Municipality/Organization: **City of Dover**

EPA NPDES Permit Number: **NHR041037**

MaDEP Transmittal Number: **W-**

Annual Report Number & Reporting Period: **No. 4 March 06 – March 07**

5-1-7
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NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Dean Peschel Title: Environmental Project Manager

Telephone #: (603) 516-6094 Email: dean.peschel@ci.dover.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:

Printed Name: J. Michael Joyal

Title: City Manager

Date: April 28, 2006

Part II. Self-Assessment

The City of Dover continues to implement the identified tasks in its Stormwater Phase II NPDES minimum control measures. Dover has completed mapping the stormwater system which was initiated prior to the NPDES permit. The City continuously updates the mapping as the system grows and is modified.

The City held one Household Hazardous Waste Collection Day for Dover residents in September 2006. This year's collection included the Towns of Rollinsford, Madbury, and Lee.

Dover's recycling program includes weekly curbside pick up of recyclables as well the operation of a recycling center. The recycling center accepts many items including waste oil, white goods, tires, metal, C & D material, yard waste, computer monitors and other electronics, Freon containing appliances, used antifreeze and mercury containing items to reduce the waste stream and prevent the release of contaminants into the environment. Dover's recycling rate is 52% of the waste stream, and is nationally recognized as a leader.

The City Engineering inspection team continued its inspection of construction sites for temporary erosion control during construction and the implementation of permanent stabilization and run off control measures.

Funding for the catch basin cleaning program continued in the 2007 budget. The catch basin cleaning contractor was slowed as a result of the "Mother's Day storm 2006. Flows in the storm water system were high making the cleaning process difficult and more time consuming. Consequently the contractor was able to clean only 650 basins instead of the 800 anticipated. The FY 2008 budget is currently under consideration by the Dover City Council and includes funding to keep the catch basin cleaning program on schedule per the City's Storm Water Management Plan.

The City partnered with the NH Coastal Program, the NH Department of Environmental Services, and residents of the Morningside Park neighborhood to conduct a pet waste pilot project during the Spring and summer of 2005. An extensive outreach and education effort was made within the neighborhood. Kids at the summer park program in the neighborhood learned about the issue, participated in a logo creation contest, stenciled catch basins and hung door hangers with an educational message about the pet waste issue. The project received great press coverage in the local news paper, and members of the pilot team manned a booth at the annual Apple Harvest Day festival held each September in Downtown handing out literature and talking to visitors about the pet waste issue. The NHDES provided a matching grant to the City of Dover to implement a City-wide pet waste program in 2006. The city-wide campaign included a pledge drive reaching out to each Dover resident registering a dog. Those signing the pledge agree to clean up and properly dispose of their pet's waste. Each dog owner that signed the pledge was entered into a drawing in which the winning dog owner was awarded a professional photograph of the family and their pet as the prize. Catch basin stenciling took place as of summer of 2006 kids

park playground program. An intern used the newly acquired Enviroscape model to teach kids about pollution in storm water runoff. The next day kids participated in storm drain stenciling. The Four different areas of the City were reached as part of this effort Garrison School, Woodman Park, Henry Law, and the Berry Brook watershed.

The Planning Department has reviewed the Phase II regulations and has drafted revisions to the City's ordinances and regulations for adoption. The regulations will meet the City's regulatory obligations under the EPA Phase II Storm Water Regulations, add the teeth necessary to enforce compliance on the very few who choose to ignore the conditions of approval for construction projects. It is rare that the City needs to use enforcement action to achieve compliance of construction BMP's or the completion of permanent BMP's. Good communication and regular inspections is sufficient to gain voluntary compliance in 95% of all projects. The draft revisions remain under review. The Engineering Division is working on language revisions of concern to them. It is expected that the final revisions to the ordinances will be completed in the Spring of 2007 with adoption by the Planning Board soon after.

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 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
A1	Establish Pollution Hotline	Dean Peschel	Trained secretaries who receive calls	Received 1 email to report potential pollution source. Received 2 phone complaints	Continue to advertise existence of hotline in Community Notes and on City webpage
Revised		Community Services			
A2	Community Cleanup	Doug Steele	Hold 6 & 7th annual clean-up	Dover Main Street clean up, Kiwanis May 6 2006	Hold 7th Dover Pride clean-up day, May 5, 2007
Revised		Community Services			
A3	Educational Video	Seacoast NH Stormwater Coalition	Complete video and show on local access	Video shown on numerous occasions during May 2006	Show video on local access TV. Convert VHS video to DVD
Revised			Convert to DVD		
A4	Publish Stormwater information	Community Services	Published articles	Published several items relating to the program in Community Notes Fall 06, Spring 07	Continue to place items in Community Notes and local newspapers. Update web page as needed
Revised					
Revised					
Revised					

1a. Additions

A5	Pet Waste and Storm Water	Dean Peschel NHDES	Lower bacteria levels in un-named brook	Implemented city wide Pet waste plan including pledge program by registered dog owners.	Continue to educate the public about pet waste storm water impacts and proper behavior
A6	Assist School in SW education	Community Services and volunteers	Make presentations in classroom	Local professional Engineer/mom presented storm water ed using Enviroscape recently purchased by City	Make additional presentations to Dover Schools

2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
B1	Storm Stencil	Community Services	Number completed 3 events	Completed stenciling in Henry Law, Woodman Park and Berry Brook neighborhoods in association with pet waste pilot project.	
Revised					
B2	Sample outfall and other structures	Community Services	Sampled		Explore feasibility to have sampling of outfalls by Volunteer organizations like Great Bay Watch annually to measure progress of WQ improvement from outfalls in priority IDDE areas
Revised			Great Bay Watch sampled and analyzed storm water outfalls and structures with DPW assistance		
B3	Update Ordinances	Planning Steve Bird	Ordinance facilitate compliance of NPDES regulations	Steve Bird of the Planning Department has reviewed NPDES regulations and existing ordinances. Steve drafted revisions to ordinances. Engineering Department is revising language some areas of ordinance	Proposed ordinance revisions for NPDES compliance incorporated into City's ordinances and regulations
Revised					
B4	Establish Citizen Hotline	Community Services	Number of calls 2	Same as A1	Continue to promote existence of hotline on website and in Community Notes
Revised					
Revised					
Revised					

2a. Additions

B5	Pet Waste Pilot Project	Dean Peschel NHDES	Lower bacteria in surface water	Same as A5	Continue to implement City wide petwaste program. Install new pet waste stations at parks with high dog activity
B6	Berry Brook Watershed Assessment and Management Plan	City of Dover UNH NHDES	Improved habitat and water quality	Kicked off Berry Brook assessment with neighborhood meeting	Present draft Berry Brook Watershed Assessment and Management Plan to public for comments. Adopt plan.

3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
C1	Storm water System Mapping	Community Services	Have completed map of system and keep maintained	Began collection of infrastructure condition for storm drain system. Update system map as system grows and is repaired.	Continue collection of infrastructure condition for storm drain system. Update system map as system grows and is repaired.
Revised					
C2	Establish Illicit Discharge Program	Community Services	Establish Program and Implement	Removed 1 illicit sewer connections and tied to sanitary sewer Performed detection work in Berry Brook watershed and Washington St area Responded to 2 transient discharge complaints	Continue to look for illicit connections and remediate
Revised					
C3	Catch Basin Stenciling	Community Services	Same as B1	Same as B1	Same as B1
Revised					
C4	Update City Ordinance	Community Services and Planning	Same as B3	Same as B3	Same as B3
Revised					
C5	Secure Funding	Community Services	Find funding for programs	Removed one illicit connections from storm water system Conducted city wide pet waste program with NHDES as partner	Conduct a Watershed plan for Berry Brook. Apply for implementation funding of plan.
Revised					
Revised					

3a. Additions

C6	Participation in Seacoast Storm Water Coalition – development of NH IDDE Manual	Community Services	Distribution of published manual	Published NH IDDE manual and developed training program	Conduct IDDE training of Dover staff using NH IDDE Manual
C7	Include Berry Brook watershed as priority area in IDDE plan	Community Services	Remove bacterial sources	Performed IDDE detection work on suspected sites but found no source connections. Assessment found pet waste issues in watershed	Continue to identify sources and remove Target pet owners in watershed

4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
D1	Review and Update Ordinances	Community Services and Planning	Have legal authority to enforce Phase II	Same as B3	Same as B3
Revised					
D2	Develop Inspection Program	Community Services and Planning	Site inspections to ensure compliance of Phase II	Engineering inspector inspects all sites for erosion control daily, weekly	Continue inspection program.
Revised					
D3	Direct Contractors to Educations Materials	Community Services	Better compliance of BMP's	Engineering provides to developers and site contractors at pre-construction conference.	Continue to educate community.
Revised					
D4	Provide City Staff Training	Community Services	Have educated workforce	Staff attended Storm Water training at UNH Innovative Technology Field Lab. Prepared pollution prevention/good house keeping manual for DPW in NH	Continue sending staff to educational opportunities regarding storm water. Provide training to DPW staff utilizing new manual
Revised		Seacoast Coalition			
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 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
E1	Review and Update Ordinances	Community Services and Planning	Have City Ordinances that comply with Phase II requirements	Revisions drafted for City ordinances and regulations.	Review and adopt proposed ordinance revisions. Expect adoption in summer of 2006
Revised					
E2	Develop and Implement O & M Plans for Private Sites	Community Services and Planning	Design and implement program which tracks maintenance	All approved site plans required to submit O & M plans to City and report annually to the City. Incorporate tracking system.	Continue to require O & M plans at new sites and track compliance.
Revised					
E3	Implement Inspection Program	Community Services	Insure BMP are constructed to plan	The Engineering Technician inspects all sites for proper installation of BMP prior to issuance of Certificate of Occupancy	Continue to inspect sites.
Revised					
E4	Review and Update BMP List	Community Services	Maintain BMP list	Challenge design engineers to prepare effective stormwater system designs using appropriate BMP's	Continue.
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 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
F1	Create Storm Drain Inspection	Community Services	Have a record of system conditions	Continue to develop system and begin field data collection and input to software	Continue to develop system and begin field data collection and input to software
Revised					
F2	Implement Inspection Program	Community Services	Collect data useful for prioritization of maintenance	Continued inspections while cleaning catch basins	Continue inspections while cleaning catch basins
Revised					
F3	Create Street Sweeping Plan	Community Services	Cleaner storm system	Continued street sweeping program.	Continue street sweeping program.
Revised					
F4	Implement Catch Basin Cleaning Program	Community Services	Clean every catch basin once every 4 years	Contracted catch basin cleaning. Completed cleaning of 650 basins.	Will contract out catch basin cleaning if successful in receiving funds in FY 08 budget.
Revised					
F5	Establishment of Stormwater Utility	Community Services	Reliable funding source for stormwater system	Continue to consider possible development of a Storm Water Utility. Met with SEA engineering firm to discuss utilities.	Continue to consider possible development of a Storm Water Utility. Seacoast Storm Water Coalition has agreed to explore benefits and obstacles to developing a storm water utility in NH communities
Revised		Seacoast storm water Coalition			
Revised					

6a. Additions

F6	Explore use of salt brine	Community Services	Reduce amount of salt and sand used	Purchased salt brine equipment and will began use in winter 05-06. Lack of storm events limited data collection of salt brine effectiveness study	Measure effectiveness and savings associated with salt brine.
F7	Provide DPW staff training for Pollution Prevention/good house keeping	Seacoast Storm Water Coalition	Improve staff understanding and performance of pollution prevention	Prepared Pollution Prevention/Good house keeping Manual for NH	Provide DPW staff training using new NH Manual