Municipality/Organization: **Town of Sandown**

EPA NPDES Permit Number: **NHR041032**

MaDEP Transmittal Number: **W-**

Annual Report Number & Reporting Period: **No. 1: March 06-March 07**

5.24.07
P

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Shaun Brooks Title: Interim Road Agent

Telephone #: (603) 887-3646 Email: Townofsandown@comcast.net

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: Ted Winglass

Title: Chairperson, Board of Selectmen

Date:

BRIAN CHEVALIER

ROGER BARCZAK

PAULA BONASORO

NELSON RHEAUME

Part II. Self-Assessment

The Town of Sandown, NH has completed the self assessment and determined that our municipality is in compliance with all permit conditions except the following provisions:

Failure to complete annual report by May 1, 2007 deadline – report was submitted on May 22, 2007.

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
PE-1	Public Awareness – Video	Health Officer Ken Sherwood	12 showings/yr	Continue to show video	Continue to show video
Revised					
PE-2	Educational Flyer	Sanitation Dept Dave Cheney	# Flyers Distributed (1000/yr)	Repeat accomplishment of last year	Repeat accomplishment of last year
Revised					
PE-3	Web Page Linked to Main Page	BOS Office Manager	10% of main page visitors	New website vendor & new website – will re-establish link and hits – website more user friendly	Revised website in place – add additional information regarding Stormwater and additional links
Revised		Lynne Blaisdell			
PE-4	Elementary School Programs	BOS Leslie Britton	1 project/yr	Kiosk implemented – continue to highlight and focus on topic once per year for a particular month	Kiosk implemented – continue to highlight and focus on topic once per year for a particular month
Revised	Town Library Information Kiosk	BOS Brian Chevalier			
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
PP-1	Town Board Coordination	BOS Leslie Britton	# Participants/ # Meetings	Quarterly Department Head meetings instituted - BMP stormwater discussion included – continue contact with Department Heads – updated reports quarterly	Quarterly Department Head meetings instituted - BMP stormwater discussion included – continue contact with Department Heads – updated reports quarterly
Revised		BOS Brian Chevalier			
PP-2	Town Deliberative Session	Highway Dept. Tim Roberts	Discuss & Pass Warrant Article	Continue to work towards this BMP no warrant articles this year – no specific line item in budget	Continue to work towards this BMP no warrant articles this year – no specific line item in budget
Revised		Shaun Brooks	Costs allocated via the yearly budget		
PP-3	Coordinate w/State Hwy Dept.	Highway Dept. Tim Roberts	# Participants/ # Meetings	Continue coordination	Continue coordination
Revised		Shaun Brooks			
PP-4	Coordinate w/Adjacent Towns	Highway Dept. Tim Roberts	# Participants/ # Meetings	Continue coordination	Continue coordination
Revised		Shaun Brooks			
PP-5	Waste Oil Disposal	Sanitation Dpt. Dave Cheney	Annual Volume – 5%/yr. incr.	Continue tracking volumes and disposal	Continue tracking volumes and disposal
Revised					
Revised					

2a. Additions

PP-6	Exotic Species Program	BOS Leslie Britton BOS Brian Chevalier	# Participants/ # Monitorings Control of Fanwort and milfoil at Phillips Pond	Establishment of Phillips Pond Association and passage of warrant article to treat fanwort and milfoil	Continued partnership with Phillips Pond Association and DES to monitor and treat and reduce controllable factors contributing to blooms

PP-7	Local Water Quality Monitoring for Showell Pond and Phillips Pond	BOS Leslie Britton BOS Brian Chevalier	# Participants to monitor pond's cyanobacteria levels # months of absence of Blooms at Showell Pond & Phillips Pond	Establishment of Showell Pond Association and relationship established with NHDES to monitor pond bacteria blooms	Continued partnership with Showell Pond Association, Phillips Pond Association and NHDES

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
ID-1	Update MS4 Plan	Highway Dept. Tim Roberts	Confirm Outfalls/ Update plan	Continue tracking outfalls using GPS - adding information from new subdivisions	Continue tracking outfalls using GPS - adding information from new subdivisions
Revised		Shaun Brooks			
ID-2	Identify Illicit Connections/Discharge	Highway Dept/ Health Officer Tim Roberts / Ken Sherwood	# inspections & repairs/ yr	Inspections & identification of discharges and blowouts Investigate establishing stricter controls and possible implementation of fines	Inspections & identification of discharges and blowouts Respond/Investigate possible septic system failures Investigate establishing stricter controls and possible implementation of fines
Revised		Shaun Brooks/ Ken Sherwood			
ID-3	Failing Septic Systems	Health Officer/ Ken Sherwood	# inspections & repairs/yr	Continue monitoring & tracking of failed septic systems	Continue visual tracking of system failures
Revised					
ID-4	Illegal Dumping	Highway Dept/ Tim Roberts	# Dumps reported & cleaned	Investigate establishing stricter controls and possible implementation of fines	Investigate establishing stricter controls and possible implementation of fines
Revised		Shaun Brooks			
ID-5	Community Outreach	Sanitation Dept/ Dave Cheney	# pamphlets distributed	Continue brochure updates; work towards closing transfer station facility and install curbside collection	Continue brochure updates; work towards closing transfer station facility and install curbside collection
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
CS-1	Sediment Control	Conservation Comm/ Paul Carey	# Sites/Methods implemented	Compile a strategic booklet for sediment reduction and special informational web page	Implemented in all site reviews which required wetlands CUP since October 2003 Coordinate efforts with Planning Board in this area
Revised					
CS-2	Erosion Control	Conservation Comm/ Paul Carey	# Sites/Methods implemented	Compile a strategic booklet and or web page for erosion reduction and expanded buffer zones to protect waterways	Implemented in all site reviews which required wetlands CUP since October 2003 Coordinate efforts with Planning Board in this area
Revised					
CS-3	SWPP Review	Planning Board/ Ed St. Pierre	# Plans Reviewed	100% review at Precon by Town consulting engineer	100% review at Precon by Town consulting engineer
Revised		Fred Daley			
CS-4	Construction Runoff Regs for Runoff Control	Planning Board/ Ed St. Pierre	Subdivision Regulations Updated	No change from prior year BMP	No change from prior year BMP
Revised		Fred Daley			
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
PC-1	Runoff Control in Site Plan Regs.	Planning Board/ Ed St. Pierre	Annual Review/Reduction in loopholes	Annual review of erosion & sediment control section of site plan regs	Annual review of erosion & sediment control section of site plan regs
Revised		Fred Daley			
PC-2	Buffer Zone	Conservation Commission/ Paul Carey	Establish new BMPs	Propose warrant article to establish a working buffer zone to protect rivers and ponds.	Passed Vernal pool buffer in 2007
Revised					
PC-3	Inspection Program in Site Plan	Planning Board/ Ed St. Pierre	# inspections/problems fixed	Continue as noted in year 3	Continue as noted in year 3
Revised		Fred Daley			
PC-4	Catch Basins	Highway Dept/ Tim Roberts	Inventory & clean out Basins	Continue inventory of catch basins with each new subdivision, road improvement.	Continue inventory of catch basins with each new subdivision, road improvement.
Revised		Shaun Brooks			
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
MG-1	Road Salt Reduction	Highway Dept/ Tim Roberts	Total Salt volume/yr	Brine application will not be implemented – continue with current salt application and continue to investigate new methods for reduction	Continue with current salt application and continue to investigate new methods for reduction
Revised		Shaun Brooks			
MG-2	Spill Control & Reduction	Fire Dept/ Irving Bassett	# Vehicle & non-vehicle releases	Continue to review procedures for spill control & reduction; update if necessary	Continue to review procedures for spill control & reduction; update if necessary
Revised					
MG-3	Fertilizer/Pesticide Reduction	Conservation Commission/ Paul Carey	Lawn care Specialist Training	Host workshops for home owners on the proper use of over the counter fertilizers and pesticides 2006	Host workshops for home owners on the proper use of over the counter fertilizers and pesticides 2007
Revised					
Revised					
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
QI-1	E.Coli Monitoring	Health Officer/ Ken Sherwood	Tracking Philips Lake Outfall	Continue with water quality monitoring	Continue testing of Phillips Pond bathing waters
Revised					
Revised					
Revised					
Revised					
Revised					
Revised					

7a. Additions

7b. WLA Assessment

N/A

Part IV. Summary of Information Collected and Analyzed

Town beach monitoring is in place and baseline data collected to determine 'normal' & 'worst-case' (e.g., immediately after heavy rains) *e. coli* levels.

Part V. Program Outputs & Accomplishments (OPTIONAL)

Programmatic

Stormwater management position identified (Road Agent)	Yes	

Education, Involvement, and Training

Estimated number of residents reached by education program(s)	1500	
Stormwater management committee established	No	
Stream teams established or supported	No	
Shoreline clean-up participation or quantity of shoreline miles cleaned	No	
Household Hazardous Waste Collection Days		
▪ days sponsored	1	1
▪ community participation	Not known (regional)	
▪ material collected	Not known (regional)	
School curricula implemented	No (regional)	

Legal/Regulatory

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

Mapping and Illicit Discharges

Outfall mapping complete	80%	100%
Estimated or actual number of outfalls		
System-Wide mapping complete	80%	100%
Mapping method(s)		
▪ Paper/Mylar	80%	100%
▪ CADD	20%	
▪ GIS		
Outfalls inspected/screened	40%	100%
Illicit discharges identified		
Illicit connections removed	N/A	N/A
% of population on sewer	0	0
% of population on septic systems	100	100

Construction

Number of construction starts (>1-acre)	Approx. 55	29 SFD 2006
Estimated percentage of construction starts adequately regulated for erosion and sediment control	90%	95%

Site inspections completed (estimated between Planning Board, Engineer, Bldg Insp., Conservation)	90%	100%
Tickets/Stop work orders issued	0	0
Fines collected	0	0
Complaints/concerns received from public	1	

Post-Development Stormwater Management

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	30%	0 *
Site inspections completed		0 *
Estimated volume of stormwater recharged	Not known	Not known
* We do not have post-construction Stormwater control regulations		

Operations and Maintenance

Average frequency of catch basin cleaning (non-commercial/non-arterial streets)	Once/year	Twice/year
Average frequency of catch basin cleaning (commercial/arterial or other critical streets)	Once/year	Twice/year
Total number of structures cleaned	Not known	
Storm drain cleaned	Regularly	Same
Qty. of screenings/debris removed from storm sewer infrastructure	Not known	
Disposal or use of sweepings (landfill, POTW, compost, recycle for sand, beneficial use, etc.)	N/A	Compost
Cost of screenings disposal	N/A	No cost

Average frequency of street sweeping (non-commercial/non-arterial streets)	N/A	N/A
Average frequency of street sweeping (commercial/arterial or other critical streets)	Once/year	Once/year
Qty. of sand/debris collected by sweeping	3 tons	3 tons
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.)	Landfill	Landfill

Cost of sweepings disposal	N/A	No cost
Vacuum street sweepers purchased/leased	N/A	
Vacuum street sweepers specified in contracts	N/A	

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

Anti-/De-Icing products and ratios	% NaCl % $CaCl_2$ % $MgCl_2$ % CMA % Kac % KCl % Sand	
Pre-wetting techniques utilized	N/A	N/A
Manual control spreaders used	Yes	Yes
Automatic or Zero-velocity spreaders used	No	NO
Estimated net reduction in typical year salt application	5-10%	5-10%
Salt pile(s) covered in storage shed(s)	Yes	Yes
Storage shed(s) in design or under construction	No	No