NOTICE OF INTENT

For Coverage Under the NPDES General Permit for Storm Water Discharges from Small Municipal Separate Storm Sewer Systems (MS4s)

A. Instructions

Submission of this Notice of Intent constitutes notice that the entity named at item B1. of this form intends to be authorized by the NPDES General Permit issued by EPA for storm water discharges from the small municipal separate storm sewer system (MS4), in the location identified at item B2. of this form. Submission of the Notice of Intent also constitutes notice that the party identified at item B1. has read, understands and meets the eligibility conditions of Part I.B. of the NPDES Small MS4 General Permit, agrees to comply with all applicable terms and conditions of the NPDES Small MS4 General Permit, and understands that continued authorization to discharge is contingent on maintaining eligibility for coverage. In order to be granted coverage, all of the information required on this Notice of Intent form and the separate Storm Water Management Program (SWMP) Implementation Schedule form (Excel Spreadsheet), must be completed. Please read the permit and make sure you comply with all requirements, including the requirement to develop and implement a storm water management program.

B. Applicant Information

1. Small MS4 Operator/Owner Information:

   Board of Selectman
   Name ____________________________
   Two Liberty Way, Suite 1
   Mailing Address ____________________________
   Litchfield      NH 03052-2345
   City/Town       State
   (603) 424-4046
   Telephone Number ____________________________
   Email (if available) ____________________________

2. Municipality Name

   Litchfield
   City/Town ____________________________

3. Legal Status:

   □ Federal        □ City/Town        □ State        □ County        □ Private
   □ Other public entity: ____________________________
   Specify Public Entity ____________________________

4. Other regulated MS4(s) within municipal boundaries:

   A. New Hampshire Department of Transportation (State Highway System)

5. Based on the instructions provided in Part I of the NPDES Small MS4 General Permit, have the eligibility criteria for "listed species" and critical habitat been met?

   □ yes        □ pending        □ no

AUG 0 4 2003

MUNICIPAL ASSISTANCE UNIT

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B. Applicant Information (cont.)

6. Based on the instructions provided in Part I of the NPDES Small MS4 General Permit, have the eligibility criteria for protection of historic properties been met?
   □ yes   ☒ pending   □ no

C. Names of (Presently Known) Receiving Waters

<table>
<thead>
<tr>
<th>Receiving Water</th>
<th>No. of Outfalls</th>
<th>Listed as Impaired?</th>
<th>Impairment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Merrimack River</td>
<td>1</td>
<td>□ Yes ☒ No</td>
<td>Specify</td>
</tr>
<tr>
<td>NesenKeag Brook</td>
<td>12</td>
<td>□ Yes ☒ No</td>
<td>Specify</td>
</tr>
<tr>
<td>Chase Brook</td>
<td>8</td>
<td>□ Yes ☒ No</td>
<td>Specify</td>
</tr>
<tr>
<td>Duck Pond</td>
<td>1</td>
<td>□ Yes ☒ No</td>
<td>Specify</td>
</tr>
<tr>
<td>Common Pond</td>
<td>4</td>
<td>□ Yes ☒ No</td>
<td>Specify</td>
</tr>
<tr>
<td>Darragh Pond</td>
<td>1</td>
<td>□ Yes ☒ No</td>
<td>Specify</td>
</tr>
<tr>
<td>Name</td>
<td></td>
<td>□ Yes ☒ No</td>
<td>Specify</td>
</tr>
<tr>
<td>Name</td>
<td></td>
<td>□ Yes ☒ No</td>
<td>Specify</td>
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<tr>
<td>Name</td>
<td></td>
<td>□ Yes ☒ No</td>
<td>Specify</td>
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<tr>
<td>Name</td>
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<td>□ Yes ☒ No</td>
<td>Specify</td>
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<td>Name</td>
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<td>□ Yes ☒ No</td>
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<td>Name</td>
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<tr>
<td>Name</td>
<td></td>
<td>□ Yes ☒ No</td>
<td>Specify</td>
</tr>
<tr>
<td>Name</td>
<td></td>
<td>□ Yes ☒ No</td>
<td>Specify</td>
</tr>
</tbody>
</table>

**Note:**
Section C may be duplicated to accommodate a larger list of receiving waters.
D. Storm Water Management Program Summary

1. Public Education:

<table>
<thead>
<tr>
<th>No.</th>
<th>BMP ID #</th>
<th>Activity Description</th>
<th>Road Agent</th>
<th>Responsible Dept./Person Name</th>
<th>Measurements</th>
</tr>
</thead>
<tbody>
<tr>
<td>1A</td>
<td></td>
<td>Prepare annual Town</td>
<td></td>
<td></td>
<td>Maintain and report Town drainage system status. Keep copies and distribute annually.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Stormwater Report</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Specify Best Management Practice</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1B</td>
<td></td>
<td>Prepare annual Stormwater Newsletter</td>
<td></td>
<td></td>
<td>Annual mailing to active developers, contractors &amp; vendors and make available at Town office/library.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Specify Best Management Practice</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1C</td>
<td></td>
<td>Prepare or Obtain Stormwater Technology Brochures.</td>
<td></td>
<td></td>
<td>Distribute annually with tax bill and make available at Town office/library.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Specify Best Management Practice</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1D</td>
<td></td>
<td>Obtain and Air Stormwater Technology informational videos on local cable TV</td>
<td></td>
<td></td>
<td>Monitor public perception and feedback through town meetings</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Specify Best Management Practice</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1E</td>
<td></td>
<td>Develop and Implement a Stormwater Stenciling program</td>
<td></td>
<td></td>
<td>biannual updates and monitoring of stenciling program</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Specify Best Management Practice</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1F</td>
<td></td>
<td>Develop and Implement a Stormwater Sign program</td>
<td></td>
<td></td>
<td>biannual updates and monitoring of sign program</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Specify Best Management Practice</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
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Small Municipal Separate Storm Sewer Systems (MS4s)

D. Storm Water Management Program Summary (Cont.)

2. Public Participation:

2A
BMP ID #
Establish a Stormwater Advisory Committee.
Specify Best Management Practice Board of Selectman Responsible Dept./Person Name
Regular meetings with report filed in the town annual report. Specify Measurable Goal

2B
BMP ID #
Identify and Utilize volunteer organizations & resources
Specify Best Management Practice Stormwater Advisory Committee Responsible Dept./Person Name Cub Scouts, Girl Scouts, etc.
Specify Measurable Goal

2C
BMP ID #
Spring/Fall Clean-up community activity
Specify Best Management Practice Stormwater Advisory Committee Responsible Dept./Person Name Bi-annual activities Specify Measurable Goal

2D
BMP ID #
Partner with Federal and State Agencies
Specify Best Management Practice Road Agent Responsible Dept./Person Name Periodic meetings & attending training seminars Specify Measurable Goal

3. Illicit Discharge Detection and Elimination:

3A
BMP ID #
Review all Federal and State Stormwater Legislation
Specify Best Management Practice Town Counsel Responsible Dept./Person Name Subscribe to Federal Register and attend Stormwater Seminars Specify Measurable Goal

3B
BMP ID #
Develop and revise local policies and regulations
Specify Best Management Practice Planning Board Responsible Dept./Person Name Project review and approval through Town regulatory process. Specify Measurable Goal

3C
BMP ID #
Locate, catalog and maintain Townwide Stormwater Plan
Specify Best Management Practice Road Agent Responsible Dept./Person Name Bi-annual review and plan updates Specify Measurable Goal

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Small Municipal Separate Storm Sewer Systems (MS4s)

D. Storm Water Management Program Summary (Cont.)

<table>
<thead>
<tr>
<th>BMP ID #</th>
<th>Description</th>
<th>Responsible Dept./Person Name</th>
<th>Bi-annual review and plan updates</th>
<th>Specify Measurable Goal</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Locate, catalog and maintain Townwide Water Body and Wetland Plan</td>
<td>Conservation Commission</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Specify Best Management Practice</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| BMP ID # | Description | Responsible Dept./Person Name | | |
|----------|-------------|-------------------------------|-------------------------|
| 3E       | Investigate and develop town-wide “GIS” Plans | Planning Board | RFQ & QBS process | Specify Measurable Goal |
|          | Specify Best Management Practice | | | |

| BMP ID # | Description | Responsible Dept./Person Name | | |
|----------|-------------|-------------------------------|-------------------------|
| 3F       | Develop and Implement annual water quality testing program | Conservation Commission | Water Quality testing results to be published in annual Town report | Specify Measurable Goal |
|          | Specify Best Management Practice | | | |

| BMP ID # | Description | Responsible Dept./Person Name | | |
|----------|-------------|-------------------------------|-------------------------|
| 3G       | Stormwater water quality monitoring | Road Agent | Construction observations | Specify Measurable Goal |
|          | Specify Best Management Practice | | | |

| BMP ID # | Description | Responsible Dept./Person Name | | |
|----------|-------------|-------------------------------|-------------------------|
| 3H       | Develop an Illicit Discharge Response Plan | Code and Health Officer | Report documentation and water quality testing | Specify Measurable Goal |
|          | Specify Best Management Practice | | | |

| BMP ID # | Description | Responsible Dept./Person Name | | |
|----------|-------------|-------------------------------|-------------------------|
| 3I       | Locate Illicit Discharges and determine the source. | Code and Health Officer | Field observations, investigations, illicit discharge report and public notification | Specify Measurable Goal |
|          | Specify Best Management Practice | | | |

| BMP ID # | Description | Responsible Dept./Person Name | | |
|----------|-------------|-------------------------------|-------------------------|
| 3J       | Remove, correct and monitor Illicit Discharges | Code and Health Officer | Field observations, investigations, illicit discharge report and public notification | Specify Measurable Goal |
|          | Specify Best Management Practice | | | |
NOTICE OF INTENT

For Coverage Under the NPDES General Permit
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Small Municipal Separate Storm Sewer Systems (MS4s)

D. Storm Water Management Program Summary (Cont.)

3K
BMP ID #
Illicit Discharges public notification
Specify Best Management Practice
Code and Health Officer
Responsible Dept./Person Name
Local newspaper and community bulletin
Specify Measurable Goal

4. Construction Site Runoff Control:

4A
BMP ID #
Review all Federal and State Stormwater Legislation
Specify Best Management Practice
Town Counsel
Responsible Dept./Person Name
Subscribe to Federal Register and attend Stormwater Seminars
Specify Measurable Goal

4B
BMP ID #
Develop and revise local policies and regulations
Specify Best Management Practice
Planning Board
Responsible Dept./Person Name
Project review and approval through Town regulatory process.
Specify Measurable Goal

4C
BMP ID #
Update and continue ongoing construction observations
Specify Best Management Practice
Planning Board
Responsible Dept./Person Name
Preconstruction meeting
Specify Measurable Goal

4D
BMP ID #
Enforce, revise and amend present stormwater requirements in the subdivision and site development regulations
Specify Best Management Practice
Planning Board
Responsible Dept./Person Name
Erosion control measures indicated on the development plan(s), reviewed and approved during the municipal review process.
Specify Measurable Goal

4E
BMP ID #
Temporary erosion control methods:
- construction entrance
- silt fence & hay bales
- stone check dams
- sediment basins
- erosion matting
- erosion stone
Specify Best Management Practice
Planning Board
Responsible Dept./Person Name
Construction Observations
Specify Measurable Goal
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D. Storm Water Management Program Summary (Cont.)

5. Post Construction Runoff Control:

5A
BMP ID #
Develop ordinances, regulations and policies to permit access to all Stormwater outlets
Specify Best Management Practice
Board of Selectman
Recorded easements and land owner agreements
Specify Measurable Goal

5B
BMP ID #
Develop and implement Stormwater system maintenance regulations, procedures and manuals.
Specify Best Management Practice
Board of Selectman
Annual stormwater observation process
Specify Measurable Goal

6. Pollution Prevention / Good Housekeeping:

6A
BMP ID #
Review and pursue alternative funding sources for additional staffing and resources
Specify Best Management Practice
Planning Board
Completed grant, loan or bond applications
Specify Measurable Goal

6B
BMP ID #
Develop and implement municipal Stormwater Pollution Prevention Plan
Specify Best Management Practice
Planning Board
Road Agent
Annual meeting to review, update and revise plan
Specify Measurable Goal

6C
BMP ID #
Develop and implement Hazardous Waste training program
Specify Best Management Practice
Planning Board
Code and Health Officer
Annual training course
Specify Measurable Goal

6D
BMP ID #
Develop and implement public stormwater contamination training program
Specify Best Management Practice
Planning Board
Code and Health Officer
Annual presentations at public event(s)
Specify Measurable Goal
NOTICE OF INTENT

For Coverage Under the NPDES General Permit for Storm Water Discharges from Small Municipal Separate Storm Sewer Systems (MS4s)

D. Storm Water Management Program Summary (Cont.)

<table>
<thead>
<tr>
<th>BMP ID #</th>
<th>Activity Description</th>
<th>Road Agent</th>
<th>Responsible Dept./Person Name</th>
<th>Record annual quantity of snow removal and storage</th>
<th>Specify Measurable Goal</th>
</tr>
</thead>
<tbody>
<tr>
<td>6E</td>
<td>Develop a public snow storage and removal program</td>
<td>Road Agent</td>
<td>Responsible Dept./Person Name</td>
<td>Record annual progress based on “Clean Miles”. Litchfield currently sweeps all streets annually.</td>
<td>Specify Measurable Goal</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>BMP ID #</th>
<th>Activity Description</th>
<th>Road Agent</th>
<th>Responsible Dept./Person Name</th>
<th>Record annual progress based on “Clean Feet or Structures”</th>
<th>Specify Measurable Goal</th>
</tr>
</thead>
<tbody>
<tr>
<td>6G</td>
<td>Revise, update and monitor roadway cleaning &amp; maintenance program</td>
<td>Road Agent</td>
<td>Responsible Dept./Person Name</td>
<td>Specify Measurable Goal</td>
<td></td>
</tr>
<tr>
<td>6H</td>
<td>Revise, update and monitor stormwater systems cleaning &amp; maintenance program</td>
<td>Road Agent</td>
<td>Responsible Dept./Person Name</td>
<td>Specify Measurable Goal</td>
<td></td>
</tr>
<tr>
<td>6I</td>
<td>Three (3) year Townwide program. Litchfield currently cleans all CB sumps, based on a 3-year rotation schedule.</td>
<td>Road Agent</td>
<td>Responsible Dept./Person Name</td>
<td>Specify Measurable Goal</td>
<td></td>
</tr>
</tbody>
</table>

7. BMPs for Meeting Requirements of Part I.C. (Discharges to Water Quality Impaired Waters) and Part I.D. (Total Maximum Daily Load Allocations):

Not Applicable – please refer to section C
NOTICE OF INTENT
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E. 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.

Frank A. Byron  Chairman – Board of Selectman, Litchfield, NH
Printed Name

John E. Pinciario  Vice Chairman – Board of Selectman, Litchfield, NH
Printed Name

M. Patricia Jewett – Board of Selectman, Litchfield, NH
Printed Name

Raymond C. Peeples Jr. – Board of Selectman, Litchfield, NH
Printed Name

Eric S. Gibbons – Board of Selectman, Litchfield, NH
Printed Name

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### General Notes:

1. Identification of source and the removal/correction of illicit discharges under next permit.
2. BMP ID # 3E, 3H, 3J, 3I AND 3K will be begin development and implementation during the next NPDES Permit cycle.
3. BMP ID # 4C, 4D, and 4E have already been implemented with existing Town regulations.
4. BMP ID # 6H and 8I area presently implemented with existing Town procedures.

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**0131601 NHSWIMP Schedule Form**

8/21/2003