Municipality/Organization: Danville

EPA NPDES Permit Number: NHRO41004 ✓

MaDEP Transmittal Number: W-

Annual Report Number & Reporting Period: No. 1: March 03-March 04

MAY 3 - 2004

MUNICIPAL ASSISTANCE UNIT

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Bruce Caillouette Title: Road Agent

Telephone #: 603-382-0703 Email:

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: Bruce Caillouette

Printed Name: Bruce Caillouette

Title: Road Agent

Date: April 27, 2004

Part II. Self-Assessment

The Town of Danville Highway Department has been working very hard to try and coordinate all the local Committees and Departments of the Town to work on Stormwater Management. There has been discussions on the importance of working together to get Stormwater Management included and the information to the public at quarterly Department Head Meetings.

To date we are still lacking the support of other departments in this project and will keep working on trying to get them included and encourage their participation to educate the public on this matter.

The Highway Department has begun the mapping of the culverts and will continue to do so.

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 1 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 2
1A	Elementary School Programs	Highway/Other	education of children	Met with School Principal to set up time to present program and establish a classroom activity and work with children	Attend and present program at schoolwide fall enrichment program and work on education program
Revised					
1B	Meetings	Highway/Town Engineer	Attend meetings	Attending meetings with other localities to work on public outreach together; Discussed at quarterly dept. head meetings in Town	Continue to attend meetings and seminars and try to set up programs for public outreach
Revised					
Revised					
Revised					
Revised					
Revised					

1a. Additions

2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 1 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 2
2A	Develop News Articles	Highway/other depts.	Educate public through encouragement of participation	reviewed ways to do this without a large money impact on town as no budgetary items for this	continue to work on getting established and focusing on getting notices out
Revised					
2B	Meetings	all departments	set up programs for all town departments	discuss stormwater information at quarterly department head meetings	work on education and getting other town departments involved
Revised					
Revised	*Cleanup*	Forestry	cleanup	Set up time for yearly cleanup of Town Forest and was done	
Revised					
Revised					
Revised					

2a. Additions

2C	Cleanups	highway/other	set up programs for town wide cleanup of roadsides		set up time and publication to do town wide roadside cleanups in coordination with earth day

3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 1 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 2
3A	Map Culverts	Highway	locate all culverts and drainages	Began mapping process with GIS have located and mapped approximately 1/3rd of the Town and located inlets and outfalls and noted in computer information	Continue the process of mapping as been doing
Revised					
3B	update driveway permits	Highway	include information on Stormwater	Have reviewed permit and information	Establish the attachment to driveway permit
Revised					
3C	identify discharges	Highway	locate and determine illicit discharges	not begun yet target for 2005	
Revised					
3D	NH RSA's	all town departments	to effectively prohibit discharges	Begin the discussions with other departments on stormwater	work with other departments in using NH RSA's to effectively prohibit discharges
Revised					
Revised					
Revised					

3a. Additions

4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 1 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 2
4A	Ordinances	Highway/ Planning/Town Engineer	set up ordinances to address construction issues	Trying to discuss at Department Head Meetings -	Work with planning to set up ordinances to effectively try to establish
Revised					
Revised					
Revised					
Revised					
Revised					
Revised					

4a. Additions

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 1 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 2
5A	Ordinances	Highway/ Planning/Town Engineer	setup and create ordinances to control	Discussions at Department Head Meetings to begin review process	Try to set up meetings to get discussions and begin setting up ordinances
Revised					
5B	Routine Maintenance	Highway	record & maintain culverts & maintenance	Began recording location of culverts and recent rain has helped clean culverts of blockages	continue to record locations and keep culverts maintained by checking for and removal of blockages as found
Revised					
Revised					
Revised					
Revised					
Revised					

5a. Additions

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 1 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 2
6A	Employee Training	Highway/Town Engineer	meet with all departments to establish what needs to be done	Began with discussions at Department Head Meetings - Not all Department Heads interested in discussion	Try to get Departments involved that need to be involved and begin the education process
Revised					
Revised					
Revised					
Revised					
Revised					
Revised					

6a. Additions

6B	Cleanup Day	Highway/ Forestry	Work to getting Town roads cleaned up of trash	Forestry held a cleanup at the Town Forest and a large amount of trash was removed	To set up day for town wide cleanup and get town wide participation by encouraging clean up in front of property owned.

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 1 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 2
Revised					
Revised					
Revised					
Revised					
Revised					
Revised					

7a. Additions

7b. WLA Assessment

Part IV. Summary of Information Collected and Analyzed

Part V. Program Outputs & Accomplishments (OPTIONAL)

Programmatic

Stormwater management position created/staffed	(y/n)	n
Annual program budget/expenditures	($)	0.00

Education, Involvement, and Training

Estimated number of residents reached by education program(s)	(# or %)	
Stormwater management committee established	(y/n)	n
Stream teams established or supported	(# or y/n)	
Shoreline clean-up participation or quantity of shoreline miles cleaned	(y/n or mi.)	
Household Hazardous Waste Collection Days		
▪ days sponsored	(#)	
▪ community participation	(%)	
▪ material collected	(tons or gal)	
School curricula implemented	(y/n)	

Legal/Regulatory

	In Place Prior to Phase II	Under Review	Drafted	Adopted
Regulatory Mechanism Status (indicate with "**X**")				
▪ Illicit Discharge Detection & Elimination				
▪ Erosion & Sediment Control				
▪ 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

Outfall mapping complete	(%)	30%
Estimated or actual number of outfalls	(#)	
System-Wide mapping complete	(%)	
Mapping method(s)		
▪ Paper/Mylar	(%)	
▪ CADD	(%)	
▪ GIS	(%)	
Outfalls inspected/screened	(# or %)	
Illicit discharges identified	(#)	
Illicit connections removed	(#) (est. gpd)	
% of population on sewer	(%)	0
% of population on septic systems	(%)	0

Construction

Number of construction starts (>1-acre)	(#)	
Estimated percentage of construction starts adequately regulated for erosion and sediment control	(%)	
Site inspections completed	(# or %)	
Tickets/Stop work orders issued	(# or %)	
Fines collected	(# and $)	
Complaints/concerns received from public	(#)	

Post-Development Stormwater Management

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	(%)	
Site inspections completed	(# or %)	
Estimated volume of stormwater recharged	(gpy)	

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.)	
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.)		
Cost of screenings disposal	($)	

Average frequency of street sweeping (non-commercial/non-arterial streets)	(times/yr)	
Average frequency of street sweeping (commercial/arterial or other critical streets)	(times/yr)	
Qty. of sand/debris collected by sweeping	(lbs. or tons)	
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.)	(location)	
Cost of sweepings disposal	($)	
Vacuum street sweepers purchased/leased	(#)	
Vacuum street sweepers specified in contracts	(y/n)	

Reduction in application on public land of: ("N/A" = never used; "100%" = elimination)		
▪ Fertilizers	(lbs. or %)	
▪ Herbicides	(lbs. or %)	
▪ Pesticides	(lbs. or %)	

Anti-/De-Icing products and ratios	% NaCl % $CaCl_2$ % $MgCl_2$ % CMA % Kac % KCl % Sand	
Pre-wetting techniques utilized	(y/n)	
Manual control spreaders used	(y/n)	
Automatic or Zero-velocity spreaders used	(y/n)	
Estimated net reduction in typical year salt application	(lbs. or %)	
Salt pile(s) covered in storage shed(s)	(y/n)	y
Storage shed(s) in design or under construction	(y/n)	