09/30/2012 Qty/Unit: 1 Plans

Lead Person: MCMILLAN, BARBARA

Activity: Stormwater Utility Feasibility Studies and Implementation (Current)

Description: Work with municipalities to conduct stormwater utility feasibility studies and implementation of stormwater utilities

Start/End Dates: 07/01/2009 thru

Lead Person: MCMILLAN, BARBARA

Deliverable: Execute grant agreement with Dover to complete stormwater feasibility study

Description: Manage 319 grant project for Dover stormwater feasibility study

Start/End Dates: 07/01/2009 thru 12/30/2012 Qty/Unit: 1 Studies

Lead Person: MCMILLAN, BARBARA

Deliverable: Execute grant agreement with Nashua to complete stormwater feasibility study

Description: Manage 319 grant project for Nashua stormwater feasibility study

Start/End Dates: 07/01/2009 thru 12/30/2012 Qty/Unit: 1 Studies

Lead Person: MCCARTHY, JILLIAN

Deliverable: Execute grant agreement with Portsmouth to complete stormwater feasibility study

Description: Manage 319 grant project for Dover stormwater feasibility study

Start/End Dates: 12/31/2009 thru 09/30/2012 Qty/Unit: 1 Studies

Lead Person: MCMILLAN, BARBARA

Deliverable: Provide Technical Assistance to Manchester stormwater utility feasibility study

Description: Work with the city of Manchester to manage 319 grant funding project to assist with outreach and education and for implementing a stormwater utility and trouble shooting complaints once utility is implemented

Start/End Dates: 07/01/2009 thru 12/30/2012 Qty/Unit: 6 Assistances Provided

Lead Person: MCCARTHY, JILLIAN

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: WATERSHED RESTORATION (Current)

Description: Technical and financial assistance to individuals, municipalities, and organizations to address impaired water bodies such that they meet water quality standards and support designated uses.

Start/End Dates: 10/01/1999 thru PAUs: 03 04 02

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: 319 Restoration Grant Best Management Practice follow up and tracking (Current)

Description: Complete office and field work associated with tracking and reporting on the post implementation phases of BMPs funded through the Watershed Assistance Section's 319 "Restoration" grants.

Start/End Dates: 07/01/2009 thru

Lead Person: MARCOUX, JEFFREY

Deliverable: BMP tracking data activities (Restoration)

Description: 2012 EPA Priority 93, 94, and 97 as related to tracking performance and reporting 319 project implementations of structural and non-structural BMPs and watershed projects that continue or enhance successful water quality restorations. Complete file updates, file/report research, grantee follow up contacts, and BMP tracking database maintenance as related to BMP tracking work.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 100 Percent

Lead Person: MARCOUX, JEFFREY

Deliverable: BMP tracking site visits (Restoration)

Description: 2012 EPA Priority 93, 94, and 97 as related to tracking performance and reporting of 319 project implemetations of structural and non-structural BMPs and watershed projects that continue or enhance successful water quality restorations. Travel to completed BMP implementation sites and complete site inspections and data collection to be used in the post implementation phase of tracking constructed BMPs.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 15 Site Visits

Lead Person: MARCOUX, JEFFREY

Activity: 319 grant assistance (Current)

Description: Provide assistance to grantess conducting watershed surveys and monitoring

Start/End Dates: 10/01/2010 thru

Lead Person: LIVINGSTON, ROBERT

Activity: Develop Coastal Watershed Restoration Plans (Current)

Description: Encourage and assist NGOs, municipalities and regional planning commissions to develop watershed restoration plans for impaired waters using the EPA watershed-based plans key elements. MAY NOT HAVE A DELIVERABLE EACH YEAR.

Start/End Dates: 10/01/2006 thru

Lead Person: SOULE, SALLY

Activity: Develop Merrimack Watershed Restoration Plans (Current)

Description: The Merrimack Watershed Supervisor works closely with stakeholder groups, watershed associations, municipalities and NGO's to conceptualize, scope out and draft watershed managment plan project proposals for possible 319 funding. Guidance is provided throughout the planning and implementation process to ensure success.

Start/End Dates: 01/01/2005 thru

Lead Person: LANDRY, STEPHEN

Activity: Implement Coastal Watershed Restoration Plans (Current)

Description: Two comprehensive watershed-based restoration plans have been completed in the coastal watershed in accordance with the EPA watershed-based plans elements. DES will assist with the implementation of the plan actions through cost-share grants and technical assistance.

Start/End Dates: 10/01/2006 thru

Lead Person: SOULE, SALLY

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: WATERSHED RESTORATION (Current)

Activity: Implement Coastal Watershed Restoration Plans (Current)**Deliverable: Provide Technical Assistance to ESRLAC for Implementation of Exeter River Plan**

Description: Review plan recommendations and implementation status annually, identify potential implementation projects including potential partners and funding sources. Assist ESRLAC in developing project proposals. Track plan implementation status using WAS watershed plan tracking form.

Start/End Dates: 09/30/2011 thru 09/30/2012 Qty/Unit: 3 Meetings

Lead Person: SOULE, SALLY

Deliverable: R-05-C-14 Pet Waste Outreach - Reducing Pet Waste in Seacoast Towns

Description: Reduce bacteria loading from "hot spot" areas identified in previous MST study; conduct outreach activities.

Start/End Dates: 09/30/2010 thru 12/31/2011 Qty/Unit: 2 Materials

Lead Person: SOULE, SALLY

Deliverable: R-06-C-09 Exeter River Great Dam Feasibility Study

Description: This project implements recommendations in the Exeter River geomorphic assessment. Project #:

Start/End Dates: 10/01/2010 thru 09/30/2012 Qty/Unit: 1 Reports, Final

Lead Person: SOULE, SALLY

Deliverable: R-09-C-04 Implement the Watershed Restoration Plan for Hodgson Brook -- Coakely Road BMPs

Description: In 2004, the Hodgson Brook LAC produced the Watershed Restoration Plan for Hodgson Brook along with Monitoring and Implementation plans. DES is assisting with the implementation through cost-share grants and technical assistance. END DATE EXTENDED FROM 9/30/2009

Start/End Dates: 07/01/2009 thru 12/30/2011 Qty/Unit: 5 BMPs (Best Management Practices)

Lead Person: SOULE, SALLY

Deliverable: R-09-C-05 Implement the Cocheco River Watershed Plan -- Phase I Willow Brook

Description: In 2006, the Cocheco River Watershed Coalition produced the Watershed Restoration Plan for the Cocheco River. DES will assist with the implementation of the plan actions through cost-share grants and technical assistance. END DATE EXTENDED TO 09/30/2011

Start/End Dates: 10/01/2009 thru 12/30/2011 Qty/Unit: 9 BMPs (Best Management Practices)

Lead Person: SOULE, SALLY

Deliverable: R-11-C-02 Implement the Berry Brook Watershed Restoration Plan - Phase 2

Description: Work with the city of Dover to implement recommendations in the plan including BMPs, neighborhood outreach, and other stormwater management programs.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 BMPs (Best Management Practices)

Lead Person: SOULE, SALLY

Deliverable: R-11-C-04 Implement Cocheco River Watershed Plan - Phase II Willow Brook

Description: Design and implement BMPs to reduce pollutant loading, stormwater volume & EIC in the Willow Brook watershed. Track EIC & pollutant load reductions. Conduct outreach to neighborhood residents. Partner with Rochester DPW, UNHSC, and Habitat for Humanity.

Start/End Dates: 05/30/2011 thru 12/30/2013 Qty/Unit: 3 BMPs (Best Management Practices)

Lead Person: SOULE, SALLY

Activity: Implement Connecticut River Watershed Restoration Plans (Current)

Description: Includes work associated with implementation of restoration plans in the Connecticut River Watershed.

Start/End Dates: 10/01/2007 thru

Lead Person: WILLIAMS, ERIC

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: WATERSHED RESTORATION (Current)

Activity: Implement Connecticut River Watershed Restoration Plans (Current)**Deliverable: R-10-CT-08 - Nash Stream Watershed Restoration Plan Implementation: Phase II**

Description: Trout Unlimited will restore 3 perennial stream crossings and 3 miles of mainstem channel on Nash Stream that have been impaired by human modification. The goal is to restore fish migration and geomorphic integrity to Nash Stream and tributaries.

Start/End Dates: 01/01/2010 thru 12/31/2013 Qty/Unit: 4 Restorations

Lead Person: LANDRY, STEPHEN

Activity: Implement Merrimack River Watershed Restoration Plans (Current)

Description: Includes work associated with implementation of restoration plans in the Merrimack River Watershed.

Start/End Dates: 10/01/2007 thru

Lead Person: LANDRY, STEPHEN

Deliverable: R-08-M-04 - Implement Pennichuck Phase I Restoration Plan for Tinker Road

Description: CEI and Pennichuck Corporation are implementing Phase I BMPs at the Tinker Road priority site within the Pennichuck Brook watershed.

Start/End Dates: 01/01/2008 thru 12/31/2011 Qty/Unit: 1 Restorations

Lead Person: LANDRY, STEPHEN

Deliverable: R-10-M-02 - Implement Milford Dam Removal Feasibility Studies

Description: The Town of Milford and a variety of project partners are completing dam removal feasibility studies for the Goldman and McLane dams that each have impaired impoundments on the Souhegan River.

Start/End Dates: 01/01/2010 thru 12/31/2012 Qty/Unit: 1 Studies

Lead Person: LANDRY, STEPHEN

Deliverable: R-10-M-06 - Implement the Furnace Brook Watershed Restoration Plan - Phase 1

Description: Based upon the TMDL and watershed restoration plan created by FB Environmental for Furnace Brook, this Phase 1 implementation project will focus upon implementation of stormwater BMPs and the development of a septic system management plan for the bacteria impaired watershed.

Start/End Dates: 01/01/2010 thru 12/31/2012 Qty/Unit: 1 Restorations

Lead Person: LANDRY, STEPHEN

Deliverable: R-11-M-01 - Implement McQuesten Brook Watershed Restoration Plan Project

Description: The NH Rivers Council partnered with NH Fish & Game and received a Section 319 grant to develop a watershed restoration plan for McQuesten Brook in Manchester/Bedford, NH. The watershed restoration plan will incorporate pollutant load reduction models and geomorphology-based assessments.

Start/End Dates: 10/01/2010 thru 12/31/2013 Qty/Unit: 1 Plans

Lead Person: LANDRY, STEPHEN

Activity: Implement chloride TMDLs in 4 impaired watersheds in the I-93 corridor (Current)

Description: In 2007 DES completed draft chloride TMDLs in four watersheds in the I-93 corridor: Beaver Brook, Policy Brook, Dinsmore Brook, and the North Tributary to Canobie Lake. While we are awaiting EPA approval of the TMDLs, a Salt Reduction Work Group has been formed to develop implementation plans to bring the impaired waters into compliance with water quality standards.

Start/End Dates: 10/01/2008 thru 09/30/2016

Lead Person: WILLIAMS, ERIC

Deliverable: Award municipal grants

Description: Round 3 of the municipal grants will make \$800,000 available through DOT for salt reduction in the four corridor towns. Provide assistance to the four corridor towns (Derry, Londonderry, Salem, and Windham) to develop fundable grant applications. Proposals are due in June 2012 with the Steering Committee making funding decisions by 9/30/2012.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Grants

Lead Person: WILLIAMS, ERIC

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: WATERSHED RESTORATION (Current)

Activity: Implement chloride TMDLs in 4 impaired watersheds in the I-93 corridor (Current)**Deliverable: Coordinate Pre- and Post- Winter Meetings with State Police and DOT**

Description: The I-93 Executive Steering Committee, made up of the commissioners of Safety, Transportation, and Environmental Services, and senior agency staff, developed a joint mission statement and work plan regarding winter maintenance and highway safety. Regular meetings are held to review progress on the work plan and make changes as needed.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Meetings

Lead Person: WILLIAMS, ERIC

Activity: Local Restoration Grants (Current)

Description: Implement BMPs to restore impaired waterbodies.

Start/End Dates: 10/01/2001 thru

Lead Person: WILLIAMS, ERIC

Deliverable: Accounting Review

Description: Run reports and rectify with Accounting records. Quarterly and then monthly last quarter of SFY.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 6 Reviews

Lead Person: WASKIN, WENDY

Deliverable: Award 319 Restoration Grants

Description: 2012 PPA Priority 90. Award available grant funds to selected watershed restoration grants. RFPs are typically issued in the fall. Following selection of grant awards by the review team or the Watershed Assistance Supervisor, execute grant agreements with successful applicants.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 3 Contracts

Lead Person: MARCOUX, JEFFREY

Deliverable: Close out 319 incremental contracts

Description: 2012 PPA Priority 94 and 96 (for reporting and GRTS tracking) Track the grant expiration dates for each restoration grant, notifying grantees four months in advance that their grant agreements are due to expire. Properly close out expired grants by making sure that all deliverables have been submitted, including proper match documentation and electronic copies of all deliverables, and that the grants database is updated. Forward particularly outstanding products to Barb for potential development as web site success stories. Catalog final reports in hard copy and electronic form.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Contracts

Lead Person: MARCOUX, JEFFREY

Deliverable: R-11-M-03 Nutt Pond Watershed Restoration Project - Implementation Phase 2

Description: 2012 PPA priority 93 and 95. This project represents the second implementation phase of the completed Watershed Restoration Plan for the Nutt Pond Watershed. This phase of the project will continue to implement BMPs to further improve water quality.

Start/End Dates: 10/01/2011 thru 12/31/2013 Qty/Unit: 25 Tasks

Lead Person: MARCOUX, JEFFREY

Deliverable: Work with DES Water Quality Section to Document Restoration of Impaired Waters

Description: 2012 EPA PPA number 88, 89, 93 and 97 (for Success Stories on de-listings to EPA). Support DES Project Managers in their effort to ensure that 319 project information is related to DES Water Quality staff, and that the data provided is rigorous enough to justify removal of impaired waterbody segments. Use data to develop 319 restoration project Success Stories for submittal to EPA.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 2 Delistings

Lead Person: MARCOUX, JEFFREY

Activity: Participate in the Coastal Partnership to Restore New Hampshire's Estuaries (Current)

Description: The Partnership will undertake collaborative actions to assess current conditions and establish restoration targets and goals; develop strategic, science-based restoration priorities and action plans; make the case for restoration to decision-makers and the general public; share information, ideas, and lessons; foster peer review of restoration project designs; support efforts to seek funding to implement Partnership workplans and priority projects; identify, develop, and/or endorse specific restoration projects; implement and provide technical assistance to restoration projects; and track restoration projects and progress toward goals. The Partnership will

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: WATERSHED RESTORATION (Current)

Activity: Participate in the Coastal Partnership to Restore New Hampshire's Estuaries (Current)

convene at least once per year to share information, update progress, and provide input to Partnershi workplans and priorities.

Start/End Dates: 10/01/2007 thru

Lead Person: SOULE, SALLY

Deliverable: Participate in Partnership

Description: FY12 EPA P&C #87. Attend meetings, promote coordination, assist with projects & group functions

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 4 Meetings

Lead Person: SOULE, SALLY

Activity: Participate in the Salmon Falls Collaborative (Current)

Description:

Start/End Dates: 10/01/2011 thru

Lead Person: SOULE, SALLY

Activity: Quality Assurance 319 Restoration Program (Current)

Description: (formerly "Annual Quality Assurance System Program Self-Audit") All 319 projects using or generating environmental data must develop a quality assurance project plan (QAPP) or a site specific project plan (SSPP), depending on the project type. All QA documents must be reviewed, managed, and tracked in accordance with the DES Quality Assurance Program and the federal requirements for section 319 funds.

Start/End Dates: 11/01/2005 thru

Lead Person: MCCARTHY, JILLIAN

Deliverable: Provide QAPP guidance and oversight (restoration)

Description: Oversee QAPP preparation and approval for grant projects that will involve collecting environmental data. Provide QAPP-writing support for grantees, review QAPP drafts, and submit drafts to EPA for approval. Deliverable is a QAPP draft to EPA. There is no set number of projects that will require a QAPP, the number could be zero in any given year.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 QAPPs (Quality Assurance Program Plan)

Lead Person: MCCARTHY, JILLIAN

Activity: Section 319 Incremental Work Plan and Grant Application (Current)

Description: The incremental 319 funds are awarded outside of the PPG. A work plan and grant application must be submitted to EPA. The established funding cycle is to submit the grant application in the summer for a September award.

Start/End Dates: 10/01/2001 thru

Lead Person: WILLIAMS, ERIC

Deliverable: Prepare federal grant applications and amendments

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Applications, Grants

Lead Person: WASKIN, WENDY

Activity: State Revolving Fund -- Loans for Stormwater Infrastructure (Current)

Description: For the first time, the SRF program made stormwater projects eligible for loan funds. As part of the stimulus package, 7 applications totalling \$2 million were approved in 2009. This work plan item entails managing the projects through to approval of the loan agreements by G&C.

Start/End Dates: 10/01/2009 thru

Lead Person: WILLIAMS, ERIC

Deliverable: Technical Assistance Preconstruction, Contracts, Conctruction Monitoring, completion confirmation

Description: Attend project Preconstruction meetings, Bid openings and final bids, Contract signing, Onsite monitoring of construction, Change Order coordinantion of contract and completion confirmation

Start/End Dates: 10/01/2011 thru 12/31/2011 Qty/Unit: 6 Site Visits

Lead Person: LIVINGSTON, ROBERT

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: WATERSHED RESTORATION (Current)

Activity: State Revolving Fund -- Loans for Stormwater Infrastructure (Current)**Deliverable: Technical Assistance for NPS SRF Loan Applications**

Description: Make municipalities and watershed organizations aware that stormwater projects are now eligible for assistance through the SRF loan program. Provide technical assistance to the SRF program in reviewing and administering NPS SRF loan applications.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 5 Loans

Lead Person: WILLIAMS, ERIC

Activity: Stream & River Morphology Restoration Projects in Merrimack and Connecticut Basins (Current)

Description: Identify impaired or threatened reaches of streams and rivers and work with stakeholder groups to complete stream morphology data collection, generate designs and implement geomorphology based restoration projects at these sites in the Merrimack River basin.

Start/End Dates: 07/01/2003 thru

Lead Person: LANDRY, STEPHEN

Deliverable: Black Brook Restoration Project - GOMC Protocols Implementation

Description: This work continues from R-06-M-02 that included the removal of the Maxwell Pond Dam on Black Brook in Manchester and resulted in the restoration of fish passage and natural flow regimes through a previously impaired impoundment. GOMC protocols have been implemented in the project area to document baseline conditions pre-dam removal and to document post-dam removal stream evolution, biological, chemical, and physical responses to dam removal. Results will continue to monitor the positive impacts of this EPA Success Story on Black Brook and the aquatic and terrestrial communities within it.

Start/End Dates: 01/01/2011 thru 12/31/2014 Qty/Unit: 1 Restorations

Lead Person: LANDRY, STEPHEN

Deliverable: Manage Nash Stream Restoration Project

Description: 2007 PPA Priority 77. Trout Unlimited was awarded a 319 Restoration project for implementation of hydromodification restoration activities in the Nash Stream corridor. The project will restore several tributaries to non-impaired status.

Start/End Dates: 11/29/2006 thru 12/31/2011 Qty/Unit: 1 Reports, Final

Lead Person: LANDRY, STEPHEN

Deliverable: R-07-CT-01 Manage Lower Mohawk River Restoration Project with CRJC

Description: The CRJC was awarded a 319 Restoration grant to implement geomorphological-based restoration practices in the Lower Mohawk River and along the main stem of the CT River within the project area. These measures will restore a self maintaining channel and seek equilibrium within the system.

Start/End Dates: 10/01/2007 thru 12/31/2011 Qty/Unit: 1 Restorations

Lead Person: LANDRY, STEPHEN

Deliverable: R-07-M-06 Manage Baker River Design & Permitting Project - Warren, NH

Description: The Town of Warren was awarded a 319 Restoration grant to implement geomorphology-based restoration techniques along the Baker River between the Studio Road and Bixby Road Bridges. The scope of work will generate construction ready designs and permits.

Start/End Dates: 10/01/2010 thru 12/31/2012 Qty/Unit: 1 Permits Issued

Lead Person: LANDRY, STEPHEN

Deliverable: R-10-CT-08 Manage Nash Stream Restoration Project - Phase I Implementation

Description: Trout Unlimited received a 319 grant to continue the implementation of geomorphology-based restoration techniques throughout the Nash Stream watershed. This phase of work will focus upon addition replacements of culverts on tributaries and installation of large woody material.

Start/End Dates: 09/22/2010 thru 12/31/2012 Qty/Unit: 1 Restorations

Lead Person: LANDRY, STEPHEN

Div/Bur: WATER DIVISION WATERSHED MANAGEMENT

Program: WATERSHED RESTORATION (Current)

Activity: Stream & River Morphology Restoration Projects in Merrimack and Connecticut Basins (Current)

Deliverable: Suncook River - Infrastructure Protection, FEH, and Geophysical Assessment

Description: DES and DOS are the lead agencies on efforts to protect critical infrastructure (Route 4 and Black Hall Road Bridges/stream crossings) and public safety within the Suncook River corridor impacted by the 2006 avulsion in the Town of Epsom. DES management on this project involves direction of the design and permitting for grade control, geophysical surveys, and completion of FEH studies. Involvement will also extend to participation on the Staff, Community, and Working Teams managed by the CNHRPC.

Start/End Dates: 10/01/2011 thru 12/31/2014 Qty/Unit: 1 Restorations

Lead Person: LANDRY, STEPHEN

Div/Bur: WATER DIVISION WETLANDS

Program: SHORELAND PROTECTION PROGRAM (Current)

Description: The shoreland program has been incorporated into the Wetlands Bureau. The wetlands program now regulates activities in the Protected Shoreland as defined by RSA-483-B which includes a 250 ft. distance from the reference line (high water elevation) on all tidal and non-tidal rivers, streams, ponds and lakes. Bureau activities include compliance investigations and the evaluation of variance and waiver requests in addition to education and outreach activities.

Start/End Dates: 07/01/1994 thru PAUs: 03 02

Funding: State General State Fees Federal EPA Federal Other Grants **Activity: Enforcement (Current)**

Description:

Start/End Dates: 10/01/1999 thru

Lead Person: MAGOON, LINDA

Deliverable: Number of formal enforcement actions taken

Description: Formal enforcement actions include administrative orders, notice of proposed fines, administrative fines by consent, and referrals to the Department of Justice

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 10 Activities

Lead Person: MAGOON, LINDA

Deliverable: Number of new shoreland complaints received

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 20 Complaints

Lead Person: MAGOON, LINDA

Deliverable: Number of sites restored or returned to compliance under RSA 483-B

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 20 Sites

Lead Person: MAGOON, LINDA

Activity: Legislation and Rulemaking (Current)

Description:

Start/End Dates: 10/01/1999 thru

Lead Person: TILTON, MARY ANN

Activity: Outreach and Education (Current)

Description:

Start/End Dates: 10/01/1999 thru

Lead Person: AUBE, JASON

Activity: Permitting (Current)

Description:

Start/End Dates: 10/01/2004 thru

Lead Person: FORST, DARLENE

Deliverable: APPLICATIONS REVIEWED

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 800 Applications

Lead Person: FORST, DARLENE

Deliverable: PEN'S PROCESSED

Description:

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 500 Notifications

Lead Person: FORST, DARLENE

Div/Bur: WATER DIVISION WETLANDS

Program: WETLANDS PROGRAM (Current)

Description: The Wetlands Bureau regulates dredge, fill, and construction of structures in or adjacent to surface waters, wetlands, sand dunes, and in areas within 100 feet of the highest observable tideline. Bureau activities include permitting, outreach, and compliance in accordance with the authority of RSA 482-A. The Bureau has worked closely with the US Army Corps of Engineers, and since 1992 nearly all permits issued by the bureau have become Federal USC Title 33, Chapter 26, Section 1344 (CWA 404) permits under the Corps' NH State Programmatic General Permit.

Start/End Dates: 07/01/1967 thru PAUs: 03 05 00

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Data Management (Current)

Description:

Start/End Dates: 10/01/1999 thru

Lead Person: CRYSTALL, SANDRA

Deliverable: Wetlands Annual Report pursuant to RSA 482-A to legislature, EPA, and Wetlands Council

Description: For each year of the PPA, produce the Annual Wetland Status and Trends Report which will assess strengths and deficiencies in the base program, identify areas of new or increased emphasis, recent program changes, innovations, emerging issues and future program objectives, and permitting information.

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Reports, Final

Lead Person: CRYSTALL, SANDRA

Activity: Enforcement (Current)

Description:

Start/End Dates: 07/01/1986 thru

Lead Person: MAGOON, LINDA

Deliverable: Number of wetland complaints received

Description:

Start/End Dates: 10/01/2011 thru 12/31/2011 Qty/Unit: 25 Complaints

Lead Person: MAGOON, LINDA

Activity: FFY 09 EPA ARM Stream Crossing Wetlands Program Grant (Current)

Description:

Start/End Dates: 10/01/2009 thru

Lead Person: TILTON, MARY ANN

Activity: Mitigation and Restoration (Current)

Description:

Start/End Dates: 07/01/1992 thru

Lead Person: SOMMER, LORI

Activity: Outreach and Education (Current)

Description:

Start/End Dates: 09/01/2009 thru

Lead Person: CRYSTALL, SANDRA

Activity: Permitting Process Improvements (Current)

Description:

Start/End Dates: 07/01/1967 thru

Lead Person: ADAMS, COLLIS

Activity: Rulemaking (Current)

Description:

Start/End Dates: 07/01/1972 thru

Lead Person: TILTON, MARY ANN

Activity: Watershed Model for Enhancing Wetland Protection Grant (Current)

Div/Bur: WATER DIVISION WETLANDS

Program: WETLANDS PROGRAM (Current)

Activity: Watershed Model for Enhancing Wetland Protection Grant (Current)

Description: GIS Model Development, Mitigation reports, Secondary Impacts and Permit inspection programs, mitigation and secondary impacts

Start/End Dates: 11/01/2008 thru

Lead Person: TILTON, MARY ANN

Div/Bur: WATER DIVISION WETLANDS

Program: WETLANDS PROGRAM IMPROVEMENTS (2011 GRANTS) (Current)

Description: Implementation of several tasks under two EPA Wetland Program Improvement grants received in 2011 (remaining components of these grants are tracked under existing Watershed Management Bureau programs).

Start/End Dates: 10/01/2011 thru 12/20/2013 PAUs: 03 05 00

Funding: State General State Fees Federal EPA Federal Other Grants **Activity: 2205-01 Task 1 Wetlands WWQSSC Development (Current)**

Description: NHDES will establish a Wetlands Water Quality Standards Advisory Subcommittee (WWQSSC) to advise NHDES, under the existing Water Quality Standards Advisory Committee, that includes representatives from local, state, federal, and private business/environmental organizations. NHDES will consult with the WWQSSC on research, preparation, and review of the draft plan for developing NH water quality standards for wetlands.

Start/End Dates: 10/01/2011 thru 09/30/2013

Lead Person: CRYSTALL, SANDRA

Deliverable: 2205-01-P1: Establish WWQSSC

Description: Establish a Wetlands Water Quality Standards Advisory Subcommittee (WWQSSC).

Start/End Dates: 10/01/2011 thru 03/01/2012 Qty/Unit: 1 Committees

Lead Person: CRYSTALL, SANDRA

Deliverable: 2205-01-P2: WWQSSC meetings and consultations

Description: Consult with the WWQSSC on research, preparation, and review of draft plan for developing NH water quality standards for wetlands.

Start/End Dates: 01/01/2012 thru 09/30/2013 Qty/Unit: 2 Meetings

Lead Person: CRYSTALL, SANDRA

Deliverable: 2205-01-P3: Overall ACTIVITY (i.e. grant task) status report

Description: This deliverable is used to report on the overall progress of this Activity (which is the same as the grant task). For each quarter, please report on the following:

1. For "Qty" input your estimate of the fraction of the overall Activity (i.e., the grant task) which is complete. For example if it is 25% complete, input 0.25.
2. If the project is on schedule? (Yes or No)
3. Brief description of any difficulties encountered.
4. If not on schedule, a brief description of what needs to be done to get it a back on schedule

Start/End Dates: 10/01/2011 thru 09/30/2013 Qty/Unit: 1 Activities

Lead Person: CRYSTALL, SANDRA

Activity: 2205-02 Task 2 Research Wetland Water Quality Standards (Current)

Description: Review available materials from EPA (e.g., Jon Kusler reports) and details of other state wetland standards, 305(b)/303(d) reports and consolidated assessment and listing methodologies and other states use Level 1 and 2 assessments. Evaluate options in light of existing NH wetland and water quality laws and regulations. Review existing wetlands assessment data (DES, NHB, others) and new data (Task 4) to determine data needs to develop water quality standards. Discuss with WWQSSC.

Start/End Dates: 01/01/2012 thru 12/31/2012

Lead Person: CRYSTALL, SANDRA

Deliverable: 2205-02-P1: Summary of Research on Wetland WQS and Recommendations

Description:

Start/End Dates: 01/01/2012 thru 01/01/2013 Qty/Unit: 1 Reports, Drafts

Lead Person: CRYSTALL, SANDRA

Div/Bur: WATER DIVISION WETLANDS

Program: WETLANDS PROGRAM IMPROVEMENTS (2011 GRANTS) (Current)

Activity: 2205-02 Task 2 Research Wetland Water Quality Standards (Current)**Deliverable: 2205-02-P2: Overall ACTIVITY (i.e. grant task) status report**

Description: This deliverable is used to report on the overall progress of this Activity (which is the same as the grant task). For each quarter, please report on the following:

1. For "Qty" input your estimate of the fraction of the overall Activity (i.e., the grant task) which is complete. For example if it is 25% complete, input 0.25.
2. If the project is on schedule? (Yes or No)
3. Brief description of any difficulties encountered.
4. If not on schedule, a brief description of what needs to be done to get it a back on schedule

Start/End Dates: 01/01/2012 thru 12/31/2012 Qty/Unit: 1 Activities

Lead Person: CRYSTALL, SANDRA

Activity: 2205-03 Task 3 Develop Protocols for State Wetland GIS Coverage (Current)

Description: Working with the WWQSSC and others, survey the type (e.g., field delineations or aerial photo interpretations, permit applications, town mapping, regional projects), extent, accuracy, and utility of available data sources. Develop protocols for regular updates of the state wetland GIS coverage, which is currently limited to the NWI and is useful only at a broader planning level, and distribute the updated coverage through GRANIT, and the NH GIS data exchange system.

Start/End Dates: 03/01/2012 thru 01/31/2013

Lead Person: EDWARDSON, KENNETH

Deliverable: 2205-03-P1: Survey to identify potential sources of accurate wetlands mapping

Description: Working with the WWQSSC and others survey the type (e.g., field delineations or aerial photo interpretations, permit applications, town mapping, regional projects), extent, accuracy, and utility of available data sources.

Start/End Dates: 03/01/2012 thru 05/31/2012 Qty/Unit: 1 Surveys

Lead Person: EDWARDSON, KENNETH

Deliverable: 2205-03-P2: Summarize results of wetlands mapping survey

Description: Summarize results of survey to identify potential sources of accurate wetlands mapping

Start/End Dates: 06/01/2012 thru 06/30/2012 Qty/Unit: 1 Summaries

Lead Person: EDWARDSON, KENNETH

Deliverable: 2205-03-P3: Protocols for updating state wetlands GIS coverage

Description: Develop protocols for regular updates of the state wetland GIS coverage, which is currently limited to the NWI and is useful only at a broader planning level, and distribution of the updated coverage through GRANIT, the NH GIS data exchange system.

Start/End Dates: 07/01/2012 thru 01/31/2013 Qty/Unit: 1 Protocols

Lead Person: EDWARDSON, KENNETH

Deliverable: 2205-03-P4: Overall ACTIVITY (i.e. grant task) status report

Description: This deliverable is used to report on the overall progress of this Activity (which is the same as the grant task). For each quarter, please report on the following:

1. For "Qty" input your estimate of the fraction of the overall Activity (i.e., the grant task) which is complete. For example if it is 25% complete, input 0.25.
2. If the project is on schedule? (Yes or No)
3. Brief description of any difficulties encountered.
4. If not on schedule, a brief description of what needs to be done to get it a back on schedule

Start/End Dates: 01/01/2012 thru 01/31/2013 Qty/Unit: 1 Activities

Lead Person: EDWARDSON, KENNETH

Activity: 2205-04 Task 4 Evaluation of Alternative Wetland Assessment Methodologies (Current)

Lead Person:

Div/Bur: WATER DIVISION WETLANDS

Program: WETLANDS PROGRAM IMPROVEMENTS (2011 GRANTS) (Current)

Activity: 2205-04 Task 4 Evaluation of Alternative Wetland Assessment Methodologies (Current)

With partners, review and compare alternative assessment methods such as the revised NH Method, the Floristic Quality Assessment Index (NEIWPC), USA RAM, and EIA 2.5 approach adapted by NHB. Develop a sampling plan and QAPP to apply selected methods to sites previously analyzed by NHB using EIA 2.5. Evaluate strengths, weaknesses, resources required, results, current uses by other states, and potential applications for NH program activities.

Start/End Dates: 10/01/2011 thru 09/30/2013

MATTFELDT, SANDRA

Deliverable: 2205-04-P1 G&C approval of MOAs with NHB and UNHCE

Description:

Start/End Dates: 10/01/2011 thru 03/31/2012 Qty/Unit: 2 Approvals

Lead Person: TILTON, MARY ANN

Deliverable: 2205-04-P2: Prepare QAPP for field sampling

Description:

Start/End Dates: 10/01/2011 thru 03/31/2012 Qty/Unit: 1 QAPPs (Quality Assurance Program Plan)

Lead Person: MATTFELDT, SANDRA

Deliverable: 2205-04-P3: Conduct field sampling

Description:

Start/End Dates: 04/01/2012 thru 09/30/2012 Qty/Unit: 1 Sampling Rounds

Lead Person: MATTFELDT, SANDRA

Deliverable: 2205-04-P4: Prepare draft report evaluating wetland assessment methods

Description: Prepare draft report evaluating wetland assessment methods with recommendations for possible applications. Circulate for review and comment.

Start/End Dates: 04/01/2012 thru 11/30/2012 Qty/Unit: 1 Reports, Drafts

Lead Person: MATTFELDT, SANDRA

Deliverable: 2205-04-P6: Overall ACTIVITY (i.e. grant task) status report

Description: This deliverable is used to report on the overall progress of this Activity (which is the same as the grant task). For each quarter, please report on the following:

1. For "Qty" input your estimate of the fraction of the overall Activity (i.e., the grant task) which is complete. For example if it is 25% complete, input 0.25.
2. If the project is on schedule? (Yes or No)
3. Brief description of any difficulties encountered.
4. If not on schedule, a brief description of what needs to be done to get it a back on schedule

Start/End Dates: 10/01/2011 thru 09/30/2013 Qty/Unit: 1 Activities

Lead Person: MATTFELDT, SANDRA

Activity: 2205-05 Task 5 Prepare Plan to Develop Wetland Water Quality Standards (Current)

Description: Based on the results of 2205 Tasks 1 through 4, and working with the WWQSSC, analyze all the information gathered and prepare a plan to develop water quality standards for wetlands. The plan will provide a recommended approach for water quality standards and identify next steps and proposed timeline to (a) if needed, collect additional assessment data, (b) work with the NH Water Quality Standards Advisory Committee to further define/refine proposed standards, (c) identify and/or implement accompanying changes to NH statutes and regulations (e.g., definitions, regulatory standards, permit procedures), and (d) revise the 305(b) water quality assessments for wetlands for the new standards.

Start/End Dates: 01/01/2012 thru 09/30/2013

Lead Person: CRYSTALL, SANDRA

Deliverable: 2205-05-P1: Prepare draft plan to develop wetland water quality standards

Description: Prepare draft plan to develop wetland water quality standards. Circulate for review and comment

Start/End Dates: 06/30/2012 thru 03/31/2013 Qty/Unit: 1 Reports, Drafts

Lead Person: CRYSTALL, SANDRA

Div/Bur: WATER DIVISION WETLANDS

Program: WETLANDS PROGRAM IMPROVEMENTS (2011 GRANTS) (Current)

Activity: 2205-05 Task 5 Prepare Plan to Develop Wetland Water Quality Standards (Current)**Deliverable: 2205-05-P2: Overall ACTIVITY (i.e. grant task) status report**

Description: This deliverable is used to report on the overall progress of this Activity (which is the same as the grant task). For each quarter, please report on the following:

1. For "Qty" input your estimate of the fraction of the overall Activity (i.e., the grant task) which is complete. For example if it is 25% complete, input 0.25.
2. If the project is on schedule? (Yes or No)
3. Brief description of any difficulties encountered.
4. If not on schedule, a brief description of what needs to be done to get it a back on schedule

Start/End Dates: 01/01/2012 thru 09/30/2013 Qty/Unit: 1 Activities

Lead Person: CRYSTALL, SANDRA

Activity: 2205-06 Task 6 Enhance Wetland Permit Technical Review Process (Current)

Description: Work with partners and other organizations to review and revise the wetlands technical review process (primarily for major and minor impact projects) to enhance the use of available scientific data in the review of proposed impacts. Further standardize and streamline the technical review process and data entry into the tracking data base, and improve coordination with other agencies and programs also involved in the review. Apply LEAN and other strategic planning tools to identify and select appropriate improvements to the NH wetlands permit technical review process. Develop written SOPs for standardizing review processes and data entry.

Start/End Dates: 10/01/2011 thru 09/30/2013

Lead Person: LAJOIE, MURIEL

Deliverable: 2205-06-P1: Conduct Lean Event for Wetlands Technical Review Process

Description:

Start/End Dates: 10/01/2011 thru 04/01/2012 Qty/Unit: 1 Events

Lead Person: LAJOIE, MURIEL

Deliverable: 2205-06-P2: Recommendations for revisions to Wetlands Technical Review process

Description: Provide a summary of recommendations for revisions to Wetlands Technical Review process for NH wetland permit applications

Start/End Dates: 04/01/2012 thru 07/31/2012 Qty/Unit: 1 Recommendations/Suggestions

Lead Person: LAJOIE, MURIEL

Deliverable: 2205-06-P3: Prepare SOPs for wetlands technical review and data entry

Description: Prepare written SOPs for technical review and data entry for major and minor impact permit reviews.

Start/End Dates: 07/01/2012 thru 09/30/2012 Qty/Unit: 1 SOPs (Standard Operating Procedures)

Lead Person: LAJOIE, MURIEL

Deliverable: 2205-06-P5: Overall ACTIVITY (i.e. grant task) status report

Description: This deliverable is used to report on the overall progress of this Activity (which is the same as the grant task). For each quarter, please report on the following:

1. For "Qty" input your estimate of the fraction of the overall Activity (i.e., the grant task) which is complete. For example if it is 25% complete, input 0.25.
2. If the project is on schedule? (Yes or No)
3. Brief description of any difficulties encountered.
4. If not on schedule, a brief description of what needs to be done to get it a back on schedule

Start/End Dates: 10/01/2011 thru 09/30/2013 Qty/Unit: 1 Activities

Lead Person: LAJOIE, MURIEL

Activity: 2205-07 Task 7 Evaluation of Regulated Activities and Permit Types, Procedures and Requirements (Current)

Lead Person:

Div/Bur: WATER DIVISION WETLANDS

Program: WETLANDS PROGRAM IMPROVEMENTS (2011 GRANTS) (Current)

Activity: 2205-07 Task 7 Evaluation of Regulated Activities and Permit Types, Procedures and Requirements (Current)

Work with partners and other organizations to evaluate the current suite of regulated activities, permit types, application requirements, review procedures and standards applied to each, and data tracked by the department. Consider consistency, clarity, appropriateness, and resource allocation. Evaluate to ensure that staff time and resources are allocated appropriately based on potential threat. Revise Standard Operating Procedures (SOPs). Identify opportunities for additional funding to support the Wetland Program.

Start/End Dates: 01/01/2012 thru 09/30/2013

LAJOIE, MURIEL

Deliverable: 2205-07-P1: Conduct Lean event

Description:

Start/End Dates: 01/01/2012 thru 09/30/2012 Qty/Unit: 1 Events

Lead Person: LAJOIE, MURIEL

Deliverable: 2205-07-P2: Revise permit application forms/instructions

Description:

Start/End Dates: 01/01/2012 thru 09/30/2012 Qty/Unit: 1 Revisions

Lead Person: LAJOIE, MURIEL

Deliverable: 2205-07-P3: Recommend revisions to rule/statute

Description:

Start/End Dates: 01/01/2012 thru 09/30/2012 Qty/Unit: 1 Recommendations/Suggestions

Lead Person: LAJOIE, MURIEL

Deliverable: 2205-07-P4: Identify and summarize potential funding sources for Wetlands program

Description:

Start/End Dates: 01/01/2012 thru 09/30/2012 Qty/Unit: 1 Summaries

Lead Person: LAJOIE, MURIEL

Deliverable: 2205-07-P6: Overall ACTIVITY (i.e. grant task) status report

Description: This deliverable is used to report on the overall progress of this Activity (which is the same as the grant task). For each quarter, please report on the following:

1. For "Qty" input your estimate of the fraction of the overall Activity (i.e., the grant task) which is complete. For example if it is 25% complete, input 0.25.
2. If the project is on schedule? (Yes or No)
3. Brief description of any difficulties encountered.
4. If not on schedule, a brief description of what needs to be done to get it a back on schedule

Start/End Dates: 01/01/2012 thru 09/30/2013 Qty/Unit: 1 Activities

Lead Person: LAJOIE, MURIEL

Activity: 2205-08 Task 8 Grant Admin and Outreach (Current)

Description: Monitor budget and progress on tasks; resolve issues. Prepare a Quality Assurance Project Plan (QAPP), with partners, for Task 4 (note that the QAPP is included as a deliverable under Activity 2205-04 Task 4). Prepare regular progress reports and final project report. Participate in Regional Workshops. Conduct outreach on project efforts and results (nationally and within state).

Start/End Dates: 10/01/2011 thru 12/20/2013

Lead Person: TILTON, MARY ANN

Deliverable: 2205-08-P1: Submit semiannual DBE reports to EPA

Description: Submit semi-annual DBE reports to EPA by April 30th and Oct 30th.

Start/End Dates: 04/01/2012 thru 09/30/2013 Qty/Unit: 4 Reports, Final

Lead Person: COMSTOCK, W. GREGG

Div/Bur: WATER DIVISION WETLANDS

Program: WETLANDS PROGRAM IMPROVEMENTS (2011 GRANTS) (Current)

Activity: 2205-08 Task 8 Grant Admin and Outreach (Current)**Deliverable: 2205-08-P2: Submit annual progress reports to EPA**

Description: Submit annual progress report within 90 days of the anniversary of the grant (i.e., grant was awarded 9/21/11 so reports are due by Dec 20th of 2012 and 2013.

Start/End Dates: 10/01/2011 thru 12/20/2013 Qty/Unit: 2 Reports, Final

Lead Person: COMSTOCK, W. GREGG

Activity: 2209-01 Task 1a Research, Planning, QAPP (Current)

Description: Form work groups, locate potential restoration sites for NH Method, EIA, Floristic Water Quality evaluations and develop criteria to evaluate the quality of restoration efforts; write QAAP; delegate tasks

Start/End Dates: 10/01/2011 thru 09/30/2013

Lead Person: MATTFELDT, SANDRA

Deliverable: 2209-01-P1: Develop criteria to evaluate restoration efforts

Description: Develop criteria to evaluate the quality of restoration efforts.

Start/End Dates: 10/01/2011 thru 03/31/2012 Qty/Unit: 1 Criteria

Lead Person: MATTFELDT, SANDRA

Deliverable: 2209-01-P2: Locate Potential Restoration Sites

Description: Locate between 3 to 5 potential restoration sites for NH Method, EIA, and Floristic Quality Evaluations

Start/End Dates: 10/01/2011 thru 03/31/2012 Qty/Unit: 3 Sites

Lead Person: MATTFELDT, SANDRA

Deliverable: 2209-01-P3: QAPP approval from EPA

Description: Prepare and obtain EPA approval of QAPP

Start/End Dates: 10/01/2011 thru 03/31/2012 Qty/Unit: 1 QAPPs (Quality Assurance Program Plan)

Lead Person: MATTFELDT, SANDRA

Activity: 2209-02 Task 1b Database Evaluation (Current)

Description: Evaluate databases from various programs to determine plausibility of using single database. Research advantages/disadvantages of each database; determine if databases can be altered or consolidated

Start/End Dates: 10/01/2011 thru 09/30/2013

Lead Person: MAGOON, LINDA

Deliverable: 2209-02-P1: Summary of Database Evaluation

Description: Summarize results of research on the advantages and disadvantages of each database with recommendations and whether databases can be altered or consolidated.

Start/End Dates: 01/01/2012 thru 06/30/2012 Qty/Unit: 1 Summaries

Lead Person: MAGOON, LINDA

Activity: 2209-03 Task 1c Compliance Prioritization Research (Current)

Description: Review closed enforcement files in 2009 and 2010 calendar years to determine type and quantity of wetland impact restored and prioritization ranking

Start/End Dates: 10/01/2011 thru 09/30/2013

Lead Person: STANLEY, MICHAEL

Deliverable: 2209-03-P1: Research closed enforcement files

Description: Research closed enforcement files to ascertain desired information

Start/End Dates: 10/01/2011 thru 05/31/2012 Qty/Unit: 1 Reviews

Lead Person: STANLEY, MICHAEL

Div/Bur: WATER DIVISION WETLANDS

Program: WETLANDS PROGRAM IMPROVEMENTS (2011 GRANTS) (Current)

Activity: 2209-03 Task 1c Compliance Prioritization Research (Current)**Deliverable: 2209-03-P2: Develop GIS coverage and Spreadsheet**

Description: Develop GIS coverage and Excel spreadsheet noting the location, quantity, type of wetland, and priority ranking of restored wetlands.

Start/End Dates: 10/01/2011 thru 05/31/2012 Qty/Unit: 1 GIS Tools

Lead Person: STANLEY, MICHAEL

Activity: 2209-04 Task 2a Evaluate Complaint Intake Process (Current)

Description: Evaluate current complaint intake processes and enforcement response within DES and NH Fish & Game using LEAN techniques. Use LEAN process to map current process, noting any inefficiencies and opportunities for program improvement

Start/End Dates: 10/01/2011 thru 09/30/2013

Lead Person: MATTFELDT, SANDRA

Deliverable: 2209-04-P1: LEAN Event for Complaint/Enforcement Response

Description: Conduct a LEAN event to map the current complaint intake processes and enforcement response with DES and NH Fish and Game, noting any inefficiencies and opportunities for program improvement

Start/End Dates: 10/01/2011 thru 09/30/2012 Qty/Unit: 1 Events

Lead Person: LAJOIE, MURIEL

Activity: 2209-05 Task 2b Evaluate Restoration Sites (Current)

Description: Assess and compare wetland restoration sites using recently developed assessment methods (newly-revised NH Method, EIU v2.5, and Floristic Quality Index)

Start/End Dates: 10/01/2011 thru 09/30/2013

Lead Person: MATTFELDT, SANDRA

Deliverable: 2209-05-P1: Draft Wetland Assessment / Model Evaluation report

Description: Use newly-revised NH Method, EIU v2.5, and Floristic Quality Index to assess restored wetlands. Prepare a draft report for review that includes a summary of results, a comparison of each model's strengths and weaknesses and areas that could be improved.

Start/End Dates: 07/01/2012 thru 11/30/2012 Qty/Unit: 1 Reports, Drafts

Lead Person: MATTFELDT, SANDRA

Activity: 2209-06 Task 3a Build Integrated Complaint Process (Current)

Description: Build centralized complaint intake process and develop prioritization model. In specific, use LEAN techniques, write SOP for complaint intake and SOP for prioritizing complaints

Start/End Dates: 10/01/2011 thru 09/30/2013

Lead Person: LAJOIE, MURIEL

Deliverable: 2209-06-P1: Hold LEAN Event for Complaint Intake and Prioritization

Description: Hold a LEAN event to scope out SOPs for complaint intake process and prioritization of complaints.

Start/End Dates: 04/01/2012 thru 09/30/2012 Qty/Unit: 1 Events

Lead Person: LAJOIE, MURIEL

Deliverable: 2209-06-P2: Prepare Complaint Intake SOP

Description: Prepare and distribute draft complaint intake SOP for review. Finalize SOP based on comments received on the draft.

Start/End Dates: 07/01/2012 thru 12/31/2012 Qty/Unit: 1 SOPs (Standard Operating Procedures)

Lead Person: LAJOIE, MURIEL

Deliverable: 2209-06-P3: Prepare Complaint Prioritization SOP

Description: Prepare and distribute draft Complaint Prioritization SOP for review. Finalize SOP based on comments received on the draft.

Start/End Dates: 07/01/2012 thru 12/31/2012 Qty/Unit: 1 SOPs (Standard Operating Procedures)

Lead Person: LAJOIE, MURIEL

Activity: 2209-07 Task 3b Test/Implement Integrated Complaint Process (Current)

Div/Bur: WATER DIVISION WETLANDS

Program: WETLANDS PROGRAM IMPROVEMENTS (2011 GRANTS) (Current)

Activity: 2209-07 Task 3b Test/Implement Integrated Complaint Process (Current)

Description: Test and implement centralized complaint intake procedure and test prioritization model. In specific, using new prioritization criteria and data form, identify potential violations based on locations to sensitive wetland habitats and ground-truth in the field in partnership with UNH and NHB.

Start/End Dates: 10/01/2011 thru 09/30/2013

Lead Person: LAJOIE, MURIEL

Activity: 2209-08 Task 4a Plan for ARM Outreach (Current)

Description: Develop outreach materials for presentation to the public and ARM fund applicants. In specific, develop PowerPoint presentations, if feasible, Webinar, create Fact Sheets and revise DES web page.

Start/End Dates: 10/01/2011 thru 09/30/2013

Lead Person: MAGOON, LINDA

Activity: 2209-09 Task 4b ARM Outreach (Current)

Description: Conduct 9 public outreach sessions for training and feedback.

Start/End Dates: 10/01/2011 thru 09/30/2013

Lead Person: SOMMER, LORI

Activity: 2209-10-Task 5 Grant Administration, DBE and Annual Reports (Current)

Description: Preparation and submission of semiannual DBE and annual status reports to EPA in accordance with the grant award.

Start/End Dates: 04/01/2012 thru 12/15/2013

Lead Person: TILTON, MARY ANN

Deliverable: 2209-10-P1: Semiannual DBE reports

Description: Prepare and submit semiannual DBE reports to EPA by April 30 and Oct 30 of each year.

Start/End Dates: 04/01/2012 thru 10/30/2013 Qty/Unit: 4 Reports, Final

Lead Person: TILTON, MARY ANN

Div/Bur: WATER DIVISION WINNIPESAUKEE RIVER BASIN

Program: WINNIPESAUKEE RIVER BASIN PROGRAM (Current)

Description:

Start/End Dates: 01/01/2000 thru PAUs: 03

Funding: State General State Fees Federal EPA Federal Other Grants

Activity: Septage Handling (Current)

Description:

Start/End Dates: 01/01/2000 thru

Lead Person: MCMILLIN, SHARON

Deliverable: Septage received and treated at WRBP Facility

Description: Information collected monthly and reported quarterly

Start/End Dates: 07/01/2011 thru 06/30/2012 Qty/Unit: 5000000 Gallons

Lead Person: MCMILLIN, SHARON