

**TOWN OF SANDOWN**  
**OFFICE of SELECTMEN**  
**P.O. BOX 1756 · Sandown NH 03873**  
**Telephone (603) 887-3646**  
**Fax (603) 887-5163**

6/12/06.  
*revised*

**June 6, 2006**

**Ms. Shelley Puleo**  
**U.S. Environmental Protection Agency**  
**Municipal Assistance Unit**  
**One Congress Street**  
**Suite 1100 CMU**  
**Boston, MA 02114**

**Dear Shelley,**

**Enclosed please find our completed annual Stormwater Report for 2006. A copy is being forwarded to the NHDES as well per the reporting requirements.**

**Please contact our office if you have any questions or should any further information be required.**

**Sincerely,**

*Paula M. Gulla*

**Paula M. Gulla**  
**Selectmen's Assistant**

**cc: NHDES**

**Municipality/Organization:** Town of Sandown

**EPA NPDES Permit Number:** NHR041032

**MaDEP Transmittal Number:** W-

**Annual Report Number  
& Reporting Period:** No. 1: March 05-March 06

## NPDES PII Small MS4 General Permit Annual Report

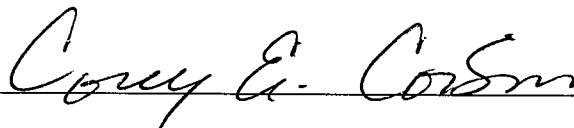
### Part I. General Information

Contact Person: Tim Roberts Title: Road Agent

Telephone #: (603) 887-3646 Email: Townofsandown@comcast.net

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: Corey E. Corbin

Title: Chairperson, Board of Selectmen

Date: \_\_\_\_\_

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

The Town of Sandown, NH has completed the self assessment and determined that our municipality is in compliance with all permit conditions except the following provisions:

- 1) Again failed to submit annual report on or before May 1<sup>st</sup>. Submitted on June 6, 2006.

**Part III. Summary of Minimum Control Measures**

**1. Public Education and Outreach**

<b>BMP ID #</b>	<b>BMP Description</b>	<b>Responsible Dept./Person Name</b>	<b>Measurable Goal(s)</b>	<b>Progress on Goal(s) – Permit Year 3 (Reliance on non-municipal partners indicated, if any)</b>	<b>Planned Activities – Permit Year 4</b>
PE-1	Public Awareness – Video	Health Officer Ken Sherwood	12 showings/yr	Continue to show video	Continue to show video
Revised					
PE-2	Educational Flyer	Sanitation Dept Dave Cheney	# Flyers Distributed (1000/yr)	Repeat accomplishment of last year	Repeat accomplishment of last year
Revised					
PE-3	Web Page Linked to Main Page	BOS Office Manager Lynne Blaisdell	10% of main page visitors	Establish Town Stormwater page & begin tracking ‘hits’	New website vendor & new website – will re-establish link and hits – website more user friendly
Revised					
PE-4	Elementary School Programs	BOS Leslie Britton	1 project/yr	Changing BMP to implement information kiosk at Town Library	Kiosk implemented – continue to highlight and focus on topic once per year for a particular month
Revised	Town Library Information Kiosk	BOS Corey Corbin			
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
PP-1 Revised	Town Board Coordination	BOS Leslie Britton BOS Corey Corbin	# Participants/ # Meetings	Set up & conduct monthly Department Head BMP review with Conservation, Planning, Highway, Health, Code Enforcement, Fire, etc. officials	Quarterly Department Head meetings instituted - BMP stormwater discussion included – continue contact with Department Heads – updated reports quarterly
PP-2 Revised	Town Deliberative Session	Highway Dept. Tim Roberts	Discuss & Pass Warrant Article Costs allocated via the yearly budget	Budget line item for all committees	Continue to work towards this BMP no warrant articles this year – no specific line item in budget
PP-3 Revised	Coordinate w/State Hwy Dept.	Highway Dept. Tim Roberts	# Participants/ # Meetings	Continue coordination	Continue coordination
PP-4 Revised	Coordinate w/Adjacent Towns	Highway Dept. Tim Roberts	# Participants/ # Meetings	Continue coordination	Continue coordination
PP-5 Revised	Waste Oil Disposal	Sanitation Dpt. Dave Cheney	Annual Volume – 5%/yr. incr.	Continue tracking volumes and disposal	Continue tracking volumes and disposal
Revised					

### 2a. Additions

PP-6	Exotic Species Program	BOS Corey Corbin	# Participants/ # Monitorings Control of Fanwort and milfoil at Phillips Pond	Facilitate DES Weed Watcher program for Phillips Pond	Establishment of Phillips Pond Association and passage of warrant article to treat fanwort and milfoil
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PP-7	Local Water Quality Monitoring for Showell Pond	BOS Corey Corbin	# Participants to monitor pond's cyanobacteria levels # months of absence of Blooms at Showell Pond	Education association on testing techniques and methodologies for cyanobacteria and start testing Showell Pond to discover relationship of bacteria blooms to ponds surrounding activities	Establishment of Showell Pond Association and relationship established with NHDES to monitor pond bacteria blooms
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### 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
ID-1	Update MS4 Plan	Highway Dept. Tim Roberts	Confirm Outfalls/ Update plan	Continue tracking outfalls using GPS	Continue tracking outfalls using GPS - adding information from new subdivisions
Revised					
ID-2	Identify Illicit Connections/Discharge	Highway Dept/ Health Officer Tim Roberts/ Ken Sherwood	# inspections & repairs/ yr	Continue tracking discharges & repairs	Inspections & identification of discharges and blowouts  Investigate establishing stricter controls and possible implementation of fines
Revised			One reported - resolved to satisfaction of Town engineers		
ID-3	Failing Septic Systems	Health Officer/ Ken Sherwood	# inspections & repairs/yr	Continue tracking inspections & repairs	Continue monitoring & tracking of failed septic systems
Revised					
ID-4	Illegal Dumping	Highway Dept/ Tim Roberts	# Dumps reported & cleaned	Implement and monitor policy and practice for clean up	Investigate establishing stricter controls and possible implementation of fines
Revised			One reported – cleaning and resolution in progress		
ID-5	Community Outreach	Sanitation Dept/ Dave Cheney	# pamphlets distributed	Continue brochure updates; work towards closing transfer station facility and install curbside collection	Continue brochure updates; work towards closing transfer station facility and install curbside collection
Revised					
Revised					

#### 3a. Additions

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#### 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
CS-1	Sediment Control	Conservation Comm/ Paul Carey	# Sites/Methods implemented	Continue to enhance the review process for site plans involving wetlands impacts and have implemented higher standards for sediment control	Compile a strategic booklet for sediment reduction and special informational web page
Revised			Implemented in all site reviews which required wetlands CUP since October 2003		
CS-2	Erosion Control	Conservation Comm/ Paul Carey	# Sites/Methods implemented	Conservation Commission has established more detailed review process for site plans involving wetlands impacts and has implemented higher standards for erosion control	Compile a strategic booklet and or web page for erosion reduction and expanded buffer zones to protect waterways
Revised			Implemented in all site reviews which required wetlands CUP since October 2003		
CS-3	SWPP Review	Planning Board/ Ted Winglass	# Plans Reviewed	100% review at Precon by Town consulting engineer	100% review at Precon by Town Consulting engineer
Revised		Ed St. Pierre			
CS-4	Construction Runoff Regs for Runoff Control	Planning Board/ Ted Winglass	Subdivision Regulations Updated	Evaluate report	No change from prior year BMP
Revised		Ed St. Pierre			
Revised					



Revised					
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#### 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
PC-1	Runoff Control in Site Plan Regs.	Planning Board/ Ted Winglass	Annual Review/Reduction in loopholes	Annual review of erosion & sediment control section of site plan regs	Annual review of erosion & sediment control section of site plan regs
Revised		Ed St. Pierre			
PC-2	Buffer Zone	Conservation Commission/ Paul Carey	Establish new BMPs	Continue to work with the Planning Board to define the Buffer Zone and goals to protect the Exeter River. Mapped Lakes and Ponds in town.	Propose warrant article to establish a working buffer zone to protect rivers and ponds.
Revised					
PC-3	Inspection Program in Site Plan	Planning Board/ Ted Winglass	# inspections/problems fixed	When NOI filed, each applicant must have a proposed SWPPP in place 72 hours prior construction. This is monitored at Precon by Town consulting engineer.	Continue as noted in year 3
Revised		Ed St. Pierre			
PC-4	Catch Basins	Highway Dept/ Tim Roberts	Inventory & clean out Basins	Continue inventory of catch basins with each new subdivision, road improvement.	Continue inventory of catch basins with each new subdivision, road improvement.
Revised					
Revised					

Revised					
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**5a. Additions**

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

<b>BMP ID #</b>	<b>BMP Description</b>	<b>Responsible Dept./Person Name</b>	<b>Measurable Goal(s)</b>	<b>Progress on Goal(s) – Permit Year 3</b> (Reliance on non-municipal partners indicated, if any)	<b>Planned Activities – Permit Year 4</b>
MG-1 Revised	Road Salt Reduction	Highway Dept/ Tim Roberts	Total Salt volume/yr	Continue with policy Investigate brine application in an effort to further reduce use of sand Draft Warrant Article for costs and funding of implementation	Brine application will not be implemented – continue with current salt application and continue to investigate new methods for reduction
MG-2 Revised	Spill Control & Reduction	Fire Dept/ Irving Bassett	# Vehicle & non-vehicle releases	Continue to review procedures for spill control & reduction; update if necessary	Continue to review procedures for spill control & reduction; update if necessary
MG-3 Revised	Fertilizer/Pesticide Reduction	Conservation Commission/ Paul Carey	Lawn care Specialist Training	No adverse impacts reported in Sandown from fertilizer or pesticide use	Host workshops for home owners on the proper use of over the counter fertilizers and pesticides 2006
Revised					
Revised					

Revised					
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**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
QI-1	E.Coli Monitoring	Health Officer/ Ken Sherwood	Tracking Philips Lake Outfall	Continue tracking on a semi-weekly basis, along with State for Phillips Pond and other public waters	Continue with water quality monitoring
Revised					
Revised					
Revised					
Revised					
Revised					

Revised					
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**7a. Additions**


**7b. WLA Assessment**

N/A

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

Town beach monitoring is in place and baseline data collected to determine ‘normal’ & ‘worst-case’ (e.g., immediately after heavy rains) *e. coli* levels.

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

**Programmatic**

Stormwater management position identified (Road Agent)	Yes	

**Education, Involvement, and Training**

Estimated number of residents reached by education program(s)	1500	
Stormwater management committee established	No	
Stream teams established or supported	No	
Shoreline clean-up participation or quantity of shoreline miles cleaned	No	
Household Hazardous Waste Collection Days		
▪ days sponsored	1	
▪ community participation	Not known (regional)	
▪ material collected	Not known (regional)	
School curricula implemented	No (regional)	

**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	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	80%	
Estimated or actual number of outfalls		
System-Wide mapping complete	80%	
<b>Mapping method(s)</b>		
▪ Paper/Mylar	80%	
▪ CADD	20%	
▪ GIS		
Outfalls inspected/screened	40%	
Illicit discharges identified		
Illicit connections removed	N/A	
% of population on sewer	0	
% of population on septic systems	100	

### Construction

Number of construction starts (>1-acre)	Approx. 55	69 SFD's Jan-Dec 2004
Estimated percentage of construction starts adequately regulated for erosion and sediment control	90%	90%

Site inspections completed (estimated between Planning Board, Engineer, Bldg Insp., Conservation)	90%	
Tickets/Stop work orders issued	0	0
Fines collected	0	0
Complaints/concerns received from public	3	1

**Post-Development Stormwater Management**

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	30%	0 *
Site inspections completed		0 *
Estimated volume of stormwater recharged	Not known	Not known
* We do not have post-construction Stormwater control regulations		

**Operations and Maintenance**

Average frequency of catch basin cleaning (non-commercial/non-arterial streets)	Once/year	
Average frequency of catch basin cleaning (commercial/arterial or other critical streets)	Once/year	
Total number of structures cleaned	Not known	
Storm drain cleaned	Regularly	
Qty. of screenings/debris removed from storm sewer infrastructure	Not known	
Disposal or use of sweepings (landfill, POTW, compost, recycle for sand, beneficial use, etc.)	N/A	
Cost of screenings disposal	N/A	

Average frequency of street sweeping (non-commercial/non-arterial streets)	N/A	
Average frequency of street sweeping (commercial/arterial or other critical streets)	Once/year	
Qty. of sand/debris collected by sweeping	3 tons	
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.)	Landfill	

Cost of sweepings disposal	N/A	
Vacuum street sweepers purchased/leased	N/A	
Vacuum street sweepers specified in contracts	N/A	

Reduction in application on public land of: (“N/A” = never used; “100%” = elimination)		
▪ Fertilizers	N/A	
▪ Herbicides	N/A	
▪ Pesticides	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	N/A	
Manual control spreaders used	Yes	
Automatic or Zero-velocity spreaders used	No	
Estimated net reduction in typical year salt application	5-10%	
Salt pile(s) covered in storage shed(s)	Yes	
Storage shed(s) in design or under construction	No	