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Municipality/Organization: Town of Hampstead

EPA NPDES Permit Number: NHR041010

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: Jon Worthen **Title:** Road Agent

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Mailing Address: 35 Stage Road, Hampstead, NH 03841

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: Sean P. Murphy

Title: Chairman, Board of Selectmen

Date:

Part II. Self-Assessment

The Town recently approved funding in its operating budget to help with the costs associated with storm water management.

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
1-1 Revised	Public Education through TV/Cable	Cable Commission	Document run schedule	Educate residents	Run DVD on After the Storm on Cable.
1-2 Revised	Distribution of Information	Town Office – building dept.		Provide information to contractors and homeowners.	Continue to provide information .
1-2 Revised	Distribution of Information	Town’s Website	Determine number of hits to webpage	Educate residents. Stormwater tab added to dropdown menu.	Continue to update the website to provide information on recycling and composting and other material related to Stormwater
1-3 Revised	Public Education at schools	Hampstead schools		In –school recycling program	Continue to add educational programs offered at school.
1-5 Revised	Household Hazardous Waste	Recycling and Waste Disposal	Tally the participation	Only one Household Hazardous Waste Day was held due the cost	Two HHW Days will be held due to the expressed interest to hold 2 instead of one. Regional towns participate in collection
1-6 Revised	Education lakefront property owners	Private Lake Associations		Education of waterfront owners	Continue to provide information from the association to its members.

1a. Additions

1-3	Public Education	Central School	Determine number of participants	Garbage Gorilla Day for third graders	Continue with practice
1-3	Public Education	Pinkerton Academy	Determine number of hits	High School aged children participating in recycling and beach cleanup	Continue with practice.

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
2-3 Revised	Lake Association participation	Lake Assoc. Members	Document attendance	Continue to meet and address issues related to the lake and water quality.	Continue with meetings and delineate low salt application areas.
2-4 Revised	Adopt-a-road	Jon Worthen Road Agent	Document trash pick-up by number of bags	Participation continues	Encourage more participation
2-5 Revised	Composting	Recycling and Waste Disposal	Determine number of bins sold ten bins sold which doubled from prior yr.	Only several bins were sold. Bins were provided to the residents at cost.	Continue with program. Try to educate people as to the value of composting.
2-6 Revised					
2-7 Revised	Road-side trash pick-up in honor of Earth Day	Conservation Commission	Document number of bags collected	Cancelled program due to lack of interest	Determine whether or not there is enough interest to start the program up again. .
2-7 Revised	Road trash pick-up	Town-wide volunteers	Document number of bags collected.	Resident picked up approximately 50 bags of trash. Trash bags are at no charge	Separate trash from the recyclables if possible to dispose of them properly

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
3-3 Revised	Identify failed septic systems	Kris Emerson, Building Insp.	Number of failed systems	Conduct regular inspections and review compliance.	Monitor existing sites for problems.
3-4 Revised	Illicit Discharge	Jon Worthen, Road Agent	Number of illicit discharges	None found	Locate outfalls and check for illicit discharges.
3-5 Revised	Inspect discharge outflows	Jon Worthen, Road Agent	Test results None tested	Checked 25% of the basins each year. Outflows were not tested in 2016.	Test outflows.
Revised					
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 14 (Reliance on non-municipal partners indicated, if any)	Planned Activities
4-1 Revised	Ordinances	Planning Board		Continue with enforcement of current policy.	Review existing ordinances. Consider adopting new ordinances. Revise subdivision and site plan and subdivision regulations as needed.
4-2 Revised	Site review	Planning Board		Continue to review plans. Erosion controls in place when construction begins.	Continue with practice.
4-3 Revised	Inspections	Kris Emerson, Building Insp.	Regular reports	Continue with regular site visits	Continue with practice.
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 14 (Reliance on non-municipal partners indicated, if any)	Planned Activities
5-1 Revised	Erosion control	Planning Board	Document problem areas and results	Review site plans.	Continue with practice.
5-2 Revised	Drainage/Grading	Planning Board	Monitor site activities and record results.	Review site plans.	Review zoning, subdivision and site plan regulations for the purpose of updating.
5-3 Revised	Inspections	Kris Emerson, Building Insp.	Record periodic site inspections.	Coordinate with property owners to maintain systems.	Continue with practice.
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
6-1 Revised	Town Garage	Jon Worthen, Road Agent		The floor drain drains into a tank	Continue with BMP
6-2 Revised	Fire Station	Mike Carrier, Fire Chief		Continue with BMP	Continue with BMP
6-3 Revised	Schools	Mike Hall, Facilities Mgr.		Continue with BMP	Continue with BMP
6-5 Revised	Recycling	Highway Garage	Items collected	Collect use oil, batteries, light bulbs, DVDs, CDs, books and thermostats.	Continue with collection. Determine low cost option for disposal of florescent light bulbs.
6-6 Revised	Town Garage recycling container	Highway Department	Amount collected 5 yard container is filled 10 times a year with recyclables	Collect recyclables that would not otherwise be collected by the roadside	Continue with practice.
6-7 Revised	Town Garage – use biodegradable cleaners	Highway Department		Reduce chemicals. Most of the cleaners are biodegradable.	Continue with practice.

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 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)	No
Annual program budget/expenditures **	\$125K budgeted	0
Total program expenditures since beginning of permit coverage	\$750	0
Funding mechanism(s) (General Fund, Enterprise, Utility, etc)	General Fund	

Education, Involvement, and Training

Estimated number of property owners reached by education program(s)	(# or %)	Unknown
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.)	privately
Shoreline cleaned since beginning of permit coverage	(mi.)	Unknown
Household Hazardous Waste Collection Days		
▪ days sponsored **	(#)	2
▪ community participation ** regional participation	(# or %)	6 towns
▪ material collected ** Data needs to be provided by sponsoring town.	(tons or gal)	unknown
School curricula implemented	(y/n)	Unknown

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					
▪ Erosion & Sediment Control					X
▪ Post-Development Stormwater Management					
Accompanying Regulation Status (indicate with "X")					
▪ Illicit Discharge Detection & Elimination					
▪ Erosion & Sediment Control					
▪ Post-Development Stormwater Management					

Mapping and Illicit Discharges

	(Preferred Units)	Response
Outfall mapping complete	(%)	80-90
Estimated or actual number of outfalls	(#)	70
System-Wide mapping complete (complete storm sewer infrastructure)	(%)	N/A
Mapping method(s)		
▪ Paper/Mylar	(%)	100%
▪ CADD	(%)	
▪ GIS	(%)	
Outfalls inspected/screened **	(# or %)	25% per year
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) **	(#)	7
Estimated percentage of construction starts adequately regulated for erosion and sediment control **	(%)	100%
Site inspections completed **	(# or %)	21
Tickets/Stop work orders issued **	(# or %)	2
Fines collected **	(# and \$)	0
Complaints/concerns received from public **	(#)	2

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 %)	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)	Once every 4 years
Average frequency of catch basin cleaning (commercial/arterial or other critical streets) **	(times/yr)	Once every 4 years
Qty of structures cleaned **	(#)	25
Qty. of storm drain cleaned **	(%, LF or mi.)	150 ft per year
Qty. of screenings/debris removed from storm sewer infrastructure **	(lbs. or tons)	8 tons
Disposal or use of screenings (landfill , POTW, compost, beneficial use, etc.) **	Kent Farm	Used for landfill

Basin Cleaning Costs		
• Annual budget/expenditure (labor & equipment)**	(\$)	\$750
• Hourly or per basin contract rate **	(\$/hr or \$ per basin)	\$
• Disposal cost**	(\$)	0
Cleaning Equipment		
• Clam shell truck(s) owned/leased	(#)	no
• Vacuum truck(s) owned/leased	(#)	1
• Vacuum trucks specified in contracts	(y/n)	yes
• % Structures cleaned with clam shells **	(%)	0
• % Structures cleaned with vector **	(%)	100%

	(Preferred Units)	Response
Average frequency of street sweeping (non-commercial/non-arterial streets) **	(times/yr)	N/A
Average frequency of street sweeping (commercial/arterial or other critical streets) **	(times/yr)	N/A
Qty. of sand/debris collected by sweeping **	(lbs. or tons)	N/A
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 In mi.)	0
• Disposal cost**	(\$)	0
Sweeping Equipment		
• Rotary brush street sweepers owned/leased	(#)	0
• Vacuum street sweepers owned/leased	(#)	0
• Vacuum street sweepers specified in contracts	(y/n)	0
• % Roads swept with rotary brush sweepers **	%	0
• % Roads swept with vacuum sweepers **	%	0

Reduction (since beginning of permit coverage) in application on public land of: ("N/A" = never used; "100%" = elimination)		
▪ Fertilizers	(lbs. or %)	Approx. 1347 lbs
▪ Herbicides	(lbs. or %)	Approx. 2439 lbs
▪ Pesticides	(lbs. or %)	Approx. 101 lbs
Integrated Pest Management (IPM) Practices Implemented	(y/n)	

	(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) Low salt areas are 25% salt and 75% sand. Otherwise as much as 100% salt in unprotected areas.	% NaCl % CaCl ₂ % MgCl ₂ % CMA % Kac % KCl % Sand	25%-100% 0%- 75%
Pre-wetting techniques utilized **	(y/n or %)	no
Manual control spreaders used **	(y/n or %)	Yes -6
Zero-velocity spreaders used **	(y/n or %)	no
Estimated net reduction or increase in typical year salt/chemical application rate	(±lbs/ln mi. or %)	same
Estimated net reduction or increase in typical year sand application rate **	(±lbs/ln mi. or %)	same
% 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)	100%

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	n/a