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Glenda Velez – CIP  
US EPA – Region 1  
5 Post Office Square, OEP06-01  
Boston, MA 02109-3912

**Re: NPDES Stormwater General Permit  
2013-2014 Annual Report  
Town of Danville, NH**

Dear Ms. Velez:

Enclosed for your records is the NPDES Stormwater General Permit 2013-2014 Annual Report for the Town of Danville, NH. The Annual Report has simultaneously been filed with the New Hampshire Department of Environmental Services (NHDES).

If you have any questions or require any additional information, please do not hesitate to call me at (800) 725-2550 ext. 303.

Sincerely,

Comprehensive Environmental, Inc.

Nick Cristofori, P.E.  
Project Engineer

cc: New Hampshire Department of Environmental Services

Enclosure – NPDES Phase II Small MS4 General Permit 2013-2014 Annual Report

**Municipality/Organization:** Town of Danville

**EPA NPDES Permit Number:** NHR041004

**MassDEP Transmittal Number:** N/A

**Annual Report Number  
& Reporting Period: No. 11: May 1, 2013-April 30, 2014**

## NPDES PII Small MS4 General Permit Annual Report

### Part I. General Information

**Contact Person:** Bruce Caillouette **Title:** Road Agent

**Telephone #:** 603-382-0703 **Email:** [bruce.caillouette@comcast.net](mailto:bruce.caillouette@comcast.net)

**Mailing Address:** Town of Danville, 210 Main Street, Danville, NH 03819

#### 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:** Chris Giordano

**Title:** Vice Chair

**Date:** 4/28/14

## **Part II. Self-Assessment**

The Town of Danville, NH has continued to meet the NPDES Phase II Small MS4 General Permit requirements during the 2013-2014 reporting period.

The Danville Highway Department has continued its work on the public education and outreach program by regularly distributing brochures and flyers to Town residents and providing them at several local venues. Posters at the same locations promote public participation events, such as the Earth Day cleanup and semi-annual Household Hazardous Waste (HHW) events. Flyers are also sent home with all 310 Danville schoolchildren to advertise the HHW events. Newspaper articles are periodically published to advertise public participation opportunities, and to update on the success of the same events. The Town's "Stormwater Management" page on the Town's website was periodically updated to advertise upcoming events, as well as provide relevant stormwater information to residents. A stormwater education program for elementary school grades one through four was continued during the school year. The Town participated in the 10<sup>th</sup> annual roadside cleanup this year as part of the annual Earth Day weekend events.

Danville again participated in two HHW collection days with five other local towns (Plaistow, Atkinson, Hampstead, Chester, and Kingston). Two local HHW collection days were held during Permit Year 11, both of which were open to Danville residents. All events were advertised in the newspaper, in flyers, on the Town Hall sign, and on the Town's website.

The Highway Department continued coordination efforts with local committees and Town departments to address Stormwater Management. The Highway Department regularly meets with the Selectmen and Budget Committee to provide an update on the progress of the Town's stormwater management program. The Planning Board approved a construction site stormwater and post-construction stormwater management ordinance in December 2010 to address construction site stormwater runoff. Coordination with the Town Selectmen is ongoing regarding approval of an Illicit Discharge Detection and Elimination (IDDE) ordinance.

The Town's consultant prepared a written Illicit Discharge Detection and Elimination Plan during Permit Year 9, which in part prioritizes IDDE activities and subwatershed areas, documents procedures to identify illicit discharges, and outlines how to remove an illicit discharge if found. The plan was further updated in Permit Years 10 and 11 to include classifying and prioritizing catchments as outlined in the draft Phase II permit. The plan also documents how the town monitors for illicit discharges and all monitoring activities performed to date.

During Permit Year 10, the Town's consultant prepared a written Stormwater Management Plan with a focus on documenting all Phase II stormwater efforts performed to date. In part, the written Plan provides background town characteristics, characterizes and prioritizes the Town into five subwatersheds for implementation of Phase II activities, and provides an in-depth look at the six minimum measures performed to date and future measures to be undertaken by Danville.

The storm drain system mapping was completed for the entire Town during previous permit years. All known catch basins, outlets and culverts were located via GPS and recorded on a GIS base map. The map was updated during Permit Year 11 to include watersheds within the town, outfall catchment delineation, classification and prioritization based on the draft Phase II permit. Outfalls were inspected during previous permit years for structural integrity and monitored for possible illicit discharges. Dry weather flows found at three outfalls were previously sampled for water quality parameters, including e.coli bacteria, ammonia, chlorine, pH, conductivity, total dissolved solids, and temperature. Results were in line with normal background conditions indicating no obvious source of illicit discharge.

The Highway Department continued to follow up on developments (>1 acres) in the Town that are required to file a Notice of Intent (NOI) and regularly checked the EPA website for confirmation. All driveway permit applications were also reviewed.

The Town has implemented Standard Operating Procedures (SOPs) for catch basin, outfall and BMP maintenance and repair. The SOPs also include inspection and tracking procedures for Highway personnel to document findings. Winter SOPs including snow removal and sand & salt application have also been implemented.

### Part III. Summary of Minimum Control Measures

#### 1. Public Education and Outreach

<b>BMP ID #</b>	<b>BMP Description</b>	<b>Responsible Dept./Person Name</b>	<b>Measurable Goal(s)</b>	<b>Progress on Goal(s) – Permit Year 11</b> (Reliance on non-municipal partners indicated, if any)	<b>Planned Activities – Next Permit Term</b>
1A	Elementary School Education Program	Highway, Other Department	Conduct annual activities for children.	Utilized the Elementary School classroom education program developed with the Town's consultant (CEI) during Permit Year 7. The program was designed for use during the students' "Water" unit, focusing on water quality and related stormwater impacts. The school used the materials to teach approximately 55 students in grade 4 during Permit Year 11. The Highway Department provided the school with contact information for teachers and staff to order replacement materials as needed.	Continue to utilize stormwater education curriculum and materials at the Elementary School for grades one through four, anticipated to occur during May 2014. Replace used books, beads, etc. with new materials as needed to continue the program.
Revised		Highway, Other Department and Consultant	Conduct annual activities for all schoolchildren in grades 1 through 4.		
1B	Attend Meetings	All Departments	Hold and attend town committee meetings.	The Highway Department met with Town Selectmen in the fall of 2013 and spring of 2014 to discuss the stormwater program and budget. Selectmen were briefed on progress made to date, as well as upcoming work. The Highway Department also attended several additional meetings throughout the year with various departments, including the Selectmen, Planning Board, and Conservation Commission to discuss the upcoming Phase II permit.	Continue to meet on the Illicit Discharge ordinance and work towards approval as outlined in BMP 3D. Continue to report the progress at these meetings and discuss the next steps for the program. Coordinate with other departments as needed. Retain the Town's consultant to address the Board of Selectmen on the illicit discharge ordinance. Continue to discuss compliance issues with the upcoming permit.
Revised					

## 1a. Additions

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 11 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Next Permit Term
1C	General Education: Brochures, Flyers & Posters	Highway	Public distribution, # of brochures taken, # flyers mailed, and # places poster displayed.	The Highway Department provides flyers on proper disposal of hazardous waste, reducing stormwater pollution, pet waste disposal, and procedures for latex paint disposal. The above flyers, as well as additional information on the annual HHW and Earth Day events are made available in the Town Hall, public library and Mayo's Market. Earth Day flyers were also provided at the post office. Flyers advertising the spring and fall HHW events and the Earth Day roadside cleanup were sent home with 310 Danville schoolchildren to be given to parents. Approximately 1,000 flyers were also included in the spring and fall 2013 tax bills. 263 and 243 flyers were distributed at the spring and fall HHW events, respectively. The Highway Department created three posters which were displayed in the Town Hall, public library and Mayo's Market to advertise Earth Day event on April 19 and 20, 2014, and provided bookmarks and flyers to residents. 19 tote bags with stormwater-related information were provided to participants of the Earth Day events. The Fire Department collected used oil from residents during business hours for their waste oil burner, with approximately 700 to 1000 gallons collected during 2013. This program was advertised on the Town website, report, and in flyers mailed with the tax bill and distributed at HHW events.	Continue as in past years to publish brochures, bookmarks and flyers. Continue to create posters to hang in public places advertising upcoming participation events such as the HHW and Earth Day events. Continue to publish newspaper articles to advertise town events and report on their success. Track participation in events to determine effectiveness of the flyers. Future flyers and news articles will also include information on septic system maintenance. Incorporate additional stormwater education opportunities through other community service events such as participation in Household Hazardous Waste Collection and Earth Day events.
Revised			Reach as many people in Town as possible via distribution of public education materials. Track the number, frequency and avenues of public information delivery.		

<b>BMP ID #</b>	<b>BMP Description</b>	<b>Responsible Dept./Person Name</b>	<b>Measurable Goal(s)</b>	<b>Progress on Goal(s) – Permit Year 11</b> (Reliance on non-municipal partners indicated, if any)	<b>Planned Activities – Next Permit Term</b>
1D	Post Information on Town Website	Highway, Web Committee	Increased hits to the website.	Maintained and updated a dedicated “Stormwater Management” page on the Town website. The page provides information on upcoming participation programs, including the annual Earth Day roadside cleanup events and Household Hazardous Waste days. The website is periodically updated to include household participation in the previous HHW event and an advertisement regarding the next event. The site provides information on proper fertilizing, composting, and pesticide usage in residential settings. The site also addresses proper disposal of household wastes and pet waste to reduce potential pollution. Finally, the site invites residents to watch for potential illicit discharges and provides the Highway Department telephone number as contact information.	Continue to update the highway website with information on stormwater and other opportunities for community participation such as the HHW and Roadside Cleanup events. Explore ways to make the annual reports, written plans, maps, etc. available to the public via the website.
Revised					

## 2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 11 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Next Permit Term
2A	Develop News Articles	Highway, Other Department	Track number of articles and volunteers. Coordinate with BMPs 2C and 2D.	One newspaper article was published on May 23, 2013 detailing the success of the Earth Day Roadside Cleanup event. A second newspaper article was published on October 23, 2013 to advertise the October 26 <sup>th</sup> HHW event in Atkinson. HHW events were also advertised on the sign outside the town hall. An article regarding stormwater, hazardous waste and Earth Day was published in the 2013 Town Report. Finally, a news article regarding the Earth Day roadside cleanup and HHW events were published in the spring 2013 newsletter, followed by a fall 2013 newsletter with information on proper pet waste disposal.	Continue to publish news articles advertising HHW events and the Earth Day roadside cleanup. Work on developing additional news articles as appropriate and track public involvement at events. Future news articles may also include information on septic system maintenance.
Revised			Track articles published. Coordinate with BMPs 2C and 2D. Publish results/information on collection events.		
2B	Meetings	All Departments	Meet within other Town departments. Set up meetings with other towns.	The Town coordinates with Plaistow, Atkinson, Chester, Hampstead and Kingston to plan the semi-annual Household Hazardous Waste events. Danville is currently scheduled to host the October 2014 HHW event. The Highway Department also met with seniors on April 18, 2014 to answer questions and discuss the upcoming HHW and medicine disposal events. Danville also coordinates with the Southeast Watershed Alliance (SWA) on improving water quality within costal waterbodies, particularly on ways to reduce nitrogen loads to the Great Bay estuary.	Meet with other towns to coordinate the HHW days, as necessary. Meet with senior citizens to educate on stormwater and waste disposal opportunities. Continue to look for opportunities to meet with organizations within the town to provide education opportunities.
Revised			Meet with other towns and organizations at least annually.		



## 2a. Additions

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 11 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Next Permit Term
2C	Roadside Cleanups	Highway, Other Department	Annual cleanup held and amount of trash collected.	Roadside cleanups and cleanups of town properties were held on April 19 and 20, 2014 in coordination with Earth Day the following week. Prior to the event, 182 trash bags were distributed to residents for cleanup purposes at different places in town. Highway personnel met with approximately 40 resident volunteers for trash bag pickup at the Town Hall parking lot on April 19. These residents collected 91 bags of trash, 1 tire, and numerous large miscellaneous waste items. 19 residents were also given tote bags containing stormwater informational brochures as outlined in BMP 1C. Posters and a display were also created to advertise the events as outlined in BMP 1C. Also starting during Permit Year 10, residents may pick up a trash bag at any time at the Town Hall to fill with roadside trash as part of the “Keep Danville Clean” program. When the bag is full, the resident will call the Highway Department to collect it. As part of this program, 20 bags of trash were collected during the previous permit year in addition to those collected during the Earth Day event.	Continue roadside cleanups for Earth Day weekend. Continue the “Keep Danville Clean” program. Distribute more information on the Earth Day weekend at the Town Hall parking lot. Track volunteer participation.
Revised			Host at least one annual cleanup event. Track the number of volunteers and amount of trash collected.		

<b>BMP ID #</b>	<b>BMP Description</b>	<b>Responsible Dept./Person Name</b>	<b>Measurable Goal(s)</b>	<b>Progress on Goal(s) – Permit Year 11</b> (Reliance on non-municipal partners indicated, if any)	<b>Planned Activities – Next Permit Term</b>
2D	Household Hazardous Waste Collection Event	Highway, Other Department	Participate with other communities on semiannual collection and track resident participation.	Participated with the Towns of Plaistow, Atkinson, Hampstead, Chester, and Kingston in the semiannual Household Hazardous Waste events. Plaistow hosted the May 11, 2013 event while Atkinson hosted the October 26, 2013 event. Approximately 243 people attended the fall 2013 event, 15 of which were Danville households resulting in a 6.2% participation rate. Danville also had 31 residents out of a total of 263 people attend the spring 2013 event for an 11.8% participation rate. Plaistow is hosting the upcoming May 2014 event and Danville is hosting the October 2014 event. The Highway Department assisted at pickup events and collected survey forms to document participation. The Danville Highway Department also distributed flyers to all participants at the October 2013 events as outlined in BMP 1C.	Continue to participate in both events, currently scheduled to be hosted by Plaistow and Danville in May 2014 and October 2014, respectively. Track town resident participation and waste disposal quantities.
Revised			Participate with other communities on semiannual collection and track resident participation. Host HHW events as needed.		
2E	Catch Basin and Culvert Marking Program	Highway, Other Department	# volunteers, 25% marked each year.	The Highway Department has decided not to use volunteers and instead perform this task internally. All catch basins (26 total) and culverts have been marked with stenciled arrows to easily locate structures when covered with water, snow, or debris.	Maintain and repaint faded stencils and mark new structures as constructed in the Town.
Revised			Track the number of catch basins marked by Town.		

### 3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 11 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Next Permit Term
3A	Map Culverts	Highway and Consultant	Locate all culverts and drainage systems within the Urbanized Area (UA). Generate system base map.	The Town hired an engineering firm (CEI) to GPS locate and map stormwater structures within Town boundaries. A base map detailing both U and non-urban areas was created, showing the locations of all known culverts, catch basins, outfalls, and other stormwater structures. A total of 84 outfalls have been located to date and have been mapped with unique identifiers. Furthermore, a database was developed to track each outfall.	Continue to add additional drainage features, including catch basins, manholes, outfalls, pipes, conveyances, stormwater BMPs, etc. as they are constructed in Town.
Revised	Create a Storm System Map		Locate all culverts and drainage systems. Generate system base map.		
3B	Driveway Permits	Highway and Consultant	Update driveway permits.	Permits are required for the construction of a driveway onto a town right-of-way, particularly when a culvert must be constructed to accommodate street drainage. The Town received 1 permit application during the Year 11 reporting cycle. The Town reviewed all applications and performed inspections as needed.	Review all driveway permits for appropriate stormwater controls. Continue to update driveway permits to include additional stormwater information as necessary and outline maintenance needs.
Revised		Highway	Update driveway permits and track number of permits.		
3C	Outfall Screening for Illicit Discharges	Highway	Locate and determine illicit discharges. # of outfalls screened, samples collected.	The Town hired an engineering firm (CEI) to evaluate stormwater outfalls during dry weather. 100% of the Town's drainage system was inspected as of the end of Permit Year 6. 4 dry weather flows were sampled and no illicit discharges were identified. During Permit Year 11, one illicit discharge due to a failed septic system was reported to the Board of Health (BoH) as per in BMP 4C. The BoH met with the homeowner in April to witness excavation of a test pit in preparation for a new system. In the meantime, the system is kept pumped.	Continue to monitor and inspect outfalls and catch basins during routine inspections. If present, analyze dry weather flows from outfalls not previously sampled. Once the new permit is released, work towards performing updated dry weather sampling and catchment investigations as required.
Revised					

### 3a. Additions

<b>BMP ID #</b>	<b>BMP Description</b>	<b>Responsible Dept./Person Name</b>	<b>Measurable Goal(s)</b>	<b>Progress on Goal(s) – Permit Year 11</b> (Reliance on non-municipal partners indicated, if any)	<b>Planned Activities – Next Permit Term</b>
3D	Develop an Illicit Discharge Prohibition Ordinance	All Town Departments and Consultant	Ways to effectively prohibit discharges. Present ordinance at public meeting in 2009.	The Highway Department and Town's consultant (CEI) prepared a draft IDDE ordinance during Permit Year 8. CEI and the Highway Department also met with the planning board twice and with the Town Selectmen once during Permit Year 8 to discuss the ordinance. Contact between the Highway Department, Selectmen, and CEI continued throughout Permit Year 9. During the fall of Permit Year 10, the Highway Department again met with the planning board and Selectmen three times, including twice with CEI. These working sessions focused on identifying ways to effectively and efficiently adopt a functional IDDE ordinance. Efforts are ongoing to date.	Contact between the Highway Department, Selectmen, and CEI is currently ongoing. Continue to meet with the Selectmen and seek final approval of the IDDE ordinance.
Revised		Town Selectmen, Highway Department, and Consultant	Ordinance to effectively prohibit discharges.		
3E	Develop an IDDE Plan	Highway and Consultant	SOP in place by end of Permit Year 5.	The Town's consultant prepared a written IDDE plan during Permit Year 9 and updated it during Permit Years 10 and 11. The original plan prioritized IDDE activities and subwatershed areas, documented procedures to identify illicit discharges, and outlined how to remove an illicit discharge if found. The plan also documents illicit discharge activities performed to date. Updates classified and prioritized catchments as outlined in the draft Phase II permit. Highway staff was made aware of previously developed SOPs for catch basin and outfall inspection. SOPs were utilized during routine stormwater system inspection and maintenance activities.	Continue to monitor and inspect outfalls and catch basins. Utilize SOPs during all applicable Highway operations and record inspection events on log sheets. Update the IDDE plan as needed once the new Phase II permit is released.
Revised	Develop an IDDE Plan and inspection SOPs		IDDE Plan and SOPs in place for use by the Highway Department.		

<b>BMP ID #</b>	<b>BMP Description</b>	<b>Responsible Dept./Person Name</b>	<b>Measurable Goal(s)</b>	<b>Progress on Goal(s) – Permit Year 11</b> (Reliance on non-municipal partners indicated, if any)	<b>Planned Activities – Next Permit Term</b>
3F	Incorporate Illicit Discharge Information into Public Education BMPs	Highway	IDDE information in public education BMPs annually.	The Town reviewed results of past IDDE activities and reviewed ways to make this information available to the public. A map of the stormwater structures prepared under BMP 3A was left at the Town Hall for interested residents to review. The spring newsletter and other publications also included information on illicit discharges, detection and elimination.	Evaluate additional options for incorporating IDDE results on the website or other public areas as outlined under BMP 1D. Future flyers and news articles may also include information on septic system maintenance as outlined under BMP 1C.
Revised			Distribute information on IDDE to residents annually.		

#### 4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 11 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Next Permit Term
4A	Ordinances	Planning, Town Engineer, and Consultant	Ordinances to address construction issues.	The Planning Board enacted a construction site stormwater runoff control ordinance in December 2010 requiring construction projects to address construction site stormwater runoff. The ordinance is in effect and being enforced.	Continue to enforce the construction site stormwater runoff control ordinance approved during Permit Year 8. Once the new permit is released, update the ordinance as necessary.
Revised		Planning Board, Highway Department, and Consultant	Ordinances to address construction site stormwater runoff.		

##### 4a. Additions

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 11 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Next Permit Term
4B	Review of Construction Sites	Highway and Building Inspector	Enforce NOI's and need for NOI's.	Inspected previous construction sites and advised developers on what was needed to maintain erosion and sediment controls. Reviewed and inspected driveway permits in conjunction with BMP 3B. The Highway Department conducted inspections of individual house lot construction during routine operations. There were no new commercial or residential subdivision construction project starts during Permit Year 11.	Continue to be proactive in the inspection of developments that are required to file a NOI and enforce construction site runoff controls. As of April 2014, there are no large construction projects ongoing. When the new permit is released, establish procedures for site plan review.
Revised	Review of Construction Sites and Driveway Permits		Review all driveway permit applications		

<b>BMP ID #</b>	<b>BMP Description</b>	<b>Responsible Dept./Person Name</b>	<b>Measurable Goal(s)</b>	<b>Progress on Goal(s) – Permit Year 11</b> (Reliance on non-municipal partners indicated, if any)	<b>Planned Activities – Next Permit Term</b>
4C	Establish a Procedure for the Receipt of Information Submitted by the Public	Highway and Planning	# calls received and record of follow-up actions.	Included contact information in select flyers, in the 2013 Town Report, and on the website in coordination with BMP 1D. Construction site issues are reported to the Highway Department and handled as needed. One call was received during Permit Year 11 as outlined in BMP 3C.	Continue to document and follow-up on any calls or complaints received.
Revised					
4D	Develop and Implement a Construction Site Inspection Program	Highway and Planning	Standardized form & record of inspections/follow-up actions.	As outlined under BMP 4B, there are no large ongoing construction projects. Due to the historic lack of large construction projects in town, the Highway Department will not develop a standardized inspection program. The department will continue to document all findings and address any deficiencies.	Once the new permit is released, establish procedures for inspections, requirements to control site wastes, and track the results of inspections.
Revised					

## 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 11 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Next Permit Term
5A	Ordinances	Highway, Planning and Town Engineer	Set up and create ordinances. Ordinance at Public Meeting in 2009.	The Planning Board enacted a post-construction stormwater management ordinance in December 2010 requiring construction projects to address construction site stormwater runoff. The ordinance is in effect and being enforced.	Continue to enforce the construction stormwater management ordinance approved during Permit Year 8. Once the new permit is released, update the ordinance as necessary.
Revised		Planning Board, Highway Department, and Consultant	Ordinances to address post-construction stormwater management.		
5B	Routine Maintenance	Highway	Maintain culverts and general maintenances. Records of inspections and maintenance.	Monitored culverts and catch basins for blockages, especially before and during heavy storm events. Inspections were performed to check for excess sediment accumulation and ensure proper function. Removed blockages and repaired washouts as needed.	Continue to check all catch basins and culverts, and maintain as needed. Follow SOPs for maintenance/repair of outfalls. Record activities and incorporate into Control Measure 6.
Revised					

### 5a. Additions

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 11 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Next Permit Term
5C	Subdivision Review	Highway and Building Inspector	Developer's compliance, record of plan review.	No new subdivision construction starts were initiated during Permit Year 11.	Inspect developments to ensure all stormwater control measures are in place after construction. Encourage construction of BMPs that meet water quality criteria.
Revised					



## 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 11 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Next Permit Term
6A	Employee Training	Highway, Town Engineer and Consultant	Meet with all departments to establish what needs to be done. Record # of staff trained, types of training.	Reviewed existing training efforts for good housekeeping. Conducted a stormwater training session with Highway employees in October 2013 and during ongoing operations. Training also includes review of SOPs for catch basin, outfall and BMP maintenance and repair.	Continue to conduct informal training with Highway Department employees to cover stormwater operation and maintenance procedures.
Revised		Highway and Consultant	Annually train employees responsible for stormwater system operation and maintenance		

### 6a. Additions

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 11 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Next Permit Term
6B	Clean Up Day	Highway, Forestry	Town roadways cleaned up from trash.	The Highway Department held its 10 <sup>th</sup> Annual Town Wide Roadside Cleanup event on April 19 and 20, 2014 in conjunction with Earth Day the following week. Approximately 91 bags of trash, 1 tire, and numerous large miscellaneous waste items were collected by approximately 40 volunteers.	Continue holding the annual Earth Day roadside cleanup. Publish newspaper articles advertising the event and discussing cleanup success.
Revised			Town roadways and forests cleaned of trash at least annually		
6C	Water Testing	Highway and Consultant	Water testing of drainage outfalls. Record # of samples collected and results.	Dry weather sampling was performed on three outfalls (four flows) and results were documented and recorded in a report prepared by the Town's consultant during Permit Year 6. None of the results violated water quality standards or indicated that an illicit discharge might be present.	Continue to monitor outfalls and perform testing if a suspect discharge is found. Respond to any illicit discharge complaints received by the Highway Department.
Revised					

<b>BMP ID #</b>	<b>BMP Description</b>	<b>Responsible Dept./Person Name</b>	<b>Measurable Goal(s)</b>	<b>Progress on Goal(s) – Permit Year 11</b> (Reliance on non-municipal partners indicated, if any)	<b>Planned Activities – Next Permit Term</b>
6D	Household Hazardous Waste Cleanup Days	Highway	Assist with semi-annual household hazardous waste drop-off days.	As discussed in BMP 2D, Danville participated with the Towns of Plaistow, Atkinson, Hampstead, Chester, and Kingston in the semiannual HHW events. Plaistow hosted the May 11, 2013 event while Atkinson hosted the October 26, 2013 event. Approximately 243 people attended the fall 2013 event, 15 of which were Danville households resulting in a 6.2% participation rate. Danville also had 31 residents out of a total of 263 people attend the spring 2013 event for an 11.8% participation rate. Plaistow is hosting the upcoming May 2014 event and Danville is hosting the October 2014 event. The Highway Department assisted at pickup events and collected survey forms to document participation.	Continue to participate in both events, currently scheduled to be hosted by Plaistow and Atkinson in May 2014 and October 2014, respectively. Track town resident participation and waste disposal quantities.
Revised					

<b>BMP ID #</b>	<b>BMP Description</b>	<b>Responsible Dept./Person Name</b>	<b>Measurable Goal(s)</b>	<b>Progress on Goal(s) – Permit Year 11</b> (Reliance on non-municipal partners indicated, if any)	<b>Planned Activities – Next Permit Term</b>
6E	Evaluate Municipal Facilities and Operations & Develop BMPs	Highway and Consultant	Inspection results and BMPs.	The Highway Department is in the process of adding funds to a capital reserve fund for construction of a new salt shed within indoor loading capabilities. A total of \$170,751 has been deposited towards a revised goal of \$180,000. An existing floor drain at the Fire Department garage was disconnected from the MS4 and connected to a 2,000-gallon tight tank. During preparation of the Town's written SWMP during the previous permit year, five municipal buildings were inspected to evaluate storage practices and determine the facility's impact on stormwater. Buildings include the Highway Garage, Kimball Safety Complex, Town Hall, Colby Library and Elementary School. Findings and recommendations were documented in the written SWMP.	Continue to add funds towards the construction of a new salt storage shed. The required funding level may be reached in Permit Year 12 pending final building design. Evaluate improvements to the existing salt and sand storage areas in the highway yard. Develop BMPs to minimize existing or potential impacts to stormwater. Once the new permit is released, develop SWPPPs for facilities as appropriate.
Revised					
6F	Storm Drain System Operation and Maintenance Plan	Highway and Consultant	Storm Drain System O&M Plan.	Previously developed SOPs for catch basin, outfall and BMP maintenance & repair were used during Highway Department operations. Winter SOPs including snow removal and sand & salt application were also implemented and used.	Continue to utilize SOPs during all applicable Highway operations. Record inspection and maintenance activities. Once the new permit is released, develop a program to schedule and track catch basin maintenance and street sweeping.
Revised	Storm Drain System SOPs and O&M Plan		Standard Operating Procedures and O&M Plan.		
6G	SOP for Flood Projects	Highway and Consultant	Written review process, record of projects.	The Highway Department tracks roadway areas especially prone to flooding for inspection after heavy rainfall events. Roadway and shoulder areas that were impacted by excess stormwater were repaired.	Document any known flooding problems. Work on developing SOPs for fixing flood-prone roadway areas.
Revised					

<b>BMP ID #</b>	<b>BMP Description</b>	<b>Responsible Dept./Person Name</b>	<b>Measurable Goal(s)</b>	<b>Progress on Goal(s) – Permit Year 11</b> (Reliance on non-municipal partners indicated, if any)	<b>Planned Activities – Next Permit Term</b>
6H	Sample Catch Basin Cleanings	Highway	Catch basin sediment sample.	Building on previous catch basin sediment sampling, the Town's consultant obtained a follow-up sample on July 8, 2013 in compliance with NHDES Risk Characterization and Management Policy (RCMP) soil standards that require one sample be collected every 3 years. Approximately 8 grab samples of the approximately ½ cubic yard in size stockpile were taken to create a single composite sample. The stockpile met all S-3 criteria for reuse in the reproduction of base and sub-base aggregate for the construction of paved roadways and parking lots. As the Town does not utilize soil for these purposes, the stockpile will either be stored or properly disposed of. Sampling may now be performed every 3 years, with the next sample requiring collection during Permit Year 14, anticipated to occur during the spring of 2016.	Perform follow-up sampling during Permit Year 14, anticipated to occur during spring 2016. Continue to reuse catch basin cleanings to repair eroded areas.
Revised					

## 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 11 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Next Permit Term
	N/A				
Revised					

### 7a. Additions

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### 7b. WLA Assessment

The final 2012 303d list (list of impaired waters) outlines several waterbodies in Danville that are impaired due to mercury from atmospheric deposition, consistent with those outlined in the Town's NOI. Total Maximum Daily Load (TMDL) Reports were issued for Acid Lakes in NH and Mercury in the Northeast Region in September and October 2007, respectively. These TMDLs do not specifically address waters in Danville and, in general, develop regional recommendations for pollutant sources that contribute to atmospheric deposition. However, the Mercury TMDL outlines that state regulatory controls will help to reduce mercury sources such as those contained in household products or wastes. The Town of Danville is currently addressing mercury sources in Town through the annual Household Hazardous Waste Collection events.

The 2012 303d list also lists two additional waterbodies classified as a Category 5, meaning waters in need of a TMDL. Bartlett Brook is listed as impaired for pH and Dissolved Oxygen while Cub Pond is listed as impaired for pH. Both Bartlett Brook and Cub Pond are classified as low priority for TMDL development, with TMDLs scheduled for 2021 and 2023, respectively.

The 2013 draft General Permit for Stormwater Discharges from MS4s identifies Danville as a municipality within the Great Bay Estuary watershed that discharges directly to the nitrogen-impaired waterbodies in the Great Bay Estuary. As a result, Danville will need to prepare a Water Quality Response Plan to address nitrogen discharges in stormwater from its MS4, once the permit is finalized.

#### **Part IV. Summary of Information Collected and Analyzed**

Eighty four stormwater outfalls and twenty six catch basins have been mapped via GPS coordinates. Structure locations were imported into a GIS base map to form a complete map depicting all outfalls, culverts and catch basins within Town limits. This map was updated during Permit Year 11 to include catchment delineation, classification and prioritization for illicit discharge follow-up activities.

All Town outfalls have been screened for potential illicit discharges. Flow was observed and field tested at three of the inspected outfalls. One outfall was fed by two flowing inlet pipes which were sampled separately. There were no observed unusual activities in the vicinity of the outfalls (i.e. vehicle washing, etc) or obvious sources of illicit discharges associated with any sampled outfall. Sources of dry weather flow are likely due to snow melt, high groundwater and perimeter yard drains. Laboratory tests of the samples for *E.coli*, ammonia, fluoride and chlorine did not indicate elevated concentrations at any outfall. Additional outfall inspections are ongoing; laboratory testing will be performed as needed.

The Town's consultant obtained a follow-up sample of the spring 2013 catch basin cleaning (CBC) stockpile on July 8, 2013 in compliance with NHDES Risk Characterization and Management Policy (RCMP) soil standards that require one sample be collected every 3 years. Approximately 8 grab samples of the approximately ½ cubic yard in size stockpile were taken to create a single composite sample. The stockpile met all S-3 criteria for reuse in the reproduction of base and sub-base aggregate for the construction of paved roadways and parking lots. As the Town does not utilize soil for these purposes, the stockpile will either be stored or properly disposed of. Sampling may now be performed every 3 years, with the next sample requiring collection during Permit Year 14, anticipated to occur during the spring of 2016.

## Part V. Program Outputs & Accomplishments (OPTIONAL)

### Programmatic

Stormwater management position created/staffed	(y/n)	N
Annual program budget/expenditures	(\$)	\$15,000
Total program expenditures since beginning of permit coverage	(\$)	\$120,000
Funding mechanism(s) (General Fund, Enterprise, Utility, etc)		General fund

### Education, Involvement, and Training

Estimated number of residents reached by education program(s)	(# or %)	100%
Stormwater management committee established	(y/n)	N
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)	N
Household Hazardous Waste Collection Days		
▪ days sponsored	(#)	2/ co-sponsor w/other towns
▪ community participation	(%)	6% -12%
▪ material collected	(tons or gal)	
School curricula implemented	(y/n)	Y

### 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% of town
Estimated or actual number of outfalls	(#)	84
System-Wide mapping complete	(%)	100%
Mapping method(s)		
▪ Paper/Mylar	(%)	-
▪ CADD	(%)	-
▪ GIS	(%)	100%
Outfalls inspected/screened	(# or %)	100%
Illicit discharges identified	(#)	1
Illicit connections removed	(# ) (est. gpd)	
% of population on sewer	(%)	0%
% of population on septic systems	(%)	100%

**Construction**

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

**Post-Development Stormwater Management**

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	(%)	100%
Site inspections (for proper BMP installation & operation) completed	(# or %)	0
BMP maintenance required through covenants, escrow, deed restrictions, etc.	(y/n)	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)	1
Average frequency of catch basin cleaning (commercial/arterial or other critical streets)	(times/yr)	1
Total number of structures cleaned	(#)	~26
Storm drain cleaned	(LF or mi.)	0
Qty. of screenings/debris removed from storm sewer infrastructure	(lbs. or tons)	
Disposal or use of sweepings (landfill, POTW, compost, recycle for sand, beneficial use, etc.)		N/A
Basin Cleaning Costs		
• Annual budget/expenditure (labor & equipment)	(\$)	
• Hourly or per basin contract rate	(\$/hr or \$ per basin)	
• Disposal cost	(\$)	
Cleaning Equipment		
• Clam shell truck(s) owned/leased	(#)	0
• Vacuum truck(s) owned/leased	(#)	0
• Vacuum trucks specified in contracts	(y/n)	N
• % Structures cleaned with clam shells	(%)	0%
• % Structures cleaned with vacuor	(%)	0%
Average frequency of street sweeping (non-commercial/non-arterial streets)	(times/yr)	0
Average frequency of street sweeping (commercial/arterial or other critical streets)	(times/yr)	0
Qty. of sand/debris collected by sweeping	(lbs. or tons)	
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.)	(location)	
Annual Sweeping Costs		
• Annual budget/expenditure (labor & equipment)		
• Hourly or lane mile contract rate		
• Disposal cost		
Sweeping Equipment		0
• Rotary brush street sweepers owned/leased		
• Vacuum street sweepers purchased/leased		
• Vacuum street sweepers specified in contracts	(\$)	
• % Roads swept with rotary brush sweepers	(#)	
• % Roads swept with vacuum sweepers	(y/n)	

Reduction in application on public land of: (“N/A” = never used; “100%” = elimination)		
▪ Fertilizers	(lbs. or %)	N/A
▪ Herbicides	(lbs. or %)	
▪ Pesticides	(lbs. or %)	
Integrated Pest Management (IPM) practices implemented		
Anti-/De-Icing products and ratios	% NaCl % CaCl <sub>2</sub> % MgCl <sub>2</sub> % CMA % Kac % KCl % Sand	80%      20%
Pre-wetting techniques utilized	(y/n)	N
Manual control spreaders used	(y/n)	Y
Zero-velocity spreaders used	(y/n)	N
Estimated net reduction or increase in typical year salt/chemical application rate		0%
Estimated net reduction or increase in typical year sand application rate		0%
% of salt/chemical pile(s) covered in storage shed(s)		100%
Storage shed(s) in design or under construction	(lbs. or %)	N*
100% of salt/chemical pile(s) covered in storage shed(s) by 2010	(y/n)	Y
*Monies are being placed into the Capital Reserve Account in preparation of building new storage facilities with ability to load inside of facility. A total of \$170,751 has been deposited towards a goal of \$180,000.	(y/n)	Y