MAY 18 2005

Municipality/Organization: Strafford County Commissioners

EPA NPDES Permit Number: NHR042004

MaDEP Transmittal Number: W-

Annual Report Number
& Reporting Period: April 03-April 04

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: **Kenneth Robichaud** Title: **Administrator's Assistant**

Telephone #: **603-742-1348** Email: **krobichaud@co.strafford.nh.us**

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: Kenneth D Robichaud

Printed Name: **Kenneth D Robichaud**

Title: **Administrators Assistant**

Date: 5/10/05

Part II. Self-Assessment

The County of Strafford has completed the required self assessment and has determined that our municipality is in compliance with all permit conditions, except for the following:

Part II.F Failed to submit to annual report on or before May 1st. Submitted on May 10th.

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
1.1	Storm water program in County Extension program	Compliance Officer	Install sign on county complex	Signs ordered	Put up sign
Revised					
1.2	County Wide E-Mail on Swamp	Compliance Officer	Create E-Mails	Sent E-Mail	Send Yearly E-Mail
Revised					
1.3	SWMP into County Government week	Compliance Officer	Incorporated into April 05 program	Delivered to students meeting at Court House for Government week.	Prepare for 2006 County Government.
Revised					
1.4	Press Release	Compliance Officer	Notice Written	Notice Never Submitted	Will submit Notice
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
2.1	Public Info Meeting	Compliance Officer	Clean up of section of Cocheco river in Farmington	Scheduled a clean up day on May 21st to clean up a portion of the Cocheco river from Farmington down stream to Rochester. Approx. 3 Miles.	Will make it a yearly effort.
Revised					
Revised					
Revised					
Revised					
Revised					
Revised					

2a. Additions

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
3.1	Illicit discharge into storm drain	Compliance officer	Reporting illicit discharge into the system	No illicit discharges	Same
Revised					
3.2	Monthly inspections	Compliance officer	Written inspection Records	Monthly inspections	Monthly Inspections
Revised					
3.3	Monthly perimeter inspections	Compliance Officer	Written inspection records	No off property discharges	Inspection Points
Revised					
3.4	Training reception staff	Compliance officer	Training	Trained all reception staff	Train all new reception staff
Revised					
3.5	Train maintenance staff	Compliance Officer	Training	Trained all maintenance staff	Keeping all maintenance staff up on training
Revised					
Revised					

3a. Additions

4. Construction Site Storm water 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
4.2	New Construction	Construction Manager	Erosion prevention controls	Will rely on construction company to provide and maintain controls over erosion	
Revised					
4.3	Inspection of new construction sites on county complex.	County Compliance officer	No new construction.	No new construction as of this report.	
Revised					
Revised					
Revised					
Revised					
Revised					

4a. Additions

5. Post-Construction Storm water 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
5.1	Monitor and inspect all parking lots and drain pipes	Compliance Officer	Inspect and log all inspections in record book	Inspections and monitoring of all areas going well.	Continue monitoring
Revised					
5.2	Planting of grasses	Maintenance	Planting of grass seed around detention ponds	Grass has matured and has begun to stabilize and filter water runoff	Plant and maintain grass as needed
Revised					
5.3	Utilize master gardeners	Compliance officer	Planting of plants	Planted plants are growing	Plant and replace plants as needed.
Revised					
5.4	Budget for connection	Compliance officer	Hook up swales to detention pond	Budget for 2007	Budget for 2007
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
6.1	spreading of sand	Maintenance Dept.	Limit amount of sand and salt spread on parking lots and driveways on complex	Having limited the amount of sand and salt mix on or near the parking lots, driveways, and detention pond.	Keep limitation in force.
Revised					
6.2	Sweeping of parking lots	Maintenance Dept.	Sweep parking lots and driveways more often	Eliminated sand buildup and reduced spreading of salt near detention pond.	Reducing build up of sand and salt on lots and driveways, and reducing sand and salt budget
Revised					
6.3	Controlling litter from in and around detention pond	Maintenance Dept.	Eliminate litter and debris from detention pond	No litter in or around detention pond	Litter free
Revised					
6.4	Visual inspection of catch basins	Compliance officer	Keeping catch basins and detention pond litter free	Visually inspected all catch basins and waterways for trash and litter,	Litter Free
6.5	Detention Pond	Maintenance Dept.	Grasses in and around detention pond remain in its natural state	No cutting of the vegetation in and around the detention pond	No cutting of the vegetation in and around the detention pond.
Revised					
Revised					

6a. Additions

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

N/A

Part IV. Summary of Information Collected and Analyzed

N/A

Part V. Program Outputs & Accomplishments (OPTIONAL)

Programmatic

Storm water management position created/staffed	(y/n)	
Annual program budget/expenditures	($)	

Education, Involvement, and Training

Estimated number of residents reached by education program(s)	(# or %)	
Storm water management committee established	(y/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 Storm water Management				
Accompanying Regulation Status (indicate with "**X**")				
▪ Illicit Discharge Detection & Elimination				
▪ Erosion & Sediment Control				
▪ Post-Development Storm water Management				

Mapping and Illicit Discharges

Outfall mapping complete	(%)	
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	(%)	
% of population on septic systems	(%)	

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 Storm water Management

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

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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)	
Storage shed(s) in design or under construction	(y/n)	