

**New Hampshire Small MS4 General Permit
Annual Report**

CITY OF SOMERSWORTH

Permit Year 3

July 1, 2020 through June 30, 2021

EPA NPDES Permit Number NHR041000

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:

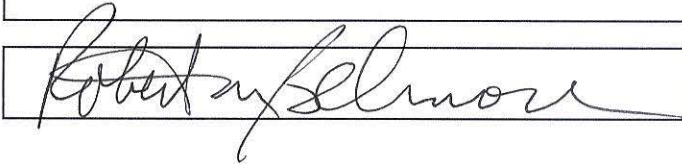
Instructions: Use the following language if signed by a person described in Appendix B.

"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

Robert M. Belmore

Signature



Date

09-27-21

Primary MS4 Program Manager Contact Information:

Name: Robert M. Belmore

Title/Position: City Manager

Department: City Manager's Office

Street Address: One Government Way

City: Somersworth

State: New Hampshire

Zip Code: 03835

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Small MS4 Authorization

The following annual report, which serves as a self-assessment, is intended to document the activities undertaken over the **reporting period from July 1, 2020 through June 30, 2021** in accordance with the Permit.

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 City's Stormwater Management Plan (SWMP) and Illicit Discharge Detection and Elimination Plan (IDDE). Those documents can be found at the following websites and will be referred to throughout this report:

SWMP: Located in City Hall, City Engineer's Office

IDDE: Located in City Hall, City Engineer's Office

MCM1 - Public Education and Outreach

Year 3 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:

Distribution and promotion of flyers 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 and/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 quantity of materials distributed. Due to COVID19, the "Green Grass & Clear Water Brochure" flyer was modified to be distributed as part of the City Manager's monthly newsletter in April 2021; the newsletter is sent electronically to approximately 6,000 residents; click statistics show approximately 60% of those who received the email opened and read the message, meaning approximately 3,600 residents read the message.

Goal was achieved.

Message Date:

Spring

BMP: Pet Waste 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 and promotion of "Every Drop" post cards or flyers with proper pet waste management, impacts of improper management, pet waste ordinance, and disposal requirements messaging. May include pledge to pick up pet waste to be made available during dog registration and other events or venues (veterinarians, dog training, groomers, etc.). 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.

Due to COVID19, the "Every Drop" dog waste flyer was modified to be distributed as part of the City Manager's monthly newsletter in April 2021; the newsletter is sent electronically to approximately 6,000 residents; click statistics show approximately 60% of those who received the email opened and read the message, meaning approximately 3,600 residents read the message.

Goal was achieved.

Message Date: Time of license renewal in April

BMP: Disposal of Leaf and Grass Clippings

Document Name and/or Web Address:

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

Description:

Distribute and promote informational flyers, pledge cards, and/or door hangers, with messaging about impacts from yard waste to waterbodies, alternatives to dumping yard waste and laws against dumping yard waste near or in waterbodies.

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.

Due to COVID19, the "Rake it or Leave it" flyer was modified to be distributed as part of the City Manager's monthly newsletter in April 2021; the newsletter is sent electronically to approximately 6,000 residents; click statistics show approximately 60% of those who received the email opened and read the message, meaning approximately 3,600 residents read the message.

Goal was achieved.

Message Date:

Spring & Fall

BMP: Septic System Maintenance

Document Name and/or Web Address:

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

Description:

Distributed and promoted brochure or door hangers, 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.

Due to COVID19, the “Get Pumped” flyer was modified to be distributed as part of the City Manager’s monthly newsletter in June 2021; the newsletter is sent electronically to approximately 6,000 residents; click statistics show approximately 60% of those who received the email opened and read the message, meaning approximately 3,600 residents read the message.

“Get Pumped” flyers were made available at City Hall in the Development Services office and at the Public Works building.

Incidentally, the City’s sanitary sewer collection system serves over 70% of the City residential and business properties. Leaving approximately 30% properties served by private septic systems.

Goal was achieved.

Message Date:

June

BMP: Industrial Outreach

Description:

Distribute outreach letter and stormwater fact sheet to industrial facilities located within MS4 or municipal boundaries to explain best management practices related to maintenance of parking lots, spill prevention, storage of industrial materials, and winter maintenance. Industrial facility operators were also made aware that they fall under the EPA Multi-Sector General Permit (MSGP) and must meet those requirements as well.

Targeted Audience:

Industrial Facilities

Measurable Goal(s):

Industrial facility operators are aware of the need for proper stormwater best management practices within their facilities and requirements under the EPA Multi-Sector General Permit (MSGP).

Following is the number of letters, including fact sheets, that were distributed:
Year 3 = 12

Goal was achieved.

Message Date:
Summer 2021

MCM2 - Public Participation

BMP: Public Participation in Stormwater Management Program Development

Description: The Stormwater Management Program is available to the public in the City Engineer's Office in City Hall at One Government Way, Somersworth, NH 03878. Documents and records relating to the permit are retained and available for 5 years to the public at City Hall.

Measurable Goal(s):

Input was received and records are maintained. **Goal was achieved.**

MCM3 – Illicit Discharge Detection and Elimination

BMP: IDDE Legal Authority

The municipality has established legal authority as outlined in the IDDE plan.

BMP: Sanitary Sewer Overflow (SSO) Inventory

The City of Somersworth is in accordance with permit conditions and in accordance with the applicable regulations and/or municipality's NPDES discharge permit. The City has no SSO's.

BMP: Map of Storm Sewer System

Map of storm sewer system and associated outfalls was completed in Year 2.

BMP: IDDE Program (Screenings of Outfalls/Interconnections, Catchment Investigations, and IDDE Progress)

All outfalls and interconnections (excluding problem and excluded outfalls) were inspected and screened. Outfall catchments and interconnections priority ranking were updated based on the information collected during the dry weather inspections. A written IDDE plan has been developed, and written catchment investigation procedures are included.

Outfall identification, characterization and prioritization information has been updated and included in the IDDE plan based on wet weather sampling.

The following tasks have been completed in accordance with the permit.

Number of dry weather outfall investigations/screenings: 15

Number of dry weather samples taken: 2

Number of illicit discharges: 0

Wet weather screening will occur in future years in compliance with the NOI.

BMP: Employee Training

City staff were trained using IDDE training videos created by UNH, the City of Dover, and NHDES. Video topics included collecting data and water samples in the field, and analyzing for pertinent parameters as identified in the permit. A video addressing the issues associated with stormwater, common pollutants of concern, how to identify an illicit discharge, and general IDDE sampling protocols is being prepared by NHDES. The video is estimated to be finalized and available to permittees in August 2021. Training logs are included in Appendix F of the IDDE report.

In addition, as a routine, IDDE materials and training, including information on how to identify illicit discharges and SSOs are made available to applicable employees in accordance with IDDE plan.

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 permit.

Number of site plan reviews completed: 8

Number of inspections: 31

Number of enforcement actions: 0

MCM5 – Post Construction Stormwater Management in New Development and Redevelopment

BMP: Post-Construction Ordinance (due in year 3)

A Post-Construction Ordinance, consistent with the permit requirements, has been adopted.

BMP: As-built Drawings

A program to address post-construction stormwater runoff from all new development and redevelopment projects has been developed and implemented, and includes projects that disturb a minimum of one acre, or less than one acre if part of a larger common plan. Procedures for new development and re-development have been adopted. Submission requirements for stormwater management reports and plans are included in local regulations and can be found at: www.somersworth.com. The regulations require that all applications shall

include a comprehensive Stormwater Management Plan (SMP). The SMP shall include a narrative description and an Existing Conditions Site Plan showing all pre-development impervious surfaces, buildings and structures; surface water bodies and wetlands; drainage patterns, sub-catchment and watershed boundaries; building setbacks and buffers, locations of various hydrologic group soil types, mature vegetation, land topographic contours. Additional submissions include as-built plans and inspection and maintenance plans for all permanent stormwater control measures. As-built drawings are required to be submitted prior to final Certificate of Occupancy is granted.

BMP: Long-term Operation and Maintenance Procedures

A program to address long-term post-construction stormwater runoff from all new development and redevelopment projects has been developed and implemented, and include projects that disturb a minimum of one acre, or less than one acre if part of a larger common plan. Procedures for long-term Operation and Maintenance have been adopted. Submission requirements for stormwater management reports and plans are included in local regulations and can be found at: www.somersworth.com. In an effort to standardize the long-term O&M and inspection submission requirements across all New Hampshire MS4 communities, as well as standardize any non-compliance actions taken by the municipality, the Seacoast Stormwater Coalition is in the process of working with a selected engineering group (VHB) to develop standardized resources, guidance and an inspection template that towns and municipalities can use to better promote, track and enforce the implementation of best management practices for privately-owned parking areas and drainage infrastructure. These are anticipated to be finalized in the fall of 2021 and will be reviewed and considered for adoption by the City.

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

Deliverables will progress in accordance with the permit and is scheduled for year 4. The City is currently working on Complete Street projects throughout the City and is working to incorporate BMPs where possible.

BMP: Green Infrastructure Report (due in year 4)

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

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

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

MCM6 – Good Housekeeping and Pollution Prevention for Permittee Owned Operations

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 of 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 permit.

Number of catch basins within MS4 regulated area: 1100

Number catch basins inspected in accordance with the SWMP: 200

Number of catch basins cleaned: 260

Total volume or mass of material removed: 125 cubic yards

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 permit.

Number of (lane) miles swept: 200

Volume or mass of swept material: 300 cubic yards

BMP: Winter Road Maintenance Program

A winter road maintenance program has been established with a goal of reducing salt usage. Salt reduction strategies have been implemented as outlined in our SWMP. All road salt storage piles are enclosed/covered to prevent runoff into storm drains and water bodies.

The City has adopted a Winter Maintenance Procedures in accordance with MCM #6 that has been implemented in the MS4 regulated area. The City Winter Maintenance Procedures are being updated to reflect recent practices to manage salt usage, snow removal procedures and emergency parking ban protocols.

BMP: Permittee Owned Facilities Inventory

All permittee owned facilities, including inventory, are included in our SWMP. There were no changes to report during Year 3.

BMP: O&M Programs And Procedures For Permittee-Owned Properties

O&M programs for all permittee owned facilities have been completed and are included in our SWMP. All maintenance procedures have been implemented for permittee owned facilities in accordance with O&M programs.

BMP: Permittee Owned Treatment Structures

The City has inspected all permittee owned treatment structures (excluding catch basins).

BMP: SWPPP (due year 3)

SWPPPs were implemented for the Public Works facility where pollutants are exposed to stormwater.

Inspections are completed, corrective actions taken, and employees regularly trained as outlined in the SWPPP(s). The SWPPP(s) and associated documentation are located at City Hall.

Number of site inspections for facilities that require a SWPPP completed: 1

Number of corrective actions identified: 0

Number of corrective actions taken: 0

BMP: Stormwater Treatment Structures Inspection and Maintenance Procedures

The City continues to collect information with a goal of inventorying and inspecting all municipally owned BMPs. Maintenance is carried out in accordance with the procedures outlined in the SWMP. Any BMPs that are safety or flooding hazards are dealt with as needed.

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.

Additional Required Information

Monitoring or Study Results

No additional monitoring or studies were completed.

Description of Any Changes in Identified BMPs or Measurable Goals

The City has implemented activities in accordance with the permit and outlined in the SWMP. All BMPs and measurable goals outlined in the SWMP are appropriate.

Activities for the Next Reporting Cycle

The City will continue to implement activities in accordance with the permit and SWMP.