Municipality/Organization: Town of Hooksett

EPA NPDES Permit Number: NHR041012

MassDEP Transmittal Number: W-

Annual Report Number & Reporting Period: No. 4: April 1, 2006 – March 31, 2007

NPDES PII Small MS4 General Permit Annual Report (Due: May 1, 2007)

Part I. General Information

Contact Person: David M. Jodoin Title: Town Administrator

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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: David M. Jodoin

Title: Town Administrator

Date: 04/02/2007

Part II. Self-Assessment

In November of 2003, the Town of Hooksett contracted with Dufresne Henry to assist the Town in developing a Stormwater Management Plan. Over the years, the Town has tried very hard to put forth items in the budget that are later defeated at the voting polls. As a result of this, the Town tries to use current funds if they are available, but this has proved problematic. The Town is currently in the process of working with Stantec Engineers to move the process forward.

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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
1.1	Plan Public Ed Programs	Town Administrator		Public Information has been provided via the web site	Continue to update and add supplemental information on the town web site
Revised		Conservation			
1.2	Conduct programs	Town Adm. Conservation		Conservation took an active role in educating people	Continue to work with all groups
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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
2.1	Solicit the Public/ Volunteers	Town Administrator		Worked with Conservation	Continue educating
Revised					
2.2	Conduct Public programs	Town Administrator		Work in progress	Continue in conjunction with Conservation Commission
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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
3.1	System Base Map	Town Administrator		Mapping of the Town infrastructure commenced this year.	Continue mapping of the Town infrastructure
Revised					
3.2	System Structures	Engineer		Mapping of the Town infrastructure commenced this year	Identify stormwater outfalls on the system Base Map
Revised					
3.3	Develop Stormwater By-law	Engineer		Erosion control requirements for new development were updated in the Town Development Regulations this year.	Develop a post-development, stormwater enforcement ordinance.
Revised					
3.4	Dry-Weather Outfall Screening	Engineer		Mapping of the Town infrastructure commenced this year	Develop a dry-weather outfall inspection plan and perform visual inspections of outfalls.
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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
4.1	Review Existing Regs	Planning Director		The existing erosion control requirements for new development were reviewed during the update of the Town Development Regulations this year.	Continuous Review/Update
Revised					
4.2	Revise Regulations	Planning Director		Revised erosion control requirements for new development were adopted in the Town Development Regulations this year.	Continuous Review/Update
Revised					
4.3	Approval Process	Planning Director		The erosion control approval processes was revised and adopted in the Town Development Regulations this year.	Continuous work in progress
Revised					
4.4	Implement Regulations	Planning Director		Implemented continuously through year during monitoring of construction projects. Restoration/erosion control bonds are now required for all projects.	Continuous work in progress
Revised					
4.5	Evaluate Implemented Regulations	Planning Director		Evaluated, revised and adopted	Continuous Evaluation
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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
5.1	Review BMP's	Engineer		Completed during Town regulation update	Continuous Review/Update
Revised					
5.2	Revise BMP's	Engineer		Completed during Town regulation update	Continuous Review/Update
Revised					
5.3	Incorporate BMP's	Engineer		BMPs were implemented continuously through year and monitored during the construction monitoring process	Continuous Review/Update
Revised					
5.4	Evaluate BMP's	Engineer		On going during the construction monitoring process	Continuous Review/Update
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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
6.1	Review Existing Policies	Highway Dept.		Completed during previous years - On going review	Update as needed
Revised					
6.2	Revise Highway Dept. Policies	Highway Dept.		Completed during previous years - On going review	Update as needed
Revised					
6.3	Train Employees	Highway Dept.		Completed during previous years - On going review	Update as needed
Revised					
6.4	Develop Schedules and Inspection Procedures	Highway Dept.		Completed during previous years - On going review	Update as needed
Revised					
6.5	Implement Long Term Schedules/Procedures	Highway Dept.		Completed during previous years - On going review	Update as needed
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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
	Coordinate with NHDOT	Highway Dept.		Continual Process	Continual Process
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)

(Since beginning of permit coverage unless specified otherwise by a **, which indicates response is for period covering April 1, 2006 through March 31, 2007)

Programmatic

	(Preferred Units)	Response
Stormwater management position created/staffed	(y/n)	NO
Annual program budget/expenditures **	($)	$25-50K
Total program expenditures since beginning of permit coverage	($)	
Funding mechanism(s) (General Fund, Enterprise, Utility, etc)		

Education, Involvement, and Training

Estimated number of property owners reached by education program(s)	(# or %)	5%
Stormwater management committee established	(y/n)	NO
Stream teams established or supported	(# or y/n)	Yes
Shoreline clean-up participation or quantity of shoreline miles cleaned **	(y/n or mi.)	
Shoreline cleaned since beginning of permit coverage	(mi.)	NO
Household Hazardous Waste Collection Days		
▪ days sponsored **	(#)	Daily
▪ community participation **	(# or %)	50
▪ material collected **	(tons or gal)	750 Gallons
School curricula implemented	(y/n)	NO

Legal/Regulatory

	In Place Prior to Phase II	Reviewing Existing Authorities	Drafted	Draft in Review	Adopted
Regulatory Mechanism Status (indicate with "**X**")					
▪ Illicit Discharge Detection & Elimination	X				
▪ Erosion & Sediment Control	X				
▪ Post-Development Stormwater Management	X	X			
Accompanying Regulation Status (indicate with "**X**")					
▪ Illicit Discharge Detection & Elimination	X				
▪ Erosion & Sediment Control	X				
▪ Post-Development Stormwater Management	X	X			

Mapping and Illicit Discharges

	(Preferred Units)	Response
Outfall mapping complete	(%)	
Estimated or actual number of outfalls	(#)	
System-Wide mapping complete (complete storm sewer infrastructure)	(%)	
Mapping method(s)		
▪ Paper/Mylar	(%)	
▪ CADD	(%)	
▪ GIS	(%)	
Outfalls inspected/screened **	(# or %)	
Outfalls inspected/screened (Since beginning of permit coverage)	(# or %)	
Illicit discharges identified **	(#)	
Illicit discharges identified (Since beginning of permit coverage)	(#)	
Illicit connections removed **	(#); and (est. gpd)	
Illicit connections removed (Since beginning of permit coverage)	(#); and (est. gpd)	
% of population on sewer	(%)	50
% of population on septic systems	(%)	50

Construction

	(Preferred Units)	Response
Number of construction starts (>1-acre) **	(#)	Varies
Estimated percentage of construction starts adequately regulated for erosion and sediment control **	(%)	100%
Site inspections completed **	(# or %)	100%
Tickets/Stop work orders issued **	(# or %)	Varies
Fines collected **	(# and $)	None
Complaints/concerns received from public **	(#)	Varies/all complaints reviewed

Post-Development Stormwater Management

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	(%)	100%
Site inspections (for proper BMP installation & operation) completed **	(# or %)	100%
BMP maintenance required through covenants, escrow, deed restrictions, etc.	(y/n)	y
Low-impact development (LID) practices permitted and encouraged	(y/n)	y

Operations and Maintenance

Average frequency of catch basin cleaning (non-commercial/non-arterial streets) **	(times/yr)	2
Average frequency of catch basin cleaning (commercial/arterial or other critical streets) **	(times/yr)	As required
Qty of structures cleaned **	(#)	~1340
Qty. of storm drain cleaned **	(%, LF or mi.)	300
Qty. of screenings/debris removed from storm sewer infrastructure **	(lbs. or tons)	10 per load
Disposal or use of screenings (landfill, POTW, compost, beneficial use, etc.) **	(location)	Beneficial use

Basin Cleaning Costs		
• Annual budget/expenditure (labor & equipment)**	($)	
• Hourly or per basin contract rate **	($/hr or $ per basin)	
• Disposal cost**	($)	
Cleaning Equipment		
• Clam shell truck(s) owned/leased	(#)	
• Vacuum truck(s) owned/leased	(#)	Owned
• Vacuum trucks specified in contracts	(y/n)	
• % Structures cleaned with clam shells **	(%)	
• % Structures cleaned with vactor **	(%)	100

	(Preferred Units)	Response
Average frequency of street sweeping (non-commercial/non-arterial streets) **	(times/yr)	2
Average frequency of street sweeping (commercial/arterial or other critical streets) **	(times/yr)	2 or when needed
Qty. of sand/debris collected by sweeping **	(lbs. or tons)	~20 tons
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.) **	(location)	Beneficial Use
Annual Sweeping Costs		
• Annual budget/expenditure (labor & equipment)**	($)	
• Hourly or lane mile contract rate **	($/hr. or ln mi.)	
• Disposal cost**	($)	
Sweeping Equipment		
• Rotary brush street sweepers owned/leased	(#)	Owned
• Vacuum street sweepers owned/leased	(#)	
• Vacuum street sweepers specified in contracts	(y/n)	
• % Roads swept with rotary brush sweepers **	%	50
• % Roads swept with vacuum sweepers **	%	

Reduction (since beginning of permit coverage) in application on public land of: ("N/A" = never used; "100%" = elimination)		
▪ Fertilizers	(lbs. or %)	2000
▪ Herbicides	(lbs. or %)	N/A
▪ Pesticides	(lbs. or %)	N/A
Integrated Pest Management (IPM) Practices Implemented	(y/n)	

	(Preferred Units)	Response
Average Ratio of Anti-/De-Icing products used ** (also identify chemicals and ratios used in specific areas, e.g., water supply protection areas)	% NaCl % $CaCl_2$ % $MgCl_2$ % CMA % Kac % KCl % Sand	
Pre-wetting techniques utilized **	(y/n or %)	N
Manual control spreaders used **	(y/n or %)	N
Zero-velocity spreaders used **	(y/n or %)	Y
Estimated net reduction or increase in typical year salt/chemical application rate	(±lbs/ln mi. or %)	3000 tons
Estimated net reduction or increase in typical year sand application rate **	(±lbs/ln mi. or %)	N/A
% of salt/chemical pile(s) covered in storage shed(s)	(%)	100%
Storage shed(s) in design or under construction	(y/n or #)	N/A
100% of salt/chemical pile(s) covered in storage shed(s) by May 2008	(y/n)	100%

Water Supply Protection

Storm water outfalls to public water supplies eliminated or relocated	# or y/n	
Installed or planned treatment BMPs for public drinking water supplies and their protection areas	# or y/n	
• Treatment units induce infiltration within 500-feet of a wellhead protection area	# or y/n	