


New Hampshire Small MS4 General Permit
Annual Report
Town of Pelham
Permit Year 2

EPA NPDES Permit Number NHR041025

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 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

Signature  Date

Primary MS4 Program Manager Contact Information:

Name: Title:

Street Address Line 1:

Street Address Line 2:

City: State: Zip Code:

Email: Phone Number:

Fax Number:

Small MS4 Authorization

The following annual report is intended to document on the activities undertaken over the reporting period from July 1, 2019 – June 30, 2020 in accordance with the Notice of Intent. NOI can be found at the following (document name or web address):

<https://www3.epa.gov/region1/npdes/stormwater/nh/tms4noi/pelham.pdf>

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

SWMP:

https://pelhamweb.sharepoint.com/sites/PlanningDepartment/Shared%20Documents/Forms/AllItems.aspx?id=%2Fsites%2FPlanningDepartment%2FShared%20Documents%2FStorm%20Water%20Management%20Plan%2FYear%202%2FVOLUME%201%20SWMP%20MANUAL%2F9205%20PELHAM%20SWMP%202020%2D0622%20FINAL%20GEO%202020%2D0923%2D1%2Epdf&parent=%2Fsites%2FPlanningDepartment%2FShared%20Documents%2FStorm%20Water%20Management%20Plan%2FYear%202%2FVOLUME%201%20SWMP%20MANUAL&p=true&originalPath=aHR0cHM6Ly9wZWxoYW13ZWluc2hhcmVwb2ludC5jb20vOmI6L3MvUGxhbm5pbmdEZXBhcnRtZW50L0VRWGNUGU2V2X0lGR2lZQko4U2lISmRRQkU2TmtRS3FZSGpYOG9RSHZjTGUVUFE_cnRpbWU9MVhnWVRxbGcyRWc

IDDE:

https://pelhamweb.sharepoint.com/sites/PlanningDepartment/Shared%20Documents/Forms/AllItems.aspx?id=%2Fsites%2FPlanningDepartment%2FShared%20Documents%2FStorm%20Water%20Management%20Plan%2FYear%202%2FVOLUME%201%20SWMP%20MANUAL%2FSWMP%20APPENDIX%20D%20IDDEP%20%2D%20full%20appendix%20replacement%2F9205%20Pelham%20IDDEP%202020%2D0622%20FINAL%2Dmerged%2Epdf&parent=%2Fsites%2FPlanningDepartment%2FShared%20Documents%2FStorm%20Water%20Management%20Plan%2FYear%202%2FVOLUME%201%20SWMP%20MANUAL%2FSWMP%20APPENDIX%20D%20IDDEP%20%2D%20full%20appendix%20replacement&p=true&originalPath=aHR0cHM6Ly9wZWxoYW13ZWluc2hhcmVwb2ludC5jb20vOmI6L3MvUGxhbm5pbmdEZXBhcnRtZW50L0VhaGFYR3pmV0dORXRJYzBoeEpkckM0QllYeE1iZlpZZVVhdnBSZXc0MUpxCX1E_cnRpbWU9RFYyZk9LNWcyRWc

MCM1 - Public Education and Outreach

Year 2 Activities

BMP: Grass and Fertilizer

1) **Document Name and/or Web Address:**

Green Grass & Clear Water Brochure:

https://www.pelhamweb.com/sites/g/files/vyhlf4856/f/uploads/green_grass_and_clear_water_mailer.pdf

Description:

Distribution and promotion of 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.

Targeted Audience: Residential &/or Business and Institutions

Measurable Goal(s):

Lawn care enthusiast 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, number of flyers distributed, and increase in visits to UNH Cooperative Extension or municipal stormwater webpages.

*In Year 2, the Green Grass & Clear Water brochure was posted electronically on the Municipality's website and released on social media. **Goal was achieved.***

Message Date: Posted online on September 17, 2019 and is currently still available.

2) **Document Name and/or Web Address:**

Soak Up the Rain brochure and video: <https://www4.des.state.nh.us/SoakNH/>.

Description:

Distribution and promotion of brochure and video on the Town of Pelham's website produced by NHDES outlining rainwater management techniques to protect and restore clean water in their local lakes, streams, and estuaries.

Targeted Audience: Residential &/or Business and Institutions

Measurable Goal(s):

Soak Up the Rain provides information to residential, business, and/or institutions on how to protect and restore water quality in New Hampshire. The program is operated by NHDES. In Year 2, the Soak Up the Rain brochure and video were posted electronically on the Municipality's website. **Goal was achieved.**

Message Date: Posted online on August 9, 2019 and is currently still available.

3) **Document Name and/or Web Address:**

Water Quality/Lawn Care while Sheltering at Home advisory documents:

<https://www.pelhamweb.com/home/news/town-of-pelham-clean-water-initiative>

Description:

Distribution and promotion of two documents produced by UNH Cooperative Extension and NH Sea Grant outlining recommendations to keep lawns healthy during the coronavirus pandemic.

Targeted Audience: Residential &/or Business and Institutions

Measurable Goal(s):

Lawn care enthusiast residents understand the potential water quality impacts from lawn care and use management techniques for reducing those impacts. In Year 2, the Water Quality/Lawn Care while Sheltering at Home documents were posted electronically on the Municipality's website and released on social media. **Goal was achieved.**

Message Date: Posted online on June 29, 2020 and is currently still available.

BMP: Pet Waste Disposal**Document Name and/or Web Address:**

<https://www.pelhamweb.com/sites/g/files/vyhlf4856/f/news/petwastegraphic-merged.pdf>

"Every Drop" brochure

Description:

Distribution and promotion via brochures, the municipality web page, and social media of "Every Drop" post cards or flyer with proper pet waste management, impacts of improper management, pet waste ordinance, and disposal requirements messaging. Every Drop is a collaborative education effort with PREP, NHDES and other partners.

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 Year 2, the Every Drop brochure was posted electronically on the Municipality's website, released on social media, and brochures were made available at the Town offices. These brochures and the pledge card will also be enclosed with dog license letters sent out in January of 2021 and annually moving forward. **Goal was achieved.**

Message Date: June 29, 2020

BMP: Disposal of Leaf and Grass Clippings**Document Name and/or Web Address:**

Water Quality Friendly Lawn Care While Sheltering at Home:

<https://www.pelhamweb.com/sites/g/files/vyhlf4856/f/uploads/water-quality-friendly-lawn-care-while-sheltering-at-home-merged.pdf>

Description:

Distributed and promoted informational brochure and social media post with messaging about

impacts from yard waste to waterbodies, alternatives to dumping yard waste and laws against dumping yard waste near or in waterbodies, and advice on watering lawns to minimize runoff and water waste through evaporation.

Targeted Audience: Residential &/or Business and Institutions

Measurable Goal(s):

Residents are aware of the water quality impacts of yard waste dumping near or in water bodies and safe alternatives for yard waste disposal. In Year 2, the *Water Friendly Lawn Care While Sheltering at Home* guidance document was posted electronically on the Municipality's website and released on multiple social media outlets. **Goal was achieved.**

Message Date: Posted online on September 17, 2019.

BMP: Septic System Maintenance

Document Name and/or Web Address:

Get Pumped New Hampshire:

<https://www.pelhamweb.com/sites/g/files/vyhlf4856/f/uploads/get-pumped-community-brochure-pelham.pdf>

Description:

Distributed and promoted brochure, social media post, and directing to website to educate New Hampshire homeowners with septic systems on how to identify, locate and maintain those systems. 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. In Year 2, the Get Pumped New Hampshire brochure was posted electronically on the Municipality's website, released on social media, and available at the Town offices. **Goal was achieved.**

Message Date: Posted online on August 8, 2019 and September 17, 2019 and is currently still available.

BMP: Developer/Construction Outreach

Document Name and/or Web Address:

Stormwater Guidance and Outreach for the Construction Site:

https://www.pelhamweb.com/sites/g/files/vyhlf4856/f/news/construction_message_final.pdf

Description:

Distributed and promoted guidance document and social media posts to educate Developers and Construction Contractors on the impacts to stormwater during construction.

Targeted Audience: Developer/Construction

Measurable Goal(s):

Contractors and Developers are aware of the need for proper erosion control practices during construction work. In Year 2, the Stormwater Guidance and Outreach for the Construction Site brochure was posted electronically on the Municipality's website and released on social media. The Town of Pelham conducted site plan reviews, inspections, and enforcement actions as needed to address development and construction activities. **Goal was achieved.**

Message Date: Posted online on June 29, 2020 and is currently still available.

https://www.pelhamweb.com/sites/g/files/vyhlf4856/f/uploads/developer_message_final.pdf

Document Name and/or Web Address:

Stormwater Guidance and Outreach for the Developer:

Description:

Distributed and promoted guidance document and social media posts to educate Developers and Construction Contractors with on the impacts to stormwater during construction.

Targeted Audience: Developer/Construction

Measurable Goal(s):

Contractors and Developers are aware of the need for proper erosion control practices during construction work. In Year 2, the Stormwater Guidance and Outreach for Developers brochure was posted electronically on the Municipality's website and released on social media. The Town of Pelham conducted site plan reviews, inspections, and enforcement actions as needed to address development and construction activities. **Goal was achieved.**

Message Date: June 29, 2020

BMP: Additional Outreach**1) Document Name and/or Web Address:**

Pelham Real Estate show:

<https://www.youtube.com/watch?v=6uvMYkSd87Y&feature=youtu.be>

Description:

The Pelham Real Estate show focused on Stormwater via a 20-minute interview with the Planning Director to discuss Pelham's SWMP, Stormwater Page, and MCM outreach messaging. The video was played 160 times on local access TV during the Year 2 permit period. The YouTube video of the show was also posted to the Pelham Stormwater Page. This video informs the public about the Pelham Stormwater web page and invites the public to review and comment on the SWMP.

Targeted Audience: Residential &/or Business and Institutions

Measurable Goal(s):

Public comment was available through the YouTube video. **Goal was achieved.**

Message Date: The video was posted on October 7, 2019 and played 160 times in Year 2.

2) **Document Name and/or Web Address:**

After the Storm video: <https://ptv.viebit.com/player.php?hash=IszOJ4I9RFBe>

Description:

The stormwater video, *After the Storm*, played daily on both public access TV stations.

Targeted Audience: Residential &/or Business and Institutions

Measurable Goal(s):

After the Storm provides information to residential, business, and/or institutions on stormwater. **Goal was achieved.**

Message Date: The video played 100 times between July 1, 2019 and June 30, 2020.

MCM2 - Public Participation

BMP: Public Participation in Stormwater Management Program Development

Description: The Stormwater Management Program was publicly reviewed during the following:

- The SWMP was posted on the Town of Pelham's stormwater website in Year 1.
- The SWMP was presented to the Board of Selectmen (BOS) and the public at the August 27, 2019 public meeting. The BOS agreed to hire a full-time staff member to focus on MS4 regulation compliance. The meeting is posted here: <https://ptv.viebit.com/player.php?hash=SwzXZrKIRw3U> (see 00:33:00 for discussion).
- The Pelham Real Estate show focused on Stormwater via a 20-minute interview with the Planning Director to discuss Pelham's SWMP, Stormwater Page, and MCM outreach messaging. The video was played 160 times on local access TV during the Year 2 permit period. The YouTube video of the show was also posted to the Pelham Stormwater Page. This video informs the public about the Pelham Stormwater web page and invites the public to review and comment on the SWMP. The video is located here: <https://www.youtube.com/watch?v=6uvMYkSd87Y&feature=youtu.be>.
- The municipality planned to have another in-person public hearing; however, the COVID-19 epidemic began before the meeting was planned and advertised. Public hearings will be scheduled in a post-COVID-19 pandemic environment, prior to the end of Year 3.

Measurable Goal(s): The Pelham Real Estate show created public awareness of the Stormwater web page and its contents and requested public comment on the SWMP. **Goal achieved.**

MCM3 – Illicit Discharge Detection and Elimination

BMP: IDDE Legal Authority

The municipality has established legal authority through an updated Illicit Discharge Detection and Elimination Zoning Ordinance accepted by Town vote on March 2020.

BMP: Sanitary Sewer Overflow (SSO) Inventory

SSOs are not located in the Town of Pelham.

BMP: Map of Storm Sewer System

A map of storm sewer system can be found on the Pelham Stormwater website at:

https://pelhamweb.sharepoint.com/sites/PlanningDepartment/Shared%20Documents/Forms/AllItems.aspx?id=%2Fsites%2FPlanningDepartment%2FShared%20Documents%2FStorm%20Water%20Management%20Plan%2FYear%202%2FVOLUME%201%20SWMP%20MANUAL%2FSWMP%20APPENDIX%20D%20IDDEP%20%2D%20full%20appendix%20replacement%2FIDDEP%20Appendices%2FAppendix%20DB%20Mapping%2FPelhamMS4BasemapJune2020%2Epdf&parent=%2Fsites%2FPlanningDepartment%2FShared%20Documents%2FStorm%20Water%20Management%20Plan%2FYear%202%2FVOLUME%201%20SWMP%20MANUAL%2FSWMP%20APPENDIX%20D%20IDDEP%20%2D%20full%20appendix%20replacement%2FIDDEP%20Appendices%2FAppendix%20DB%20Mapping&p=true&originalPath=aHR0cHM6Ly9wZWxoYW13ZWluc2hhcmVwb2ludC5jb20vOmI6L3MvUGxhbm5pbmdEZXBhcnRtZW50L0VaUXVFa2pIMUh0UHF2MjFnRm5CX0pVQnFBSVZaRmdPOS1yWk9RT0xUMWRPM0E_cnRpbWU9b3JQSU1iZGcyRWc

BMP: IDDE Program

A Written IDDE plan has been developed and is available on our website at:

https://pelhamweb.sharepoint.com/sites/PlanningDepartment/Shared%20Documents/Forms/AllItems.aspx?id=%2Fsites%2FPlanningDepartment%2FShared%20Documents%2FStorm%20Water%20Management%20Plan%2FYear%202%2FVOLUME%201%20SWMP%20MANUAL%2FSWMP%20APPENDIX%20D%20IDDEP%20%2D%20full%20appendix%20replacement%2F9205%20Pelham%20IDDEP%202020%2D0622%20FINAL%2Dmerged%2Epdf&parent=%2Fsites%2FPlanningDepartment%2FShared%20Documents%2FStorm%20Water%20Management%20Plan%2FYear%202%2FVOLUME%201%20SWMP%20MANUAL%2FSWMP%20APPENDIX%20D%20IDDEP%20%2D%20full%20appendix%20replacement&p=true&originalPath=aHR0cHM6Ly9wZWxoYW13ZWluc2hhcmVwb2ludC5jb20vOmI6L3MvUGxhbm5pbmdEZXBhcnRtZW50L0VhaGFYR3pmV0dORXRJYzBoeEpkckMOQllyeE1iZlpZVZVhbnBSZXC0MUpxCX1E_cnRpbWU9RFYyZk9LNWcyRWc

Initial outfall identification, characterization, and prioritization has been completed and is included in the IDDE plan.

The following tasks are in progress in accordance with the accepted NOI.

- Number and percent of total outfall catchments served by the MS4 evaluated using the catchment investigation procedure: 0.
- Number of dry-weather outfall investigations/screenings:

- Three dry weather outfall investigations occurred in Year 2 on June 12, 2020, June 18, 2020 and June 26, 2020. A total of 82 outfalls and 26% of the total outfalls were screened in Year 2.
- The investigations did not result in identification of dry-weather flow or illicit discharges.
- The data collected during the dry-weather screening is posted at:

https://pelhamweb.sharepoint.com/sites/PlanningDepartment/Shared%20Documents/Forms/AllItems.aspx?id=%2Fsites%2FPlanningDepartment%2FShared%20Documents%2FStorm%20Water%20Management%20Plan%2FYear%202%2FVOLUME%202%20IDDEP%20Documentation%2FDry%2DWeather%200Outfall%20Inspection%20%28Google%20forms%20Data%29%2Epdf&parent=%2Fsites%2FPlanningDepartment%2FShared%20Documents%2FStorm%20Water%20Management%20Plan%2FYear%202%2FVOLUME%202%20IDDEP%20Documentation&p=true&originalPath=aHR0cHM6Ly9wZWx0YW13ZWluc2hhcmVwb2ludC5jb20vOmI6L3MvUGxhbm5pbmdEZXBhcnRtZW50L0VUWmQ4WmRpM2xGSmdTUGVIUzM1aEpZQkhJVUtmMFE3aEk1M0V1RF9tTVRXMVE_cnRpbWU9SFBwLUJsMWgyRWc

- Number of wet-weather outfall sampling events:
 - Wet-weather outfall sampling was not conducted during Year 2.
- Number of illicit discharges removed: 0 – No illicit discharges were not reported in Year 2.
- Estimated gallons of flow removed: Not Applicable

BMP: Employee Training

The Town of Pelham’s consultant, GeoInsight, Inc., provided Stormwater Pollution Prevention (SWPPP) Plan and Illicit Discharge Training on June 23, 2020. Training logs are included in Appendix DG of the IDDE.

MCM4 – Construction Site Stormwater Runoff Control

A written site inspection and enforcement program for erosion and sediment control measures was created and is included in our SWMP.

The following tasks are in progress in accordance with the accepted NOI.

- Number of site plan/subdivision reviews completed: 9
- Number of inspections: 42
- Number of enforcement actions: 25

MCM5 – Post Construction Stormwater Management in New Development and Redevelopment

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

The Town of Pelham has completed the development of a draft stand-alone Stormwater Regulation as well as draft redline edits to the existing Land Use Regulations as an alternative that address the requirements of MCM 5 in more depth. These draft regulations are in the process of consideration by the Town's Planning Board which may also include a period for public input. Advancement and implementation of either set of regulation updates is expected to occur by the end of Permit Year 3.

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)

A municipal O&M has been developed and is included in our SWMP.

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

A municipal O&M has been developed and is included in our SWMP.

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

A municipal O&M has been developed and is included in our SWMP.

BMP: Catch Basin Cleaning Program

A schedule for catch basin cleaning has been established with the goal of ensuring that a catch basin should not be more than 50% full. Catch basin cleanings were properly stored and disposed so that they did not discharge to receiving waters. This is detailed in the SWMP.

The following tasks are in progress in accordance with the accepted NOI.

- Number of catch basins within MS4 regulated area: 1310

- Number catch basins inspected in accordance with the SWMP: 1310
- Number of catch basins cleaned: 1620 (includes area outside of the MS4)
- Volume or mass of material removed: 120 tons

BMP: Street sweeping program

A street sweeping program has been established such that all streets with curbing and/or catch basins and permittee-owned parking lots are swept in accordance with permit conditions. Street sweepings were properly stored and disposed so that they did not discharge to receiving waters.

The following tasks are in progress in accordance with the accepted NOI.

Number of (lane) miles swept: 105

Volume or mass of swept material: 80 tons

BMP: Winter Road Maintenance Program

Although Pelham has no known sodium impairments, the Highway Department is establishing a program to minimize salt usage to reduce the likelihood of future sodium impairment issues. Highway Department staff have completed Green Snow Pro training in the past and will do so again in the future to stay abreast of the best management practices taught in that training.

BMP: Stormwater Treatment Structures Inspection and Maintenance Procedures

The Town of Pelham continues to collect information with a goal of inventorying and formally inspecting all municipally owned BMPs. Any BMPs that are safety or flooding hazards are dealt with as needed. In year 2, the following BMPs were repaired:

- Two catch basins were repaired on Melody Lane due to rotted blocks;
- One catch basin was repaired on Jeremy Hill due to rotted blocks; and
- A 36" culvert was completely replaced on Monticello Drive due to poor condition and separation at crucial joints.

BMP: SWPPP (due Year 2)

SWPPPs for applicable municipal properties were developed in Year 2, consistent with the NOI and permit requirements, for the following facilities:

- Cemetery Department;
- Highway Department;
- Transfer Station; and
- 3 Schools (Elementary School, Memorial School, and High School).

Copies are kept at each facility, and inspections, as outlined in completed SWPPPs, will begin in Year 3.

The Town of Pelham's consultant, GeoInsight, Inc., provided Stormwater Pollution Prevention (SWPPP) Plan and Illicit Discharge Training on June 23, 2020. Training logs are included in SWMP Volume 3.

TMDL's and Water Quality Limited Waters

Bacteria/Pathogens

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

Phosphorus

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

Description of any changes in identified BMPs or measurable goals

The Town of Pelham has implemented activities in accordance with the approved Notice of Intent. One change in our planned measurable goals was the public involvement component of the SWMP that was negatively impacted by the COVID-19 Pandemic. The planned in-person public hearing to roll-out the SWMP and to seek public awareness and involvement became problematic given pandemic impacts to Pelham public meetings and Town operations. The informative 20-minute video announcing the SWMP, stormwater web page, educational materials and inviting public inspection and comment was effective public participation.

The link to the Pelham Real Estate show is:

<https://www.youtube.com/watch?v=6uvMYkSd87Y&feature=youtu.be>

Additionally, we plan to focus our newly hired Stormwater Regulation Compliance Specialist on building-in more and better tracking mechanisms for our public education outreach allowing us better gauge the success of our outreach efforts.

Activities for the Next Reporting Cycle

Town of Pelham will continue to implement activities in accordance with the approved Notice of Intent and SWMP. Specific activities will include completing Dry Weather outfall screening and revised ranking, beginning annual wet-weather sampling of outfalls that discharge directly into impaired waterbodies per IDDEP SOPs (MCM3), starting catchment investigations, reporting on Town street and parking lot design relative to impervious cover, encouragement of green infrastructure requirements within Town regulations, and more robust educational outreach utilizing the promotional skills of our newly hired Environmental Regulation Compliance Specialist to better track the success of educational outreach efforts.