

APR 13 2016

Municipality/Organization: Town of Atkinson

EPA NPDES Permit Number: NHR041002

MassDEP Transmittal Number: W-

Annual Report Number & Reporting Period: Year 13  
April 1, 2015 – March 31, 2016

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## NPDES PII Small MS4 General Permit Annual Report (Due: May 1, 2016)

### Part I. General Information

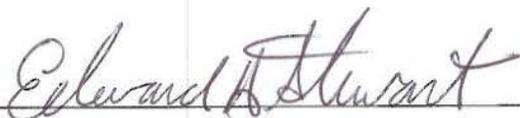
Contact Person: Edward A Stewart Title: Road Agent

Telephone #: (603) 362-4010 Email: RoadAgent@Atkinson-NH.Gov

Mailing Address: 21 Academy Ave Atkinson, NH 03811

#### 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: Edward A Stewart

Title: Road Agent

Date: April 6, 2016

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

**Our normal BMPS worked satisfactory with no large rain or wind events. In the month of April our recreation department organizes a town wide clean-up week, prior to that week the Highway Department picked up trash and litter from all the major collector roads. During that week the Highway Department also picks up bags left by the volunteers along the side of the road and works year round maintaining the Town's roadways. For 2016 we are hoping to use trustees (inmates from the Rockingham County Corrections facility) to pick up trash.**

**In the months of April and October the Town participates in household hazardous waste clean-up days. These days provide a way for residents to properly dispose of their hazardous waste. These two half days are expensive for the Town, but are fundamental for good MS-4 practices.**

**In the winter months the Highway Department follows state guidelines for salt and sand use and utilizes computer controlled and properly calibrated spreaders to minimize salt use. Sand is only used on gravel roads and parking lots (less than a quarter mile of roadway and parking lots). In the summer months the town contracts catch basin cleaning, roadside mowing, road shoulder maintenance, and tree stump removal. The money allotted for road maintenance does not always allow for optimal performance, but the town does the best it can with what is available.**

**The Atkinson planning board is consistently updating the town's rules and regulations to protect its residents and the environment. Atkinson has some of the most restrictive wetland regulations in southern New Hampshire. Construction and post construction monitoring practices are constantly being updated**

**We had our 1<sup>st</sup> major subdivision since the recession a 100 unit condo development. All road work, storm water collection, and drainage is and will be inspected by our engineering consultants at Keach and Norstrom Associates. This development is large enough to require an alteration of terrane permit with all the penalties and added oversight. I feel Atkinson is adequately protected for 2016.**

**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 13 (Reliance on non-municipal partners indicated, if any)</b>	<b>Planned Activities</b>
Revised	2 Annual Newsletters from the Town	Highway	Reach as many residents as possible		
Revised	1 Annual newsletter from Hampstead Area Water Company	Hampstead Area Water Company	Reach as many people as possible		
Revised	Local Cable Company	Atkinson Cable Channel	Reach as many people as possible		
Revised	Annual Town Report	Highway Dept.	Reach as many people as possible		
Revised	Atkinson Academy	School	Reach as many people as possible		
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 13 (Reliance on non-municipal partners indicated, if any)	Planned Activities
	Atkinson clean-up days	Recreation & Highway	Clean sides of roadways and public areas	Local scout troops (boys and girls) Local Families	
Revised					
	2 Household Hazardous Waste Collections	Highway Dept.	Amount of Hazardous waste collected	Outside company collects waste while town publicizes and facilitates	
Revised					
	Adopt a highway	NH DOT	Local companies clean sides of 121		
Revised					
Revised					
Revised					

### 2a. Additions


### 3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 13 (Reliance on non-municipal partners indicated, if any)	Planned Activities
Revised	Semi-annual inspection of culverts and catch basins	Highway Dept.			
Revised	Conductivity testing of large bodies of water	Big Island Pond Association	Determine sodium chloride levels		
Revised	Local code enforcement	Building Inspection Dept.	Ensures proper site controls are in place and maintained		
Revised	Local Health Officer	Building Inspection Dept.	Ensures proper installation of septic systems and wells. Also responsible to resolve failed systems.		
Revised	Full-Time Police Patrol	Police Dept.	Detecting illegally dumped products		
Revised	Fire Dept. Hazardous Substance Training	Fire Dept.	Control contamination at spill sites and supervise site clean-up		

#### 3a. Additions


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#### 4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 13 (Reliance on non-municipal partners indicated, if any)	Planned Activities
	Planning Board over-site for new projects	Planning Board	Approval of plans meeting state stormwater management guidelines		
Revised					
	Zoning board oversight of existing property	Zone board	Approve applications for the site changes that don't meet zoning		
Revised					
	On-Site review and inspection	Town Engineering company	Ensure proper installation and maintenance of storm water control devices		
Revised					
	Periodic on-site visits by road agent	Highway Dept.	Deter improper practices between engineers inspections		
Revised					
	Planning Board review of applicable regulations	Planning Board	Maintain highest level of regulations		
Revised					
Revised					

#### 4a. Additions

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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 13 (Reliance on non-municipal partners indicated, if any)	Planned Activities
	Final review by town engineer	Engineering firm	To ensure all structures were built and maintained to town standards		
Revised					
	Biannual inspection of all structures	Highway Dept.	Reduces downstream contamination		
Revised					
	Fall clean-up of leaves at catch basins and culverts	Highway Dept.	Reduces blocked culverts and the erosion caused by blockages		
Revised					
	Roadside mowing	Highway Department	Maintain proper vegetation control		
Revised					
	Tree and stump removal	Highway Department	Reduce vegetative matter in drainage ditches	50% complete with tree and stump removal in the right of way.	
Revised					
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 13 (Reliance on non-municipal partners indicated, if any)	Planned Activities
Revised	Household Hazardous Waste Collection (2 annually)	Highway Dept.	Amount of hazardous waste collected		
Revised	Weekly collection of MSW and bi-monthly collection of recyclables	Highway Dept. and Northside Carting	Proper disposal of household waste and reuse of recyclables		
Revised	Outsourcing oil changes	All Dept.	Ensure proper disposal		
Revised	Proper calibration and application of road salt	Highway Dept.	Reduces amount of salt used to achieve safe roads		
Revised	Proper storage of salt and clean-up after deliveries and storms	Highway Dept.	Reduces on-site contamination		
Revised	Biennial cleaning of stormwater structures	Highway Dept.	Reduces downstream contamination		

### 6a. Additions

	Use of environmentally safe priming fluids in fire apparatus	Fire Dept.	Reduce petroleum products released on fire grounds		
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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 13 (Reliance on non-municipal partners indicated, if any)	Planned Activities
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, 2015 through March 31, 2016)

**Programmatic**

	(Preferred Units)	Response
Stormwater management position created/staffed	(y/n)	(Y) Road Agent
Annual program budget/expenditures **	(\$)	\$30,000
Total program expenditures since beginning of permit coverage	(\$)	\$30,000
Funding mechanism(s) (General Fund, Enterprise, Utility, etc)		General Budget

**Education, Involvement, and Training**

Estimated number of property owners reached by education program(s)	(# or %)	7,200
Stormwater management committee established	(y/n)	No
Stream teams established or supported	(# or y/n)	No
Shoreline clean-up participation or quantity of shoreline miles cleaned **	(y/n or mi.)	No
Shoreline cleaned since beginning of permit coverage	(mi.)	No
Household Hazardous Waste Collection Days		
▪ days sponsored **	(#)	2
▪ community participation **	(# or %)	1%
▪ material collected **	(tons or gal)	460 + or - gal.
School curricula implemented	(y/n)	Yes

**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 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

	(Preferred Units)	Response
Outfall mapping complete	(%)	100%
Estimated or actual number of outfalls	(#)	2,000
System-Wide mapping complete (complete storm sewer infrastructure)	(%)	100%
Mapping method(s)		
▪ Paper/Mylar	(%)	X
▪ CADD	(%)	0
▪ GIS	(%)	0
Outfalls inspected/screened **	(# or %)	30%
Outfalls inspected/screened (Since beginning of permit coverage)	(# or %)	100%
Illicit discharges identified **	(#)	0
Illicit discharges identified (Since beginning of permit coverage)	(#)	0
Illicit connections removed **	(#); and (est. gpd)	0
Illicit connections removed (Since beginning of permit coverage)	(#); and (est. gpd)	0
% of population on sewer	(%)	0%
% of population on septic systems	(%)	100%

### Construction

	(Preferred Units)	Response
Number of construction starts (>1-acre) **	(#)	25
Estimated percentage of construction starts adequately regulated for erosion and sediment control **	(%)	100%
Site inspections completed **	(# or %)	100%
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%MSW
Site inspections (for proper BMP installation & operation) completed **	(# or %)	100%
BMP maintenance required through covenants, escrow, deed restrictions, etc.	(y/n)	Y
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)	½ per year
Average frequency of catch basin cleaning (commercial/arterial or other critical streets) **	(times/yr)	Every year
Qty of structures cleaned **	(#)	225 ±
Qty. of storm drain cleaned **	(%, LF or mi.)	350 LF
Qty. of screenings/debris removed from storm sewer infrastructure **	(lbs. or tons)	35 Tons ±
Disposal or use of screenings (landfill, POTW, compost, beneficial use, etc.) **	(location)	71 Woodlock Park Lane

Basin Cleaning Costs		
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• Annual budget/expenditure (labor & equipment)**	(\$)	\$3,500
• Hourly or per basin contract rate **	(\$/hr or \$ per basin)	\$100/hr
• Disposal cost**	(\$)	composted
Cleaning Equipment		
• Clam shell truck(s) owned/leased	(#)	N/A
• Vacuum truck(s) owned/leased	(#)	0
• Vacuum trucks specified in contracts	(y/n)	Yes
• % Structures cleaned with clam shells **	(%)	0%
• % Structures cleaned with vector **	(%)	75%

	(Preferred Units)	Response
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)	0
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.) **	(location)	N/A
Annual Sweeping Costs		
• Annual budget/expenditure (labor & equipment)**	(\$)	0
• Hourly or lane mile contract rate **	(\$/hr. or ln mi.)	0
• Disposal cost**	(\$)	N/A
Sweeping Equipment		
• Rotary brush street sweepers owned/leased	(#)	N/A
• Vacuum street sweepers owned/leased	(#)	N/A
• Vacuum street sweepers specified in contracts	(y/n)	N/A
• % Roads swept with rotary brush sweepers **	%	N/A
• % Roads swept with vacuum sweepers **	%	N/A
Reduction (since beginning of permit coverage) in application on public land of: ("N/A" = never used; "100%" = elimination)		
▪ Fertilizers	(lbs. or %)	0 lbs
▪ Herbicides	(lbs. or %)	0 lbs
▪ Pesticides	(lbs. or %)	

Integrated Pest Management (IPM) Practices Implemented	(y/n)	Yes
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	(Preferred Units)	Response
Average Ratio of Anti-/De-Icing products used **  (also identify chemicals and ratios used in specific areas, e.g., water supply protection areas)	% NaCl % CaCl <sub>2</sub> % MgCl <sub>2</sub> % CMA % Kac % KCl % Sand	99%  1%
Pre-wetting techniques utilized **	(y/n or %)	0
Manual control spreaders used **	(y/n or %)	25%
Zero-velocity spreaders used **	(y/n or %)	No
Estimated net reduction or increase in typical year salt/chemical application rate	(±lbs/ln mi. or %)	None
Estimated net reduction or increase in typical year sand application rate **	(±lbs/ln mi. or %)	None
% of salt/chemical pile(s) covered in storage shed(s)	(%)	100%
Storage shed(s) in design or under construction	(y/n or #)	No
100% of salt/chemical pile(s) covered in storage shed(s) by May 2008	(y/n)	Yes

### Water Supply Protection

Storm water outfalls to public water supplies eliminated or relocated	# or y/n	None
Installed or planned treatment BMPs for public drinking water supplies and their protection areas	# or y/n	None
Treatment units induce infiltration within 500-feet of a wellhead protection area	# or y/n	None