

New Hampshire Small MS4 General Permit
Annual Report
Rollinsford
Permit Year 1

EPA NPDES Permit Number NHR041029

Certification

Instructions: All reports, including SWPPPs, inspection reports, annual reports, monitoring reports, reports on training and other information required by this permit must be signed by a person described in Appendix B, Subsection 11.A or by a duly authorized representative of that person in accordance with Appendix B, Subsection 11.B. If there is an authorized representative to sign MS4 reports, there must be a signed and dated written authorization. Use the following language if your municipality wishes to file using an authorized representative.

Authorized Representative:

The authorization letter is:

- ☐ Attached to this document (document name listed below):

- ☐ Publicly available at the website:

"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 gathered and evaluated 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."

Printed Name

Denise Knowles

Signature

Denise Knowles

Date

9/26/19

Primary MS4 Program Manager Contact Information:

Position/Title: Caroline Kendall

Email Address: admin@rollinsford.nh.us

Name

Department

Phone Number

Small MS4 Authorization

The following annual report is intended to document on the activities undertaken over the reporting period from May 1, 2018 – June 30, 2019 in accordance with the Notice of Intent. NOI can be found at the following (document name or web address):

<https://www.epa.gov/npdes-permits/regulated-ms4-new-hampshire-communities>

Compliance activities have been identified and described in the Rollinsford's Stormwater Management Plan (SWMP) and Illicit Discharge Detection and Elimination Plan (IDDE). These documents can be found at the following website and will be referred to throughout this report:

SWMP:

<https://drive.google.com/drive/u/0/folders/1ZQCfBPzOTbYB4wW29aj3u63KMATf5NPU>

IDDE: <https://drive.google.com/drive/u/0/folders/1D9RZ3qfeGyacvUeM1WFZwW6uo8PafyJu>

MCM1 - Public Education and Outreach

Year 1 Activities

BMP: Grass and Fertilizer

Document Name and/or Web Address:

Green Grass & Clear Water Brochure: https://www4.des.state.nh.us/nh-ms4/?page_id=54.

Description:

The four- fold flyer produced by UNH Cooperative Extension and NH Sea Grant outlining simple recommendations to keep lawns healthy while reducing water quality impacts - including proper fertilizer techniques and disposal of grass clippings The flyer was distributed to 1100 Rollinsford property owners by including the flyer link in the June 2019 Salmon Falls newsletter.

Targeted Audience:

Residential/Commercial/Industrial

Measurable Goal(s):

Lawn care enthusiasts' residents understand the potential water quality impacts from fertilizer and improper disposal of grass clippings and are aware of the proper lawn care management techniques for reducing those impacts. Measurement includes materials distribution methods and numbers and change in visits to UNH Cooperative Extension or municipal stormwater webpages.

Assessment of goals will be discussed in greater detail in year 2, see

https://www4.des.state.nh.us/nh-ms4/?page_id=54 "Minimum Control Measure 1: Public Outreach and Education" for additional information

Message Date:

June 2019

BMP: Petwaste Disposal

Document Name and/or Web Address:

"Every Drop" post cards or flyer https://www4.des.state.nh.us/nh-ms4/?page_id=54

Description:

Distribution of the "Every Drop" flyer with proper pet waste management, impacts of improper management, pet waste ordinance, and disposal requirements messaging was distributed to 1100 Rollinsford property owners by including the flyer link in the June 2019 Salmon Falls newsletter. Every Drop is a collaborative education effort with PREP, NHDES and other partners. In addition, six road signs were installed during May 2019 in problematic and high impact areas of the Old Village Area of Rollinsford.

Targeted Audience:

Residents - Pet Owners

Measurable Goal(s):

Dog owners and/or dog walkers are aware of the potential water quality impacts from pet waste, local pet waste ordinances, and how to dispose of pet waste properly. If pledges are signed, there will be an increase of dog owners committed to picking up pet waste.

In addition, a resident volunteered to monitor dog waste along the Salmo Falls river and alert dog walkers about the new dog waste signs. A volunteer is also being used to monitor the amount of dog waste being found along one section of the Salmon Falls river. Assessment of goals will be discussed in greater detail in year 2, see https://www4.des.state.nh.us/nh-ms4/?page_id=54 "Minimum Control Measure 1: Public Outreach and Education" for additional information

Message Dates: May(street signs) and June 2019(Salmon Falls newsletter)

BMP: Septic System Maintenance

Document Name and/or Web Address:

https://www4.des.state.nh.us/nh-ms4/?page_id=54

Description:

Distribution of the brochure to educate New Hampshire homeowners with septic systems on how to identify, locate and maintain those systems was accomplished by including the link to the brochure in the Salmon Falls newsletter that was mailed to 1100 Rollinsford property owners. Get Pumped NH is a collaborated effort between the New Hampshire Association of Septage Haulers (NHASH) and the New Hampshire Department of Environmental Services (NHDES).

Targeted Audience:

Septic System Owners

Measurable Goal(s):

Residents are aware of water quality impacts from septic systems, the importance of maintaining septic systems and how to maintain them.

Assessment of goals will be discussed in greater detail in year 2, see https://www4.des.state.nh.us/nh-ms4/?page_id=54 "Minimum Control Measure 1: Public Outreach and Education" for additional information

Message Date:

June 2019

MCM2 - Public Education and Outreach

Describe the opportunity provided for public involvement in the development of the Stormwater Management Program (SWMP) during the reporting period:

A stormwater committee was formed that comprised of 4 residents, 2 Town employees, and 1 elected official.

7 meetings were held in 2019 that were open to the Public. Public input was recorded during the year and was documented in a Stormwater public input form. Residents were instrumental in writing the Rollinsford stormwater management plan and IDDE plan. A Rollinsford resident on the Stormwater committee also was a regular attendee to the monthly Seacoast stormwater coalition meetings in 2018 and 2019.

Describe any other public involvement or participation opportunities conducted during the reporting period:

There was an Earth Day, prescription drug disposal day, and hazardous waste pickup day. The

Earth day resulted in the pickup of approximately 1500 gallons of trash found along the roadways. Volunteers have been utilized to inform dog walkers about the new dog waste signs along the Salmon Falls river and to report the findings of dog waste along the river.

MCM3 – Illicit Discharge Detection and Elimination

BMP: IDDE Legal Authority

The municipality has developed the SSO inventory in accordance with permit conditions and has nothing new to report.

BMP: Sanitary Sewer Overflow (SSO) Inventory

The SSO is managed by the Rollinsford Sewer District and is a separate governmental entity.

BMP: Map of Storm Sewer System

A consultant was hired to produce a paper map of the stormwater system. The map is available on the Town web site. The Town has applied for a NHDES clean water state revolving fund to be used in stormwater asset management. One of the goals for this task is to collect sufficient information to generate an inventory of the horizontal assets of the stormwater infrastructure in a GIS database.

BMP: IDDE Program

A Written IDDE plan has been developed and is available on the Town of Rollinsford website.

Initial outfall identification, characterization and prioritization has been completed and included in the IDDE plan. Written investigation deliverables will progress in accordance with the accepted NOI and is scheduled to be complete by April 1, 2020.

Number and percent of total outfall catchments served by the MS4 evaluated using the catchment investigation procedure:

Number of dry weather outfall investigations/screenings:

Number of wet weather outfall inspections/sampling events:

Number of illicit discharges removed:

Estimated gallons of flow removed:

BMP: Employee Training

The road agent was trained to the new catch basin cleaning procedure and catch basin inspection form.

MCM4 – Construction Site Stormwater Runoff Control

A Professional Engineering firm is used by the Town of Rollinsford Planning Board to complete

work on site plan reviews and inspections.

Number of site plan reviews completed: 1 (Oldenburg Rd)

Number of inspections: 1 (Wentworth Rd)

Number of enforcement actions: 1 (Wentworth Rd)

MCM5 – Post Construction Stormwater Management in New Development and Redevelopment

BMP: Post-Construction Ordinance (due in year 2)

Deliverables will progress in accordance with the accepted NOI and is scheduled for year 2.

BMP: Street Design and Parking Lot Guidance Report (due in year 4)

Deliverables will progress in accordance with the accepted NOI and is scheduled for year 4.

BMP: Green Infrastructure Report (due in year 4)

Deliverables will progress in accordance with the accepted NOI and is scheduled for year 4.

BMP: List of Municipal Retrofit Opportunities (due in year 4)

Deliverables will progress in accordance with the accepted NOI and is scheduled for year 4.

MCM6 – Good Housekeeping and Pollution Prevention for Permittee Owned Operations

BMP: Parks and Open Spaces Operations and Maintenance Procedures (due year 2)

Deliverables will progress in accordance with the accepted NOI and is scheduled for year 2.

BMP: Buildings and Facilities Operations and Maintenance Procedures (due year 2)

Deliverables will progress in accordance with the accepted NOI and is scheduled for year 2.

BMP: Vehicles and Equipment Operations and Maintenance Procedures (due year 2)

Deliverables will progress in accordance with the accepted NOI and is scheduled for year 2.

BMP: Catch Basin Cleaning Program

A catch basin inspection procedure, catch basin cleaning inspection form, and a plan to reduce sand usage in the winter have been developed. A schedule for catch basin cleaning is being established with the goal of ensuring catch basin should not be more than 50% full. This is

detailed in the SWMP.

Number of catchbasins within MS4 regulated area: To be determined in 2019.

Number catchbasins inspected in accordance with the SWMP: 47

Number of catchbasins cleaned: 47

Volume or mass of material removed: 6 yards

BMP: Street sweeping program

A street sweeping program has been established such that all streets with curbing and/or catchbasins and permittee-owned parking lots are swept in accordance with permit conditions.

Number of (lane) miles swept: 15

Volume or mass of swept material: 12 yards

The road agent was trained to the new catch basin cleaning procedure and catch basin inspection form.

BMP: Winter Road Maintenance Program

Rollinsford does not have a Chloride impairment, however, the State Green Sno Pro program has been implemented. All road salt is stored in a storage shed that keeps the salt out of the elements.

BMP: Stormwater Treatment Structures Inspection and Maintenance Procedures

One stormwater treatment structure (retention pond) has been identified in Rollinsford. A professional engineer was used to inspect the structure before the structure was approved. A follow up inspection was conducted by Town personnel per the P.E. report that was submitted to the Town.

BMP: SWPPP(due year 2)

Deliverables will progress in accordance with the accepted NOI and is scheduled for year 2.

Self assessment Summary for Year 1:

The Town of Rollinsford has a Housing Standard ordinance, stormwater regulations, Safety of public ways ordinance, Solid waste and mandatory recycling ordinance, and multihazard mitigation plan instead of one IDDE ordinance. The adoption of one IDDE ordinance is being reviewed.

The frequency of Street sweeping will be increased to twice per year beginning in 2019. There has been a large reduction of sand used in 2018 due to the implementation of the Green Snow Pro program in the winter which only resulted in collection of only 12 yards of material when the roads were swept in May, 2019.

There is an IDDE plan. A procedure for screening and sampling outfalls will be developed by the Seacoast Alliance in year 2 and adopted by Rollinsford when available.

An annual message for leaf litter will be distributed to residents in the Fall of 2019. The leaf litter

pamphlets were not available in 2018.

Rollinsford is using professional engineers for site inspections of major developments. P.E. reports are supplied to the town. Follow up site inspections when defined in the P.E. report are being performed by Town personnel. The process is being reviewed.

A stormwater regulations document is being used by the Town that was written by the Strafford Regional Planning Commission. The stormwater regulations are being reviewed against the Southeast Watershed Alliance model stormwater standards.

Construction Site Stormwater runoff control requirements are being reviewed in the existing Rollinsford Planning Regulations.

TMDL's and Water Quality Limited Waters

Bacteria/Pathogens

Outfalls to these receiving waters been ranked as high priority for the IDDE implementation in the initial outfall ranking and enhanced BMP's been implemented in accordance with the SWMP.

Phosphorus

Outfalls to these receiving waters been ranked as high priority for the IDDE implementation in the initial outfall ranking and enhanced BMP's been implemented in accordance with the SWMP.

Rollinsford through it's participation in the Seacoast Stormwater Coalition(s) and continued involvement with the NHDES led Pollutant Tracking and Accounting Program (PTAP), will satisfy the tracking and accounting requirement of the municipally owned structural BMP's listed in Attachment 1 to Appendix H.

Nitrogen

Outfalls to these receiving waters been ranked as high priority for the IDDE implementation in the initial outfall ranking and enhanced BMP's been implemented in accordance with the SWMP.

Rollinsford through it's participation in the Seacoast Stormwater Coalition(s) and continued involvement with the NHDES led Pollutant Tracking and Accounting Program (PTAP), will satisfy the tracking and accounting requirement of the municipally owned structural BMP's listed in Attachment 1 to Appendix H.

Chloride

Rollinsford does not have a Chloride impairment. Through Rollinsford's volunteer participation in the Seacoast Stormwater Coalition and continued involvement with the NHDES led Green Snow Pro Program there has been progress in reducing salt and sand winter usage on Town roads.

Activities for the Next Reporting Cycle

Rollinsford will continue to implement activities in accordance with the approved Notice of Intent.