**Municipality/Organization:** Town of Danville

**EPA NPDES Permit Number:** NHR041004

**MassDEP Transmittal Number:** N/A

**Annual Report Number**
**& Reporting Period: No. 15: May 1, 2017-April 30, 2018**

# NPDES PII Small MS4 General Permit Annual Report

## Part I. General Information

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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: Shawn O'Neil

Printed Name: Shawn O'Neil, Vice Chair, Board of Selectmen

Date: April 23, 2018

**Part II. Self-Assessment**

The Town of Danville, NH has continued to meet the NPDES Phase II Small MS4 General Permit requirements during the 2017-2018 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 290 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 grade three was continued during the school year, and Earth Day outreach materials continued to include books for the library. The Town participated in the 14$^{th}$ 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 15, 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 and community pages.

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. An Illicit Discharge Detection and Elimination (IDDE) regulation was enacted by the Selectmen in January 2015.

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 former 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 former 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 incorporated previously developed Standard Operating Procedures (SOPs) for catch basin, outfall and BMP maintenance and repair into a comprehensive Infrastructure Operation and Maintenance Plan during Permit Year 12. This plan addresses an operation and maintenance program for use by the town, covering street sweeping, catch basin cleaning, street wastes storage, catch basin and outfall inspection, maintenance and repair, and winter plowing, snow removal, and sand/salt storage operations. Additionally, the O&M Plan covers spill prevention, response and reporting for applicable oil storage areas in Town.

## 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 15 (Reliance on non-municipal partners indicated, if any) | Planned Activities – Next Permit Term |
|---|---|---|---|---|---|
| 1A | Elementary School Education Program | Highway, Other Department | Conduct annual activities for children. | Utilized the Elementary School classroom education program developed 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 48 students in grades K – 5 at their Earth Day Enrichment Day during Permit Year 15. Additionally, a box of stormwater materials was provided to the preschool, as well as 2 books on Earth Day and recycling in 2017. One additional book was purchased for the public library to use around Earth Day during reading events, along with bookmarks for coloring. Materials for the classroom curriculum were replenished most recently during Permit Year 14. The Elementary School also held an Earth Day Schoolwide day on April 20th, 2018 where students were given 10 blue trash bags to help clean up around the school property. The students used 2 bags and will keep the rest for periodic cleanups during the rest of the school year and into the next permit year. | Continue to utilize stormwater education curriculum and materials at the Elementary School for grades one through four, anticipated to occur around April 2019, during a school wide enrichment Earth Day. Replace used books, beads, etc. with new materials as needed to continue the program. Provide additional stormwater-related materials to the preschool. |
| Revised | | Highway, Other Department and Consultant | Conduct annual activities for at least one grade of schoolchildren in grades 1 through 5. | | |

| BMP ID # | BMP Description | Responsible Dept./Person Name | Measurable Goal(s) | Progress on Goal(s) – Permit Year 15 (Reliance on non-municipal partners indicated, if any) | Planned Activities – Next Permit Term |
|---|---|---|---|---|---|
| 1B | Attend Meetings | All Departments | Hold and attend town committee meetings. | The Highway Department met with Town Selectmen in the fall of 2017 and spring of 2018 to discuss the stormwater program and budget. Selectmen were briefed on progress made to date, as well as upcoming work. In anticipation of the permit becoming effective, Danville increased its stormwater budget for 2018. | Continue to report on program progress at these meetings and discuss the next steps for the program. Coordinate with other departments as needed. 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 15 (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 flyers, as well as additional information on the annual HHW and Earth Day events are made available in the Town Hall, library and Danville Market. Flyers advertising the spring and fall HHW events and the Earth Day roadside cleanup were sent home with approximately 290 schoolchildren to be given to parents. Approximately 1,000 flyers were also included in the spring and fall 2017 tax bills. 250 and 281 flyers were distributed at the spring and fall HHW events, respectively. The Highway<br><br>*(continued below)* | Continue as in past years to publish brochures, bookmarks and flyers. Continue 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<br><br>*(continued below)* |
| 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. | | |

| BMP ID # | BMP Description | Responsible Dept./Person Name | Measurable Goal(s) | Progress on Goal(s) – Permit Year 15 (Reliance on non-municipal partners indicated, if any) | Planned Activities – Next Permit Term |
|---|---|---|---|---|---|
| 1C | General Education: Brochures, Flyers & Posters | | | *(continued)*<br><br>Department put additional flyers in the Town Hall, library and Danville Market to advertise the Earth Day event on April 21 and 22, 2018, and provided flyers to residents. 22 tote bags with stormwater-related information were provided to participants, including information on septic tank maintenance and HHW collection, as well as a plantable seed paper butterfly, and a coloring book for the children. The Town assembled 100 packages with dog bones and flyers on proper pickup and disposal of pet waste for distribution with dog license registrations and renewals at the Town Clerk's office. The Town also left children coloring activity with the library for use at story time. The Fire Department collected used oil from residents for their waste oil burner, with approximately 900 to 1000 gallons collected during 2017. This program was advertised on the Town website, report, and in flyers mailed with the tax bill and distributed at HHW events. The Fire and Police Department will also collect sharps found along the roadside if requested by residents or other town employees. During the 2018 annual Roadside Cleanup there was 1 sharp found along the roadside. In 2017, the Town purchased signs with doggie "poop" bags attached and placed them at the town parks. | *(continued)*<br><br>Earth Day events. Provide information on pet waste at the annual rabies clinic held in April each year. The town will evaluate for applicability with target audiences under the new permit. There is no industry of note in Danville, so this audience will likely not be a component under the new permit. Audience status will be documented as part of the Town's updated Stormwater Management Program (SWMP) Plan |

| BMP ID # | BMP Description | Responsible Dept./Person Name | Measurable Goal(s) | Progress on Goal(s) – Permit Year 15 (Reliance on non-municipal partners indicated, if any) | Planned Activities – Next Permit Term |
|---|---|---|---|---|---|
| 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. The Town recently contracted with a new web hosting company and now has the ability to update web content in-house. | The "Stormwater Management" page will be updated with additional information and links periodically. The Town will also seek to add a hit counter to track hits on the "Stormwater Management" page. The town will evaluate for applicability with target audiences under the new permit. There is no industry of note in Danville, so this audience will likely not be a component under the new permit. Audience status will be documented as part of the Town's updated Stormwater Management Program (SWMP) Plan. Expand the Town website with targeted audience messages to address requirements of the new permit once it becomes effective. |
| Revised | | | | | |

## 2. Public Involvement and Participation

| BMP ID # | BMP Description | Responsible Dept./Person Name | Measurable Goal(s) | Progress on Goal(s) – Permit Year 15 (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. | Two newspaper articles were published during the spring of 2018 promoting the 2018 Earth Day Roadside Cleanup event on April 12, 2018 and April 19, 2018. Additional articles were published on to advertise HHW events: Plaistow on April 28th, 2018 and Kingston on October 28, 2017 as outlined in BMP 2D. HHW events were also advertised on the sign outside town hall. An article regarding stormwater, hazardous waste and Earth Day was published in the 2017 Town Report. Finally, an article on the Earth Day roadside cleanup was published in the spring 2017 newsletter, followed by a fall 2017 newsletter with information on the ability of obtaining blue bags for roadside cleanup all year long. | 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. Plaistow hosted the April 28, 2018 HHW event and Kingston hosted the October 28, 2017 HHW event as outlined under BMP 2D. Danville also coordinates with the Southeast Watershed Alliance and the Seacoast Stormwater Coalition on improving water quality within costal waterbodies, particularly on ways to reduce nitrogen loads to Great Bay. | Meet with other towns to coordinate the HHW days, as necessary. 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 15 (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 21 and 22, 2018 in coordination with Earth Day. Prior to the event, 150 trash bags were distributed to residents for cleanup purposes at different places in town. Highway personnel met with approximately 24 adult volunteers, some with children, along with a teen girl scout group of 14 girls for trash bag pickup at the Town Hall. These residents collected 125 bags of trash, and other miscellaneous debris. 22 residents were also given tote bags containing stormwater informational brochures as outlined in BMP 1C. Additionally, the event was advertised on the Town website, Facebook Community Page, and town hall sign in advance of the cleanup. An additional cleanup was performed in an area of the town forest during June 2017, and 18 to 20 bags worth of trash and other debris was removed from this area. 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 should call the Highway Department to collect it. As part of this program, 12 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 Community Center parking lot. Track volunteer participation. |
| Revised | | | Host at least one annual cleanup event. Track the number of volunteers and amount of trash collected. | | |

| BMP ID # | BMP Description | Responsible Dept./Person Name | Measurable Goal(s) | Progress on Goal(s) – Permit Year 15 (Reliance on non-municipal partners indicated, if any) | Planned Activities – Next Permit Term |
|---|---|---|---|---|---|
| 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 April 28, 2018 event while Kingston hosted the October 28, 2017 event. An additional event held April 29, 2017 occurred at the very end of Permit Year 14, and approximately 316 people attended this event, 40 of which were Danville households resulting in a 13% participation rate. Approximately 281 people attended the fall 2017 event, 38 of which were Danville households resulting in a 14% participation rate. 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 April and October 2017 events as outlined in BMP 1C. | Continue to participate in both events, currently scheduled to be hosted by Plaistow and Atkinson in April 2019 and October 2018, 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 were marked during previous permit years with stenciled arrows to easily locate structures when covered with water, snow, or debris. All fading stencils were remarked during Permit Year 14. | 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 15 (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 has completed GPS mapping of known stormwater infrastructure within Town boundaries. Information was incorporated into a detailed map for both UA and non-urban areas, 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 several applications during the Year 15 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 evaluated stormwater outfalls during dry weather for evidence of illicit discharges. 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 Year 11, and the system was replaced during Year 12. No new illicit discharges were reported during Year 15. | Continue to monitor and inspect outfalls and catch basins during routine inspections. If present, analyze dry weather flows from outfalls not previously sampled. Outfall screening procedures and parameters are specified under the new permit and will be incorporated into the Town's IDDE plan once the permit becomes effective. |
| Revised | | | | | |

## 3a. Additions

| BMP ID # | BMP Description | Responsible Dept./Person Name | Measurable Goal(s) | Progress on Goal(s) – Permit Year 15 (Reliance on non-municipal partners indicated, if any) | Planned Activities – Next Permit Term |
|---|---|---|---|---|---|
| 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 Town passed an IDDE Regulation ordinance in January 2015 prohibiting non-stormwater discharges to the Town's MS4. The ordinance is now in effect and being enforced. | Continue to enforce the IDDE Regulation approved during Permit Year 12. Review the existing regulation for compliance with new permit requirements once it becomes effective and update if necessary. |
| Revised | Develop an Illicit Discharge Prohibition Regulation | Town Selectmen, Highway Department, and Consultant | Regulation to effectively prohibit discharges. | | |
| 3E | Develop an IDDE Plan | Highway and Consultant | SOP in place by end of Permit Year 5. | The 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 existing SOPs for catch basin and outfall inspection which were used during 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. Review and update the IDDE plan as needed once the new permit becomes effective. |
| Revised | Develop an IDDE Plan and inspection SOPs | | IDDE Plan and SOPs in place for use by the Highway Department. | | |
| 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 15 (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. Review the existing regulation for compliance with new permit requirements once it becomes effective and update if 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 15 (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 large-scale commercial or residential subdivision construction project starts during Permit Year 15. | Continue to be proactive in the inspection of developments that are required to file a NOI and enforce construction site runoff controls. Review the existing procedures for site plan review for compliance with new permit requirements once it becomes effective and update if necessary. |
| Revised | Review of Construction Sites and Driveway Permits | | Review all driveway permit applications | | |
| 4C | 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. | Review the existing procedures for inspections, requirements to control site wastes, and inspection results tracking for compliance with new permit requirements once it becomes effective and update if necessary. |
| 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 15 (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. Review the existing ordinance for compliance with new permit requirements once it becomes effective and update 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 15 (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. | A couple of small single family subdivision construction starts were initiated during Permit Year 15, however no large-scale subdivision projects were initiated. | Inspect developments to ensure all stormwater control measures are in place after construction. Encourage construction of BMPs that meet water quality criteria. One large subdivision was expected to begin during the summer of 2017, consisting of approximately 28 houses, however, this subdivision did not begin but may still happen in the future. |
| 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 15 (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 2017 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 15 (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 14th Annual Town Wide Roadside Cleanup event on April 21 and 22, 2018 in conjunction with Earth Day. Approximately 125 bags of trash and other miscellaneous debris was collected by volunteers as outlined in BMP 2C. | Continue holding the annual Earth Day roadside cleanup. Partner with additional groups, such as the Boy Scouts or Girl Scouts to increase participation. Publish newspaper articles advertising the event and discussing cleanup success as outlined in BMP 2C. |
| 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 | | | | | |

| BMP ID # | BMP Description | Responsible Dept./Person Name | Measurable Goal(s) | Progress on Goal(s) – Permit Year 15 (Reliance on non-municipal partners indicated, if any) | Planned Activities – Next Permit Term |
|---|---|---|---|---|---|
| 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 April 28, 2018 event while Kingston hosted the October 28, 2017 event. An additional event held April 29, 2017 occurred at the very end of Permit Year 14, and approximately 316 people attended this event, 40 of which were Danville households resulting in a 13% participation rate. Approximately 281 people attended the fall 2017 event, 38 of which were Danville households resulting in a 14% participation rate. 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 April 2018 and October 2017 events as outlined in BMP 1C. | Continue to participate in both events, currently scheduled to be hosted by Plaistow and Atkinson in April 2019 and October 2018, respectively. Track town resident participation and waste disposal quantities. |
| Revised | | | | | |
| 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 $232,000 has been deposited out of a goal of a minimum of $260,000. 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<br><br>*(continued below)* | Continue to add funds towards the construction of a new salt storage shed. Once the new permit is released, evaluate SWPPP requirements for certain facilities and develop SWPPPs as appropriate. |
| Revised | | | | | |

| BMP ID # | BMP Description | Responsible Dept./Person Name | Measurable Goal(s) | Progress on Goal(s) – Permit Year 15 (Reliance on non-municipal partners indicated, if any) | Planned Activities – Next Permit Term |
|---|---|---|---|---|---|
| 6E | Evaluate Municipal Facilities and Operations & Develop BMPs | | | *(continued)*<br><br>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, Community Center, Colby Library and Elementary School. Findings and recommendations were documented in the written SWMP. | |
| 6F | Storm Drain System Operation and Maintenance Plan | Highway and Consultant | Storm Drain System O&M Plan. | The previously developed SOPs for catch basin, outfall and BMP maintenance & repair were incorporate into an expanded Infrastructure Operation and Maintenance Plan during Permit Year 12. This plan addresses an operation and maintenance program for use by the town, covering street sweeping, catch basin cleaning, street wastes storage, infrastructure inspection, maintenance and repair, winter operations, and spill prevention, response and reporting. | Continue to utilize the O&M Plan during all applicable Highway operations. Record inspection and maintenance activities. The new permit requires O&M procedures to be developed by Year 2, so the existing Plan will need to be incorporated. |
| 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 | | | | | |
| 6H | Sample Catch Basin Cleanings | Highway | Catch basin sediment sample. | As required by the NHDES Risk Characterization and Management Policy (RCMP), catch basin sediment must be sampled before reuse. No reuse or sampling was performed during Permit Year 15. | Continue to perform sampling prior to reuse. |
| 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 15 (Reliance on non-municipal partners indicated, if any) | Planned Activities – Next Permit Term |
|---|---|---|---|---|---|
| | N/A | | | | |
| Revised | | | | | |

### 7a. Additions

| | | | | | |
|---|---|---|---|---|---|
| | | | | | |

### 7b. WLA Assessment

The final 2014 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 2014 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 final 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.

**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 previously 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 prior to reuse. 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 was stored at the Highway Garage away from precipitation. Sampling may now be performed every 3 years, with the next sample originally scheduled for collection during Permit Year 15. However, soils are no longer reused and the Town does not currently plan on reusing catch basin cleanings, thus sampling did not occur.

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

### Programmatic

| | | |
|---|---|---|
| Stormwater management position created/staffed | (y/n) | Y |
| Annual program budget/expenditures | ($) | $10,000, varies |
| Total program expenditures since beginning of permit coverage | ($) | $160,000 |
| 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 | (%) | 7% -13% |
| ▪ 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 | (# )<br>(est. gpd) | 1 |
| % of population on sewer | (%) | 0% |
| % of population on septic systems | (%) | 100% |

**Construction**

| | | |
|---|---|---|
| Number of construction starts (>1-acre) | (#) | 17 |
| Estimated percentage of construction starts adequately regulated for erosion and sediment control | (%) | 100% |
| Site inspections completed | (# or %) | 50% |
| 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) | |
| Average frequency of catch basin cleaning (commercial/arterial or other critical streets) | (times/yr) | |
| Total number of structures cleaned | (#) | |
| 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 | ($) | |
| Cleaning Equipment | | |
| • Clam shell truck(s) owned/leased | (#) | 0 |
| • Vacuum truck(s) owned/leased | (#) | 0 |
| • Vacuum trucks specified in contracts | (y/n) | N |
| • % Structures cleaned with clam shells | (%) | 0% |
| • % Structures cleaned with vactor | (%) | 0% |
| Average frequency of street sweeping (non-commercial/non-arterial streets) | (times/yr) | 0 |
| Average frequency of street sweeping (commercial/arterial or other critical streets) | (times/yr) | 0 |
| Qty. of sand/debris collected by sweeping | (lbs. or tons) | |
| Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.) | (location) | |
| Annual Sweeping Costs | | |
| • Annual budget/expenditure (labor & equipment) | | |
| • Hourly or lane mile contract rate | | |
| • Disposal cost | | |
| Sweeping Equipment | | 0 |
| • Rotary brush street sweepers owned/leased | | |
| • Vacuum street sweepers purchased/leased | | |
| • Vacuum street sweepers specified in contracts | ($) | |
| • % 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<br>% $CaCl_2$<br>% $MgCl_2$<br>% CMA<br>% Kac<br>% KCl<br>% Sand | 80%<br><br><br><br><br><br>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 $232,000 has been deposited. | (y/n) | Y |