

Municipality/Organization: Town of Hampstead
EPA NPDES Permit Number: NHR041010
MassDEP Transmittal Number: W-
Annual Report Number & Reporting Period: Year 15
April 1, 2017– March 31, 2018

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

Part I. General Information

Contact Person: Sally Theriault **Title:** Administrative Assistant
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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: 

Printed Name: Sean P. Murphy

Title: Chairman, Board of Selectmen

Date: 4/29/2018

Part II. Self-Assessment

The Town continues to approve funding in its operating budget to help with the costs associated with storm water management. The Town is working in collaboration with the Rockingham Planning Commission to highlight any potential deficiencies for the new Notice of Intent.

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 and companies.. | 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 | Number of 3 rd graders participating | In –school recycling program | Continue with “Garbage Gorilla” funded by the Recycling and Waste Disposal Committee. |
| 1-3 Revised | Public Education | Pinkerton Academy | | High School aged children participating in recycling and beach cleanup | Continue with practice |
| 1-5 Revised | Household Hazardous Waste | Recycling and Waste Disposal | Tally the participation | Two HHW Days scheduled instead of one. This is a regional collection. | Continue with practice |
| 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

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|--|--|--|--|--|--|
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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 | Some 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. | No additional bins were purchased by the RAWD. Little interest by residents |
| 2-6 Revised | | | | | |
| 2-7 Revised | | | | | |
| 2-7 Revised | Road trash pick-up | Town-wide volunteers | Document number of bags collected. | Resident picked up roadside trash. Trash bags are given at no charge | Separate trash from the recyclables if possible to dispose of them properly |

2a. Additions

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|--|-------------------------------|------|--|--------------------|---|
| | Swap shop at transfer station | RAWD | Determine tonnage if possible that is kept out of the waste stream | Consider swap shop | Construct or purchase a shed for the swap shop items. |
| | | | | | |

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 2017. | Test outflows. |
| Revised | | | | | |
| Revised | | | | | |
| Revised | | | | | |

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 14 (Reliance on non-municipal partners indicated, if any) | Planned Activities |
|----------|-----------------|-------------------------------|--------------------|--|---|
| 4-1 | 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. |
| Revised | | | | | |
| 4-2 | Site review | Planning Board | | Continue to review plans. Erosion controls in place when construction begins. | Continue with practice. |
| Revised | | | | | |
| 4-3 | Inspections | Kris Emerson, Building Insp. | Regular reports | Continue with regular site visits | Continue with practice. |
| Revised | | | | | |
| Revised | | | | | |
| 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 |
|----------------|------------------|-------------------------------|---|--|---|
| 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 | | | | | |
| Revised | | | | | |
| Revised | | | | | |
| Revised | | | | | |

5a. Additions

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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 | 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. |
| 6-6 Revised | Town Garage recycling container | Highway Department | Amount collected | Collect cardboard | 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

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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 | | | | | |
| Revised | | | | | |
| Revised | | | | | |
| Revised | | | | | |
| Revised | | | | | |
| Revised | | | | | |

7a. Additions

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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 ** | \$65K budgeted | 0 |
| Total program expenditures since beginning of permit coverage | \$3200 | 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 | (%) | 90 |
| Estimated or actual number of outfalls | (#) | 71 |
| 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) ** | (#) | 79 |
| Estimated percentage of construction starts adequately regulated for erosion and sediment control ** | (%) | 100% |
| Site inspections completed ** | (# or %) | 36 |
| Tickets/Stop work orders issued ** | (# or %) | 0 |
| Fines collected ** | (# and \$) | 0 |
| Complaints/concerns received from public ** | (#) | 3 |
| | | |
| | | |

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)** | (\$) | \$2555 |
| • 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 | | \$256.00 |
| • Annual budget/expenditure (labor & equipment)** | (\$) | 0 |
| • Hourly or lane mile contract rate ** | (\$/hr. or ln 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. 1 300 lbs |
| ▪ Herbicides | (lbs. or %) | Approx. 2500lbs |
| ▪ Pesticides | (lbs. or %) | Approx. 1 00 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/l _n mi. or %) | same |
| Estimated net reduction or increase in typical year sand application rate ** | (±lbs/l _n mi. or %) | same |
| % of salt/chemical pile(s) covered in storage shed(s) | (%) | 100% |
| Storage shed(s) in design or under construction | Y | 1 |
| 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 |

