

Year 4 Annual Report
New Hampshire Small MS4 General Permit
New Permittees
Reporting Period: July 1, 2021-June 30, 2022

Please DO NOT attach any documents to this form. Instead, attach all requested documents to an email when submitting the form

Unless otherwise noted, all fields are required to be filled out. If a field is left blank, it will be assumed the requirement or task has not been completed. Please ONLY report on activities between July 1, 2021 and June 30, 2022 unless otherwise requested.

Part I: Contact Information

Name of Municipality or Organization:

EPA NPDES Permit Number:

Primary MS4 Program Manager Contact Information

Name:

Title:

Street Address Line 1:

Street Address Line 2:

City:

State:

Zip Code:

Email:

Phone Number:

Stormwater Management Program (SWMP) Information

SWMP Location (web address):

Date SWMP was Last Updated:

If the SWMP is not available on the web please provide the physical address:

Part II: Self-Assessment

First, in the box below, select the impairment(s) and/or TMDL(s) that are applicable to your MS4. Make sure you are referring to the most recent EPA approved Section 303(d) Impaired Waters List which can be found here: <https://www.epa.gov/tmdl/region-1-impaired-waters-and-303d-lists-state>

Impairment(s)			
<input checked="" type="checkbox"/> Bacteria/Pathogens	<input type="checkbox"/> Chloride	<input type="checkbox"/> Nitrogen	<input type="checkbox"/> Phosphorus
<input type="checkbox"/> Solids/ Oil/ Grease (Hydrocarbons)/ Metals			
TMDL(s)			
<input type="checkbox"/> Bacteria and Pathogen	<input type="checkbox"/> Chloride	<input type="checkbox"/> Lake and Pond Phosphorus	
			Clear Impairments and TMDLs

Next, check off all requirements below that have been completed. By checking each box you are certifying that you have completed that permit requirement fully. If you have not completed a requirement leave the box unchecked. Additional information will be requested in later sections.

Year 4 Requirements

- Identified and developed an inventory of all known locations where SSOs have discharged to the MS4 in the last 5 years
 - The SSO inventory is attached to the email submission
 - The SSO inventory can be found at the following website:

There are no SSOs in Pembroke

- Identified each outfall and interconnection discharging from MS4, classified into the relevant category, and priority ranked each catchment for investigation
 - The priority ranking of outfalls/interconnections is attached to the email submission
 - The priority ranking of outfalls/interconnections can be found at the following website:

www.thinkbluesuncook.org

- Developed written IDDE plan including a procedure for screening and sampling outfalls
- Developed written procedures to require the submission of as-built drawings and ensure the long term operation and maintenance of completed construction sites and added these procedures to the SWMP
- Developed written operations and maintenance procedures for parks and open space, buildings and facilities, and vehicles and equipment and added these procedures to the SWMP
- Developed an inventory of all permittee owned facilities in the categories of parks and open space, buildings and facilities, and vehicles and equipment and added this inventory to the SWMP
- Completed a written program for MS4 infrastructure maintenance to reduce the discharge of pollutants
 - Developed written SWPPPs, included in the SWMP, for all of the following permittee owned or
 - operated facilities: maintenance garages, public works yards, transfer stations, and other waste handling facilities where pollutants are exposed to stormwater
- Enclosed or covered storage piles of salt or piles containing salt used for deicing or other purposes

Optional: If you would like to describe progress made on any incomplete requirements listed above or provide any additional details, please use the box below:

Written Maintenance procedures were nearly completed (95%) in June and will be completed by the Fall of 2022.

Annual Requirements

- Provided an opportunity for public participation in review and implementation of SWMP and complied with State Public Notice requirements
- Kept records relating to the permit available for 5 years and made available to the public
- Properly stored and disposed of catch basin cleanings and street sweepings so they did not discharge to receiving waters
- All curbed roadways were swept at least once within the reporting period

Optional: If you would like to describe progress made on any incomplete requirements listed above or provide any additional details, please use the box below:

SWMP is posted on the Think Blue Suncook website and has not had any known conflicts with NH right to know laws.

Bacteria/ Pathogens (Combination of Impaired Waters Requirements and TMDL Requirements as Applicable)

Annual Requirements

*Public Education and Outreach**

- Annual message was distributed encouraging the proper management of pet waste, including noting any existing ordinances where appropriate
- Permittee or its agents disseminated educational material to dog owners at the time of issuance or renewal of dog license, or other appropriate time
- Provided information to owners of septic systems about proper maintenance in any catchment that discharges to a water body impaired for bacteria

** Public education messages can be combined with other public education requirements as applicable (see Appendix H and F for more information)*

Optional: If you would like to describe progress made on any incomplete requirements listed above or provide any additional details, please use the box below:

Newsletter called "Stormwater Times" is sent out via tax bills with the various topics. They are also posted on the website and at Town Hall. Septic information ("Get Pumped" flyer) goes out at transfer station, town hall, and library in addition to what is done via Stormwater Times.

Optional: Use the box below to provide any additional information you would like to share as part of your self-assessment:

Following distribution, all outreach and educational materials are kept on the Think Blue Suncook website.



Part III: Receiving Waters/Impaired Waters/TMDL

Have you made any changes to your lists of receiving waters, outfalls, or impairments since the NOI was submitted?

- Yes
- No

If yes, describe below, including any relevant impairments or TMDLs:

NA

Part IV: Minimum Control Measures

Part IV includes some of the metrics that will be required in upcoming annual reports. For this annual report, please report on MCM1 and MCM2 and any other metrics below that have an asterisk (*), along with any other metrics that you have started within this reporting period. Other than the metrics with an asterisk, the rest of the metrics are optional for new permittees. Then, proceed to Part V.

*MCM1: Public Education

Number of educational messages completed during this reporting period: 2

Below, report on the educational messages completed during this reporting period. For the measurable goal(s) please describe the method/measures used to assess the overall effectiveness of the educational program.

BMP: Landscaping

Message Description and Distribution Method:

Stomwater Times via Tax bills, available at Town Hall, and web site.

Targeted Audience: Businesses, institutions and commercial facilities

Responsible Department/Parties: DPW Operations

Measurable Goal(s):

Increased awareness about landscaping for water quality.

Message Date(s): Spring

Message Completed for: Appendix F Requirements Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes No

If yes, describe why the change was made:

Tax bills more direct engagement.

BMP: Road Salt and Deicing Materials

Message Description and Distribution Method:

Stomwater Times via Tax bills, available at Town Hall, and web site. It also went out via direct mailing to businesses.

Targeted Audience: Businesses, institutions and commercial facilities

Responsible Department/Parties: Planning/zoning Department

Measurable Goal(s):

Increased awareness about road salt/deicing.

Message Date(s): Winter

Message Completed for: Appendix F Requirements Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes No

If yes, describe why the change was made:

NA

BMP:NA

Message Description and Distribution Method:

NA

Targeted Audience: NA

Responsible Department/Parties: NA

Measurable Goal(s):

NA

Message Date(s): NA

Message Completed for: Appendix F Requirements Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes No

If yes, describe why the change was made:

NA

Add an Educational Message

***MCM2: Public Participation**

Describe the opportunity provided for public involvement in the development of the Stormwater Management Program (SWMP) during this reporting period:

Updated SWMP document. Posted on website, no known conflicts with NH right to know laws.

[Empty box]

Was this opportunity different than what was proposed in your NOI? Yes No

Describe any other public involvement or participation opportunities conducted during this reporting period:

NA

MCM3: Illicit Discharge Detection and Elimination (IDDE)

***Sanitary Sewer Overflows (SSOs)**

Check off the box below if the statement is true.

This SSO section is NOT applicable because we DO NOT have sanitary sewer

Below, report on the number of SSOs identified in the MS4 system and removed during this reporting period.

Number of SSOs identified: 0

Number of SSOs removed: 0

Below, report on the total number of SSOs identified in the MS4 system and removed to date. At a minimum, report SSOs identified since the effective date of the permit (July 1, 2018).

Total number of SSOs identified: 0

Total number of SSOs removed: 0

MS4 System Mapping

Below, check all that apply.

The following elements of the Phase I map have been completed:

- Outfalls and receiving waters
- Open channel conveyances
- Interconnections
- Municipally-owned stormwater treatment structures
- Waterbodies identified by name and indication of all use impairments
- Initial catchment delineations

Describe any additional progress you made on your map during this reporting period or provide additional status information regarding your map:

NA

Screening of Outfalls/Interconnections

If conducted, please submit any outfall monitoring results from this reporting period. Outfall monitoring results should include the date, outfall/interconnection identifier, location, weather conditions at time of sampling, precipitation in previous 48 hours, field screening parameter results, and results from all analyses. Please also include the updated inventory and ranking of outfalls/interconnections based on monitoring results.

- No outfalls were inspected
- The outfall screening data is attached to the email submission
- The outfall screening data can be found at the following website:

All outfalls were inspected during dry weather conditions.

Below, report on the number of outfalls/interconnections screened during this reporting period.

Number of outfalls screened: 26

Below, report on the percent of total outfalls/interconnections screened to date.

Percent of outfalls screened: 100

Optional: Provide additional information regarding your outfall/interconnection screening:

No problematic outfalls were discovered after reviewing outfall testing data.

Catchment Investigations

If conducted, please submit all data collected during this reporting period as part of the dry and wet weather investigations. Also include the presence or absence of System Vulnerability Factors for each catchment.

- No catchment investigations were conducted
- The catchment investigation data is attached to the email submission
- The catchment investigation data can be found at the following website:

Below, report on the number of catchment investigations completed during this reporting period.

Number of catchment investigations completed this reporting period: 0

Below, report on the percent of catchments investigated to date.

Percent of total catchments investigated: 0

Optional: Provide any additional information for clarity regarding the catchment investigations below:

NA

IDDE Progress

If illicit discharges were found, please submit a document describing work conducted over this reporting period, and cumulative to date, including location source; description of the discharge; method of discovery; date of discovery; and date of elimination, mitigation, or enforcement OR planned corrective measures and schedule of removal.

- No illicit discharges were found
- The illicit discharge removal report is attached to the email submission
- The illicit discharge removal report can be found at the following website:

No problematic outfalls were discovered after reviewing outfall testing data.

Below, report on the number of illicit discharges identified and removed, along with the volume of sewage removed during this reporting period.

Number of illicit discharges identified:

Number of illicit discharges removed:

Estimated volume of sewage removed: gallons/day

Below, report on the total number of illicit discharges identified and removed to date. At a minimum, report on the number of illicit discharges identified and removed since the effective date of the permit (July 1, 2018).

Total number of illicit discharges identified:

Total number of illicit discharges removed:

Optional: Provide any additional information for clarity regarding illicit discharges identified, removed, or planned to be removed below:

No illicit discharges detected.

Employee Training

Describe the frequency and type of employee training conducted during this reporting period:

Public Works personnel participated in 12 trainings in addition to those listed on the thinkbluesuncook.org website. These additional trainings include:

- 1). Green SnowPro
- 2). Data Driven Winter Maintenance
- 3). What is MS4? Penn State
- 4). Stormwater Management: the basics, Clark County, WA
- 5). NHPDES Refresher, Florida
- 6). How to Spot and Report Stormwater Pollution
- 7). Parks Maintenance and Stormwater Protection Employee Training, Minnesota
- 8). NHDES Drinking Water & Ground Water Bureau & Wastewater Engineering Bureau Asset Management –
- 9). Data in the water industry
- 10). What can fish tell us about water quality
- 11). Stormwater Pond Maintenance for Homeowners
- 12). Nassau SWCD (NYS) – Hydrologic cycle
- 13). Snowfighter’s Seminar

MCM4: Construction Site Stormwater Runoff Control

Below, report on the construction site plan reviews, inspections, and enforcement actions completed during this reporting period.

Number of site plan reviews completed: 4

Number of inspections completed: 0

Number of enforcement actions taken: 0

Optional: Enter any additional information relevant to construction site plan reviews, inspections, and enforcement actions:

NA

MCM5: Post-Construction Stormwater Management in New Development and Redevelopment

***As-built Drawings**

Describe the status of the measures the MS4 has utilized to require the submission of as-built drawings and ensure long term operation and maintenance of completed construction sites:

None during this period.

Street Design and Parking Lots Report

Describe the status of the street design and parking lots assessment including any planned or completed changes to local regulations and guidelines:

Post construction ordinance and erosion control measures are in place. Full assessment to be completed in Year 5.

Green Infrastructure Report

Describe the status of the green infrastructure report including the findings and progress towards making the practice allowable:

Completed. Report can be found on thinkbluesuncook.org

Retrofit Properties Inventory

Describe the status of the inventory of permittee-owned properties that could be modified or retrofitted with BMPs to mitigate impervious areas and report on any properties that have been modified or retrofitted:

Pending for year 5.

MCM6: Good Housekeeping

***Catch Basin Cleaning**

- The catch basin cleaning optimization plan or schedule is not complete
- The catch basin cleaning optimization plan or schedule is attached to the email submission
- The catch basin cleaning optimization plan or schedule can be found at the following website:

<https://thinkbluesuncook.org/>

Below, report on the number of catch basins inspected and cleaned, along with the total volume of material removed from the catch basins during this reporting period.

Number of catch basins inspected: 631

Number of catch basins cleaned: 631

Total volume or mass of material removed from all catch basins: 112 cubic yards

Below, report on the total number of catch basins in the MS4 system, if known.

Total number of catch basins: 481

If applicable:

Report on the actions taken if a catch basin sump is more than 50% full during two consecutive routine inspections/cleaning events:

None to report at this time.

***Street Sweeping**

- The written procedures for sweeping streets and municipal-owned lots is not complete
- The written procedures for sweeping streets and municipal-owned lots is attached to the email submission
- The written procedures for sweeping streets and municipal-owned lots can be found at the following website:

<https://thinkbluesuncook.org/>

Report on the number of miles swept during this reporting period below.

Number of miles cleaned:

Report either the volume or weight of street sweeping materials collected during this reporting period below.

- Volume of material removed: cubic yards
- Weight of material removed: [Select Units]

***O&M Procedures and Inventory of Permittee-Owned Properties**

Below, check all that apply.

The following permittee-owned properties have been inventoried:

- Parks and open spaces
- Buildings and facilities
- Vehicles and equipment

The following O&M procedures for permittee-owned properties have been completed:

- Parks and open spaces
- Buildings and facilities
- Vehicles and equipment

***Winter Road Maintenance**

- The written procedures for winter road maintenance including the storage of salt and sand is not complete
- The written procedures for winter road maintenance including the storage of salt and sand is attached to the email submission
- The written procedures for winter road maintenance including storage of salt and sand can be found at the following website:

<https://thinkbluesuncook.org/>

***Stormwater Pollution Prevention Plan (SWPPP)**

Below, report on the number of site inspections for facilities that require a SWPPP completed during this reporting period.

Number of site inspections completed:

Describe any corrective actions taken at a facility with a SWPPP:

Transfer Station/DPW facility inspected. No corrective actions were taken, replacement of the asphalt berm needs to occur and it is currently in the planning stages.

Part V: Additional Information

***Monitoring or Study Results**

Results from any other stormwater or receiving water quality monitoring or studies conducted during the reporting period not otherwise mentioned above, where the data is being used to inform permit compliance or permit effectiveness must be attached.

- Not applicable
- The results from additional reports or studies are attached to the email submission
- The results from additional reports or studies can be found at the following website(s):

[Empty text box for website information]

If such monitoring or studies were conducted on your behalf or if monitoring or studies conducted by other entities were reported to you, a brief description of the type of information gathered or received shall be described below:

NA

Additional Information

Optional: Enter any additional information relevant to your stormwater management program implementation during the reporting period. Include any BMP modifications made by the MS4 if not already discussed above:

NA

COVID-19 Impacts

Optional: If any of the above year 4 requirements could not be completed due to the impacts of COVID-19, please identify the requirement that could not be completed, any actions taken to attempt to complete the requirement, and reason the requirement could not be completed below:

COVID has had a limiting impact on public meeting attendance and volunteer solicitation for various community efforts across the various town boards and committees. Soliciting volunteers for stenciling of catch basins in particular has been impacted (i.e. no volunteers at this time).

***Activities Planned for Next Reporting Period**

Please confirm that your SWMP has been, or will be, updated to comply with all applicable permit requirements including but not limited to the year 4 requirements summarized below. (Note: impaired waters and TMDL requirements are not listed below)

Yes, I agree

- Complete IDDE ordinance
- Complete Construction/ Erosion and Sediment Control (ESC) ordinance
- Develop written IDDE plan including a procedure for screening and sampling outfalls
- Develop a written catchment investigation procedure and added the procedure to the SWMP

Annual Requirements

- Annual report submitted and available to the public
- Annual opportunity for public participation in review and implementation of SWMP
- Keep records relating to the permit available for 5 years and make available to the public
- Properly store and dispose of catch basin cleanings and street sweepings so they do not discharge to receiving waters
- Continue public education and outreach program
- Sweep all curbed roadways at least once within the reporting period
- Provide training within the reporting period to employees involved in IDDE program
- Clean catch basins in accordance with catch basin cleaning procedures to ensure that no catch basin is greater than 50% full

Provide any additional details on activities planned for permit year 5 below:

NA

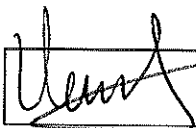
*Part VI: Certification of Small MS4 Annual Report 2021

40 CFR 144.32(d) Certification

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, I certify that the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Name: DAN M. JUDON

Title: Town Administrator

Signature: 

Date: 9/28/22

[Signatory may be a duly authorized representative]