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TO: Ann Herrick

FROM: Margie Howe *for Brad Manning*

COMPANY: Region One EPA

DATE: 11-7-06

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NOTES/COMMENTS:

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# UNIVERSITY of NEW HAMPSHIRE

April 29, 2004

Ms. Thelma Murphy  
U. S. Environmental Protection Agency  
Water Technical Unit  
P.O. Box 8127  
Boston, MA 02114

RE: NPDES Phase II Small MS4 General Permit Annual Report NHR042001

Dear Thelma,

Enclosed please find the NPDES Phase II Small MS4 General Permit Annual Report for the University of New Hampshire. Please do not hesitate to contact me if you need any additional information.

Sincerely,

A handwritten signature in black ink that reads "Bradford Manning". The signature is written in a cursive style.

Bradford Manning  
Director

ENVIRONMENTAL HEALTH AND SAFETY

Perpetuity Hall 11 Leavitt Lane Durham, New Hampshire 03824-3522  
603-862-4041 603-862-0047 fax <http://www.unh.edu/ehs>

Municipality/Organization: University of New Hampshire

EPA NPDES Permit Number: NHR042001

MaDEP Transmittal Number: N/A

Annual Report Number

& Reporting Period: No. 1: March 03-March 04

## NPDES PII Small MS4 General Permit Annual Report

### Part I. General Information

Contact Person: Bradford Manning

Title: Director - Office of Environmental Health & Safety

Telephone #: 603-862-4041

Email: bmanning@cisunix.unh.edu

#### 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:

*Bradford Manning*

Printed Name:

BRADFORD MANNING

Title:

DIRECTOR, ENVIRONMENTAL HEALTH & SAFETY

Date:

April 29, 2004

**Part II. Self-Assessment**

The University of New Hampshire has completed the required self-assessment and has determined to the best of our knowledge that our organization is in compliance with the various parts of our NPDES permit.

Part III. Summary of Minimum Control Measures

1) PUBLIC EDUCATION AND OUTREACH					
BMP ID	BMP	Responsible Person(s)	Measurable Goal(s)	Progress on Goal(s) – Permit Year 1 (Reliance on non-municipal partners indicated, if any)	Changes/Goals for Next Reporting Year
1	Production and Distribution of Informational Publications	B. Manning	Distribution to Faculty and Student Population; Evaluation of Public Comments	In progress - see bulleted item(s) below.	Pamphlet and link to UNH Storm Water Management Plan will be included in the UNH Human Resources – New Employee Orientation Program and Handbook.
	<ul style="list-style-type: none"> <li>• UNH Storm Water Management Pamphlet December 2003.</li> <li>• Letter dated January 15, 2004, from John Aber, Vice President for Research and Public Service and Brad Manning, Director of Environmental Health and Safety, distributed to the UNH Community.</li> <li>• Reed, J. "EHS Targets Pollutants in University Storm Water System." Campus Journal. Volume XLI, Number 22. UNH Media Relations. January 30, 2004.</li> <li>• Public Forum Held on Storm Water Management." Campus Journal. Volume XLI, Number 27. UNH Media Relations. March 5, 2004.</li> <li>• Public Forum Held on Storm Water Management." Campus Journal. Volume XLI, Number 28. UNH Media Relations. March 12, 2004.</li> <li>• "Storm Water Management Showcase." (19" x 31") displayed at the UNH Memorial Union Building from February 23, 2004 through March 31, 2004.</li> </ul>				
2	Production and Distribution of Informational Video	B. Manning	Completion of Video Post-Production; Scheduling of Public Viewing; and Notice of Availability to Requesting Organizations	In progress - see bulleted item(s) below.	"Storm Water Runoff, There is No Away," (VHS Video) accepted for broadcast on NHPTV (Channel 4) for Summer 2004. Both storm water video and DVD will continue to broadcast on UNH Channels 3 and 27.
	<ul style="list-style-type: none"> <li>• "Storm Water Runoff, There is no Away." (VHS Video) Created by the Office of Environmental Health and Safety, University of New Hampshire Video Services, and Seacoast Storm Water Coalition. 2003.</li> <li>• "Storm Water Runoff, There is no Away." Broadcasted for public viewing on the UNH Catvision (Channel 3 and Channel 27) and the Town of Durham's Community Access Television Channel.</li> <li>• "Storm Water @ UNH." (DVD Video) Created by the Office of Environmental Health and Safety, University of New Hampshire Video Services, Volunteer Storm Water Committee, and the Seacoast Storm Water Coalition. 2004.</li> </ul>				
3	Development of a Storm Water Program Link on the UNH Website	B. Manning	Completion of Website Link	In progress - see bulleted item(s) below.	Continue updating the UNH Storm Water Management website with the latest storm water information available.
	<ul style="list-style-type: none"> <li>• <a href="http://www.unh.edu/chs/stormwater/">http://www.unh.edu/chs/stormwater/</a></li> <li>• Provides comprehensive information on UNH Storm Water Management program, EPA/UNH publications, related campus research projects on storm water and other resources.</li> </ul>				

## 2) PUBLIC PARTICIPATION/INVOLVEMENT

BMP ID	BMP	Responsible Person(s)	Measurable Goal(s)	Progress on Goal(s) - Permit Year 1 (Reliance on non-municipal partners indicated, if any)	Changes/Goals for Next Reporting Year
4	Public Notification Meeting	B. Manning	Holding of Public Meeting	In progress - see bulleted item(s) below.	Continue posting Public Information bulletins on website and in UNH campus news publications.
	<ul style="list-style-type: none"> <li>• "Public Forum Held on Storm Water Management." Campus Journal. Volume XLI, Number 27. UNH Media Relations. March 5, 2004.</li> <li>• "Public Forum Held on Storm Water Management." Campus Journal. Volume XLI, Number 28. UNH Media Relations. March 12, 2004.</li> <li>• "Public Forum on Storm Water Management" held on March 31, 2004 from 10:00 AM until noon in the UNH Holloway Commons.</li> </ul>				
5	Establishment of a Volunteer Committee	B. Manning	Establishment of Committee; Semester Events	In progress - see bulleted item(s) below.	Continue scheduling community-related events through OEHS and the VSW Committee.
	<ul style="list-style-type: none"> <li>• Establishing the volunteer storm water committee and recruiting members since December 6, 2002.</li> <li>• <a href="http://www.unh.edu/ehs/stormwater/vswc.html">http://www.unh.edu/ehs/stormwater/vswc.html</a></li> <li>• Committee sponsored Public Forum held on 3/31/04.</li> <li>• OEHS and VSW Committee coordinated lecture on Solid Waste Environmental Management Planning to College of Natural Resources (which included information on the UNH Storm Water Management program) on December 2, 2003.</li> </ul>				
6	Stenciling of Catch basins	B. Manning	All CBs Stenciled	In progress - see bulleted item(s) below.	Continue the stenciling project to cover the next 20% of catch basins.
	<ul style="list-style-type: none"> <li>• "Storm Water Management Catch Basin Stenciling Project." PowerPoint Presentation. March, 2004.</li> <li>• "Storm Drain Stenciling to Build Storm Water Awareness in NH's Estuarine Communities." Final Report to The New Hampshire Estuaries Project. Submitted by Julia Peterson (NH Sea Grant) on June 30, 2003.</li> <li>• Julia Peterson and 4H Teen Conference Volunteers stenciled 103 catch basins (19% of all catch basins) at UNH in late June of 2003.</li> </ul>				

**3) ILLICIT DISCHARGE DETECTION AND ELIMINATION**

BMP ID	BMP	Responsible Person(s)	Measurable Goal(s)	Progress on Goal(s) - Permit Year 1 (Reliance on non-municipal partners indicated, if any)	Changes/Goals for Next Reporting Year
7	Development of a Storm Sewer System Map	D. Pollock	Completion of Site Plan	In progress - see bulleted item(s) below.	Continue to validate system map catch basin and outfall locations through visual field observations.
<ul style="list-style-type: none"> <li>Storm Sewer System Map for use in Compliance with the EPA Mandated Illicit Discharge Report completed circa. September of 2003.</li> </ul>					
8	Development of Policy Prohibiting Illicit Discharges	D. Pollock	Completion and Implementation of Policy	In progress - see bulleted item(s) below.	Review and update as needed.
<ul style="list-style-type: none"> <li>DRAFT - "Durham Storm Water Ordinance." Prepared by and for Town of Durham, Public Works Department, on December 22, 2003.</li> <li>UNH Storm Water Illicit Discharge Procedures written and approved by UNH Facilities Maintenance. Copy on file in OEHS.</li> </ul>					
9	Development and Implementation of an IDDE Plan	D. Pollock	Completion and Implementation of Plan	In progress - see bulleted item(s) below.	Storm water sewer system drainage network components will be further evaluated for illicit connections by smoke or fluorescent dye testing.
<ul style="list-style-type: none"> <li>Surface storm water drainage network components will be field validated using Global Positioning Systems (GPS). All outfalls will be field identified (marked) and assigned to water quality technicians for dry-weather qualitative/quantitative sampling. Field reference data materials and water quality sampling documentation for qualitative/quantitative assessments will be prepared for and provided to all water quality technicians prior to the IDDE testing.</li> </ul>					
10	Provide Informational Materials to Employees and Public	D. Pollock	Inclusion in Informational Packet	See BMP-1 for progress.	Continue to provide informational material to campus community and general public.
11	Assessment of Non-Storm Water Discharges	D. Pollock	Identification and Elimination of Contributing Allowable NSWDS	In progress	Begin assessment and identification of allowable NSWDS to the MS4 and assess for potential contaminant contribution.

**4) CONSTRUCTION SITE RUNOFF CONTROL**

BMP ID	BMP	Responsible Person(s)	Measurable Goal(s)	Progress on Goal(s) – Permit Year 1 (Reliance on non-municipal partners indicated, if any)	Changes/Goals for Next Reporting Year
12	Development of a Construction Site Erosion and Sediment Runoff Control Policy	P. Chamberlin	Completion and Implementation of Policy	In progress - see bulleted item(s) below.	Review and update policy as needed.
<ul style="list-style-type: none"> <li>• Policy has been written and approved by Facilities Design and Construction (copy on file in OEHS).</li> </ul>					
13	Public Notification and Comment	P. Chamberlin	Documentation and Follow-up	In progress - see bulleted item(s) below.	Review and update procedures as needed.
<ul style="list-style-type: none"> <li>• Procedures for Public Notification and Comment have been written and approved by Facilities Design and Construction (copy on file in OEHS).</li> </ul>					
14	On-Site Inspection and Enforcement	P. Chamberlin	100% Compliance	No action required at this time.	Implement on-site inspection and enforcement procedures for applicable construction projects.

<b>5) POST-CONSTRUCTION RUNOFF CONTROL</b>					
<b>BMP ID</b>	<b>BMP</b>	<b>Responsible Person(s)</b>	<b>Measurable Goal(s)</b>	<b>Progress on Goal(s) – Permit Year 1</b> (Reliance on non-municipal partners indicated, if any)	<b>Changes/Goals for Next Reporting Year</b>
15	Development of a Post-Construction Runoff Control Policy	P. Chamberlin D. Pollock	Completion and Implementation of Policy; Annual Inspection and Review Schedule	In progress - see bulleted item(s) below.	Review and update procedures as needed.
<ul style="list-style-type: none"> <li>• Procedures for On-Site Inspection and Enforcement have been written and approved by Facilities Design and Construction (copy on file in OEHS).</li> </ul>					

**6) POLLUTION PREVENTION / GOOD HOUSEKEEPING**

BMP ID	BMP	Responsible Person(s)	Measurable Goal(s)	Progress on Goal(s) - Permit Year 1 (Reliance on non-municipal partners indicated, if any)	Changes/Goals for Next Reporting Year
16	Development of a Comprehensive Operations and Maintenance Plan	D. Pollock	Completion and Implementation of Plan	No action required at this time.	Begin development and implementation of COMP.
17	Development of a Materials Management and Recycling Policy	D. Pollock	Completion and Implementation of Policy	No action required at this time.	Begin development and implementation of MMRP. Coordinate with the UNH Solid Waste Management Plan initiative.
18	Facilities Employee Training Program	D. Pollock	Completion and Implementation of Program	No action required at this time.	Develop outline for training program and identify employees who require training.
19	Community Outreach Program	D. Pollock	Completion and Implementation of Program	See <b>BMP-1: Storm Water Management Pamphlet.</b>	Continue education efforts as outlined <b>BMP-1.</b>
20	Community Participation Program	D. Pollock	Completion and Implementation of Program	See <b>BMP-5</b> for current progress.	Continue participation efforts for surface water monitoring activities.

#### Part IV. Summary of Information Collected and Analyzed

- 3,124 Storm Water Management pamphlets were sent to the UNH community in January 2004.
  - 100 pamphlets printed in February 2004 for on-hand supply.
  - 500 pamphlets printed in March 2004 for upon-requests.
- 103 UNH catch basins (19% of all catch basins) were stenciled in late June of 2003.
- >800 undergraduate students were presented information about the UNH Storm Water Management Program on December 2, 2003 and April 22, 2004.
- Approximately 3,800 UNH students have seen "Storm Water Runoff, There is no Away," which was broadcasted for public viewing on UNH Catvision (Channel 3 and Channel 27).
- Approximately 5,500 UNH students have read an article about the UNH Storm Water Management Plan (in the dorm newspapers).