Municipality/Organization: **Town of Seabrook**

EPA NPDES Permit Number: **NHR041033**

Annual Report Number & Reporting Period: **April 1, 2006 – March 31, 2007**

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

Part I. General Information

Contact Person: Craig Kleman Title: Interim Town Manager

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Mailing Address: 99 Lafayette Road, Seabrook, NH 03874

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: Craig Kleman

Printed Name: Craig Kleman

Title: Town Manager

Date: April 27, 2007

Part II. Self-Assessment

The Town of Seabrook filed a NPDES Phase II Stormwater Management Plan in March 2003. On August 13, 2003, the EPA sent a letter to the town stating that the stormwater program was currently in compliance with the conditions of the General Permit. On May 1, 2004, May 1, 2005 and May 1, 2006, the Town submitted the Annual Reports for Year 1, Year 2, and Year 3, respectively, to the EPA and the NH DES.

The Town of Seabrook has completed the required self-assessment for the Year 4 Annual Report and has determined that the municipality is in compliance with all the permit conditions. The Town of Seabrook worked on several stormwater issues over the past year and achieved many of the goals set for the 2006-2007 Stormwater Year (Year 4). In addition, the Town continues to work toward the goals for next year, which include improving the detection and elimination of illicit discharges, constructing a leachate storage tank at the solid waste transfer station, improving Best Management Practices (BMPs) at the transfer station, and increasing the role of Public Works in the review of pre-construction Stormwater Pollution Prevention Plans submitted by contractors. Increased use of pollution prevention BMPs and good housekeeping measures will be a major priority.

In December 2006, the Seabrook Conservation Commission completed a Watershed Management Plan for the Cains Brook and Cains Pond surface water bodies using grant funds provided by the New Hampshire Estuaries Project. Residential growth in the Cains Brook Watershed- and the subsequent loss of wetlands- has led to the degradation of the water quality in this watershed. The Town anticipates developing an action plan from recommendations included in this Watershed Management Plan and beginning work on these recommendations in Year 5. Key efforts will include: protecting shoreline trees and shrubs to maintain the vitality of Cains Pond; dredging Cains Pond to provide storm attenuation and storage capacity and improve wash-out potential; and installation of siltation/trash catchers on stormwater facilities to prevent pollution of Cains Pond. The Department of Public Works will assist the Conservation Commission in making these improvements.

In addition to remediation of the Cains Brook watershed, the Town will consider several additional Best Management Practices in Year 5. These include: long-term planning to consider the effects of global climate change on surface waters and stormwater management (e.g., requirements for changes in normal water and flood elevations, culverts, and road grade); considering the inclusion of the use of permeable pavement to reduce the effective size of detention/retention ponds; cluster zoning development to reduce areas of disturbance and extent of pavement; and updating the Town's Master Plan. These actions will be evaluated by the Planning Board in conjunction with other Town entities, and all relate directly to water quality and stormwater pollution prevention.

The Town of Seabrook has not yet determined that no stormwater discharges will adversely affect eligible or currently listed Endangered Species or have an affect on eligible or currently listed National Historic Properties. In Year 5, the Town will seek certifications from the National Register of Historical Places and the New Hampshire Division of Historical Resources that no historical properties or places are or could be impacted by existing discharges. Similarly, the Town will seek certifications from the United States Environmental Protection Agency and the New Hampshire Fish and Game Department that no impacted species are (or are likely to be) adversely affected by stormwater discharges.

The Town will re-evaluate existing Best Management Practices in the context of improving the water quality of the Seabrook-Hampton Harbor, particularly with respect to helping this body meet existing Total Maximum Daily Load (TMDL) Waste Load Allocations for bacteria.

The town will continue to file for grants from various sources, including the New Hampshire Department of Environmental Services (NHDES), the New Hampshire Estuary Project (NHEP), and the Seacoast Stormwater Coalition, subject to availability, to assist in achieving the town's goals for stormwater management.

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	Distribute Information – Post Fact Sheets on Town website.	Department of Public Works (DPW)	Fact sheets available to the public via the Town's website.	The Stormwater poster, brochure, and fact sheets were posted on the Department of Public Works' website, at http://www.seabrooknh.org/.	Maintain the links on the website.
Revised					
1.1	Distribute Information – Distribute stormwater brochure to businesses with stormwater infrastructure on site.	DPW Consultant	Complete flyer and distribute to all businesses maintaining on-site stormwater infrastructure.	Flyers were not mailed out in Year 4. A mailing list is in the process of being finalized.	Begin direct mailings to local businesses that have stormwater infrastructure.
Revised					
1.1	Distribute Information – Information on the benefits of back-yard stream clean-up.	DPW	Send out stream clean-up information.	The benefits of backyard clean up are outlined in the Seabrook Stormwater Fact sheet, which was distributed in Years 3 and 4.	Continue to expand the number of locations at which the Fact Sheet is available.
Revised					
1.1	Distribute Information – Develop pamphlets for distribution at Town Hall, DHS, schools, community events/fairs, as well as mailing lists.	DPW Consultant	Distribute to 75% of residents.	Brochures were made available at Town Hall, the Community Building, and the Library. This goal was met earlier in the SWMP than originally planned.	Continue to expand the number of locations at which the brochures are available, including direct mailings to local businesses that have stormwater infrastructure.
Revised					
1.2	Public Service- Town Hall Public Access TV	DPW	Run video on Town Hall TV.	The Town completed this goal in Year 1. In addition, the town is considering rerunning the video.	
Revised					

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
1.3	Community Outreach-Develop Stormwater Informational Poster Board	DPW Consultant	Develop Poster Board	This goal was accomplished in Year 4, ahead of schedule.	Continue to display stormwater poster at as many locations as possible.
Revised					
1.3	Community Outreach - Display Poster Board at various local community events	DPW	Show Poster Board at Town Hall, DPW, and community events	The Stormwater poster, brochure, and fact sheets were maintained at Town Hall, the Community Building, and the Library. The poster was also put on the Town's website.	Continue to display stormwater poster at as many locations as possible.
Revised					
1.4	Classroom Participation - Volunteer Work: Catch Basin Stenciling and litter clean up	DPW	Conduct one session	The classroom participation BMP was changed to incorporate classroom participation in the catch basin stenciling and litter clean up. Litter cleanup was completed by Winnacunnet High School Marine Biology Class in Year 3.	Continue to request volunteers at community meetings and local schools and provide training to volunteers. Consider expanding this program to the Department of Corrections facility located in Concord.
Revised					
1.5	Public Educational Courses - Provide Educational Materials to all stakeholders in Stormwater Management	DPW	Provide Materials	In Year 4, the Town continued to educate businesses (stakeholders) by leaving educational materials during catch basin inspection and cleanout activities.	Continue to expand the methods by which educational materials are distributed to the community and businesses.
Revised					
1.6	Other - Develop a program to promote, publicize and facilitate public reporting of illicit connections or discharges	DPW Consultant	Information materials distributed. Implementation of a public hotline.	The Town expanded its involvement with the Seacoast Stormwater Coalition (the Coalition) and began work to develop a public education plan to enable public reporting of illicit connections or discharges.	Continue to utilize the resources of the Coalition to improve opportunities for the public to report discharges.
Revised					

1a. Additions

1.1	Distribute Information – Place poster in Town Hall, Community Building, and Library.	DPW	Show poster at Town Hall and other public places.	In addition to maintaining brochures at Town Hall, DPW maintains a stormwater education poster at that location.	Continue to monitor the stormwater education materials posted and available at locations around the Town.
1.1	Distribute Information – Place door hangers at residential locations during catch basin cleaning.	DPW	Distribute to each residence when catch basins near that location are cleaned.	This is a way of educating residents about the importance of being diligent about materials entering the stormwater system.	Continue to leave door hangers during catch basin cleaning.
1.6	Community Outreach-Finalize Plan for public reporting of illicit connections.	DPW Consultant	Develop Plan and distribute to residents.	The Town has been developing a Plan to locate illicit discharges and remove them from the system. The next step will be developing a method by which the public can report illicit discharges.	Educate the public about the importance of removing illicit connections from the system, and the procedure to accomplish this.

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	Public Volunteers - Solicit Volunteers from Town Committees, Groups, and the High School	Seabrook Conservation Commission (SCC)	Secure volunteers for public participation events	In the summer of 2006, the Trinity Church youth group- a consistent volunteer with the Town- completed backyard clean-ups in residential areas. This group focused on the removal of trash/debris that can get into drainage systems, swales, and detention/retention ponds. A request for volunteers to help with stream and trash clean-up is posted on the Town's website and shown on the local cable access channel.	Continue to work with groups from Trinity Church and secure additional volunteer groups. Continue to solicit additional volunteers through the Town's website and the local cable access channel.
Revised					
2.2	Volunteer Monitoring - Involve schools and neighborhood associations in future monitoring projects by SCC	SCC	Acquire volunteers from schools / neighborhood associations for next SCC monitoring project	A request for volunteers to help with stream and trash clean-up is posted on the Town's website and shown on the local cable access channel. Currently, the Town website is posting an SCC request for volunteers for a habitat assessment program at the Cains Brook location in Town.	Continue to solicit additional volunteers through the Town's website and the local cable access channel.
Revised					
2.2	Volunteer Monitoring - Show video on monitoring, produced by SCC during WS	SCC	Show video to volunteers	The SCC trained volunteers when necessary, including showing the stormwater video to volunteer groups.	Continue to show stormwater video to volunteer groups.
Revised					
2.2	Volunteer Monitoring - Promotional Items and educational materials	SCC	Distribute to volunteers on monitoring projects	The SCC provides materials to volunteer groups when necessary	Continue to distribute materials to volunteer groups.
Revised					

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
2.3	Volunteer Clean-up - Adopt a Stream / Outfall	SCC	Secure funding and / or volunteers for maintaining a stream / outfall	Because of liability concerns, the Town has had little success in securing volunteers to "adopt" a particular stream or outfall, but some community groups continue to conduct cleanup activities.	Continue to solicit volunteers to adopt a stream or outfall. Consider expanding this program to the Department of Corrections facility located in Concord.
Revised					
2.4	Community Events - Storm Drain Stenciling	SCC	Organize and conduct stenciling / Investigate funding	No catch basins were stenciled in Year 4.	Continue to request volunteers at community meetings and local schools and provide training to volunteers. Consider expanding this program to the Department of Corrections facility located in Concord.
Revised					
2.4	Community Events - Wetland Plantings	SCC	Organize and conduct planting	No wetland planting events were conducted in Year 4.	Continue to request volunteers at community meetings and local schools and provide training to volunteers. Consider expanding this program to the Department of Corrections facility located in Concord.
Revised					
2.5	Other – Post Outfalls	DPW	Mark outfall locations.	All known outfalls were posted.	Continue to inspect for new outfalls and post these locations.
Revised					

2a. Additions

2.1	Public Volunteers - Solicit Volunteers	DPW	Secure volunteers for public participation efforts.	The Town has experienced some difficulty in attracting and retaining groups and persons interested in perform cleanup activities.	Continue to request volunteers at community meetings and local schools and provide training to volunteers. Consider expanding this program to the Department of Corrections facility located in Concord.
2.5	Other – Encourage public to participate in stormwater pollution prevention at the residential level.	DPW	Educate public about stormwater pollution prevention.	Maintaining brochures at Town Hall and other community locations is the first step in getting residents to participate in stormwater pollution prevention.	Continue to expand the number of locations at which the brochures are available, including direct mailings to local businesses.
2.5	Other – Involve residents in maintaining quality of stormwater.	DPW	Inform residents when catch basins are cleaned.	Educating residents that storm drains are for rainwater only will increase a homeowner's involvement in maintaining catch basins.	Continue to leave door hangers during catch basin cleaning.

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	Stormwater System Mapping – Map Outfalls	DPW Consultant	Percentage of all known outfalls.	25 known outfalls were mapped in prior years. Progress in Year 4 included investigations for additional outfalls. This effort led to the discovery and mapping of dozens of additional outfalls.	Continue to inspect all known outfalls, and add additional outfalls as they are located.
Revised					
3.1	Stormwater System Mapping – Map pipes, manholes and catch basins	DPW Consultant	Percentage of total system	Continued to map stormwater system; approximately 90% of the entire system has been mapped.	Complete mapping the stormwater system and create a usable map of the system.
Revised					
3.1	Stormwater System Mapping – Map structural BMPs	DPW Consultant	Percentage of total system	Approximately 40 detention and retention basins were mapped in Year 4.	Include these features and structures on the final system map. Continue to update as more detention/retention basins are added to the system.
Revised					
3.2	Rules and Regulations- Strengthen Ordinance	Planning Board	Development of Ordinance.	Formalized for distribution "Municipal Stormwater Drainage System Rules and Regulations" that prohibit illicit discharges.	Monitor and enforce implementation of the Rules and Regulations. Assess Ordinance goals and revise, if necessary.
Revised					
3.2	Rules and Regulations- Develop Enforcement Procedures	Planning Board	Development of Enforcement Procedures.	Formalized for distribution "Municipal Stormwater Drainage System Rules and Regulations" that prohibit illicit discharges.	Monitor implementation of the Rules and Regulations. Track enforcement and removal of illicit connections.
Revised					

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
3.2	Rules and Regulations-Detection/ Elimination Inspection	DPW/ Code Enforcement Officer	Identify and train inspection agents. Begin Inspections.	Efforts were made to identify an appropriate person to perform this function, including discussions with the wastewater treatment plant's pretreatment coordinator.	Identify and train an inspector. Representatives from the DPW will attend a workshop titled "Illicit Discharge Detection & Elimination" to be held in May 2007. The Coalition is taking a lead role in training New Hampshire municipalities and assisting in the implementation of these programs.
Revised					
3.3	Illicit Discharge Detection/ Elimination - Identify priority areas	DPW Consultant	Number of outfalls per year. Number of samples per year.	All 25 of the original 25 known outfalls were inspected and no evidence of contamination was found. Additional outfalls discovered during Year 4 were also inspected.	Continue to inspect key outfalls as necessary.
Revised					
3.3	Illicit Discharge Detection/ Elimination – Develop a plan to detect non-stormwater discharges	DPW Consultant	Plan Completion	Obtained New Hampshire "Guidelines and Standard Operating Procedures for Illicit Discharge Detection and Elimination and Pollution Prevention/Good Housekeeping", dated October 2006. Continued participation with the Seacoast Stormwater Coalition.	The Coalition is taking a lead role in training New Hampshire municipalities and assisting in the implementation of these programs. The Town will therefore work closely with this organization, and apply for funding from it, when applicable.
Revised					
3.3	Illicit Discharge Detection/ Elimination Prioritization Plan – Implement a plan to detect non-stormwater discharges	DPW Consultant	Annual Inspection	Determined training needs to assist in development of Plan. Inspection responsibilities will be defined in that Plan.	Representatives from the DPW will attend a workshop titled "Illicit Discharge Detection & Elimination" to be held in May 2007. The Coalition is taking a lead role in training New Hampshire municipalities and assisting in the implementation of these programs. The Town will therefore work closely with this organization, and apply for funding from it, when applicable.
Revised					

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
3.4	Post Removal Evaluation and Assessment - Program to inspect and report on conditions after illicit connections have been removed	DPW/ Code Enforcement Officer	Annual Inspection	Determined needs to assist in development of Plan. Inspection responsibilities will be defined in that Plan.	Representatives from the DPW will attend a workshop titled "Illicit Discharge Detection & Elimination" to be held in May 2007. The Coalition is taking a lead role in training New Hampshire municipalities and assisting in the implementation of these programs. The Town will therefore work closely with this organization, and apply for funding from it, when applicable.
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	Regulatory Mechanism – Develop and Implement ordinances regulating erosion and sediment control.	Planning Board	Finalize ordinance; quarterly/annual review of program.	Stormwater Rules and Regulations were approved and implemented by the Town. This ordinance established a permitting application and review process, Best Management Practices, construction methods, inspection powers, enforcement, fines, and penalties.	Continue to review the effectiveness of existing Rules and Regulations and revise if needed.
Revised					
4.1	Regulatory Mechanism – Impose Sediment and Erosion Control BMP Requirements	Planning Board	Implement for each project	Stormwater Rules and Regulations were approved and implemented by the Town. This ordinance established a permitting application and review process, Best Management Practices, construction methods, inspection powers, enforcement, fines, and penalties.	Continue to review the effectiveness of existing Rules and Regulations and revise if needed.
Revised					
4.1	Regulatory Mechanism – Implement MP rules for vegetative buffers, drainage ways, site coverage, run-off control and erosion sedimentation.	Planning Board	Implement for each project	Stormwater Rules and Regulations were approved and implemented by the Town. This ordinance established a permitting application and review process, Best Management Practices, construction methods, inspection powers, enforcement, fines, and penalties.	Continue to review the effectiveness of existing Rules and Regulations and revise if needed.
Revised					
4.1	Regulatory Mechanism – Evaluate sanctions for enforcement of erosion and sediment controls	Planning Board	Implement for each project	Stormwater Rules and Regulations were approved and implemented by the Town. This ordinance established a permitting application and review process, Best Management Practices, construction methods, inspection powers, enforcement, fines, and penalties.	Continue to review the effectiveness of existing Rules and Regulations and revise if needed.
Revised					

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	Regulatory Mechanism – Develop ordinance requiring a spill control plan	Planning Board	Implement for each project	Stormwater Rules and Regulations were approved and implemented by the Town. This ordinance established a permitting application and review process, Best Management Practices, construction methods, inspection powers, enforcement, fines, and penalties.	Continue to review the effectiveness of existing Rules and Regulations and revise if needed.
Revised					
4.1	Regulatory Mechanism – Develop rules for disposal of waste, construction site debris, unwanted soil, fill, and water.	Planning Board	Implement for each project	Stormwater Rules and Regulations were approved and implemented by the Town. This ordinance established a permitting application and review process, Best Management Practices, construction methods, inspection powers, enforcement, fines, and penalties.	Continue to review the effectiveness of existing Rules and Regulations and revise if needed.
Revised					
4.2	Site Plan Review Procedures – Stormwater Pollution Prevention Plans	DPW and Planning Board	Implement for each project.	Revised to share role with Planning Board. Worked with Planning Board to develop mechanism for review of Stormwater Pollution Prevention Plans submitted by contractors. Stormwater Rules and Regulations contain BMP design requirements.	Continue to finalize review mechanisms and BMPs, and revise as necessary. The DPW plans to take a larger role in review of Stormwater Pollution Prevention Plans.
Revised					
4.3	Site Inspection/ Enforcement – Pre-Construction Meetings	DPW and Planning Board	Implement program.	Revised to share role with Planning Board. The Manager of the DPW attended pre-construction meetings and performed an ongoing review of BMPs during construction.	Continue to attend pre-construction meetings, with a goal of being involved in each development project active in the Town.
Revised					
4.3	Site Inspection/ Enforcement – Conduct construction site inspections	DPW and Planning Board	Train staff.	Revised to share role with Planning Board. The Manager of the DPW performed inspections of BMPs during construction.	Continue to expand the number of inspections completed, and the number of projects inspected. Continue to petition for a new Town position to fill this role.
Revised					

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
4.3	Site Inspection/ Enforcement – Procedure for handling reports of non-compliance	DPW and Planning Board	Finalize procedure.	Stormwater Rules and Regulations were approved and implemented by the Town. This ordinance established a permitting application and review process, Best Management Practices, construction methods, inspection powers, enforcement, fines, and penalties.	Continue to review the effectiveness of penalties in the existing Rules and Regulations and revise if needed.
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	Regulatory Mechanism – Develop and Implement Ordinance for controls	Planning Board	Implement Ordinance; quarterly/annual review of program.	Rules and Regulations were approved and implemented by the Town, and contained controls for protection of open spaces and natural vegetation.	Continue to implement the Rules and Regulations, track the effectiveness of the BMPs, and revise as needed. Update the Rules and Regulations in partnership with the Seacoast Stormwater Coalition.
Revised					
5.1	Regulatory Mechanism – Open Spaces and Natural Vegetation	Planning Board	Implement Ordinance; quarterly/annual review of program.	Stormwater Rules and Regulations were approved and implemented by the Town, and contained controls for protection of open spaces and natural vegetation, a mandatory greenbelt along Lafayette Road. The Rules and Regulations also included a zoning change to allow cluster housing.	Continue to implement the Rules and Regulations, track the effectiveness of the controls, and revise as needed. Update the Rules and Regulations in partnership with the Seacoast Stormwater Coalition.
Revised					
5.1	Regulatory Mechanism – Mandatory Greenbelt along Lafayette Road	Planning Board	Implement Ordinance; quarterly/annual review of program.	Rules and Regulations were approved and implemented by the Town, and contained controls for protection of open spaces and natural vegetation, including a mandatory greenbelt along Lafayette Road.	Continue to implement the Rules and Regulations, track the effectiveness of the controls, and revise as needed. Update the Rules and Regulations in partnership with the Seacoast Stormwater Coalition.
Revised					
5.1	Regulatory Mechanism – Shoreland Protection	Planning Board	Implement Ordinance; quarterly/annual review of program.	The Town decided not to include shoreland protection in the Stormwater Rules and Regulations; this is already covered in NHRSA 483-B.	This BMP is no longer considered appropriate for the Town of Seabrook.
Revised					

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	Regulatory Mechanism – Zoning Ordinance	Planning Board	Implement Ordinance; quarterly/annual review of program.	In Year 4 the Town has reconsidered developing a Cluster Housing zoning ordinance change to allow cluster housing.	Continue the planning process, have planning workshops, and discuss/debate at Board meetings.
Revised					
5.2	Review BMP Designs - Pre-construction Review for conformance with standards/regulations	DPW/ Planning Board	Implement for each project.	Shared role with Planning Board.	Continue to review and comment on contractor BMPs as necessary.
Revised					
5.3	Site Inspection / Enforcement Procedures - During construction, inspect for assurance that BMPs are compliant	Planning Board	Implement for each project.	Revised to share role with Planning Board. The Manager of the DPW performed inspections of BMPs during construction.	Continue to expand the number of inspections completed, and the number of projects inspected.
Revised					
5.4	O & M Procedures - Develop Procedure for Operation and Maintenance of Structural BMPs	Planning Board	Implement for each project.	Seabrook adopted Municipal Stormwater Drainage System Rules and Regulations in Year 3. The Rules and Regulations include O&M procedures.	Continue to implement the Rules and Regulations, track the effectiveness of the controls, and revise as needed. Continue to monitor and inspect existing BMPs.
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	Employee Training	DPW	Annually conduct training.	DPW staff participated in a mock quiz show game in May 2006. This game was developed by the Maine Nonpoint Education for Municipal Officers.	Continue to implement and expand training received by DPW staff.
Revised					
6.1	Employee Training	DPW	Annually conduct training.	Employees at the Town's solid waste transfer station were trained on August 15, 2006 on how to implement the Stormwater Pollution Prevention Plan (SWPPP) for that facility. The goal of this training was to maintain compliance with the facility's individual Industrial NPDES Permit.	Continue to provide training to staff at the transfer station on implementing the conditions in the SWPPP.
Revised					
6.1	Employee Training	DPW	Annually conduct training.	Staff from the DPW attended the first annual New Hampshire State-wide Regional Stormwater meeting on May 9, 2006 in Manchester, NH.	Continue to implement and expand training received by DPW staff. Implement programs and approaches learned at training session.
Revised					
6.1	Employee Training	DPW	Annually conduct training.	Staff members from the DPW are active with the Seacoast Stormwater Coalition, and attended several meetings of this organization throughout 2006/2007.	Continue to implement and expand training received by DPW staff. Implement programs and approaches learned at workshops sponsored by the Seacoast Stormwater Coalition.
Revised					
6.2	Storm Water System Operation and Maintenance – System Inspection Program	DPW	Develop inspection plan for entire storm water system.	The Town has located, photographed, inspected and developed reports on many detention/retention basins in the storm water system.	Locate, photograph, inspect and develop report on all remaining detention/retention basins in the storm water system. Determine need for cleaning and repairs where necessary.
Revised					

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
6.2	Storm Water System Operation and Maintenance – Maintenance and Cleaning	DPW	Develop inspection and cleaning plan for the storm sewer system, including outfalls. Fix or replace substandard infrastructure.	The Town is effective at cleaning catch basins regularly, and is developing plans to clean outfall locations and dredge sediments at these outfalls, if necessary. The Town cleaned approximately 25% of all catch basins in the system in Year 4. The DPW replaced three substandard catch basins in the Beach Area. Materials for the replacement of these structures were purchased using a combination of Town funds and NHDES grants. Drainage problems in the area of Groveland Street continued in 2006-2007. The Town solicited assistance from a consultant to develop a solution for this area, and continues to refine potential solutions for this location.	Continue to develop plans to clean and dredge all outfall locations. Assess 25% pf catch basins in the system and clean as required. Continue to assess and replace substandard structures as needed. Continue to pursue grants from the New Hampshire Department of Environmental Services and other sources to fund future replacements. The DPW will finalize a mitigation alternative and initiate construction to eliminate drainage problems on Groveland Street.
Revised					
6.2	Storm Water System Operation and Maintenance – Structural BMP Maintenance and Cleaning	DPW	Fix or replace substandard infrastructure.	No retention basins or other structural BMPs were cleaned or maintained during Year 4.	Increase inspection activities of retention basins or other structural BMPs. Determine need for cleaning and repair when necessary.
Revised					
6.3	Municipal Industrial Operations – Maintenance and Repair for Municipal Vehicles	DPW Consultant	Implement Program	DPW facilities were assessed for stormwater pollution potential in Year 4.	Continue the assessment and report on the risk of spills of oil or other materials at municipal facilities such as DPW and Town Hall. Develop programs to minimize the risk of spills- and subsequent stormwater pollution- from these municipal facilities.
Revised					

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
6.3	Municipal Industrial Operations – Road Salt Storage	DPW Consultant	Implement Program	DPW facilities were assessed for stormwater pollution potential in Year 4.	The BMPs for the DPW facility will be evaluated in Year 5.
Revised					
6.3	Municipal Industrial Operations – Vehicle washing controls	DPW	Implement Program	DPW programs to wash vehicles were assessed for stormwater pollution potential in Year 4 and prior years. Vehicles are taken to a local commercial establishment for washing.	The BMPs for the DPW facility will be evaluated in Year 5. DPW will continue to wash vehicles at commercial car wash.
Revised					
6.3	Municipal Industrial Operations – Fueling Operations	DPW Consultant	Implement Program	Fueling facilities were assessed for stormwater pollution potential in Year 4 and prior years.	The BMPs will be evaluated in Year 5.
Revised					
6.3	Municipal Industrial Operations – Wastewater Treatment Facility	Wastewater Treatment Facility Operator	Develop Plan.	In Year 4, the WWTF began developing an SPCC Plan.	Assist the WWTF as they continue to develop and implement a SPCC Plan. Enforce the terms and conditions included in the SPCC Plan.
Revised					
6.3	Municipal Industrial Operations – Transfer Station Permitting	DPW Consultant	Implement Program	Good housekeeping / pollution prevention inspections were completed at the Town's transfer station. The goal of these inspections was to maintain compliance with the facility's individual Industrial NPDES Permit.	Continue to monitor Good Housekeeping and pollution prevention practices and BMPs at the transfer station and update them, as needed. Develop, enforce and implement a Spill Prevention, Control and Countermeasures (SPCC) Plan at the transfer station.
Revised					
6.4	Municipal Roads – Street Sweeping	DPW	Implement Program	All curbed areas with sidewalks continued to be hand-swept.	Re-evaluate effectiveness and revise program as appropriate.
Revised					

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
6.5 Revised	Parks and Open Space-Fertilizer and Pesticide	DPW	Implement Program	Continued to evaluate the effectiveness of fertilizer and pesticide application and management goals.	Continue to evaluate the effectiveness of fertilizer and pesticide application and management goals.
6.5 Revised	Parks and Open Space-Pet Waste Management	DPW	Implement Program	The goal of this BMP was met in Year 2. Continued to evaluate the effectiveness of Pet Waste Management goals.	Continue to evaluate the effectiveness of Pet Waste Management goals.

6a. Additions

6.3	Municipal Industrial Operations – Housekeeping and Pollution Prevention at the DPW Building	DPW	Implement Program	Good housekeeping measures and pollution prevention inspections are already completed at the Town's transfer station. This BMP expands these inspections to the DPW's administration building.	Complete inspections of the DPW building to verify that good housekeeping practices are being maintained. Update good housekeeping measures, if needed.
6.3	Municipal Industrial Operations – Transfer Station Permitting	DPW Consultant	Design and construct leachate storage tank.	The Town will design, bid, and construct / install an underground storage tank that will contain leachate from solid waste transfer trucks that load and unload at the transfer station. This structure will be designed so that it captures leachate (but not precipitation) and before it can enter the storm water system at the facility. Liquid in the storage tank will be pumped regularly.	Initiate the design phase for the underground leachate storage tank and solicit bids for the construction/ installation of this structure.

6.3	Municipal Industrial Operations – Transfer Station Permitting	DPW Consultant		Routine inspections were completed at the Transfer Station; sampling was not completed.	If required by the forthcoming MSGP, complete sampling at the solid waste transfer facility's dual stormwater outfalls, to include quarterly testing (7 parameters) and annual testing (4 parameters).

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
Revised					
Revised					
Revised					
Revised					
Revised					
Revised					

7a. Additions

7b. WLA Assessment

Part IV. Summary of Information Collected and Analyzed

All 25 outfall locations were mapped and inspected in Year 3. They were re-inspected in Year 4 and dozens of additional outfalls were found. Visual observations at all locations were recorded on forms. A table summarizing results was prepared. No evidence of illegal discharge was discovered.

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 **	($)	$83,045
Total program expenditures since beginning of permit coverage	($)	
Funding mechanism(s) (General Fund, Enterprise, Utility, etc)		General Fund

Education, Involvement, and Training

Estimated number of property owners reached by education program(s)	(# or %)	400 (#)**
Stormwater management committee established	(y/n)	No
Stream teams established or supported	(# or y/n)	
Shoreline clean-up participation or quantity of shoreline miles cleaned **	(y/n or mi.)	2 (mi)
Shoreline cleaned since beginning of permit coverage	(mi.)	
Household Hazardous Waste Collection Days		
▪ days sponsored **	(#)	0
▪ community participation **	(# or %)	
▪ material collected **	(tons or gal)	
School curricula implemented	(y/n)	

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
Accompanying Regulation Status (indicate with "**X**")					
▪ Illicit Discharge Detection & Elimination					X
▪ Erosion & Sediment Control					X
▪ Post-Development Stormwater Management					X

Mapping and Illicit Discharges

	(Preferred Units)	Response
Outfall mapping complete	(%)	100
Estimated or actual number of outfalls	(#)	90
System-Wide mapping complete (complete storm sewer infrastructure)	(%)	90
Mapping method(s)		
▪ Paper/Mylar	(%)	
▪ CADD	(%)	
▪ GIS	(%)	100
Outfalls inspected/screened **	(# or %)	90 (#)
Outfalls inspected/screened (Since beginning of permit coverage)	(# or %)	90 (#)
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	(%)	
% of population on septic systems	(%)	

Construction

	(Preferred Units)	Response
Number of construction starts (>1-acre) **	(#)	
Estimated percentage of construction starts adequately regulated for erosion and sediment control **	(%)	
Site inspections completed **	(# or %)	12 (#)
Tickets/Stop work orders issued **	(# or %)	0
Fines collected **	(# and $)	0
Complaints/concerns received from public **	(#)	0

Post-Development Stormwater Management

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

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)	
Qty of structures cleaned **	(#)	400 (#)
Qty. of storm drain cleaned **	(%, LF or mi.)	
Qty. of screenings/debris removed from storm sewer infrastructure **	(lbs. or tons)	
Disposal or use of screenings (landfill, POTW, compost, beneficial use, etc.) **	(location)	

Basin Cleaning Costs		
• Annual budget/expenditure (labor & equipment)**	($)	$34,000
• Hourly or per basin contract rate **	($/hr or $ per basin)	
• Disposal cost**	($)	
Cleaning Equipment		
• Clam shell truck(s) owned/leased	(#)	
• Vacuum truck(s) owned/leased	(#)	
• Vacuum trucks specified in contracts	(y/n)	
• % Structures cleaned with clam shells **	(%)	
• % Structures cleaned with vactor **	(%)	

	(Preferred Units)	Response
Average frequency of street sweeping (non-commercial/non-arterial streets) **	(times/yr)	
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)	
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	(#)	
• Vacuum street sweepers owned/leased	(#)	
• Vacuum street sweepers specified in contracts	(y/n)	
• % Roads swept with rotary brush sweepers **	%	
• % 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 %)	
▪ Herbicides	(lbs. or %)	
▪ Pesticides	(lbs. or %)	
Integrated Pest Management (IPM) Practices Implemented	(y/n)	Y

	(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	100% NaCl
Pre-wetting techniques utilized **	(y/n or %)	No
Manual control spreaders used **	(y/n or %)	100 (%)
Zero-velocity spreaders used **	(y/n or %)	0
Estimated net reduction or increase in typical year salt/chemical application rate	(±lbs/ln mi. or %)	
Estimated net reduction or increase in typical year sand application rate **	(±lbs/ln mi. or %)	
% of salt/chemical pile(s) covered in storage shed(s)	(%)	100
Storage shed(s) in design or under construction	(y/n or #)	
100% of salt/chemical pile(s) covered in storage shed(s) by May 2008	(y/n)	Yes

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	