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Municipality/Organization: Town of Auburn, NH

EPA NPDES Permit Number: NHR041003

**Annual Report Number
& Reporting Period:** No. 8: March 10-March 11

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: William Herman, CPM **Title:** Town Administrator

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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: William Herman, CPM

Title: Town Administrator

Date: April 30th, 2011

The Town of Auburn is rural bedroom community, located in the southern portion of New Hampshire, consisting of approximately 5,175 persons. Auburn has limited commercial and industrial development; the town is primarily residential. Approximately 50 percent of the town is undeveloped land, with about 24 percent of that land comprised of Lake Massabesic and its watershed. This important water source serves as the drinking water supply for the City of Manchester and several surrounding communities. Road salt appears to be the primary pollutant of concern. Little Cohas Brook is listed on the State 303 (D) list as contaminated with chloride. All efforts are made to minimize the effects of road salt on the watersheds.

During the seventh year of the program, the town has continued to make small, but significant inroads towards compliance with the Stormwater proposed control measures. Staffing continues to be a concern, as does sufficient funding for the Stormwater Program. Funds continue to be allocated to this important program, and the town hired subcontractor has completed the identification and mapping of the majority of town owned culverts and catch basins. This was an important step forward for the town.

The Building Inspector continues to ensure developers and builders are filing Notice of Intent (NOI's) and following town regulations with regard to storm water management. The Planning Board continues to focus on incorporating the Stormwater Program into the revisions of regulations and ordinances with the goal of protecting the wetland systems, Lake Massabesic, and its tributaries. The Planning Board, Conservation Commission, and Zoning Board of Adjustment are continuing in their efforts to protect the wetlands and waterways in Auburn by stressing compliance with appropriate erosion control measures during construction activities. In 2008, the Conservation Commission hired a subcontractor to identify and map all of the prime wetlands in the community, this was completed. However, in March 2009 the Auburn residents voted down a Warrant Article to designate Prime Wetlands.

The Town of Auburn does not currently have a Highway Department. However, the elected Road Agent has been an integral part of the Stormwater program and has been invaluable in implementing many of the control measures.

Public Education and Outreach

The Town of Auburn continues to provide the residents with information regarding stormwater and the importance of the town's Stormwater Program. Administrative staff continues to update the town web site with information regarding Stormwater and Household Hazardous Waste, as well as information on the Clean Water Act, links to pollution prevention tips for residents and a link to a Kid's Page.

The Town continues to post information regarding the household hazardous waste disposal days on the web site as well as publishing the information in *The Auburn Village Crier*, which is a newsletter mailed to all residents on a monthly basis. The Stormwater Committee also continues to place a report in the annual Town Report each March which gives an overview of the goals that have been met by the Committee during the past year.

Public Involvement and Participation

The Town has not yet made any progress in storm drain labeling. The intent was to begin this program once all of the catch basins have been located and identified but the town has lacked the staff needed to complete this task. The Stormwater Committee has compiled a list of businesses in town that are willing to take waste oil from homeowners so that the list can be available to residents who do not want to wait until the annual hazardous waste collection day. Motor oil and battery collection days are held the first Saturday of every month at the Town Garage.

Manchester Water Works has placed portions of their watershed into Conservation Easements, which further protects tributaries and Lake Massabesic. The Town has a good working relationship with Manchester Water Works and the Planning Board works closely with representatives from Water Works to ensure that new residential and non-residential development does not adversely affect the watershed.

The Town of Auburn is currently undertaking a planning and design project to potentially bring waste water service to portions of the Town, providing further protection for the Lake Massabesic watershed.

Administrative staff and the Road Agent continue to attend quarterly regional stormwater meetings. This group is known as the Stormwater Action Task Force (SWAT) and is attended by representatives from the City of Manchester, NH DOT, and the Towns of Derry, Londonderry, Bedford, Goffstown, and Hampstead, as well as Auburn. These meetings provide a forum for the communities to share information and resources and also provide training opportunities.

The Planning Board provides notice to all abutters and the general public on all applications for subdivision or site plan review, and residents are allowed the opportunity to express concerns during a public forum with regard to stormwater and erosion control concerns. The Conservation Commission routinely provides input with regard to wetlands and the watershed during these meetings as well.

Auburn continues to hold annual Community Clean up days during the spring.

Illicit Discharge and Elimination

The Town of Auburn has completed identifying, locating, and mapping the majority of catch basins and culverts in town. The locations are noted by GPS and are plotted on the town Tax Maps. Outfalls to Lake Massabesic were identified and logged previously.

The Town will continue to work towards the development of an IDDE Program. A separate IDDE Ordinance will follow completion of the IDDE Program. Currently, the Town Zoning Ordinance has strict guidelines that limit activity and construction within the 125-foot wetland buffer. In 2008, Auburn completed an extensive effort to identify, inventory and map more than 100 wetlands throughout the community. This information has been helpful for all local land use boards. The guidelines apply to activity near a stream, vernal pool or forested wetland. Currently, the regulations do not differentiate between the different types of wetland, which provides added stormwater protection for tributaries. Any reduction in the wetland buffer to less than 75 feet requires submission of a functional analysis to prove no adverse affect to the wetland. The Auburn Subdivision and Site Plan Regulations specifically spell out requirements for stormwater management and erosion control.

Construction Site Stormwater Runoff Control

The Auburn Planning Board began requiring pre construction meetings for all residential and non-residential development projects in the Town of Auburn during 2006. In attendance at the meeting are the developer or his agent, the general contractor, the town contract engineer and a town representative. During the meeting, the town contract engineer confirms the submission of an NOI for all projects disturbing more than one acre of land. Erosion control measures are discussed and projects are not able to begin until appropriate erosion control is in place. Erosion control is verified and periodically checked by the town contract engineer during construction monitoring inspections. For larger scale projects, a third party environmental consultant is recommended to also review erosion control measures and provide reports to the town on a regular basis.

Post Construction Stormwater Management in New Development and Redevelopment

The Town of Auburn has yet to begin its stream monitoring program due to funding constraints but looks forward to its implementation if/when funding becomes available. Manchester Water Works does conduct routine stream monitoring and will notify the town of any areas of concern. Residents are made aware that proper manure practices are invaluable in protecting natural resources within the town and how improper practices can affect homeowners.

Currently, the Town of Auburn has not implemented a program, which addresses the maintenance and cleaning of detention ponds. The feasibility of such a program is being evaluated.

Pollution Prevention and Good Housekeeping in Municipal Operations

The Board of Selectmen currently maintain roadway and bridge maintenance files. Maintenance of town infrastructure is crucial. Each year, the Road Agent develops a list of priorities to be addressed based on recommendations from the Highway Safety Committee and the Board of Selectmen.

Catch basin cleaning is ongoing on an as need basis.

The Road Agent is in charge of salt application and storage in the Town of Auburn. The Road Agent typically utilizes a sand/salt mixture to reduce the amount of salt that is placed on the roads within the Town of Auburn. He also attended seminars, which address road salt applications. In 2006, the town refurbished the old incinerator building to be used as a Highway garage. The intent was to provide an area where the snow removal subcontractors could access facilities and perform small maintenance on their trucks. Used oil is collected and contained on site and then removed by Waste Management. Since the subcontractors do not store their vehicles at the garage, cleaning of the vehicles is not an issue. Fire Department and Police Department vehicles are maintained by an outside vendor, so used oil containment is not an issue for these departments.

As mentioned previously, the Road Agent and Administrative staff attends the quarterly regional stormwater task force meetings. In addition, the Building Inspector/Code Enforcement Officer and Planning/Zoning Secretary, who are members of the Stormwater Committee, attend annual stormwater conferences and workshops.

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 – Ongoing
1A	Lawn & garden activities	Board of Selectmen	By 2 nd year brochures and info posted on web site	Information is placed on the web site and at Town Hall. This information is updated as needed.	The town will continue to provide links on the town web site to the EPA, DES, and environmental sites of interest. As well as supply other public town building with informational brochures, stickers and bookmarks
1B	Proper disposal of household hazardous waste	Board of Selectmen	By 2 nd year brochures and info posted on web site	Information placed on web site and at Town Hall. Advertisement of collection day/time on website and in the Auburn Village Crier. Successful completion of annual collection day.	Continue to post specific household hazardous waste information on the web site. Advertise and post the results from the annual collection day on the web site.
1C	Classroom education on storm water	Board of Selectmen	By year 3, educators trained, classroom material developed	School curriculum includes this topic, which is covered in science classes.	Maintain communication with the school and expand outreach and education grades K-3.
1D Revised	Road signs	Road Agent	Install by year 2 Maintain any damaged signs	Ongoing. Maintenance of signs as needed.	Ongoing
1E	Information page in Town Report	Board of Selectmen	First report in 2003 Town Report	Report in Town Report	Ongoing
1F	Newspaper articles	Board of Selectmen	Bi-monthly storm water articles to be placed in the town newsletter	More Articles are needed.	Increase number of articles to increase public awareness.
1G	Storm water brochures	Board of Selectmen	Informational brochures visibly placed in Town Hall	Ongoing	Update postings, as new information is available from EPA and NH DES.
1H	Storm water posters	Board of Selectmen	Informational posters visibly placed in the Town Hall	Ongoing	Ongoing