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Municipality/Organization: Rochester, New Hampshire

EPA NPDES Permit Number: _____

NHDES Permit Number: NHR041028

Annual Report Number & Reporting Period: April 1, 2010 – March 31, 2011(report no. 8)

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

Part I. General Information

Contact Person: Melodie A. Esterberg, PE **Title:** Public Works Commissioner

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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: Robert D. Steele

Title: City Manager

Date: 4-27-11

Part II. Self-Assessment

The City of Rochester has continued to operate under the practices and procedures put into place during the 2003-2008 permit period until a new General Permit is issued by EPA New England. We have continued to develop our processes under our local Stormwater Management Ordinance (Chapter 50), which was adopted in May 2008. During this permit period we processed 36 local construction-related stormwater permits. To recap: There are three levels of permit requirements: one level for site disturbances of between 5,000 and 20,000 square feet where there is a simplified permit review process by the Department of Public Works (DPW) in place, 20,000 to 40,000 square feet where a local stormwater management plan is required to be submitted and reviewed by DPW, and 40,000 square feet and more in which City receives notification of the implementation of the Federal Notice of Intent program including the Stormwater Pollution Prevention Plan (SWPPP). During this reporting year there was a significant drop off in the quantity of construction activity in the City over previous years due to a decline in the overall economy. The City performed periodic monitoring to those locations where there was construction activity going on.

The City's Utility Division continues to be sensitive to and looks for obvious illicit connections into the storm sewer system as they perform their routine cleaning and maintenance activities. As these are identified, our utility crews make it a high priority to get them corrected. The City uses its sewer television camera to locate illicit connections when a stormwater outfall shows outward signs of wastewater contamination (e.g. gray water and solids).

This year, utility crews cleaned over 300 catch basins during a concerted effort of the downtown areas as well as the Portland Street and Wakefield Street areas this past year.

During the fall of 2008, the City constructed a 5,040 square-foot salt storage shed capable of storing over 2500 tons of salt at a cost of over \$325,000. This replaced the former salt storage shed, which was undersized and in a dilapidated condition. This guarantees the City is able to keep all of its salt storage under cover throughout the year. The City has also worked diligently to reduce the sand and salt applied during the winter. The City reduced the sand use to 375 tons this winter compared to 831 tons for the 2008-2009 winter. The salt usage has also been reduced by 500 tons per year on average.

In terms of public participation and educational efforts, the City has continued to sponsor events such as the Earth Day neighborhood cleanup, held every April, and the household hazardous waste collection day set up every May. The City once

again sponsored a household hazardous waste collection event for residents of Rochester and eight smaller surrounding communities on May 1, 2010. The event serviced 248 households containing hazardous waste for drop-off.

Through the efforts of the Cochemo River Watershed Coalition, the Cochemo River has been designated by the New Hampshire legislature as a protected river under New Hampshire's Rivers Management and Protection Program (NHRSA 483) as of July 21, 2009. This affords the river, which bisects Rochester from west to east, added protections.

Since the implementation of the solid waste toter program City-wide in March 2008, the incidences of piles of trash curbside exposed to stormwater during rainy days has been reduced dramatically. Also, the volume of trash that has been landfilled from City residents has decreased by 20.6 percent and volume of trash that has been recycled has increased by 44.8 percent since the implementation of the this program.

City officials have continued their participation in regional stormwater management organizations, namely the Seacoast Stormwater Coalition. During this interim period since the expiration of first General Permit and subsequent reissuance of the next General Permit the City has worked to continue the momentum that was established to solidify practices and processes that were implemented during the final year of the Stormwater Management Plan.

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 – (until a new General Permit is issued).
01-01 Revised	Prepare Stormwater Video	Public Works/Commissioner	Cable Access, school and library showings	The stormwater video continues to be a valuable tool for informing the public on the importance of stormwater stewardship and management. The video continues to be shown occasionally on the City's government cable television channel. This is augmented by other productions that we have obtained on the same subject.	This program has matured. Will continue to use this as an educational resource. Prepare a locally produced video on items to bring to household hazardous waste (HHW) day to be aired on local government channel in advance of 2011 HHW collection.
01-02 Revised	Support Annual Hazardous Waste Day	Public Works/Office Manager	Coordinate & fund w/ Strafford Planning Commission; publicity	Community held household hazardous waste collection in Rochester on May 1, 2010. Again, managed and coordinated regional collection with 8 surrounding communities. Collected significant quantities of hazardous waste from 248 households.	City is continuing to manage, publicize, and finance this regional effort annually. Another Household Hazardous Waste Collection is scheduled for May 7, 2011. Currently, we are planning only a spring HHW day.
01-03 Revised	Produce a Stormwater Brochure	Public Works/City Engineer	Have available for public access locations in City	Continued to make brochures available at local City venues where there is public access using materials produced in previous years.	All brochures will continue to be made available as long as the supply lasts and they remain relevant. Additional brochures will be developed as pertinent topics surface.

01-04	Localized Website	Cocheco Watershed Coalition; Public Works	Tie in with City Webpage	City's stormwater website was available to the public throughout the year. Analysis of the City's website suggested that the stormwater page on the City's website had specific 904 page views during the reporting year. The City has begun using social media (facebook & twitter) to inform the public on a variety of items such as construction projects, water conservation tips and hydrant flushing.	The City will continue to monitor the effectiveness of the website by reviewing traffic. Adjustments can be made to promote the page on the website as necessary. The City will continue to use social media to publicize information of interest on a variety of topics including infrastructure improvements, construction activity, and development.
Revised					

1a. Additions

01-05	School Involvement	Various Teachers/ Public Works	Promote Stormwater as a topic in the classroom	Worked with School Street Elementary School, which is in a densely developed section of the City to promote Low Impact Development Practices (e.g. tree box filters, rain gardens, etc.) to control stormwater runoff on-site. Stormwater management is a collateral duty for many of the DPW workers and others in the City. DPW developed a draft Water Conservation Plan, which includes school involvement with DPW participation.	Stormwater presentations will continue as opportunities arise. Water Conservation Plan implementation will provide an opportunity to include stormwater-related elements in any presentation. DPW personnel are always available for presentations when requested by the School Department.
01-06	Stormwater related displays in City government buildings	DPW / Chief Water Plant Operator/other departments	Casually inform the public, while in a captive setting	The City Clerk's office has continued to make an effort to promote the importance of "picking up after your dog" during this past year through the use of brochures and public information displays at key City buildings during its annual dog licensing drive.	These will continue in use throughout the year.

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 – (until a new General Permit is issued).
02-01 Revised	Promote Riverbank Cleanups	Conservation Commission/ Cochecho River Watershed Coalition Dept of Recreation Arena and Youth Services (RAYS)	Periodic Cleanup Days	Watershed Coalition continued with canoe trips down Cochecho River to draw attention to the river quality. RAYS conducted organized riverbank cleanups in 2010 with 175 participants. Approximately 500 bags of trash and debris were collected from throughout the City including along the City's waterways.	More of the same will continue on at least a semi-annual basis between the RAYS Dept. and Cochecho Watershed Coalition. RAYS is sponsoring a neighborhood pride day on April 30, 2011. The Police Department Ward 4 group is scheduling a cleanup day for their area as well in 2011.
02-02 Revised	Watershed Monitoring	Conservation Commission and Cochecho Watershed Coalition	Periodic Reviews of Watershed	Cochecho Watershed Coalition has been active in monitoring the Cochecho River and its tributaries. These efforts continued during this reporting period. City of Rochester supported these efforts by conducting the laboratory analyses of the water samples collected from the Cochecho River by this organization. The City also participated in the Cochecho Watershed Restoration Plan directed by the Cochecho Watershed Coalition.	Current efforts will continue. Development of data to find locations of emphasis for monitoring underway. Much data collected and now under evaluation. The City will continue to work with the Coalition to identify and improve areas where the quality of the river is of concern.
02-03 Revised	Greater Involvement of Dept. of Recreation Arena and Youth Services (RAYS)	RAYS Neighborhood Coordinator	Greater awareness and participation among City's neighborhood groups.	RAYS has been spearheading neighborhood cleanup days. Continued to be a conduit for outreach to local neighborhoods. Stormwater awareness is promoted at several events promoted by RAYS throughout the year.	Continue to promote stormwater as a cause. Rochester Pride Day is scheduled for April 30, 2011 and will focus on neighborhood and riverfront cleanups.

2a. Additions

02-04	Downtown Riverwalk	Planning Dept. - Riverwalk Committee	Focus attention on Cochecho River in Downtown area - Downtown Enhancement	Riverwalk Committee spearheaded and completed construction of the Riverwalk Park, called Duval Park along the Cochecho River in Spring 2009. During this permit term, the City began reconstructing the North Main St. Bridge next to Duval Park. The City worked with the bridge contractor to promote stormwater management.	The City plans to complete work on River Street this year and also has scheduled work on Pine Street for this summer as well.
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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 – (until a new General Permit is issued).
03-01 Revised	Identify and map outfalls and receiving waters	Engineering Division	Map all outfalls in GIS by Spring 08.	Performed visual monitoring of outfalls around the City; this year focusing on outfalls into and out of detention ponds that have been installed and developments that have been constructed in the last ten years.	Continue as before - Collect additional samples from outfalls for analysis in-house (at WWTP) as resources allow in preparation and practice for expected requirement in upcoming permit.
03-02 Revised	Screen outfalls for Illicit Connections	Public Works	Screen all outfalls by Spring '05. Further investigate and locate the source of those identified during the 2004 screening effort.	Fitting this effort in with other responsibilities of limited utility staffing.	Continue to use existing resources to locate and eliminate illicit connections from the stormwater conveyance system.
03-03 Revised	Review and Development Stormwater Ordinance	Public Works/City Council	Adoption of Ordinance by Fall of 2006 Presentation of the draft ordinance to the City Council by Spring 2008 – following draft by consultant.	City Council adopted stormwater ordinance on May 6, 2008. Continued to implement the practices in procedures required by the ordinance across multiple City departments including Planning, Code Enforcement, and Public Works Departments. Have created and implemented a stormwater permit system for new development. New stormwater planning standards have also been implemented with all new project proposals.	Continue to implement the ordinance.

03-04	Illicit Connection Elimination Plan	Public Works Documentation	Plan Development by Summer 2006, assuming meaningful data is obtained during 03-02 effort	Was an active participant in the development of the Guidelines and Standard Operating Procedures for Illicit Discharge Detection and Elimination and Pollution Prevention/Good Housekeeping Plan for Stormwater Phase II Communities in New Hampshire as developed by the Seacoast Stormwater Coalition. This City has adopted this as its own blueprint for identifying and detecting and eliminating illicit connections.	Will continue to implement this plan within the framework of existing staffing.
Revised			Plan Development by 2008		

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 7 (Reliance on non-municipal partners indicated, if any)	Planned Activities – (until a new General Permit is issued).
04-01 Revised	Review stormwater features during land development process	Planning/Chief Planner and Public Works/City Engineer	Development of Site Review Standards	Technical staff continues to meet bi-weekly to review and discuss all new development proposals before going to Planning Board. Each proposal is scrutinized for stormwater impacts. City mandates a 3rd party engineer, reporting to City Engineer, review all larger development projects. Smaller projects are reviewed by City staff with little degradation in quality.	Continue process as before. New stormwater ordinance enacted in '08 has initiated a localized permitting program for ensuring stormwater management is emphasized during the planning and construction of new development. Local stormwater/erosion control permit system implemented.
04-02 Revised	Revise Subdivision and Site Plan Regulations	Planning/Chief Planner	Adoption of Site Plan Regulations	Draft Subdivision and Site Plan Regulations were developed in 2010-2011, continued with those implementations in 2009. The City is continuing to develop comprehensive rezoning of the entire City.	A more comprehensive approach to stormwater management has been adopted and is being implemented through the Stormwater Ordinance. Comprehensive rezoning is expected to be adopted in 2011/2012. New regulations with a focus on LID are planned to be implemented

04-03	Construction Monitoring of Site Development	Public Works/ Inspection Engineer	Visit each site; engage in corrective action	<p>Engineering personnel continue to visit each site plan and subdivision at regular intervals. Stormwater management, erosion control, and adherence to construction plans and City standards are emphasized. Continue to monitor development of subdivisions with streets that will eventually be owned by the City as well as significant site developments with an emphasis on maintaining appropriate erosion controls. Inspections are routinely done and reports are prepared and forwarded to the developer. Conservation Commission continues to take an active role at reviewing developments and investigating complaints. The pace of private development has slowed significantly in the past 2 years with the downturn in the economy. Developers of new projects approved in the last year are required to pay City for inspection efforts; this gives the City the flexibility to hire outside consultants to assist with inspections in the event activity exceeds the ability of City staff to adequately monitor the pace of development. All inspections have remained in-house during the past year due to downturn in development.</p>	Continue with current practices as resources permit. Continue to work with Planning Department and Conservation Commission to ensure development projects get scrutiny.
Revised					

04-04	Public Information / Pamphlet for Site Developers	Planning/ Conservation Commission	Pamphlet for site developers	Continued the practices devised in previous years. Holding preconstruction meetings for all significant projects which are attended by representatives of the owner, contractor, DPW, Planning, Economic Development, and Code Enforcement Departments. Stormwater management is always a topic on the agenda.	Continue this practice.
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Revised			Significant projects are required to have a preconstruction meeting with City staff to outline requirements		
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04-05	Encourage Innovative and Low-impact Development Practices	Planning/ Conservation Commission/ DPW	Encourage and promote low-impact development practices during site and subdivision review	Reviewed and approved two sites where subsurface soil conditions allowed and the City encouraged the developer to install parking lots constructed of porous pavements. As of end of reporting period, the Planning Board approved both projects and one is under construction.	Continue this practice, continue to monitor the construction and then performance of recently approved projects and encourage more where feasible.
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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 7 (Reliance on non-municipal partners indicated, if any)	Planned Activities – (until a new General Permit is issued).
05-01 Revised	Establish Drainage Maintenance Agreement Program	Planning/Public Works	Adopt as part of planning process	City has established a program as part of the planning process, which requires owners of site plans with stormwater conveyance and detention systems to maintain these systems so they work as designed. Failure to maintain gives City the right to access the property to maintain them and recover the costs from the owner. Continued this practice.	Continue with the drainage maintenance agreement process.
05-02 Revised	Revise Regulations for Stormwater Management	Planning/Public Works	Adoption of Regulations	A Stormwater Management Permit system was implemented in the summer 2008 in response to the adoption of the ordinance. Have coordinated with Planning and Code Enforcement Departments to establish process whereby Building Permit will not be issued unless Stormwater Permit obtained where required.	Implementation of ordinance continuing as before.
Revised					
Revised					

5a. Additions

05-03	Introducing Low-Impact Development Practices to Willow Brook Watershed	Cochecho River Watershed Coalition/City of Rochester DPW/UNH Stormwater Center	Complete Grant objectives	Cochecho River Watershed Coalition and City applied for and received a Section 319 Grant from NHDES to investigate the Willow Brook (tributary to Cochecho River) watershed to identify extent of impervious cover in the watershed and to look for opportunities to reduce areas of impervious cover through the implementation of LID practices. Installation of LID BMPs (tree box filters and bioretention area) were completed in 2010.	The City is planning future projects including adding a rain garden at the intersection of Charles, Congress and Portland Streets , working with Habitat for Humanity on an urban redevelopment site incorporating LID and possibly the installation of pervious pavement for a section of the City parking lot.
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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 7 (Reliance on non-municipal partners indicated, if any)	Planned Activities – (until a new General Permit is issued).
06-01 Revised	Catch Basin Cleaning Program	Public Works/Highway Lead or Foreman Public Works/Highway/Fleet Supervisor	Establish Priorities	City uses VAC-Con truck to clean catch basins and manholes. Try to get to each of them every two years. Prioritized to the downtown area where they are cleaned more frequently. Staffing levels do not allow a dedicated crew to do this every day. This practice continued as staffing allowed. Vac-Con went down in late fall 2008. City appropriated over \$80K to perform a mid-life total rehabilitation of this vital piece of equipment during winter months of 2008. The program has continued this year.	Continue as previously. City is maintaining Vortech units on a recurring schedule as well as upstream catch basins. Focus on routine maintenance of Vortech units (May and November).
06-02 Revised	Street Sweeping Year Road	Public Works/Highway Lead or Foreman Public Works/Highway/Fleet Supervisor	Install Heating System in Garage for Winter Sweeper Storage	City has two street sweepers. All winter sand is removed from the streets and sidewalks beginning in April and is an annual priority until complete. Throughout the spring, summer, and fall months both sweepers sweep and remove debris throughout the City. Downtown areas emphasized. Winter sand cannot be removed in winter because there is no heated place to store sweepers, so they must be winterized to prevent freeze-ups.	Continue the same. In order to have street sweeping capabilities during the winter months, two garage bays will need to have heat installed or new heated garage bays installed. Will continue to use less sand to treat roads during winter snow removal as long as motorist safety is not compromised. Proposal for new public works building has been delayed to at least 2015 due to economy. In the meantime, continue to investigate options for DPW facility.

Revised				
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6a. Additions

06-03	Training of DPW Personnel			Continued with training new personnel on importance of limiting application of salt and sand to only what is necessary to ensure public safety during winter operations. Also received training from outside trainers (e.g. Primex, loss prevention organization), about environmentally responsible work practices.	Will continue to participate in regional training opportunities as they become available.
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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 – Permit Year 3
	N/A				
Revised					
Revised					
Revised					
Revised					
Revised					
Revised					

7a. Additions

7b. WLA Assessment – Waste load allocation for the Cocheco River of 4.5 mg/L of nitrogen was proposed by the New Hampshire Department of Environmental Services in March 2009. City is currently evaluating the impact of this proposal. It has not been adopted as of this point. City plans to include BMPs to meet that requirement as part of the Stormwater Management Plan that will be required for the next General Permit.

Part IV. Summary of Information Collected and Analyzed

Part V. Program Outputs & Accomplishments (OPTIONAL)

Programmatic

Stormwater management position created/staffed	(y/n)	No	
Annual program budget/expenditures	(\$)	Have \$110K of remaining funds in a CIP item that will be spent to develop Stormwater Management Plan for the new permit; an additional \$10,000 is appropriated for HHW annually which is shared by NHDES and 8 surrounding communities	

Education, Involvement, and Training

Estimated number of residents reached by education program(s)	(# or %)	Est. 1,000+
Stormwater management committee established	(y/n)	No
Stream teams established or supported – Management Committees have been set up for the Cocheco and Isinglass River Watersheds	(# or y/n)	Yes – Cocheco and Isinglass Rivers

Shoreline clean-up participation or quantity of shoreline miles cleaned	(y/n or mi.)	Yes – 3,000 ft
Household Hazardous Waste Collection Days		
▪ Days sponsored	(#)	1
▪ Community participation	(%)	<1 percent
▪ Material collected	(tons or gal)	4,520 pounds
School curricula implemented	(y/n)	No

Legal/Regulatory

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

Mapping and Illicit Discharges

Outfall mapping complete	(%)	90
Estimated or actual number of outfalls	(#)	438
System-Wide mapping complete	(%)	90 – w/in urbanized areas

Mapping method(s)			
▪ Paper/Mylar	(%)		50
▪ CADD	(%)		
▪ GIS	(%)		90
Outfalls inspected/screened	(# or %)		95 percent of those identified
Illicit discharges identified	(#)		0
Illicit connections removed	(#)		0
% of population on sewer	(est. gpd)		
% of population on septic systems	(%)		Approx 40
	(%)		Approx 60

Construction

Number of construction starts (>1-acre)	(#)		3
Estimated percentage of construction starts adequately regulated for erosion and sediment control	(%)		100 percent
Site inspections completed	(# or %)		100 percent
Tickets/Stop work orders issued	(# or %)		0
Fines collected	(# and \$)		0
Complaints/concerns received from public	(#)		Less than 15

Post-Development Stormwater Management

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

Operations and Maintenance

Average frequency of catch basin cleaning (non-commercial/non-arterial streets)	(times/yr)	Less than 1
Average frequency of catch basin cleaning (commercial/arterial or other critical streets)	(times/yr)	1-2
Total number of structures cleaned	(#)	More than 400
Storm drain cleaned	(LF or mi.)	Not recorded
Qty. of screenings/debris removed from storm sewer infrastructure	(lbs. or tons)	Approximately 200 tons
Disposal or use of sweepings (landfill, POTW, compost, recycle for sand, beneficial use, etc.)		Landfill
Cost of screenings disposal	(\$)	0 - Landfill Host Community

Average frequency of street sweeping (non-commercial/non-arterial streets)	(times/yr)	1
Average frequency of street sweeping (commercial/arterial or other critical streets)	(times/yr)	6
Qty. of sand/debris collected by sweeping	(lbs. or tons)	Approximately 200 tons
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.)	(location)	Landfill
Cost of sweepings disposal	(\$)	0 - Landfill Host Community
Vacuum street sweepers purchased/leased	(#)	Own 2, 0 this year

Vacuum street sweepers specified in contracts	(y/n)	Sometimes on municipally managed projects in urban areas

Reduction in application on public land of: ("N/A" = never used; "100%" = elimination)		
▪ Fertilizers	(lbs. or %)	No meaningful reduction
▪ Herbicides	(lbs. or %)	No meaningful reduction
▪ Pesticides	(lbs. or %)	No meaningful reduction

Anti-/De-Icing products and ratios	% NaCl % CaCl ₂ % MgCl ₂ % CMA % Kac % KCl % Sand	Varies according to storm
Pre-wetting techniques utilized	(y/n)	No
Manual control spreaders used	(y/n)	Yes
Automatic or Zero-velocity spreaders used	(y/n)	No
Estimated net reduction in typical year salt application	(lbs. or %)	Not meaningful
Salt pile(s) covered in storage shed(s)	(y/n)	Yes
Storage shed(s) in design or under construction	(y/n)	New 5,040-square-foot salt shed completed 11/08