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2001



# UNIVERSITY of NEW HAMPSHIRE

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April 29, 2005

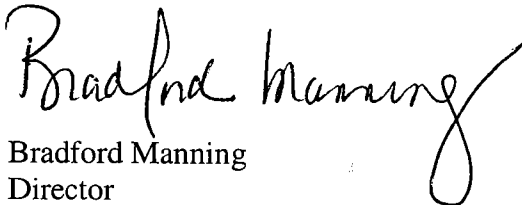
Shelly Puleo  
Mail Drop CMU  
EPA New England, Region 1  
Municipal Assistance Center  
One Congress Street, Suite 1100  
Boston, MA 02114-2023

RE: NPDES Phase II Small MS4 General Permit Annual Report NHR042001

Dear Ms Puleo,

Enclosed please find the NPDES Phase II Small MS4 General Permit Annual Report for the University of New Hampshire. Please do not hesitate to contact me if you need any additional information.

Sincerely,

  
Bradford Manning  
Director

ENVIRONMENTAL HEALTH AND SAFETY

Perpetuity Hall 11 Leavitt Lane Durham, New Hampshire 03824-3522  
603-862-4041 603-862-0047 fax <http://www.unh.edu/ehs>

Municipality/Organization: University of New Hampshire

EPA NPDES Permit Number: NHR042001

MaDEP Transmittal Number: N/A

Annual Report Number

& Reporting Period: No. 2: March 04-March 05

## NPDES PII Small MS4 General Permit Annual Report

### Part I. General Information

Contact Person: Bradford Manning

Title: Director - Office of Environmental Health & Safety

Telephone #: 603-862-4041

Email: bmanning@cisunix.unh.edu

#### 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:

Bradford Manning

Printed Name:

BRADFORD MANNING

Title:

Director, Environmental Health & Safety

Date:

April 29, 2005

## **Part II. Self-Assessment**

The University of New Hampshire has completed the required self-assessment and has determined to the best of our knowledge that our organization is in compliance with the various parts of our NPDES permit.

Part III. Summary of Minimum Control Measures

<b>1) PUBLIC EDUCATION AND OUTREACH</b>					
<b>BMP ID</b>	<b>BMP</b>	<b>Responsible Person(s)</b>	<b>Measurable Goal(s)</b>	<b>Progress on Goal(s) – Permit Year 2</b> (Reliance on non-municipal partners indicated, if any)	<b>Changes/Goals for Next Reporting Year</b>
1	<b>Production and Distribution of Informational Publications</b>	B. Manning	Distribution to Faculty and Student Population; Evaluation of Public Comments	In progress - see bulleted item(s) below.	Continue creating and distributing informational resources.
	<p><b>2005</b></p> <ul style="list-style-type: none"> <li>• Yates, S. “Storm Water Management Program Progresses.” Campus Journal. Volume XLII, Number 13. UNH Media Relations. January 1, 2005.</li> <li>• Leonard, D. “New Center Tackles Storm Water Management.” Campus Journal. Volume XLII, Number 10. UNH Media Relations. November 12, 2004.</li> <li>• A link to the UNH Storm Water Management Plan is included in the UNH Human Resources, New Employee Orientation Handbook, titled “Getting Started @ UNH.”</li> <li>• “Storm Water Management Showcase.” (19” x 31”) displayed at the UNH Memorial Union Building from January 1, 2005 through May 31, 2005.</li> </ul> <p><b>2004</b></p> <ul style="list-style-type: none"> <li>• UNH Storm Water Management Pamphlet December 2003.</li> <li>• Letter dated January 15, 2004, from John Aber, Vice President for Research and Public Service and Brad Manning, Director of Environmental Health and Safety, distributed to the UNH Community.</li> <li>• Reed, J. “EHS Targets Pollutants in University Storm Water System.” Campus Journal. Volume XLI, Number 22. UNH Media Relations. January 30, 2004.</li> <li>• Public Forum Held on Storm Water Management.” Campus Journal. Volume XLI, Number 27. UNH Media Relations. March 5, 2004.</li> <li>• Public Forum Held on Storm Water Management.” Campus Journal. Volume XLI, Number 28. UNH Media Relations. March 12, 2004.</li> <li>• “Storm Water Management Showcase.” (19” x 31”) displayed at the UNH Memorial Union Building from February 23, 2004 through March 31, 2004.</li> </ul>				
2	<b>Production and Distribution of Informational Video</b>	B. Manning	Completion of Video Post-Production; Scheduling of Public Viewing; and Notice of Availability to Requesting Organizations	In progress - see bulleted item(s) below.	Look for additional venues to distribute storm water videos and continue to broadcast movie at UNH.
	<p><b>2005</b></p> <ul style="list-style-type: none"> <li>• “Storm Water Runoff, There is No Away,” (VHS Video) accepted for broadcast on NHPTV (Channel 4) – Summer 2004.</li> <li>• “Storm Water @ UNH.” (DVD Video) Created by the Office of Environmental Health and Safety, University of New Hampshire Video Services, Volunteer Storm Water Committee, and the Seacoast Storm Water Coalition. 2004. Distributed to UNH Catvision and Channel 3.</li> <li>• “Storm Water @ UNH.” (DVD Video) Created by the Office of Environmental Health and Safety, University of New Hampshire Video Services, Volunteer Storm Water Committee, and the Seacoast Storm Water Coalition. 2004. Shown to Dr. Aaron Margolin’s Microbiology 806 (Virology) class. Spring 2005.</li> </ul> <p><b>2004</b></p> <ul style="list-style-type: none"> <li>• “Storm Water Runoff, There is no Away.” (VHS Video) Created by the Office of Environmental Health, and Safety, University of New Hampshire Video Services, and Seacoast Storm Water Coalition. 2003.</li> <li>• “Storm Water Runoff, There is no Away.” Broadcasted for public viewing on the UNH Catvision (Channel 3 and Channel 27) and the Town of Durham’s Community Access Television Channel.</li> <li>• “Storm Water @ UNH.” (DVD Video) Created by the Office of Environmental Health and Safety, University of New Hampshire Video Services, Volunteer Storm Water Committee, and the Seacoast Storm Water Coalition. 2004.</li> </ul>				

## 1) PUBLIC EDUCATION AND OUTREACH (continued)

3	Development of a Storm Water Program Link on the UNH Website	B. Manning	Completion of Website Link	In progress - see bulleted item(s) below.	Continue updating the UNH Storm Water Management website with the latest storm water information available.
<p>2005</p> <ul style="list-style-type: none"> <li>• Updated storm water website to link all UNH Storm Water programs and policies.</li> <li>• Included all BMPs on the UNH Storm Water Management website.</li> <li>• Linked to the New Hampshire Estuaries Project (NHEP) website.</li> <li>• Linked to the Center for Marine Biology/Department of Natural Resources (Professor Steve Jones) website.</li> <li>• Linked to the Center for Storm Water Technology Evaluation and Verification (CSTEV).</li> </ul> <p>2004</p> <ul style="list-style-type: none"> <li>• <a href="http://www.unh.edu/ehs/stormwater/">http://www.unh.edu/ehs/stormwater/</a></li> <li>• Provides comprehensive information on UNH Storm Water Management program, EPA/UNH publications, related campus research projects on storm water and other resources.</li> </ul>					

## 2) PUBLIC PARTICIPATION / INVOLVEMENT

BMP ID	BMP	Responsible Person(s)	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any)	Changes/Goals for Next Reporting Year
4	Public Notification Meeting	B. Manning	Holding of Public Meeting	In progress - see bulleted item(s) below.	Continue posting public information bulletins on website and in UNH campus news publications.
	<p><b>2005</b></p> <ul style="list-style-type: none"> <li>Held bi-monthly public forums with the Seacoast Storm Water Coalition.</li> <li>Manning, B. "Storm Water Management - Catch Basin Stenciling Project." Presented at the Getting in Step Workshop on Conducting Effective Storm Water Outreach and Education. Manchester, NH. April 1, 2004.</li> </ul> <p><b>2004</b></p> <ul style="list-style-type: none"> <li>"Public Forum Held on Storm Water Management." Campus Journal. Volume XLI, Number 27. UNH Media Relations. March 5, 2004.</li> <li>"Public Forum Held on Storm Water Management." Campus Journal. Volume XLI, Number 28. UNH Media Relations. March 12, 2004.</li> <li>"Public Forum on Storm Water Management" held on March 31, 2004 from 10:00 AM until noon in the UNH Holloway Commons.</li> </ul>				
5	Establishment of a Volunteer Committee	B. Manning	Establishment of Committee; Semester Events	In progress - see bulleted item(s) below.	Continue scheduling community-related events through OEHS and the VSW Committee.
	<p><b>2005</b></p> <ul style="list-style-type: none"> <li>Sponsored an on-site visit of the Center for Storm Water Technology Evaluation and Verification (CSTEV) at UNH and invited Seacoast Storm Water Coalition members to attend. November 17, 2004.</li> </ul> <p><b>2004</b></p> <ul style="list-style-type: none"> <li>Establishing the volunteer storm water committee and recruiting members since December 6, 2002.</li> <li><a href="http://www.unh.edu/chs/stormwater/vswc.html">http://www.unh.edu/chs/stormwater/vswc.html</a></li> <li>Committee sponsored Public Forum held on 3/31/04.</li> <li>OEHS and VSW Committee coordinated lecture on Solid Waste Environmental Management Planning to College of Natural Resources (which included information on the UNH Storm Water Management program) on December 2, 2003.</li> </ul>				
6	Stenciling of Catch basins	B. Manning	All CBs Stenciled	In progress - see bulleted item(s) below.	Continue to install permanent drain markers on catch basins identified in the UNH Storm Water Sewer System Map.
	<p><b>2005</b></p> <ul style="list-style-type: none"> <li>Purchased 500 permanent storm catch basin drain markers, indicating "No Dumping – Drains to Bay" from Almatek Industries. Installation will begin in Spring 2005.</li> </ul> <p><b>2004</b></p> <ul style="list-style-type: none"> <li>"Storm Water Management Catch Basin Stenciling Project." PowerPoint Presentation. March, 2004.</li> <li>"Storm Drain Stenciling to Build Storm Water Awareness in NH's Estuarine Communities." Final Report to the New Hampshire Estuaries Project. Submitted by Julia Peterson (NH Sea Grant) on June 30, 2003.</li> <li>Julia Peterson and 4H Teen Conference Volunteers stenciled 103 catch basins (19% of all catch basins) at UNH in late June of 2003.</li> </ul>				

### 3) ILLICIT DISCHARGE DETECTION AND ELIMINATION

BMP ID	BMP	Responsible Person(s)	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any)	Changes/Goals for Next Reporting Year
7	Development of a Storm Sewer System Map	M. Hayes	Completion of Site Plan	In progress - see bulleted item(s) below.	Continue to validate system map catch basin and outfall locations through visual field observations.
	<p>2005</p> <ul style="list-style-type: none"> <li>UNH GIS has updated the original Storm Water Sewer System map to include additional catch basin and outfall locations and the piping that connects these units.</li> <li>UNH GIS is creating an electronic map of the UNH storm water sewer system to be published on the UNH Storm Water Management Program website.</li> </ul> <p>2004</p> <ul style="list-style-type: none"> <li>Storm Sewer System Map for use in Compliance with the EPA Mandated Illicit Discharge Report completed circa. September 2003.</li> </ul>				
8	Development of Policy Prohibiting Illicit Discharges	M. Hayes	Completion and Implementation of Policy	In progress - see bulleted item(s) below.	Review and update the Storm Water Illicit Discharge Procedures as needed (include Town of Durham Storm Water Ordinance if approved).
	<p>2005</p> <ul style="list-style-type: none"> <li>Re-evaluated and updated the UNH Storm Water Illicit Discharge Procedures on March 1, 2005. This document includes IDDE preparation, drainage system, investigation and summary of findings.</li> <li>Contacted the Town Engineer regarding the status of the "Town of Durham Storm Water Ordinance" on March 8, 2005. The Town Engineer responded that the Ordinance is going through Town Attorney review and should be before the Town Council in June 2005.</li> </ul> <p>2004</p> <ul style="list-style-type: none"> <li>DRAFT - "Durham Storm Water Ordinance." Prepared by and for Town of Durham, Public Works Department, on December 22, 2003.</li> <li>UNH Storm Water Illicit Discharge Procedures written and approved by UNH Facilities Maintenance. Copy on file in OEHS.</li> </ul>				

### 3) ILLICIT DISCHARGE DETECTION AND ELIMINATION (continued)

9	<b>Development and Implementation of an IDDE Plan</b>	M. Hayes	Completion and Implementation of Plan	In progress - see bulleted item(s) below.	Storm water sewer system drainage will be further evaluated for illicit connections by dry weather, smoke or fluorescent dye testing as needed.
<p>2005</p> <ul style="list-style-type: none"> <li>• “Illicit Discharge Detection and Elimination (IDDE) Program Implementation Report” written by the UNH Facilities Information Technology GIS Division. July 1, 2004.</li> <li>• “Illicit Discharge Detection and Elimination (IDDE) Program – Summary of Findings” written by the UNH Facilities Information Technology GIS Division. April 15, 2005.</li> <li>• Letter of Enforcement issued to campus vendors who were illegally discharging into the storm water sewer system. September 2004.</li> </ul> <p>2004</p> <ul style="list-style-type: none"> <li>• Surface storm water drainage network components will be field validated using Global Positioning Systems (GPS). All outfalls will be field identified (marked) and assigned to water quality technicians for dry-weather qualitative/quantitative sampling. Field reference data materials and water quality sampling documentation for qualitative/quantitative assessments will be prepared for and provided to all water quality technicians prior to the IDDE testing.</li> </ul>					
10	<b>Provide Informational Materials to Employees and Public</b>	M. Hayes	Inclusion in Informational Packet	See <b>BMP-1</b> for progress.	Continue to provide informational material to campus community and general public.
<p>2005</p> <ul style="list-style-type: none"> <li>• Yates, S. “Storm Water Management Program Progresses.” Campus Journal. Volume XLII, Number 13. UNH Media Relations. January 1, 2005.</li> <li>• Manning, B. and Tardie, P. “Illicit Discharge Detection and Elimination Efforts at UNH.” Presented to the Seacoast Coalition Storm Water Committee on 7/28/04.</li> </ul>					
11	<b>Assessment of Non-Storm Water Discharges</b>	M. Hayes	Identification and Elimination of Contributing Allowable NSWDS	In progress	Continue to assess and identify allowable NSWDS to the MS4 and assess for potential contaminant contribution.
<p>2005</p> <ul style="list-style-type: none"> <li>• A list of allowable non-storm water discharges is included in the UNH Storm Water Illicit Discharge Procedures. March. 2005.</li> </ul>					



#### 4) CONSTRUCTION SITE RUNOFF CONTROL

BMP ID	BMP	Responsible Person(s)	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any)	Changes/Goals for Next Reporting Year
12	Development of a Construction Site Erosion and Sediment Runoff Control Policy	P. Chamberlin	Completion and Implementation of Policy	In progress - see bulleted item(s) below.	Review and update policy as needed.
	<p>2005</p> <ul style="list-style-type: none"> <li>Construction Site Erosion and Sediment Runoff Control Policy reviewed and updated by Facilities Design and Construction in April 2005.</li> <li>Received copies of the SWPPP for two construction projects and NOI for one project over one acre in size that fall under the EPA requirement for storm water construction permit.</li> </ul> <p>2004</p> <ul style="list-style-type: none"> <li>Policy has been written and approved by Facilities Design and Construction (copy on file in OEHS).</li> </ul>				
13	Public Notification and Comment	P. Chamberlin	Documentation and Follow-up	In progress - see bulleted item(s) below.	Review and update procedures as needed.
	<p>2005</p> <ul style="list-style-type: none"> <li>Public notification and comment procedures reviewed and updated by Facilities Design and Construction in April 2005.</li> <li>Public notification and comment process implemented for co-generation project currently being built by EMCOR.</li> </ul> <p>2004</p> <ul style="list-style-type: none"> <li>Procedures for Public Notification and Comment have been written and approved by Facilities Design and Construction (copy on file in OEHS).</li> </ul>				
14	On-Site Inspection and Enforcement	P. Chamberlin	100% Compliance	No action required at this time.	Continue to implement on-site inspection and enforcement procedures for applicable construction projects.
	<p>2005</p> <ul style="list-style-type: none"> <li>Representatives from two outside contractors with construction SWPPPs conduct regular inspections of construction site to ensure compliance with the individual SWPPP.</li> </ul>				

## 5) POST-CONSTRUCTION RUNOFF CONTROL

BMP ID	BMP	Responsible Person(s)	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any)	Changes/Goals for Next Reporting Year
15	Development of a Post-Construction Runoff Control Policy	P. Chamberlin M. Hayes	Completion and Implementation of Policy; Annual Inspection and Review Schedule	In progress - see bulleted item(s) below.	Review and update procedures as needed.
<p>2005</p> <ul style="list-style-type: none"> <li>• Post Construction Runoff Control Policy reviewed and updated by Facilities Design and Construction in April 2005.</li> <li>• Storm water treatment structures installed at various construction site locations have been inventoried and are operational.</li> </ul> <p>2004</p> <ul style="list-style-type: none"> <li>• Procedures for On-Site Inspection and Enforcement have been written and approved by Facilities Design and Construction (copy on file in OEHS).</li> </ul>					

## 6) POLLUTION PREVENTION / GOOD HOUSEKEEPING

BMP ID	BMP	Responsible Person(s)	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any)	Changes/Goals for Next Reporting Year
16	<b>Development of a Comprehensive Operations and Maintenance Plan</b>	M. Hayes	Completion and Implementation of Plan	No action required at this time.	Continue development and implementation of COMP.
	2005 • Completed the draft UNH Storm Water Management Operations and Maintenance Plan in March 2005.				
17	<b>Development of a Materials Management and Recycling Policy</b>	M. Hayes	Completion and Implementation of Policy	No action required at this time.	Continue development and implementation of MMRP. Coordinate with the UNH Solid Waste Management Plan initiative.
	2005 • Revised and updated UNH Hazardous Waste Management Plan to communicate the methods UNH uses to properly manage hazardous waste. • Revised and updated UNH Integrated Contingency/Spill Prevention Control and Countermeasure Plan to reflect recent changes in EPA regulations. • Updated the UNH Chemical Environmental Management System to include an electronic radioactive materials inventory module. • Completed an analysis of solid waste streams at UNH by ranking each stream based on ten key criteria as stipulated in the UNH Solid Waste Environmental Management Plan. • Began the analysis of the UNH recycling program to collect data to be used in the development of a Comprehensive Materials Management Policy.				
18	<b>Facilities Employee Training Program</b>	M. Hayes	Completion and Implementation of Program	No action required at this time.	Continue to develop outline for training program and identify employees who require training.
	2005 • Spill Prevention Control and Countermeasure (SPCC) training given to UNH Facilities, Housing and Farm employees.				
19	<b>Community Outreach Program</b>	M. Hayes	Completion and Implementation of Program	See <b>BMP-1: Storm Water Management Pamphlet.</b>	Continue education efforts as outlined <b>BMP-1.</b>
	2005 • Gillum, D. "Solid Waste Management and Minimization at UNH." Presented to an introductory Natural Resources class with more than 300 students in attendance in the 2005 spring semester. • Knowlton, S. "Managing Waste at the Source." Presented to an introductory Natural Resources class with more than 300 students in attendance in the 2005 spring semester. • Yates, S. "Storm Water Management Program Progresses." Campus Journal. Volume XLII, Number 13. UNH Media Relations. January 1, 2005. • Yates, S. "New Center Tackles Storm Water Management." Campus Journal. Volume XLII, Number 10. UNH Media Relations. November 12, 2004. • Pamphlet and link to UNH Storm Water Management Plan has been included in the UNH Human Resources, "New Employee Orientation Program and Handbook" • "Storm Water Management Showcase." (19" x 31") displayed at the UNH Memorial Union Building from January 1, 2005 through May 31, 2005.				

## 6) POLLUTION PREVENTION / GOOD HOUSEKEEPING (continued)

20	Community Participation Program	M. Hayes	Completion and Implementation of Program	See BMP-5 for current progress.	Continue participation efforts for surface water monitoring activities.
	<p>2005</p> <ul style="list-style-type: none"> <li>• Sponsored an on-site visit of the Center for Storm Water Technology Evaluation and Verification (CSTEV) at UNH and invited Seacoast Storm Water Coalition members to attend. November 11, 2004.</li> <li>• A link to the "College Brook Ecological Restoration Project" has been added to the UNH Storm Water Management Program website.</li> </ul>				

## Part IV. Summary of Information Collected and Analyzed

### 2005

- In addition to our stated BMPs in our SWMP, a grant has been given to UNH Natural Resources Professor Steve Jones to analyze “Low Impact Storm Water Management Programs at UNH.” This grant was partially funded by the UNH Storm Water Management Program.
- \$75,000 allocated for the implementation of Storm Water Management Program BMPs. Individual projects include:
  - \$42,896.63 allocated for IDDE project.
  - \$7,215.48 allocated for the Storm Drain Marker Project.
  - \$3,541 allocated for the “Low Impact Storm Water Management Project.”
  - \$2,864 allocated for spill absorbent kits.
- Approximately 3,800 UNH students have seen “Storm Water Runoff, There is no Away,” which was broadcasted for public viewing on UNH Catvision (Channel 3).
- Approximately 3,000 faculty and staff were provided the UNH Campus Journal publication that contained two articles providing updates to the campus community on the UNH Storm Water Management Program.

### 2004

- 3,124 Storm Water Management pamphlets were sent to the UNH community in January 2004.
  - 100 pamphlets printed in February 2004 for on-hand supply.
  - 500 pamphlets printed in March 2004 for upon-requests.
- 103 UNH catch basins (19% of all catch basins) were stenciled in late June of 2003.
- >800 undergraduate students were presented information about the UNH Storm Water Management Program on December 2, 2003 and April 22, 2004.
- Approximately 3,800 UNH students have seen “Storm Water Runoff, There is no Away,” which was broadcasted for public viewing on UNH Catvision (Channel 3 and Channel 27).
- Approximately 5,500 UNH students have read an article about the UNH Storm Water Management Plan (in the dorm newspapers).