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4/5/10

Municipality/Organization: Town of Exeter, NH
EPA NPDES Permit Number: NHR041007
MassDEP Transmittal Number: W-
Annual Report Number & Reporting Period: Year 7
April 1, 2009 – March 31, 2010

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NPDES PII Small MS4 General Permit Annual Report (Due: May 1, 2010)

Part I. General Information

Contact Person: Phyllis Duffy Title: Engr Tech

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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: 

Printed Name: Russell Dean

Title: Town Manager

Date: 4/28/10

Part II. Self-Assessment

The Town of Exeter, NH has completed the required self-assessment and has determined that our municipality is in compliance with all permit conditions from the previous Stormwater Phase II permit.

Exeter continues to reduce pollutants in stormwater runoff to the maximum extent practicable, through outreach and education, public participation, illicit discharge detection and elimination, construction and post construction rules and oversight and pollution and prevention and good housekeeping in municipal operations.

From the Selectmen to the employees on the street, the municipal government of Exeter is concerned with water quality of all rivers, streams and wetlands in and around the Town of Exeter. The local waterways contribute to the town in many ways including recreation, drinking water and beautiful scenic and serene vistas. Various volunteer boards and committees work tirelessly to ensure the waterways are protected and enhanced.

In 2009, the Exeter Conservation Commission (ECC) continued their efforts toward land stewardship and conservation of natural resources. The ECC worked to improve local regulations and implemented conservation land management strategies for over 2,000 acres of conservation lands, trail management and public outreach efforts throughout the year. In addition, the ECC continued to collect water quality samples for the Exeter and Little Rivers.

The Energy Committee is comprised of an energized and enthusiastic group of volunteers and town employees with the primary goal of reducing municipal energy consumption. Their message is ...turn off lights, walk or bike instead of drive and Reduce, Reuse, & Recycle. They have a survey on the Town website: Take the Carbon Challenge.

Exeter River Committee is currently looking at options for the Great Dam. Recommendations have been made for required modifications and repairs and now a subgroup is exploring the option of dam removal. In addition to flooding issues, it is possible that the dam may be contributing to upstream dissolved oxygen concerns.

Planning Department – Over the past few years, the Planning staff partnered with volunteers to improve land use regulations including adding protective buffers, shared parking allowances, improved protection of natural resources and developed a host of other important land use regulations. The Planning Department, Planning Board, Department of Public Works and Fire Department are currently reviewing road width requirements. Sixteen new cases came to the Planning Board which included one lot line adjustment, six minor site development reviews and a handful of subdivisions (small from one additional lot to a five lot subdivision). The trend for smaller projects is likely to continue as good developable land becomes more scarce.

Public Works Department – Identifying and removing sources of clean water entering the sewer system remains one of the highest priorities. Extensive field work this year included continuous flow monitoring, flow isolation, manhole and pipeline inspections, house-to-house surveys and public outreach. The Stormwater Program continued with public outreach including an ECO Newsletter that was mailed to all water and sewer customers (approx. 3200 residents and businesses). It was well received and we heard many positive comments. The second edition was to be more “green” so instead of mailing out it is on the front page of town website and some printed copies will be placed at Town Office, Library, Senior Center, DPW and other local buildings. Public participation included partnering with the high school for distributing “door hanger” educational materials and providing bags, gloves and pick up of volunteer litter cleanups. The pet waste stations are very popular and we have installed them at four new locations. Illicit Discharge Detection continues and we are currently tracking what appears to be an illicit connection. As noted above, the construction in town has slowed with the larger projects coming to an end. Town Inspectors continue to visit construction sites to ensure proper erosion controls are in place and items such as construction entrances are corrected if sediments are leaving the sites. Post construction BMPs are required and reviewed by the town with help from consultants to ensure they are adequate. Stormwater BMPs are inspected prior to release of construction bonds. Municipal employees continue to improve operations to prevent pollution to the maximum extent practicable.

The Water and Sewer Department help the Highway Department with cleaning catch basins and video taping drainage pipes in search of illicit connections. Stormwater training was focused on salt reduction in winter operations. The annual DPW plow rally provided training on calibration of equipment, education on a new piece of automated salt calibration and application and a presentation from the NHDOT on winter road maintenance and display of stormwater education table. We invited other surrounding towns to attend.

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 7 (Reliance on non-municipal partners indicated, if any)	Planned Activities
#1 Revised	Display Booth at Alewife Festival	DPW	Attend event/pass out information on SW program	The Alewife Festival no longer takes place. ERLAC established the festival and is not planning festivals in the near future.	We are looking for other local events to distribute educational materials to the general public.
#2 Revised	Stencil Storm Drains	DPW	Complete – report number of stenciled basins	We did not paint catch basin message this reporting period. Most of the catch basins still have the stenciled message...”Attention – Drains to River”	We purchased new equipment and will begin stenciling catch basins in new developments. We will add the following messages – “Drains to Water Supply” and “Drains to Wetlands” as appropriate
#3 Revised	Stormwater Video on Local Public Station	DPW/IT	Local channel plays video	Video not currently playing on local tv channel.	Looking for other ways to get video out to public. Many videos are currently available to watch on the internet and the town has videos of meetings. Display at Public Library
#4 Revised	Display at Town Building	DPW	Set up Display at building open to public	Display in DPW – New Recycle Cart with information on single stream recycling & town’s solid waste program & display of “Mail back Medical Sharps” program – an issue in Exeter	
#4A	Town Website	DPW	Use the Town Website to Educate the Community on Stormwater Pollution and Ways to Prevent it.	Town Website – Front Page – Spring E-Newsletter - Info on Solid Waste Prog - Notices of Public Hearings and Call for Public Input on various issues related to local waterways	Continue Online Newsletters and update stormwater information on website

Revised							

1a. Additions

Fall 2009 – 1 st Issue ECO Exeter – ENewsletter	DPW	Distribute newsletter Report number sent by mail	1st Newsletter was sent by mail to residents on Water and Sewer. This is the mailing list available. Approx 3200 residents & businesses received the Newsletter – many positive responses	Continue – but place on website rather than mailing
Spring 2010 – ECO Exeter – ENewsletter	DPW Input from other depts	This newsletter is on the Town Website – will be sent to those that signed up for email	In the Fall newsletter – we stated we would send out future newsletters by email and place on the town website. Newsletter on front page of Town website.	continue
Town of Exeter- Water Quality Report	DPW	Water Quality Report includes – Water Conservation Tips & Town is still providing Free – Water Conservation Kits	Sent to residents on Water/ Sewer approx 3200.	continue
Town of Exeter – Infiltration and Inflow	DPW	Brochure explaining I & I – includes Conservation Tips & info on Free – Water Conservation Kits	Sent to residents on Water/ Sewer approx 3200.	The program will continue.

2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 7 (Reliance on non-municipal partners indicated, if any)	Planned Activities
5	Public Notice	DPW	Issue Public Notice to encourage public participation in SWPPP Program	Completed for 1 st permit.	Public Notice/Hearing for New Stormwater Permit when issued.
Revised					
6	Review need for Stormwater Committee	DPW	Meet Biannually if established	It was decided that a committee was not needed for the first permit	The proposed permit has new requirements for Pollution Prevention Teams – discuss forming a Stormwater Committee – after new permit is issued
Revised					
7	Stencil Storm Drains	DPW	Track number of volunteers	No volunteers used to stencil storm drains	DPW will continue to stencil storm drains – consider recruiting volunteers for certain neighborhoods
Revised					

2a. Additions

	Door Hanger Education	DPW	Use high school students to distribute educational materials	High School volunteers participated in a door to door education program – Distributed information on Do's and Don'ts to Protect Exeter's Drinking Water – area of distribution – residents living within 'Wellhead Protection Areas' Included letter from Director of DPW. Educated students on program	Some students did a great job, others distributed to parking garage and other areas - not the neighborhoods assigned. Not sure on using students in future. We also did not receive as many students as we thought to help.
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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 7 (Reliance on non-municipal partners indicated, if any)	Planned Activities
8 Revised	Survey Outfalls	DPW	Visual Shoreline Survey	Visual inspection of Exeter River at time of year when Great Dam was opened to fullest extent – one additional outfall that could not be seen during regular river conditions	Continue
9 Revised	Map & Update Outfalls	DPW	Create Maps Check Against Survey	Contracted with People GIS to update Storm Drainage System so it will be available to public – MapsOnline – status - Working	Continue
10 Revised	Ordinance to Prohibit Non-Stormwater discharges	DPW	Ordinances Updated to Include Appropriate Enforcement Procedures & Actions	Updates to existing Stormwater Ordinance on hold until new permit is issued	Continue
11 Revised	Create Education for Businesses	DPW	Create Flyers/ Brochures – distribute to businesses	Businesses on Town Water/Sewer received letter, questionnaire and brochure They also received Fall Newsletter & Water Quality Report	Continue program to educate businesses
12 Revised	Hotline	DPW	Establish and Publish Phone # for Reporting Illegal Discharges	A dedicated line has not been established but residents and businesses know to call Police Dispatch and or DPW	Continue to improve program to receive complaints
13 Revised	Sample Suspect Outfalls	DPW	Samples Taken – Results Tracked	Samples were taken at outfalls while the Exeter River was low due to opening the dam.	Continue

14	Test	DPW	Smoke or Dye Test or Camera Lines	Video of Storm drainage pipe to see if sewer connections were present – NO Took additional sample at DMH nearest outfall – will sample other DMHs – follow thru with other tests as needed	Continue
15	Correct	DPW	Remove Illicit Discharge	Searching for possible illicit discharge	Continue

4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 7 (Reliance on non-municipal partners indicated, if any)	Planned Activities
16 Revised	Update Ordinance / Regulations to meet Stormwater Phase II Rules	Planning/DPW/ Building	Documents Updated	Working on updates to Site and Subdivision Regulations (in progress) looking at new permit requirements	Finalize updates
17 Revised	Site Plan Review for All Construction Projects Greater than = to One Acre	Planning/DPW/ Building	Site Plans Reviewed for Erosion Control BMPs & Construction Phases	All constructions sites greater than one acre are reviewed for erosion control BMPs and construction phases NEW: Require SWPPP to be prepared and discussed at Pre Construction Meetings – EPA	Continue with existing program
18 Revised	Site Inspections	Planning/DPW/ Building	Site Inspected at Critical Phases & After Storm Events	Construction sites are inspected at critical times	Continue with existing program
19 Revised	Develop & Implement Construction Site Information & Reporting	Planning/DPW/ Building	Create Signs for Posting at Construction Sites & Hotline for Reporting	Contractors place signs at construction sites	Continue with existing program

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 7 (Reliance on non-municipal partners indicated, if any)	Planned Activities
20 Revised	Implement Site Appropriate BMPs as Determined During Planning Review	Planning/DPW/ Building	BMPs in place	Developers are required to implement site appropriate BMPs	Continue program
21 Revised	Develop & Implement Long Term O & M Program for BMPs	Planning/DPW/ Building	Signed Maintenance Agreements covering BMPs – Maintenance taking place	Continue to receive O & M Plans prepared by Design Consultant and Maintenance Agreements between Town and owners	Continue program
Revised					
Revised					
Revised					
Revised					

Revised								
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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 7 (Reliance on non-municipal partners indicated, if any)	Planned Activities
22 Revised	Create P2 / Good Housekeeping Program	DPW	Provide Training	In house Plow Rally with emphasis on Salt Reduction – invited surrounding towns – Presentations: NHDOT Stormwater Table with information on Salt Reduction – Training on new automated sander purchased for plow truck -	Continue training
23 Revised	Sweep Streets	DPW	Streets Swept	Commercial/Arterial – twice each year Non Commercial/Non Arterial – once yearly	Continue program
24 Revised	Inspect Catch Basins	DPW	Catch Basins Inspected	Catch basins inspected - 141	Continue program
25 Revised	Clean Catch Basins	DPW	Catch Basins Cleaned	Catch basins cleaned - 141	Continue program
Revised					
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 7 (Reliance on non-municipal partners indicated, if any)	Planned Activities
Revised					
Revised					
Revised					
Revised					
Revised					
Revised					
Revised					

7a. Additions

7b. WLA Assessment