

# TOWN OF HOOKSETT

## MUNICIPAL BUILDING

16 Main Street  
Hooksett, New Hampshire 03106-1397



485-8472 Administration  
268-0003 Assessing  
485-4117 Building  
485-4117 Code Enforcement  
Conservation  
485-8769 Family Services  
485-4423 Fax  
485-2017 Finance  
268-0279 Planning  
485-9534 Tax Collector  
485-9534 Town Clerk  
485-8472 Town Council  
268-0279 Zoning

*11/13/06  
revised*

November 7, 2006

Mr. Jeffrey G. Andrews, PE  
Department of Environmental Services  
PO Box 95  
29 Hazen Drive  
Concord, NH 03302-0095

Dear Mr. Andrews,

I am in receipt of your letter dated 10/27 with regards to the annual report for the Town of Hooksett # NHR041012. The packet was originally mailed out of my office in April. Unfortunately it doesn't seem to have landed on your desk. Therefore, I am re-sending the information to both you and to the EPA.

Sincerely,

David M. Jodoin  
Hooksett Town Administrator

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April 24, 2006

Ms. Shelly Pulco  
US Environmental Protection Agency, Region 1  
One Congress Street  
Suite 1100 (SEW)  
Boston, MA 02114-2023

Subject: Notice of Intent (NOI) Application and Storm Water Management  
Implementation (SWMI) Schedule

Dear Ms. Pulco,

As has been the case in most years, the residents of Hooksett have defeated our budgets on several occasions. The outcome and result of this obviously is a lack of funding. However, we are plodding along as best we can with the staff and resources that we do have. Our web page is currently being re-vamped in house and several key pieces of information will now be available on line. We hope to have this up and running by the first of the year.

Though our construction activities have slowed some, it is still considerably busier than our surrounding communities. I have to say though that we do have an excellent on site engineer that provides us with excellent monitoring. Over the next year we will continue to strive for budgeting and implementation, however we are no different than any other Community, State or Federal Government that is faced with the never ending and daunting task of reductions in our budgets.

Sincerely,

David M. Joddin  
Hooksett Town Administrator

**Municipality/Organization:** Town of Hooksett

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**EPA NPDES Permit Number:** NHR041012

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**MaDEP Transmittal Number:** W-

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**Annual Report Number  
& Reporting Period:** No. 3: March 2005-March 2006

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## NPDES PII Small MS4 General Permit Annual Report

### Part I. General Information

**Contact Person:** David M. Jodoin **Title:** Town Administrator


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**Telephone #:** 603-485-8472 **Email:** djodoin@hooksett.org

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#### 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:** 

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**Printed Name:** David M. Jodoin

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**Title:** Town Administrator

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**Date:** 04/24/06

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

**In November of 2003, the Town of Hooksett contracted with Dufresne Henry to assist the Town in developing a Stormwater Management Plan. Over the years, the Town has tried very hard to put forth items in the budget, that are later defeated at the polls. As a result of this, the Town tries to use current allocated funds and at times have found this to be problematic.**

**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 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
1.1 Revised	Plan public Ed programs	Town Administrator		Public Information has been provided via the Towns web site	Continue listing all information
1.2 Revised	Conduct Programs	Town Adm./Conserv. Commission		Plans have been proposed but turned down	The Town will get Conservation more involved
Revised					
Revised					
Revised					
Revised					

**1a. Additions**




## 2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
2.1 Revised	Solicit the Public/Volunteers	Town Administrator		Work in progress	Continue with Conservation help
2.2 Revised	Conduct Public Programs	Town Administrator		Work in progress	Continue in conjunction with Conservation
Revised					
Revised					
Revised					
Revised					

### 2a. Additions


### 3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
3.1 Revised	System Map	Town Administrator		Mapping system has been funded	Continue to move project forward
3.2 Revised	System Structures	Engineer		Work on in 2007/08	Budget necessary funds
3.3 Revised	Develop Stormwater By-law	Engineer		Tie into 2007/08 budget cycle	Budget Funds
3.4 Revised	Dry weather outfall screening	Engineer		2007/08	Budget Funds
3.5 Revised	Develop Policy	Town Adm/Engineer		2007/08	Budget Funds
Revised					

### 3a. Additions




**4. Construction Site Stormwater Runoff Control**

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) - Permit Year 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities - Permit Year 4
4.1 Revised	Review existing regs	Planning Director		Evaluated annually	Continuous review/update
4.2 Revised	Revise regulations	Planning Director		Evaluated Annually	Continuous work in progress
4.3 Revised	Approval process	Planning Director		Evaluated annually	Work in progress
4.4 Revised	Implement regulations	Planning Director		Evaluated annually	Continuous work in progress
4.5 Revised	Evaluate Implemented regs	Planning Director		Evaluated annually	Continuous evaluation
Revised					

**4a. Additions**


**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 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
5.1 Revised	Review BMP's	Engineer		Completed	Update
5.2 Revised	Revise BMP's	Engineer		Revise	Update
5.3 Revised	Incorporate BMP's	Town Engineer		In process	Continue update
5.4 Revised	Evaluate BMP's	Engineer		On going	On going
Revised					
Revised					
Revised					

**5a. Additions**


**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 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities -- Permit Year 4
6.1 Revised	Review existing policies	Highway department		Completed	Update as needed
6.2 Revised	Revise Highway Dept Policies	Highway Department		Completed	Update as needed
6.3 Revised	Train employees	Highway Department		Completed	Update as needed
6.4 Revised	Develop schedules & inspection procedures	Highway Department		Completed	Update as needed
6.5 Revised	Implement long term schedules/procedures	Highway Department		In process	Budget as needed
Revised					

**6a. Additions**


**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 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities - Permit Year 4
7.1 Revised	Coordinate with NHDOOT	Highway Department		Continual process	Continual
Revised					
Revised					
Revised					
Revised					
Revised					

**7a. Additions**


**7b. WIA Assessment**

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

The Town is continually reviewing situations based as they happen. Unfortunately over the years, both local and State have been hit hard with budgetary issues and cuts.

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

**Programmatic**

Stormwater management position created/staffed	(y/n)	NO
Annual program budget/expenditures	(\$)	\$25-50k

**Education, Involvement, and Training**

Estimated number of residents reached by education program(s)	(# or %)	5%
Stormwater management committee established	(y/n)	NO
Stream teams established or supported	(# or y/n)	Yes
Shoreline clean-up participation or quantity of shoreline miles cleaned	(y/n or mi.)	NO
Household Hazardous Waste Collection Days		
▪ days sponsored	(#)	Daily
▪ community participation	(%)	50
▪ material collected	(tons or gal)	750 gallons
School curricula implemented	(y/n)	No


**Legal/Regulatory**

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

**Mapping and Illicit Discharges**

Outfall mapping complete	(%)	
Estimated or actual number of outfalls	(#)	
System- Wide mapping complete	(%)	
<b>Mapping method(s)</b>		
▪ Paper/Mylar	(%)	
▪ CADD	(%)	
▪ GIS	(%)	
Outfalls inspected/screened	(# or %)	
Illicit discharges identified	(#)	
Illicit connections removed	(#)	
	(est. gpd)	
% of population on sewer	(%)	50
% of population on septic systems	(%)	50


**Construction**

Number of construction starts (>1-acre)	(#)	Varies
Estimated percentage of construction starts adequately regulated for erosion and sediment control	(%)	Yes
Site inspections completed	(# or %)	100%
Tickets/Stop work orders issued	(# or %)	Varies
Fines collected	(# and \$)	None
Complaints/concerns received from public	(#)	Varies/all reviewed

**Post-Development Stormwater Management**

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	(%)	100%
Site inspections completed	(# or %)	100%
Estimated volume of stormwater recharged	(gpy)	Varies

**Operations and Maintenance**

Average frequency of catch basin cleaning (non-commercial/non-arterial streets)	(times/yr)	2
Average frequency of catch basin cleaning (commercial/arterial or other critical streets)	(times/yr)	When needed
Total number of structures cleaned	(#)	1338
Storm drain cleaned	(LF or mi.)	300
Qty. of screenings/debris removed from storm sewer infrastructure	(lbs. or tons)	10 tons per load
Disposal or use of sweepings (landfill, POTW, compost, recycle for sand, beneficial use, etc.)		Beneficial use

Cost of screenings disposal	(\$)	Unknown

Average frequency of street sweeping (non-commercial/non-arterial streets)	(times/yr)	2
Average frequency of street sweeping (commercial/arterial or other critical streets)	(times/yr)	2 or when needed
Qty. of sand/debris collected by sweeping	(lbs. or tons)	20 ton
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.)	(location)	Beneficial
Cost of sweepings disposal	(\$)	\$Unknown
Vacuum street sweepers purchased/leased	(#)	Yes 1
Vacuum street sweepers specified in contracts	(y/n)	No

Reduction in application on public land of: ("N/A" = never used; "100%" = elimination)		
<ul style="list-style-type: none"> <li>▪ Fertilizers</li> <li>▪ Herbicides</li> <li>▪ Pesticides</li> </ul>	(lbs. or %)	2000 lbs.
	(lbs. or %)	N/A
	(lbs. or %)	N/A

Anti-/De-Icing products and ratios		
	% NaCl	
	% CaCl <sub>2</sub>	
	% MgCl <sub>2</sub>	
	% CMA	
	% Kac	
	% KCl	
	% Sand	
Pre-wetting techniques utilized	(y/n)	No
Manual control spreaders used	(y/n)	No
Automatic or Zero-velocity spreaders used	(y/n)	Yes
Estimated net reduction in typical year salt application	(lbs. or %)	2987 tons



Salt pile(s) covered in storage shed(s)	(y/n)	Yes
Storage shed(s) in design or under construction	(y/n)	No