

Municipality/Organization: **Town of Sandown**

EPA NPDES Permit Number: **NHR041032**

MaDEP Transmittal Number: **W-**

**Annual Report Number
& Reporting Period:** **No. 1: March 2012-March 2013**

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Arthur Genualdo

Title: DPW Director

Telephone #: (603) 887-3484

Email: Townofsandown@sandown.us

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: Arthur Genualdo

Title: Public Works Director

Date: 4/29/13

Part II. Self-Assessment

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

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 9 (Reliance on non-municipal partners indicated, if any)	Enter any revised info here
PE-1	Public Awareness – Video	Health Officer/ Ken Sherwood	12 showings/yr	Continue to show video	Continue to show video
Revised		Health Officer/ Ed Mencis			
PE-2	Educational Flyer	DPW Director/ Arthur Genualdo	# Flyers Distributed (1000/yr)	Flyer posted on website and distributed by transfer station attendants	Flyer posted on website and distributed by transfer station attendants
Revised			2600 per year		
PE-3	Web Page Linked to Main Page	BOS Office Manager/ Lynne Blaisdell	10% of main page visitors	Continue to update web page with more information and links	Continue to update web page with more information and links
Revised					
PE-4	Elementary School Programs	Selectmen/ Steve Brown	1 project/yr	Continue to highlight and provide information at Town Library	Continue to highlight and provide information at Town Library
Revised	Town Library Information Kiosk	Selectmen/ Tom Tombarello			
Revised					
Revised					

1a. Additions

2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 9 (Reliance on non-municipal partners indicated, if any)	Enter any revised info here
PP-1	Town Board Coordination	Selectmen/ Steve Brown	# Participants/ # Meetings	Planning Board received two grants to develop new Master Plan chapters two of which address land use best practices.	Wells Village Road culvert will be replaced in 2013
Revised		Selectmen/ Tom Tombarello		Warrant article passed by voters to approve town portion of FEMA grant Wells Village Road culvert replacement	
PP-2	Town Deliberative Session	DPW Director/ Arthur Genuardo	Discuss & Pass Warrant Article	Road Improvement Plan 2012 passed that corrects stormwater & drainage problems on Holts Point Rd/Angle Pond area.	Road Improvement Plan 2013 passed that corrects stormwater & drainage problems on Fremont Rd and Wells Village Rd culvert area.
Revised			Costs allocated via the yearly budget	Zoning amendment passed adding more temporary erosion and sedimentation control measures & BMP for containing wind & water-borne transport of sediment & debris	
PP-3	Coordinate w/State Hwy Dept.	DPW Director/ Arthur Genuardo	# Participants/ # Meetings	Current approved grant with NHDOS & FEMA to replace a culvert on Wells Village Road	Wells Village Rd culvert to be replaced in 2013
Revised			Routine meetings		
PP-4	Coordinate w/Adjacent Towns	DPW Director/ Arthur Genuardo		No current projects with adjacent towns	No current projects with adjacent towns
Revised					
PP-5	Waste Oil Disposal	DPW Director/ Arthur Genuardo	Annual Volume – 5%/yr. incr.	Waste oil heater passed by voters - to be installed	No additional information

Revised					
Revised					

2a. Additions

PP-6	Exotic Species Program	Selectmen/ Steve Brown ----- Revised	# Participants/ # Monitorings Control of Fanwort and milfoil at Phillips Pond	Progress on Goal(s) Permit Year 9 Re-growth of exotic weeds in Phillips Pond targeted and treated successfully	Enter any revised info here Continued monitoring of the pond by the pond association
PP-7	Local Water Quality Monitoring for Showell Pond and Phillips Pond	Selectmen/ Steve Brown ----- Revised	# Participants to monitor pond's cyanobacteria levels # months of absence of Blooms at Showell Pond & Phillips Pond	Continued monitoring and work with NHDES on both ponds	Continued monitoring and work with NHDES on both ponds

3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 9 (Reliance on non-municipal partners indicated, if any)	Enter any revised info here
ID-1	Update MS4 Plan	DPW Director/ Arthur Genuardo	Confirm Outfalls/ Update plan	All catch basins cleaned and updated GPS info on new basins from subdivisions in 2011	All catch basins cleaned and updated GPS info on new basins from subdivisions in 2012
Revised					
ID-2	Identify Illicit Connections/Discharge	DPW Director/ Health Officer Arthur Genuardo/ Ken Sherwood	# inspections & repairs/ yr	No illicit connections or discharges found during 2011	No illicit connections or discharges found during 2012
Revised		Health Officer/ Ed Mencis			
ID-3	Failing Septic Systems	Health Officer/ Ken Sherwood	# inspections & repairs/yr	Continue inspection of all repairs and replacements	Continue inspection of all repairs and replacements
Revised		Health Officer/ Ed Mencis			
ID-4	Illegal Dumping	DPW Director/ Arthur Genuardo	# Dumps reported & cleaned	One violation reported and corrected for 2011	No violations reported for 2012
Revised					
ID-5	Community Outreach	DPW Director/ Arthur Genuardo	# pamphlets distributed	Conservation Commission conducted 6 outreach events in 2011 to raise environmental awareness within the community. Pamphlets distributed to public	The Conservation Commission hosted a presentation by the NH Department of Environmental Services on what homeowners can do to mitigate storm water damage
Revised					
Revised					

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 9 (Reliance on non-municipal partners indicated, if any)	Enter any revised info here
CS-1	Sediment Control	Conservation Comm/ Pam Merrill	# Sites/Methods implemented	The voters approved a Planning Board sponsored Zoning Ordinance to set erosion control Best Management Practices tied to individual building permit applications.	The Conservation Commission hosted a presentation by the NH Department of Environmental Services on what homeowners can do to mitigate storm water damage.
Revised		Paul Carey			
CS-2	Erosion Control	Conservation Comm/ Pam Merrill	# Sites/Methods implemented	The voters approved a Planning Board sponsored Zoning Ordinance to set erosion control Best Management Practices tied to individual building permit applications.	. The Conservation Commission hosted a presentation by the NH Department of Environmental Services on what homeowners can do to mitigate storm water damage.
Revised		Paul Carey			
CS-3	SWPP Review	Planning Board/ Mark Traeger	# Plans Reviewed	Maintain current BMP of 100% review at Precon by Town Consulting Engineer	No new actions were taken in 2012
Revised					
CS-4	Construction Runoff Regs for Runoff Control	Planning Board/ Mark Traeger	Subdivision Regulations Updated	The voters approved a Planning Board sponsored Zoning Ordinance to set erosion control Best Management Practices tied to individual building permit applications.	No new actions were taken in 2012
Revised					
Revised					
Revised					

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 9 (Reliance on non-municipal partners indicated, if any)	Enter any revised info here
PC-1	Runoff Control in Site Plan Regs.	Planning Board/ Mark Traeger	Annual Review/Reduction in loopholes	New ordinance requiring best mgt practices to be followed for erosion control	No new actions were taken in 2012
Revised					
PC-2	Buffer Zone	Conservation Commission/ Pam Merrill	Establish new BMPs	Will review again in 2012	The voters of Sandown voted down a new wetland ordinance that included buffer zones.
Revised		Paul Carey			
PC-3	Inspection Program in Site Plan	Planning Board/ Mark Traeger	# inspections/problems fixed	Continue as noted in year 3	The Planning Board is working with the town's building inspector to enforce the erosion control ordinance.
Revised					
PC-4	Catch Basins	DPW Director/ Arthur Genuardo	Inventory & clean out Basins	All catch basins cleaned, 100% tracking and identification with GPS	All catch basins cleaned, 100% tracking and identification with GPS
Revised					
Revised					
Revised					

5a. Additions

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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 9 (Reliance on non-municipal partners indicated, if any)	Enter any revised info here
MG-1	Road Salt Reduction	DPW Director/ Arthur Genuardo	Total Salt volume/yr	Continued use of molasses as an additive to reduce salt & sand amounts during plowing	Continued use of molasses as an additive to reduce salt & sand amounts during plowing
Revised					
MG-2	Spill Control & Reduction	Fire Dept/ Chief Wilfred Tapley	# Vehicle & non-vehicle releases	Continue to review procedures for spill control & reduction; update if necessary	Continue to review procedures for spill control & reduction; update if necessary
Revised					
MG-3	Fertilizer/Pesticide Reduction	Conservation Commission/ Pam Merrill	Lawn care Specialist Training	Educational brochures and flyers	The Conservation Commission hosted a presentation by the NH Department of Environmental Services on what homeowners can do to mitigate storm water damage that included reducing fertilizer use.
Revised		Paul Carey		Reports from Planet Aid show environmental impact/benefits of recycling including pesticide reduction –information included in town report	
				60% of town property applications use organic-based materials	
MG-4	Employee Training	DPW Director/ Arthur Genuardo	Workshops Attended	Employees attend 2 day NRRA conference yearly which covers hazardous waste, recycling and BMP's of waste management	Employees attend 2 day NRRA conference yearly which covers hazardous waste, recycling and BMP's of waste management
Revised					
Revised					

Revised					
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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 9 (Reliance on non-municipal partners indicated, if any)	Enter any revised info here
QI-1	E.Coli Monitoring	Health Officer/ Ken Sherwood	Tracking Philips Lake Outfall	Continue monitoring State testing of Phillips Pond bathing waters	Continue monitoring State testing of Phillips Pond bathing waters
Revised		Health Officer/ Ed Mencis			
Revised					
Revised					
Revised					
Revised					

Revised					
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7a. Additions

7b. WLA Assessment

N/A

Part IV. Summary of Information Collected and Analyzed

Town beach monitoring is in place and baseline data collected to determine ‘normal’ & ‘worst-case’ (e.g., immediately after heavy rains) *e. coli* levels.

Part V. Program Outputs & Accomplishments (OPTIONAL)

Programmatic

Stormwater management position identified (Road Agent)	Yes	Yes

Education, Involvement, and Training

Estimated number of residents reached by education program(s)	2600	2600
Stormwater management committee established	Haz Mit Adopted	Haz Mit Adopted
Stream teams established or supported	yes	yes
Shoreline clean-up participation or quantity of shoreline miles cleaned	yes	yes
Household Hazardous Waste Collection Days		
▪ days sponsored	2	2
▪ community participation	Regional – Sandown included	Regional – Sandown included
▪ material collected	Not known (regional)	Not known (regional)
School curricula implemented		

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			X	
▪ Erosion & Sediment Control				X
▪ Post-Development Stormwater Management				X

Mapping and Illicit Discharges

Outfall mapping complete	100%	100%
Estimated or actual number of outfalls		
System-Wide mapping complete	100%	100%
Mapping method(s)		
▪ Paper/Mylar	100%	100%
▪ CADD		
▪ GIS	100%	100%
Outfalls inspected/screened	100%	100%
Illicit discharges identified		
Illicit connections removed	N/A	N/A
% of population on sewer	0	0
% of population on septic systems	100	100

Construction

Number of construction starts (>1-acre)	Approx. 72	22 SFD 2012
Estimated percentage of construction starts adequately regulated for erosion and sediment control	95%	95%
Site inspections completed (estimated between Planning Board, Engineer, Bldg Insp., Conservation)	100%	100%
Tickets/Stop work orders issued	0	0
Fines collected	0	0
Complaints/concerns received from public	1	0

Post-Development Stormwater Management

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	30%	0 *
Site inspections completed		0 *
Estimated volume of stormwater recharged	Not known	Not known
* We do not have post-construction Stormwater control regulations		

Operations and Maintenance

Average frequency of catch basin cleaning (non-commercial/non-arterial streets)	Twice/year	Twice/year
Average frequency of catch basin cleaning (commercial/arterial or other critical streets)	Twice/year	Twice/year
Total number of structures cleaned	162	162
Storm drain cleaned	Regularly	Same
Qty. of screenings/debris removed from storm sewer infrastructure	Not known	Not known
Disposal or use of sweepings (landfill, POTW, compost, recycle for sand, beneficial use, etc.)	Compost	Compost
Cost of screenings disposal	No cost	No cost

Average frequency of street sweeping (non-commercial/non-arterial streets)	N/A	N/A
Average frequency of street sweeping (commercial/arterial or other critical streets)	Once/year	Once/year

Qty. of sand/debris collected by sweeping	3 tons	3 tons
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.)	Landfill	Landfill
Cost of sweepings disposal	No cost	No cost
Vacuum street sweepers purchased/leased	N/A	N/A
Vacuum street sweepers specified in contracts	N/A	N/A

Reduction in application on public land of: (“N/A” = never used; “100%” = elimination)		
▪ Fertilizers	N/A	
▪ Herbicides	N/A	
▪ Pesticides	N/A	

Anti-/De-Icing products and ratios	% NaCl % CaCl ₂ % MgCl ₂ % CMA % Kac % KCl % Sand	
Pre-wetting techniques utilized	N/A	N/A
Manual control spreaders used	Yes	Yes
Automatic or Zero-velocity spreaders used	No	NO
Estimated net reduction in typical year salt application	5-10%	5-10%
Salt pile(s) covered in storage shed(s)	Yes	Yes
Storage shed(s) in design or under construction	No	No