

**Municipality/Organization:** Pelham, NH

---

**EPA NPDES Permit Number:** NHR041025

---

**Annual Report Number & Reporting Period:** No. 1: March 03-March 04

---

# NPDES PII Small MS4 General Permit Annual Report

MAY - 5 2004

**Part I. General Information**

MUNICIPAL ASSISTANCE UNIT

**Contact Person:** William D'Andrea **Title:** Planning Director

---

**Telephone #:** 603.635.7811 **Email:** [plandir@pelhamweb.com](mailto:plandir@pelhamweb.com)

---

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, 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.

**Signature:** 

---

**Printed Name:** Thomas R. Gaydos

---

**Title:** Town Administrator

---

**Date:** 5/3/04

---

## Part II. Self-Assessment

The Town of Pelham has completed the required self-assessment and has determined that our municipality is in compliance with all permit conditions.

## Part III. Summary of Minimum Control Measures

### 1. Public Education and Outreach

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 1 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 2
1.1	Plan and research public education programs and plan for funding	Planning Director	Plan and funds by 2004	Researched EPA Resources to add information and links to website, local cable program	Add EPA website links to town website; have stormwater information / brochures / fact sheets available at Planning Office
Revised					
1.2	Conduct public education programs	Planning Director	1 to 2 per year for permit term	Research stormwater materials to broadcast on local public television; participate in NRPC programs	Investigate adding Stormwater education to school curriculum; Investigate preparing a brochure for properties adjacent to waterways
Revised					

### 2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 1 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 2
2.1	Solicit the public as to the type of involvement of participation.	Planning Director	Complete by 2005	No Action	Explore venues for public involvement – schools, Boy Scouts, Girl Scouts, Planning Board workshops
Revised					
2.2	Conduct Public programs	Planning Director	Complete by 2008	No Action	
Revised					

### 3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 1 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 2
3.1	Plan and fund mapping of UA, need to look at overall mapping needs as it applies to illicit discharge detection & elimination control measure.	Planning Director	Plan and funding by 2004	Planning GIS mapping of existing and new development storm sewers and looking at sources for funding; local public television announcements for participation in NRPC Household Hazardous Waste Collection days	Warrant Article for funding; continue with recycling efforts
Revised					
3.2	Map outfalls & receiving water	Planning Director	Complete by 2008	No Action	Highway Dept. to record location of suspicious discharges to storm sewer during catch basin cleaning
Revised					
3.3	Develop storm sewer bylaw	Planning Director	Complete by 2008	No Action	
Revised					
3.4	Dry weather screening of outfalls	Planning Director	Complete by 2008	No Action	
Revised					
3.5	Develop policy for elimination of illicit discharges	Planning Director	Complete by 2008	No Action	
Revised					

#### 4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 1 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 2
4.1 Revised	Review existing subdivision and site plan review regulations	Planning Director	Review complete 2004	Reviewing regulations; proposing max. driveway grades and slopes within R.O.W.; incorporating BMPs not already in regulations (oil/water separators)	Revise pre-construction meeting requirements to include new BMPs and Phase II requirements
4.2 Revised	Revise subdivision and site plan review regulations	Planning Director	Revisions complete 2005	No Action	
4.3 Revised	Approval process for revised subdivision and site plan review regulations	Planning Director	Spring 2006	No Action	
4.4 Revised	Implement new subdivision and site plan review regulations	Planning Director	End of 2007	No Action	
4.5 Revised	Evaluate new subdivision and site plan review regulations	Planning Director	End of permit term - 2008	No Action	

## 5. Post-Construction Stormwater Management in New Development and Redevelopment

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 1 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 2
5.1 Revised	Review current structural BMPs	Planning Director	Summer 2005	No Action	Review maintenance schedule of CBs; look at feasibility of oil/water separators; review maintenance of infiltration and vegetative BMPs
5.2 Revised	Review current non-structural BMPs	Planning Director	Summer 2005	No Action	Review current Site Plan, Subdivision and Zoning Regulations
5.3 Revised	Make recommendations for new structural and non structural BMPs	Planning Director	Summer 2006	No Action	
5.4 Revised	Seek approval of new BMPs	Planning Director	2007	No Action	
5.5 Revised	Incorporate BMPs into regulations	Planning Director	2008	No Action	

## 6. Pollution Prevention and Good Housekeeping in Municipal Operations

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 1 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 2
6.1 Revised	Complete Spill Prevention Control & Countermeasure Plan	Highway Department/ Transfer Station	Complete by 2003	Completed	Review and update as necessary
6.2 Revised	Submit Storm Water multi-sector (industrial) permit	Highway Department	Complete by 2003	EPA New England has determined that municipal highway vehicle maintenance facilities that are owned or operated by a municipality <b>are not</b> categorically subject to Phase I permitting requirements of the NPDES Storm Water Program. At this time, these facilities <b>are not</b> required to submit an NOI for permit coverage under the <i>NPDES Storm Water Multi-Sector Permit for Industrial Activities (MSGP)</i> .	
6.3 Revised	Train employees on SPCCP	Administrator / Highway Department	Throughout permit term	Reviewed SPCCP to determine a training program	Implement SPCCP review and training for employees
6.4 Revised	Review existing P2 and Good Housekeeping policies and practices	Highway Department	Complete 2005	Reviewed street sweeping and CB cleaning practices	Continue review of other BMP maintenance policies and practices; research recycling uses for grit/street sweepings
6.5 Revised	Revise and implement P2 and Good Housekeeping policies and practices	Highway Department	2006	No Action	

**6a. Additions**

6.6	Street Sweeping	Highway Department	Sweep all streets annually; document volume collected	Completed annual sweeping	Continue program; implement volume documentation; research reuse/recycling
6.7	Catch Basin Cleaning	Highway Department	Clean all catch basins annually; document volume collected	Completed annual CB cleaning and recorded volume collected	Continue program; research reuse/recycling; document "heavy load areas" and research an "as-needed" frequency program

**7. BMPs for Meeting Total Maximum Daily Load (TMDL) Waste Load Allocations (WLA) <<if applicable>>**

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 1 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 2
7.1	Investigate if Pelham's storm water is causing water quality violations	Planning Director	Throughout permit term	No Action	Begin locating and investigating outfalls to Beaver Brook; research and monitor any Highway Dept. records of suspicious discharges to storm sewer during catch basin cleaning
Revised					

**Part IV. Summary of Information Collected and Analyzed**

A number of the permit year 1 BMP goals not completed was due to lack of funding for these new programs. The Town is looking into additional funding options and volunteer participation options to complete those BMP goals as well as those planned for permit year 2.

**Part V. Program Outputs & Accomplishments (OPTIONAL)**

**Education, Involvement, and Training**

Household Hazardous Waste Collection Days – (NRPC 2003)		
☞ days sponsored	(#)	5
☞ community participation – See Attached	(%)	
School curricula implemented	(y/n)	Investigating

## Legal/Regulatory

	In Place Prior to Phase II	Under Review	Drafted	Adopted
Regulatory Mechanism Status (indicate with "X")				
☞ Illicit Discharge Detection & Elimination		X		
☞ Erosion & Sediment Control	X	X		
☞ Post-Development Stormwater Management		X		
Accompanying Regulation Status (indicate with "X")				
☞ Illicit Discharge Detection & Elimination		X		
☞ Erosion & Sediment Control	X	X		
☞ Post-Development Stormwater Management		X		

## Construction

Estimated percentage of construction starts adequately regulated for erosion and sediment control	(%)	100
Site inspections completed	(# or %)	100%
Complaints/concerns received from public	(#)	5

## Operations and Maintenance

Average frequency of catch basin cleaning (non-commercial/non-arterial streets)	(times/yr)	yearly
Average frequency of catch basin cleaning (commercial/arterial or other critical streets)	(times/yr)	yearly
Total number of structures cleaned	(#)	1029
Storm drain cleaned	(LF or mi.)	0
Qty. of screenings/debris removed from storm sewer infrastructure	(lbs. or tons)	200
Disposal or use of sweepings (landfill, POTW, compost, recycle for sand, beneficial use, etc.)		Compost

Average frequency of street sweeping (non-commercial/non-arterial streets)	(times/yr)	
Average frequency of street sweeping (commercial/arterial or other critical streets)	(times/yr)	Yearly
Qty. of sand/debris collected by sweeping	(lbs. or tons)	20 T
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.)	(location)	Town yard



Anti-/De-Icing products and ratios	% NaCl % CaCl <sub>2</sub> % MgCl <sub>2</sub> % CMA % Kac % KCl % Sand	55 1     44
Pre-wetting techniques utilized	(y/n)	N
Manual control spreaders used	(y/n)	Y
Automatic or Zero-velocity spreaders used	(y/n)	N
Estimated net reduction in typical year salt application	(lbs. or %)	0
Salt pile(s) covered in storage shed(s)	(y/n)	Y
Storage shed(s) in design or under construction	(y/n)	N



# Household Hazardous Waste Collections

**Household Hazardous Waste** comes from everyday products used in the home, yard or garden. They are corrosive, flammable, toxic or reactive. Common examples are oil-based paints and solvents, oven cleaners, pool chemicals, pesticides, drain openers and auto chemicals. Many products are used up and disposed without considering the potential consequences. Disposal in the trash, down the sink or into a storm drain poses a threat to water quality and may kill fish and wildlife. Household toxins may also injure human and animal health if they are exposed to these chemicals due to careless storage and handling.

**What can you do?** When disposing of chemicals, securely pack and transport materials in their original containers to a household hazardous waste collection event. Sort and pack chemicals separately, being cautious to avoid spills. Containers must be labeled as to their contents.

## What to Bring to HHW Collection Events

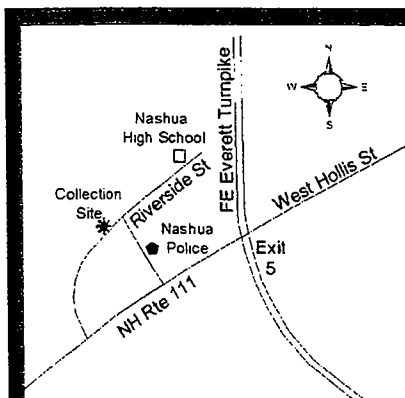
Residents may bring a maximum of 10 gallons or 20 pounds of the following:

Pesticides	Muriatic Acid	Ni-CAD Batteries	Lead / Oil-Based Paints *
Insecticides	Antifreeze	Lithium Batteries	Wood Preservatives
Herbicides	Mixed Gasoline	Oven Cleaners	Varnish / Paint Stripper
Pool Chemicals	Paint Thinners	Photo Chemicals	Coal-Tar Driveway Sealers

**Residents of the following communities may participate:**

*Ambherst  
Brookline  
Hollis  
Hudson  
Litchfield  
Merrimack  
Milford  
Mont Vernon  
Nashua  
Pelham  
Windham*

**\* LATEX PAINT/SEALER WILL NOT BE ACCEPTED**



## Nashua Regional Household Hazardous Waste Collection Center

Nashua Public Works Garage  
6 Riverside Street, Nashua.

*Collection hours: 8am to Noon  
Except Thursday, June 3<sup>rd</sup>, 3 - 7pm*

### For more information:

Nashua Regional Planning Commission at 883-0366  
or visit  
[www.nashuarpc.org/hhw](http://www.nashuarpc.org/hhw)  
or  
City of Nashua Division of Public Works, Solid Waste Department at 589-3410

## 2004 Collection Dates

<b>May</b>	<b>June</b>	<b>Aug.</b>	<b>Oct.</b>	<b>Nov.</b>
<b>1</b>	<b>3</b>	<b>7</b>	<b>2</b>	<b>6</b>
Saturday	Thursday	Saturday	Saturday	Saturday
8am - Noon	3pm - 7pm	8am - Noon	8am - Noon	8am - Noon

## NASHUA REGION HHW / SQG PROGRAM

### 2003 EVENT PARTICIPATION REPORT

		5/3/2003	6/5/2003	8/2/2003	10/4/2003	11/1/2003	Municipal
		Nashua HHW / SQG	Nashua HHW / SQG	Nashua HHW / SQG	Nashua HHW / SQG	Nashua HHW / SQG	TOTALS
	1 <sup>st</sup> Time	8	9	19	10	16	62
	% new (households)	44%	56%	66%	50%	73%	59%
MERRIMACK	Returning	10	7	10	10	6	43
	Total Cars	14	15	24	19	20	92
	Total Households	18	16	29	20	22	105
	1 <sup>st</sup> Time	6	10	8	9	4	37
	% new (households)	40%	63%	80%	47%	24%	47%
MILFORD	Returning	9	6	2	10	13	40
	Total Cars	15	16	9	16	13	69
	Total Households	16	16	10	19	17	78
	1 <sup>st</sup> Time	1	1	4	4	1	11
MONT	% new (households)	33%	100%	67%	57%	100%	61%
VERNON	Returning	2	0	2	3	0	7
	Total Cars	3	1	5	5	1	15
	Total Households	3	1	6	7	1	18
	1 <sup>st</sup> Time (households)	95	83	65	62	78	383
	% new (households)	55%	56%	40%	38%	42%	44%
NASHUA	Returning (households)	110	64	99	102	106	481
	Total Cars	172	117	134	145	158	726
	Total Households	205	147	164	164	184	864
	1 <sup>st</sup> Time	20	7	11	9	8	55
	% new (households)	80%	70%	55%	50%	40%	59%
PELHAM	Returning	5	3	9	9	12	38
	Total Cars	17	10	18	16	14	75
	Total Households	25	10	20	18	20	93