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Municipality/Organization: TOWN OF WINDHAM, NH

EPA NPDES Permit Number: GENERAL PERMIT

Mass DEP Transmittal Number: W-

Annual Report Number:
Reporting Period: 2010

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

Part I. General Information

Contact Person: DAVID POULSON **Title:** STORM WATER CONTACT

Telephone #: 603-965-1049 **Email:**
DPoulson@windhamnewhampshire.com

Mailing Address: P.O. BOX 120 WINDHAM, NH 03087

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: DAVID POULSON

Title: STORM WATER CONTACT

Date: 3/29/2011

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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
1 Revised	Handout: After the Storm & Did you know	David Poulson Town			
2 Revised	Video: Cable Website	David Poulson Town		Developing website information for public	
3 Revised	Poster: EPA Construction Site	David Poulson Town		Located in Community Planning Conference Room	
4 Revised	Power Point: Water Cycle	David Poulson Town		Intended for school presentation	
5 Revised	Public Talks	David Poulson Town		Developing a cable TV show for Town to educate public to Town issues	
6 Revised	Salt Reduction Efforts with Private Sector	David Poulson Town Jack McCartney, Highway		Working with NH DES/DOT on this BMP	

1a. Additions

7	Media articles	David Poulson Town		Environmental articles	
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8	Working w/ other State coalitions & Towns	David Poulson Town		Working w/ other State coalitions and communities.	
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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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
1 Revised	Salt Reduction	David Poulson, Town Jack McCartney, Highway		Private Sector participation Assisted by NH DES; Salt Reduction Plan completed and approved by DES/DOT Group.	
2 Revised	Clean-up Day spring 2010	David Poulson Town		Assisted by a civic environmental group and recreation director	
3 Revised	Storm water controls on I-93 project	David Poulson Town		Assisted by NH DOT and NH DES on I-93 construction activities and meeting the Construction Storm Water Permit	
4 Revised	Civic organizations	David Poulson Town		Working with Cobbetts Pond Improvement Association and Canobie Lake Association	
	Litter Prevention Program	David Poulson Town		Developed for adoption a formal Litter Prevention Program for Town	

2a. Additions

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4. Construction Site Storm Water Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
1	Site Inspections	Community Development		260 building sites were inspected in 2010 by Town Building Inspector.	
Revised					

4a. Additions

5. Post-Construction Storm Water Management in New Development and Redevelopment

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
1	Pre-Construction Meetings w/Town	Community Development	Part of inspection protocol	Ensure Contractors, Developers, and Builders know Storm Water Controls and post-construction responsibilities	
Revised					

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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
1	Parking lot maintenance	Al Barlow, Maintenance		Remove sand and debris from Town Facility parking lots	
Revised					
2	Salt/Sand Storage	Jack McCartney, Highway		New Sand/Salt Storage Facility built and used for 2011 winter; all product is in a building and contained.	
Revised					
3	Proper vehicle washing	David Poulson Town		Town vehicles do not violate washing procedure.	
Revised					
4	Proper containment of garage liquids	David Poulson Town		Holding tanks used in Town garage facilities.	
Revised					
5	Spill prevention/response	David Poulson Town & Fire Dept.		Proper spill control and response through-out Town; proper containment and storage	
Revised					
6	Erosion/Run-off Controls	David Poulson Town & Building Inspector		Measures to control erosion and run-off at Town facilities and recreational areas	
Revised					

6a. Additions

7	Pet feces	Al Barlow, Maintenance		Provisions for public to collect pet feces at Town parks.	
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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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
1	Salt reduction – 1 93 corridor impairment areas	Jack McCartney, Highway	Town meeting % goal on identified roads under reduction plan	Salt reduction per NH DES requirements; no implemented TMDL, but reduction percents implemented by DES	
Revised					

7a. Additions

7b. WLA Assessment

Windham is working with NH DES and other parties on the I-93 Corridor salt reduction effort and pending TMDL for salt application. Windham is meeting the allocated % reduction as negotiated by NHDES, NH DOT and Windham and is part of Windham's Salt Reduction Plan. Specifics on % reductions can be attained through Highway Agent and Plan. Continued work is being done to ensure communities within the designated I-93 Corridor are meeting their salt reduction allocations. Town is working with local Civic Organizations; Cobbetts Pond Improvement Association and Canobie Lake Association.

Part IV. Summary of Information Collected and Analyzed: No Windham data was collected on water resources for 2010. An environmental study was completed on Cobbetts Pond by Goesyntec Engineering for the Cobbetts Pond Improvement Association and a NHDES restoration grant. A restoration plan is developed for Cobbetts Pond and will be implemented by CPIA. The water quality of Canobie Lake is policed by Salem, NH due to the Lake being a drinking water source for Salem. The NH DOT is monitoring activities with the I-93 construction project at exit 3, Windham, including water quality parameters per Permit.

Part V. Program Outputs & Accomplishments (OPTIONAL)

(Since beginning of permit coverage unless specified otherwise by a **, which indicates response is for period covering 2009)

Programmatic

	(Preferred Units)	Response
Storm Water management position created/staffed	(y/n)	n
Annual program budget/expenditures **	(\$)	
Total program expenditures since beginning of permit coverage	(\$)	
Funding mechanism(s) (General Fund, Enterprise, Utility, etc)		General Fund

Education, Involvement, and Training

Estimated number of property owners reached by education program(s)	(# or %)	unknown
Storm Water management committee established	(y/n)	y
Stream teams established or supported	(# or y/n)	n
Shoreline clean-up participation or quantity of shoreline miles cleaned **	(y/n or mi.)	n
Shoreline cleaned since beginning of permit coverage	(mi.)	
Household Hazardous Waste Collection Days		
<ul style="list-style-type: none"> ■ days sponsored ** ■ community participation ** ■ material collected ** 	(#) (# or %) (tons or gal)	6 events
School curricula implemented	(y/n)	n

Legal/Regulatory

	In Place Prior to Phase II	Reviewing Existing Authorities	Drafted	Draft in Review	Adopted
Regulatory Mechanism Status (indicate with "X")					
▪ Illicit Discharge Detection & Elimination			X		
▪ Erosion & Sediment Control	X				
▪ Post-Development Storm Water Management	X				
Accompanying Regulation Status (indicate with "X")					
▪ Illicit Discharge Detection & Elimination					
▪ Erosion & Sediment Control				X	
▪ Post-Development Storm Water Management					X

Mapping and Illicit Discharges

	(Preferred Units)	Response
Outfall mapping complete	(%)	100
Estimated or actual number of outfalls	(#)	24
System-Wide mapping complete (complete storm sewer infrastructure)	(%)	100
Mapping method(s)		
▪ Paper/Mylar	(%)	100 tax map
▪ CADD	(%)	
▪ GIS	(%)	100
Outfalls inspected/screened **	(# or %)	
Outfalls inspected/screened (Since beginning of permit coverage)	(# or %)	24
Illicit discharges identified **	(#)	None
Illicit discharges identified (Since beginning of permit coverage)	(#)	None
Illicit connections removed **	(#); and (est. gpd)	
Illicit connections removed (Since beginning of permit coverage)	(#); and (est. gpd)	
% of population on sewer	(%)	0
% of population on septic systems	(%)	100%

Construction

	(Preferred Units) Response	
Number of construction starts (>1-acre) **	(#)	
Estimated percentage of construction starts adequately regulated for erosion and sediment control **	(%)	All
Site inspections completed **	(# or %)	All
Tickets/Stop work orders issued **	(# or %)	
Fines collected **	(# and \$)	
Complaints/concerns received from public **	(#)	

Post-Development Storm Water Management

Estimated percentage of development/redevelopment projects adequately regulated for post-construction storm water control	(%)	100%
Site inspections (for proper BMP installation & operation) completed **	(# or %)	All
BMP maintenance required through covenants, escrow, deed restrictions, etc.	(y/n)	
Low-impact development (LID) practices permitted and encouraged	(y/n)	y

Operations and Maintenance

Average frequency of catch basin cleaning (non-commercial/non-arterial streets) **	(times/yr)	50% / year
Average frequency of catch basin cleaning (commercial/arterial or other critical streets) **	(times/yr)	
Qty of structures cleaned **	(#)	857
Qty. of storm drain cleaned **	(%, LF or mi.)	
Qty. of screenings/debris removed from storm sewer infrastructure **	(lbs. or tons)	425 tons
Disposal or use of screenings (landfill, POTW, compost, beneficial use, etc.) **	(location)	landfill

Basin Cleaning Costs			
• Annual budget/expenditure (labor & equipment)**	(\$)		\$12,000/2010
• Hourly or per basin contract rate **	(\$/hr or \$ per basin)		
• Disposal cost**	(\$)		
Cleaning Equipment			
• Clam shell truck(s) owned/leased	(#)		Clam shell
• Vacuum truck(s) owned/leased	(#)		
• Vacuum trucks specified in contracts	(y/n)		
• % Structures cleaned with clam shells **	(%)		100
• % Structures cleaned with vactor **	(%)		

		(Preferred Units)	Response
Average frequency of street sweeping (non-commercial/non-arterial streets) **	(times/yr)		1/year
Average frequency of street sweeping (commercial/arterial or other critical streets) **	(times/yr)		
Qty. of sand/debris collected by sweeping **	(lbs. or tons)		265 tons
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.) **	(location)		landfill
Annual Sweeping Costs			
• Annual budget/expenditure (labor & equipment)**	(\$)		\$8700/2010
• Hourly or lane mile contract rate **	(\$/hr. or ln mi.)		
• Disposal cost**	(\$)		
Sweeping Equipment			
• Rotary brush street sweepers owned/leased	(#)		Mechanical broom
• Vacuum street sweepers owned/leased	(#)		
• Vacuum street sweepers specified in contracts	(y/n)		
• % Roads swept with rotary brush sweepers **	%		100
• % Roads swept with vacuum sweepers **	%		

Reduction (since beginning of permit coverage) in application on public land of:
 ("N/A" = never used; "100%" = elimination)

<ul style="list-style-type: none"> ▪ Fertilizers ▪ Herbicides ▪ Pesticides 	(lbs. or %)	
	(lbs. or %)	
	(lbs. or %)	
Integrated Pest Management (IPM) Practices Implemented Mosquito Program	(y/n)	y

Average Ratio of Anti-/De-Icing products used **

(also identify chemicals and ratios used in specific areas, e.g., water supply protection areas)

	(Preferred Units)	Response
Pre-wetting techniques utilized **	(y/n or %)	n
Manual control spreaders used **	(y/n or %)	y
Zero-velocity spreaders used **	(y/n or %)	n
Estimated net reduction or increase in typical year salt/chemical application rate	(±lbs/ln mi. or %)	Not sure
Estimated net reduction or increase in typical year sand application rate **	(±lbs/ln mi. or %)	Not sure
% of salt/chemical pile(s) covered in storage shed(s)	(%)	100%
Storage shed(s) in design or under construction	(y/n or #)	y
100% of salt/chemical pile(s) covered in storage shed(s) by May 2008	(y/n)	y

Water Supply Protection

Storm water outfalls to public water supplies eliminated or relocated	# or y/n	n
Installed or planned treatment BMPs for public drinking water supplies and their protection areas	# or y/n	n
<ul style="list-style-type: none"> Treatment units induce infiltration within 500-feet of a wellhead protection area 	# or y/n	