

MAY 02 2014

**Municipality/Organization:** Town of New Castle, New Hampshire

**EPA NPDES Permit Number:** NHR041022

**MassDEP Transmittal Number:** W-

**Annual Report Number & Reporting Period:** Year 11  
April 1, 2013 – March 31, 2014

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**NPDES PII Small MS4 General Permit  
Annual Report  
(Due: May 1, 2014)**

**Part I. General Information**

**Contact Person:** Stephen Tabbutt **Title:** Public Works Superintendent

**Telephone #:** 603-431-6710 ext 13 **Email:** steven-tabbutt@comcast.net

**Mailing Address:** PO Box 367, New Castle, NH  
03854

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:** Stephen Tabbutt (P. Cullen)

**Printed Name:** Stephen Tabbutt

**Title:** Supr. Of Public Works/Road Agent

**Date:** May 1, 2014

**Part II. Self-Assessment**

**The Town of New Castle, NH, has completed the required self-assessment, and it is determined that the Town is in compliance with all permit conditions.**

**Part III. Summary of Minimum Control Measures**

**1. Public Education and Outreach**

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8(Reliance on non-municipal partners indicated, if any)	Planned Activities
NC1-001 Revised	Quarterly Newsletter “Island Item”	Select Board, Pam Cullen	Occasional articles to keep public informed of Storm drains	Outreach to the public via local paper for updated information on storm drains and reminders	Continue articles
NC1-002 Revised	Household Hazardous Waste Day	53-B Town Membership	Feedback from 53-B as to what was dropped off	2013 May and September collection days for town residents. See attached paper work.	Continue of tracking collection waste and encouraging residents to make use of these two dates.
NC1-003 Revised	Pet Waste Management	Steve Tabbutt (Public Works) Police Dept.	Enforcement of Town Ordinance	Signs are posted at our park and beach regarding pet waste management along with periodic articles in our local newspaper	Continue implementing current practices.
NC1-004 Revised	Town Website Newcastlenh.org	Select Board Pam Cullen	Page count	Website links to: Shoreline Homeowner’s guide to Storm Water Management; Shoreland Protection Information; Town Regulations which include Wetland Conservation District	Continue offering links.
NC1-005 Revised	Town and City Magazine	LGC membership	Dissemination of appropriate articles regarding relative storm drain articles	Making sure appropriate departments/employees have copies of magazine. See article attached.	Continue membership with LGC
NC1-006	New Castle Conservation Commission	Conservation Commission	Offering “Rain Barrels”, articles on “Outdoor Watering”. Grants. See attachment.	Distribution of articles and barrels published in local town newspaper, posted on website and other various bulletin boards.	Continue with outreach to residents and general public through website, newspapers and bulletin boards.

## 2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities
NC2-001 Revised	Conservation Commission	Board members Volunteers	Controlling and monitoring projects. Pursuing grants when available.	Eradication of invasive species throughout the island. <u>See attached paperwork.</u>	Recruiting volunteers to help remove invasive plants.
NC2-002 Revised	Storm Drain Stenciling	Steve Tabbutt	Maintaining stenciling on drains.	Reviewing stenciling to determine legibility.	Yearly monitoring.
NC2-003 Revised	Beach Clean up	Steve Tabbutt	Daily maintenance.	Daily maintenance of beach during summer season.	On going maintenance.
NC2-004 Revised	Sponsor-A-Highway	Local residents	Required maintenance per agreement.	Keeping debris and trash off Route 1-B several times per year. <u>See attached article.</u>	Yearly written agreement with NHDOT.
NC2-005 Revised	Beach clean up	Blue Ocean Society	Yearly beach cleanups.	<u>See attached paper.</u>	Continue coordination with society.
NC2-006 Revised	Conservation Commission	Board Members	Rain garden at town park.	Construction of rain garden in 2011 with Local Garden Club doing yearly maintenance.	Yearly upkeep



NC2-007	Conservation Commission	Board Members	Educate public	Flyers to residents regarding rainwater, see <u>attached paperwork</u> .	
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### 3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities
NC3-001 Revised	Public Education and Monitoring	Water & Sewer Commission Steve Tabbutt	Periodic articles to public regarding	Information regarding illicit dumping and education with residents.	Continue work to keep public informed
NC3-002 Revised	Septic System Management	Water & Sewer Commission Steve Tabbutt Building Insp	Septic System applications	Articles printed in local town newspaper. Brochures available regarding septic systems available at town hall.	Continue making information available and reviewing applications.
Revised					
Revised					
Revised					
Revised					
Revised					

**4. Construction Site Stormwater Runoff Control**

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities
NC4-001 Revised	Run off from new construction	Conservation Commission Building Inspector	Monitor new construction sites for protective areas from run off.	Insure control of construction sites when applicable.	Continue monitoring.
Revised					
Revised					
Revised					
Revised					
Revised					

**5. Post-Construction Stormwater Management in New Development and Redevelopment**

<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 8 (Reliance on non-municipal partners indicated, if any)</b>	<b>Planned Activities</b>
NC5-001 Revised	Monitor sites.	Steve Tabbutt Building Inspector	Inspections	Reviewing all post construction sites for any erosion and compromised areas.	Continue same practice of periodic inspections
Revised					
Revised					
Revised					
Revised					
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 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities
NC6-001 Revised	Park and Beach inspections	Steve Tabbutt Chris Pufahl	Daily inspections during summer season	Yearly procedure.	Continue with present practice.
NC6-002 Revised	Lawn Care	Conservation Commission	New town ordinance for vote in May 2014 town meeting.	See attached warrant article up for vote.	
NC6-003 Revised	Spraying Invasives	Conservation Commission	Public Mtg of Conservation Commission	See attached paperwork.	Formation of committee
Revised					
Revised					
Revised					

**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 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities
Revised					
Revised					
Revised					
Revised					
Revised					
Revised					

**7a. Additions**


**7b. WLA Assessment**

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

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

(Since beginning of permit coverage unless specified otherwise by a \*\*, which indicates response is for period covering April 1, 2010 through March 31, 2011)

**Programmatic**

	(Preferred Units)	Response
Stormwater management position created/staffed	(y/n)	N
Annual program budget/expenditures **	(\$)	None
Total program expenditures since beginning of permit coverage	(\$)	None
Funding mechanism(s) (General Fund, Enterprise, Utility, etc)		

**Education, Involvement, and Training**

Estimated number of property owners reached by education program(s)	(# or %)	500
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.)	Y(1/2 mile)
Shoreline cleaned since beginning of permit coverage	(mi.)	1/2 mile daily
Household Hazardous Waste Collection Days		
<ul style="list-style-type: none"> <li>▪ days sponsored **</li> <li>▪ community participation **</li> <li>▪ material collected **</li> </ul>	(#)	2
School curricula implemented	(# or %)	sometimes
	(tons or gal)	See paper wk
	(y/n)	N

*See attached paper work*



**Legal/Regulatory**

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

**Mapping and Illicit Discharges**

	(Preferred Units)	Response
Outfall mapping complete	(%)	50
Estimated or actual number of outfalls	(#)	20 more/less
System-Wide mapping complete (complete storm sewer infrastructure)	(%)	100% sewer pump stations
<b>Mapping method(s)</b>		
▪ Paper/Mylar	(%)	100
▪ CADD	(%)	
▪ GIS	(%)	
Outfalls inspected/screened **	(# or %)	3
Outfalls inspected/screened (Since beginning of permit coverage)	(# or %)	3
Illicit discharges identified **	(#)	
Illicit discharges identified (Since beginning of permit coverage)	(#)	
Illicit connections removed **	(#); and (est. gpd)	
Illicit connections removed (Since beginning of permit coverage)	(#); and (est. gpd)	

% of population on sewer	(%)	83.4
% of population on septic systems	(%)	16.6

### Construction

	(Preferred Units)	Response
Number of construction starts (>1-acre) **	(#)	4
Estimated percentage of construction starts adequately regulated for erosion and sediment control **	(%)	100
Site inspections completed **	(# or %)	4
Tickets/Stop work orders issued **	(# or %)	1
Fines collected **	(# and \$)	-
Complaints/concerns received from public **	(#)	1

### Post-Development Stormwater Management

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

### 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)	
Qty of structures cleaned **	(#)	40
Qty. of storm drain cleaned **	(%, LF or mi.)	200
Qty. of screenings/debris removed from storm sewer infrastructure **	(lbs. or tons)	500 lbs
Disposal or use of screenings (landfill, POTW, compost, beneficial use, etc.) **	(location)	



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

▪ Fertilizers	(lbs. or %)
▪ Herbicides	(lbs. or %)
▪ Pesticides	(lbs. or %)
Integrated Pest Management (IPM) Practices Implemented	(y/n)

(Preferred Units) Response

Average Ratio of Anti-/De-Icing products used **	% NaCl % CaCl <sub>2</sub> % MgCl <sub>2</sub> % CMA % K <sub>ac</sub> % KCl % Sand	
(also identify chemicals and ratios used in specific areas, e.g., water supply protection areas)		
Pre-wetting techniques utilized **	(y/n or %)	
Manual control spreaders used **	(y/n or %)	Y
Zero-velocity spreaders used **	(y/n or %)	
Estimated net reduction or increase in typical year salt/chemical application rate	(±lbs/ln mi. or %)	
Estimated net reduction or increase in typical year sand application rate **	(±lbs/ln mi. or %)	
% of salt/chemical pile(s) covered in storage shed(s)	(%)	100
Storage shed(s) in design or under construction	(y/n or #)	
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	0
Installed or planned treatment BMPs for public drinking water supplies and their protection areas	# or y/n	0
Treatment units induce infiltration within 500-feet of a wellhead protection area	# or y/n	0