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Municipality/Organization: Town of Plaistow, NH

EPA NPDES Permit Number: NHR-041026

Annual Report Number & Reporting Period: Year 8
April 1, 2010 – March 31, 2011

NPDES PII Small MS4 General Permit Annual Report (Due: May 1, 2011)

Part I. General Information

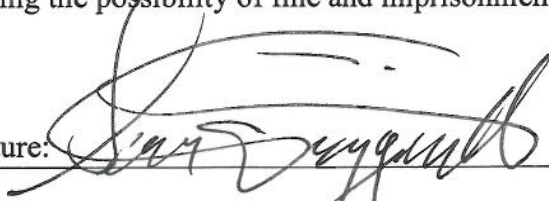
Contact Person: Sean Fitzgerald **Title:** Town Manager

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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: SEAN FITZGERALD

Title: TOWN MANAGER

Date: 4-29-2011



Handwritten signature of Notary Public

Annual Report Contents:

1. Self assessment review of compliance with the permit conditions. **See Part II.**
2. An assessment of the appropriateness of the selected BMPs. **Several modifications to BMPs were made; see Part III.**
3. An assessment of the progress towards achieving the measurable goals. **See Part III.**
4. A summary of results of any information that has been collected and analyzed. **See Part IV.**
5. A discussion of activities for the next reporting cycle. **See Part III.**
6. A discussion of any changes in identified BMPs or measurable goals. **See Part III.**
7. Reference any reliance on another entity for achieving any measurable goals. **See Part III.**

Part II. Self-Assessment

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

Part I.B.2(e). Coordination with the US Fish and Wildlife Service to determine permit eligibility with regard to the Endangered Species Act is pending.

Part I.B.2(f). Coordination with the US Fish and Wildlife Service to determine permit eligibility with regard to Essential Fish Habitat is pending.

Part I.B.2(g). Coordination with the State Historic Preservation Officer to determine permit eligibility with regard to properties listed or eligible to be listed on the National Register of Historic Places is pending.

Part I.C. Determining whether storm water discharges contribute to a 303(d) listed waterbody (Kelly Brook/Seaver River) and specifically identified control measures and BMPs to control the

discharge of the pollutants of concern (bacteria, pH, DO). This effort is ongoing. Wet weather samples from outfalls contributing to this waterbody have been collected. See Part IV below.

Part III.A and B. See below for provisions of the Stormwater Management Program that remain in-progress.

During Permit Year 8, the Town completed a number of significant stormwater related activities this year, including:

- Adopted a Post-Construction Stormwater Ordinance
- Continued annual monitoring of stream water quality at established stations by the Town's Conservation Commission.
- Cleaned all of the Town-owned catch basins
- Swept all Town streets
- Held two Household Hazardous Waste collections
- Met with representatives of the local High School on an education program
- Inspected 53 outfalls tributary to an impaired stream under wet-weather conditions
- Sampled and tested 37 flowing outfalls
- Held numerous meetings with the Selectmen, Planning Board and staff regarding stormwater stewardship and regulatory responsibilities
- Distributed public information on stormwater protection
- Town staff have actively been involved with organizations to that provide education on stormwater and low impact development issues
- Town officials have collaborated to better define the ongoing decisionmaking processes that affect the town's infrastructure and water quality

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 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities Permit Year 9
1.1 Revised	Informational Brochures for yard work activities	Town Manager/Sean Fitzgerald	Develop and print 2,000 brochures and make available for distribution	“Stormwater Solutions” brochure includes lawn care activities. This was distributed in June 2010 at the Town’s Old Home Days event and is included in the 2010 Annual Report	The brochure will again be published as in Year 8.
1.2 Revised	Informational Brochures for Trash Management and Disposal of Hazardous Waste	Town Manager/Sean Fitzgerald	Develop and print 2,000 brochures and make available for distribution	A flyer describing proper hazardous waste disposal and announcing the date and location of hazardous waste collections by the Town was published in the local newspaper and on the Town’s website	1. This flyer will again be published as in Year 8. 2. A flyer on alternative disposal methods will be distributed at hazardous waste collections and posted on the Town’s website. 3. A brochure on proper disposal of prescription medications will be distributed at hazardous waste collections and posted on the Town’s website.
1.3 Revised	Town Stormwater program in Annual Town Report	Town Manager/Sean Fitzgerald	Annually report on stormwater program activities	Statements in the Highway and Planning Department and Conservation Commission Rockingham Planning Commission sections of the Annual Report describe Town and regional stormwater activities and status.	Include a dedicated section of the Annual Report for the Town’s Stormwater Committee.
1.4 Revised	Classroom education including teacher education	Town Manager/Sean Fitzgerald	Develop and implement program in elementary school by Summer 2009 and taught to students by Spring 2010 Develop an education program with Timberlane High School	The Town met with science teachers at Timberlane Regional High School to discuss program alternatives. The initial product of this program was the preparation of “When it Rains, it Drains” public service announcement video by high school students in April, 2011. See attached DVD. [Reliance on the school is required.]	Continue development of the program including incorporation of stormwater quality issues in the high school science curriculum.
1.5	Promote BMPs on local cable TV	Cable Committee/	Information on Cable and semiannually thereafter	Cable TV has broadcasted various stormwater meetings at Town Hall. A Cable TV public service announcement	Stormwater public service announcements will be displayed on Cable TV at least twice. This will

Revised				was prepared in April 2010.	include broadcasting "When it Rains, it Drains" and information on rain barrel distribution.
1.6	Hazardous Household Waste Collection	Highway Department/Dan Garlington	Semi-annual notice in paper, cable, website	Two household hazardous waste collections were conducted (May and October). Notices of the collections were provided in the local paper, cable TV, and Town website	Hold bi-annual collections; provide notices in local paper, cable TV and on the Town's website.
Revised					

1a. Additions

1.7	Middle School stormwater education	Town Manager/Sean Fitzgerald	Develop an education program with Regional Middle School		Initiate discussions with educators at the Regional Middle School to explore opportunities for stormwater education.
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2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities Permit Year 9
2.1 Revised	Storm Drain Stenciling	Highway Department/Dan Garlington	Develop stencil program and stencil catch basins	A stencil was applied to 75% of the Town's catch basins..	The Town plans to complete stenciling of all appropriate catch basins and may reapply the stencil as needed.
2.2 Revised	Conservation Commission promotion of water quality	Conservation Commission/Tim Moore	Solicit public participation by news releases and cable and annually thereafter	The Town worked with local newspapers and Cable TV to have a number of stormwater community programs announced.	Conservation Commission to continue to promote stormwater issues via news release and cable TV announcements.
2.3 Revised	Link on website for reporting problems and deficiencies	Town Manager/Sean Fitzgerald	Link on website and updated annually	A link was created on the Town website in April 2010 for the public to email the Code Enforcement Officer of stormwater issues/violations. The link was not used and no investigations were initiated this year as a result of the link.	Determine number of times the link was used and the results of the ensuing investigations.

2a. Additions

2.4	Place roadside signs identifying subwatersheds in Town	Conservation Commission/Tim Moore	Annually place five signs.		Conservation Commission will prepare roadside signs identifying five of the Town's subwatersheds and place them at appropriate and visible sites in town
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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 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities Permit Year 9
3.1 Revised	Preparation of Master Drainage Plan	Town Manager/Sean Fitzgerald	Delineation of outfalls to receiving waters	The basics of the Drainage Plan was prepared in prior years and includes location and designation of outfalls, delineation of subwatersheds, and identification of impaired waters	All catch basins will be added to the drainage plan GIS file.
3.2 Revised	Storm sewer ordinance	Planning Board/Town Planner	Ordinance adopted by town and reviewed annually	Ordinance was adopted by the Town in March, 2010	Review ordinance for potential modification as needed. Consider consolidating this ordinance with other stormwater related ordinances.
3.3 Revised	Qualitative observation of discharge at outfalls	Conservation Commission/Tim Moore	Observations of delineated outfalls	Wet-weather observations of 53 outfalls tributary to Kelly Brook was conducted.	Another series of wet-weather observations of the 53 outfalls tributary to Kelly Brook will be conducted related to investigations of bacteria exceedences.
3.4 Revised	Dry weather screening of outfalls	Conservation Commission/Tim Moore	Observations of delineated outfalls	Dry weather screening of all Town outfalls was accomplished in prior years.	None planned. All known outfalls have been screened.
3.5 Revised	Develop program for elimination of illicit discharges, if any.	Conservation Commission/Tim Moore	Plan developed.	Criteria for listing outfalls for further investigation were established in prior year. Water quality benchmarks were developed.	Program has been established
3.6 Revised	Implement program for elimination of illicit discharges, if any.	Conservation Commission/Tim Moore	Enforcement Actions taken	Investigations of 37 outfalls that exceeded benchmark levels for bacteria in the fall 2010 monitoring will be conducted. This will include resampling the outfalls in wet weather conditions with higher flows.	Additional investigations will be conducted as outfalls are verified that meet the stated criteria.

3a. Additions

	None				
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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 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities Permit Year 9
4.1 Revised	Preparation of Town Ordinance to address BMPs for new construction, SWPPPs, setbacks and disposal of discarded building materials.	Planning Department/Leigh Komornick	Adopt Subdivision and Site Review Amendments	Discussions were held on appropriate BMPs.	Evaluate regulations and modify as needed.
4.2 Revised	Develop procedures for Site Plan review of Construction Site Runoff Control	Planning Department/Leigh Komornick	Adopt Subdivision and Site Review Amendments	Discussions were held on appropriate procedures.	Evaluate regulations and modify as needed.
4.3 Revised	Develop procedures for site inspection, enforcement, and penalties for non-compliance	Code Enforcement/Mike Dorman	Adopt procedures	Informal procedures are in-place.	Code Enforcement Officer to obtain certification as Certified Erosion, Sediment and Storm Water Inspector or other equivalent.
4.4 Revised	Provide link on website for reporting violations BMP 2.3 incorporates reporting violations for construction runoff, therefore, BMP 4.4 will be deleted.	Town Manager/Sean Fitzgerald	Information on website with mailing, phone, and email address to contact	See BMP 2.3	See BMP 2.3

4a. Additions

	None				
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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 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities Permit Year 9
5.1 Revised	Preparation of Town ordinance to address structural BMPs for land disturbance	Planning Department/Leigh Komornick	Adopt Subdivision and Site Review Amendments	Post-Construction stormwater ordinance was prepared and adopted by vote, March 2011.	Evaluate regulations and modify as needed. Consider consolidating this ordinance with other stormwater related ordinances
5.2 Revised	Develop procedures for Site Plan review and review of SWPPPs	Planning Department/Leigh Komornick	Adopt Subdivision and Site Review Amendments	The Planning Board and staff have evaluated procedures. No related activities this year	Evaluate procedures and modify as needed.
5.3 Revised	Promote open drainage systems and groundwater recharge through infiltration systems	Planning Department/Leigh Komornick	Adopt Subdivision and Site Review Amendments	Regulation was adopted in 2004-05. No related activities this year	Evaluate regulations and modify as needed.
5.4 Revised	Develop procedures for site inspections, enforcement, fees	Code Enforcement/Mike Dorman	Develop procedures	Procedures are in-place through occupancy permit. No related activities this year.	Evaluate procedures and modify as needed.

5a. Additions

	None				
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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 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities Permit Year 9
6.1 Revised	Prepare Operations & Maintenance Plan to reduce pollutants from municipal activities	Highway Department/Dan Garlington	Develop plan	Staff have evaluated elements of a plan.	Prepare written plan and implement.
6.2 Revised	Implement Employee Training Program	Highway Department/Dan Garlington	Train staff and review annually	Staff continue to participate in stormwater coalition meetings and other training sessions and meetings with various associations. Training sessions have been held for the Town Selectmen, Planning Board, and staff.	Conduct additional training sessions for highway department and other staff. Schedule annual training sessions and document participation and topics covered.
6.3 Revised	Catch basin and storm system maintenance	Highway Department/Dan Garlington	Clean and inspect catch basins at least once every two years Clean and inspect catch basins once per year in fall.	Half of the Town catch basins were cleaned once.	Clean the remainder of the Town catch basins
6.4 Revised	Annual sweeping of streets in Town	Highway Department/Dan Garlington	Sweep 100% of streets annually by August 1	All Town streets were swept once in June 2010.	Sweep all Town streets by August 1.

6a. Additions

	None				
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7. BMPs for Meeting Total Maximum Daily Load (TMDL) Waste Load Allocations (WLA) [This section is not applicable]

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities Permit Year 9
Revised					
Revised					
Revised					
Revised					
Revised					
Revised					

7a. Additions

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7b. WLA Assessment

Part IV. Summary of Information Collected and Analyzed

Outfalls tributary to Kelly Brook, a 303(d) listed impaired waterbody, were identified for wet weather sampling. Samples were collected from 37 outfalls in fall 2010; 16 outfalls were attempted to be sampled but were repeatedly dry in wet-weather conditions. Of the 37 outfalls sampled, 28 exceeded benchmark levels for bacteria; there were no exceedences of other criteria. Although the sampling activities were conducted during wet-weather conditions, the flows at the outfalls were generally low or nonexistent, which may be a factor in the bacterial exceedences. A plan was prepared to resample those outfalls that had exceedences and those that were dry. The sampling activities are ongoing and will be completed this spring. Pending the results of the resampling, further investigations will be conducted for those outfalls that have recurrent bacteria exceedences.