

Municipality/Organization: Town of Atkinson

EPA NPDES Permit Number: NHR041002

MassDEP Transmittal Number: W-

Annual Report Number & Reporting Period: Year 14
April 1, 2016 – March 31, 2017

NPDES PII Small MS4 General Permit Annual Report (Due: May 1, 2017)

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: 5/8/2017

Part II. Self-Assessment

The town of Atkinson has completed the self-assessment and have determined that our town is compliant with all permit conditions, except for the following provisions

Part 1 Failed to submit annual report on or before May 1st. Report submitted May 9, 2017

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 14 (Reliance on non-municipal partners indicated, if any)	Planned Activities
Revised	2 Annual Newsletters from the Town	Highway Edward Stewart	Reach as many residents as possible		
Revised	1 Annual newsletter from Hampstead Area Water Company	Hampstead Area Water Company Harold Morse	Reach as many people as possible	Nom Municipal Partner	
Revised	Local Cable Company	Atkinson Cable Channel Alan Phair	Reach as many people as possible		
Revised	Annual Town Report	Highway Dept. Edward Stewart	Reach as many people as possible		
Revised	Atkinson Academy	School Mrs. Daotis	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 14 (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 14 (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

4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 14 (Reliance on non-municipal partners indicated, if any)	Planned Activities
	Planning Board oversight 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 14 (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		Steve Keach			
	Biannual inspection of all structures	Highway Dept.	Reduces downstream contamination		
Revised		Edward Stewart			
	Fall clean-up of leaves at catch basins and culverts	Highway Dept.	Reduces blocked culverts and the erosion caused by blockages		
Revised		Edward Stewart			
	Roadside mowing	Highway Department	Maintain proper vegetation control		
Revised		Edward Stewart			
	Tree and stump removal	Highway Department Unitil	Reduce vegetative matter in drainage ditches	55% complete with tree and stump removal in the right of way. Non Municipal Partner UNITIL	
Revised		Edward Stewart			
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 14 (Reliance on non-municipal partners indicated, if any)	Planned Activities
	Household Hazardous Waste Collection (2 annually)	Highway Dept.	Amount of hazardous waste collected		
Revised		Edward Stewart			
	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		Edward Stewart			
	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		Edward Stewart			
	Proper storage of salt and clean-up after deliveries and storms	Highway Dept.	Reduces on-site contamination		
Revised		Edward Stewart			
	Biennial cleaning of stormwater structures	Highway Dept.	Reduces downstream contamination		
Revised					

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 14 (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, 2016 through March 31, 2017)

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	(\$)	\$420,000
Funding mechanism(s) (General Fund, Enterprise, Utility, etc)		General Budget & Utility

Education, Involvement, and Training

Estimated number of property owners reached by education program(s)	(# or %)	2,200
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)	480 + 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	(%)	100%
▪ 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) **	(#)	33
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)	25 Tons ±
Disposal or use of screenings (landfill, POTW, COMPOST, beneficial use, etc.) **	(location)	71 Woodlock Park Lane

Basin Cleaning Costs		
• Annual budget/expenditure (labor & equipment)**	(\$)	\$4,000
• 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 **	(%)	5%

(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 %)	0 lbs
Integrated Pest Management (IPM) Practices Implemented	(y/n)	Yes

	(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 ₂ % MgCl ₂ % CMA % Kac % KCl % Sand	90% 10%
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	N/A
Installed or planned treatment BMPs for public drinking water supplies and their protection areas	# or y/n	N/A
Treatment units induce infiltration within 500-feet of a wellhead protection area	# or y/n	None