

Received 5/25/18

**Municipality/Organization:** Town of Atkinson

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**EPA NPDES Permit Number:** NHRO41002

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**MassDEP Transmittal Number:** W-

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**Annual Report Number  
& Reporting Period:**

Year 15  
April 1, 2017– March 31, 2018

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## **NPDES PII Small MS4 General Permit Annual Report (Due: May 1, 2018)**

### **Part I. General Information**

Contact Person: Edward A Stewart

Title: Roadagent

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Email:Roadagent@Atkinson-  
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Mailing Address:21 Academy Ave Atkinson NH 03811

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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:Edward A Stewart

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Title: Roadagent

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Date: 5/14/2018

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## **Part II. Self-Assessment**

### 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 15<br>(Reliance on non-municipal partners indicated, if any) | Planned Activities |
|----------|---------------------------------------------------|-------------------------------|-------------------------------------|------------------------------------------------------------------------------------------------|--------------------|
|          | 1 Annual Newsletters from the Town                | Highway                       | Reach as many residents as possible |                                                                                                |                    |
| Revised  |                                                   | Edward Stewart                |                                     |                                                                                                |                    |
|          | 1 Annual Newsletter from Hampstead Area Water Co. | Hampstead Area Water Co       | Reach as many residents as possible | Non Municipal Partner                                                                          |                    |
| Revised  |                                                   | Harold Morse                  |                                     |                                                                                                |                    |
|          | Local Cable Co                                    | Atkinson Cable Channel        | Reach as many people as possible    |                                                                                                |                    |
| Revised  |                                                   | Alan Phair                    |                                     |                                                                                                |                    |
|          | Annual Town Report                                | Highway Department            | Reach as many people as possible    |                                                                                                |                    |
| Revised  |                                                   | Edward Stewart                |                                     |                                                                                                |                    |
|          | Atkinson Academy                                  | School                        | Reach as many people as possible    |                                                                                                |                    |
| Revised  |                                                   | Mrs. Daotis                   |                                     |                                                                                                |                    |
|          |                                                   |                               |                                     |                                                                                                |                    |
| Revised  |                                                   |                               |                                     |                                                                                                |                    |

#### 1a. Additions

|  |  |  |  |  |  |
|--|--|--|--|--|--|
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## 2. Public Involvement and Participation

| BMP ID # | BMP Description                          | Responsible Dept./Person Name | Measurable Goal(s)                                        | Progress on Goal(s) – Permit Year 15<br>(Reliance on non-municipal partners indicated, if any) | Planned Activities |
|----------|------------------------------------------|-------------------------------|-----------------------------------------------------------|------------------------------------------------------------------------------------------------|--------------------|
| Revised  | Atkinson Clean Up Day                    | Recreation and Highway        | Clean sides of roads and public areas                     | Local Scout Troops (boys and girls)<br>Local Families                                          |                    |
| Revised  | 2 Household Hazardous Waste Collections  | Highway Dept                  | Amount of hazardous waste collected                       | Outside company collects waste while town publicizes and facilitates                           |                    |
| Revised  | Adopt A Highway                          | NH DOT                        | Local companies clean sides of Rt 121                     |                                                                                                |                    |
| Revised  | Rockingham county Correctional Work crew | Highway Dept                  | Clean road sides on state highways and main roads in town | Noticeable change in road side appearance                                                      |                    |
| Revised  |                                          |                               |                                                           |                                                                                                |                    |
| Revised  |                                          |                               |                                                           |                                                                                                |                    |

### 2a. Additions

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### 3. Illicit Discharge Detection and Elimination

| BMP ID # | BMP Description                                     | Responsible Dept./Person Name | Measurable Goal(s)                                                                                  | Progress on Goal(s) – Permit Year 14<br>(Reliance on non-municipal partners indicated, if any) | Planned Activities |
|----------|-----------------------------------------------------|-------------------------------|-----------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------|--------------------|
|          | Semi-annual inspection of culverts and catch basins | Highway Dept.                 |                                                                                                     |                                                                                                |                    |
| Revised  |                                                     |                               |                                                                                                     |                                                                                                |                    |
|          | Conductivity testing of large bodies of water       | Big Island Pond Association   | Determine sodium chloride levels                                                                    |                                                                                                |                    |
| Revised  |                                                     |                               |                                                                                                     |                                                                                                |                    |
|          | Local Code Enforcement                              | Building Inspection Dept      | Ensures proper site controls are in place and maintained                                            |                                                                                                |                    |
| Revised  |                                                     |                               |                                                                                                     |                                                                                                |                    |
|          | Local Health Officer                                | Building Inspection Dept.     | Ensures proper installation of septic systems and wells. Also responsible to resolve failed systems |                                                                                                |                    |
| Revised  |                                                     |                               |                                                                                                     |                                                                                                |                    |
|          | Full- Time Police Patrol                            | Police Dept                   | Detecting illegally dumped products                                                                 |                                                                                                |                    |
| Revised  |                                                     |                               |                                                                                                     |                                                                                                |                    |
|          | Fire Dept Hazardous Substance Training              | Fire Dept.                    | Control contamination at spill sites and supervise site clean up                                    |                                                                                                |                    |
| Revised  |                                                     |                               |                                                                                                     |                                                                                                |                    |

#### 3a. Additions

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#### 4. Construction Site Stormwater Runoff Control

| BMP ID # | BMP Description                                                   | Responsible Dept./Person Name    | Measurable Goal(s)                                                        | Progress on Goal(s) – Permit Year 15<br>(Reliance on non-municipal partners indicated, if any) | Planned Activities |
|----------|-------------------------------------------------------------------|----------------------------------|---------------------------------------------------------------------------|------------------------------------------------------------------------------------------------|--------------------|
|          | Planning Board over-site for new projects                         | Planning Board                   | Approval of plans meeting state stormwater management guidelines          |                                                                                                |                    |
| Revised  |                                                                   |                                  |                                                                           |                                                                                                |                    |
|          | Zoning Board oversight of existing property                       | Zone Board                       | Approve applications for site changes that don't meet zoning              |                                                                                                |                    |
| Revised  |                                                                   |                                  |                                                                           |                                                                                                |                    |
|          | On Site review and inspection                                     | Town Engineering Co.             | Ensure proper installation and maintenance of storm water control devices |                                                                                                |                    |
| Revised  |                                                                   |                                  |                                                                           |                                                                                                |                    |
|          | Periodic on-site visits by road agent.                            | Highway Dept.                    | Deter improper practices between engineering inspections                  |                                                                                                |                    |
| Revised  |                                                                   |                                  |                                                                           |                                                                                                |                    |
|          | Planning Board review of applicable regulations                   | Planning Board                   | Maintain highest level of regulations                                     |                                                                                                |                    |
| Revised  |                                                                   |                                  |                                                                           |                                                                                                |                    |
|          | Applied for and received a grant to update erosion control zoning | Highway Dept. and Planning Board | Protect neighboring property's and waterways                              |                                                                                                |                    |
| Revised  |                                                                   |                                  |                                                                           |                                                                                                |                    |

**4a. Additions**

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## 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 15<br>(Reliance on non-municipal partners indicated, if any) | Planned Activities |
|----------|-------------------------------|-------------------------------|----------------------------------------------------------------------|------------------------------------------------------------------------------------------------|--------------------|
|          | Final review by town engineer | Engineering Firm              | To ensure all structures were built and maintained to town standards |                                                                                                |                    |
| Revised  |                               |                               |                                                                      |                                                                                                |                    |
|          | Annual inspections and mowing | Highway Dept                  | Stop unwanted growth. And maintain capacity                          |                                                                                                |                    |
| Revised  |                               |                               |                                                                      |                                                                                                |                    |
| Revised  |                               |                               |                                                                      |                                                                                                |                    |
| Revised  |                               |                               |                                                                      |                                                                                                |                    |
| Revised  |                               |                               |                                                                      |                                                                                                |                    |
| Revised  |                               |                               |                                                                      |                                                                                                |                    |

### 5a. Additions

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## 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 8<br>(Reliance on non-municipal partners indicated, if any) | Planned Activities |
|----------|---------------------------------------------------|-------------------------------|---------------------------------------------|-----------------------------------------------------------------------------------------------|--------------------|
| Revised  | Clean up after salt deliverys                     | Highway Dept                  | Protect ground water                        |                                                                                               |                    |
| Revised  | Clean up after salt operations                    | Highway dept                  | Protect ground water                        |                                                                                               |                    |
| Revised  | Repair road way shoulders after plowing operation | Highway dept                  | Insure proper drainage and minimize erosion |                                                                                               |                    |
| Revised  | Use licensed applicator for lawn care             | Highway dept                  | Reduce run off in to waterways              |                                                                                               |                    |
| Revised  | Biweekly trash removal from parks and playgrounds | Highway dept                  | Reduce litter                               |                                                                                               |                    |
| Revised  |                                                   |                               |                                             |                                                                                               |                    |

### 6a. Additions

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**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 8<br>(Reliance on non-municipal partners indicated, if any) | Planned Activities |
|----------|-----------------|-------------------------------|--------------------|-----------------------------------------------------------------------------------------------|--------------------|
| Revised  |                 |                               |                    |                                                                                               |                    |
| Revised  |                 |                               |                    |                                                                                               |                    |
| Revised  |                 |                               |                    |                                                                                               |                    |
| Revised  |                 |                               |                    |                                                                                               |                    |
| Revised  |                 |                               |                    |                                                                                               |                    |
| Revised  |                 |                               |                    |                                                                                               |                    |

**7a. Additions**

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|--|--|--|--|--|--|
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**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, 2017 through March 31, 2018)

#### Programmatic

|                                                               | (Preferred Units) | Response     |
|---------------------------------------------------------------|-------------------|--------------|
| Stormwater management position created/staffed                | (y/n)             | n            |
| Annual program budget/expenditures **                         | (\$)              | 15000        |
| Total program expenditures since beginning of permit coverage | (\$)              | 150000       |
| 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 %)      | 10%  |
| Stormwater management committee established                                | (y/n)         | n    |
| Stream teams established or supported                                      | (# or y/n)    | n    |
| Shoreline clean-up participation or quantity of shoreline miles cleaned ** | (y/n or mi.)  | n    |
| Shoreline cleaned since beginning of permit coverage                       | (mi.)         |      |
| Household Hazardous Waste Collection Days                                  |               |      |
| ▪ days sponsored **                                                        | (#)           | 2    |
| ▪ community participation **                                               | (# or %)      | 2%   |
| ▪ material collected **                                                    | (tons or gal) | 5ton |
| School curricula implemented                                               | (y/n)         | y    |
|                                                                            |               |      |



## Legal/Regulatory

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

## Mapping and Illicit Discharges

|                                                                    | (Preferred Units)       | Response     |
|--------------------------------------------------------------------|-------------------------|--------------|
| Outfall mapping complete                                           | (%)                     | Redoing 2018 |
| Estimated or actual number of outfalls                             | (#)                     |              |
| System-Wide mapping complete (complete storm sewer infrastructure) | (%)                     |              |
| Mapping method(s)                                                  |                         |              |
| ▪ Paper/Mylar                                                      | (%)                     |              |
| ▪ CADD                                                             | (%)                     |              |
| ▪ GIS                                                              | (%)                     | yes          |
| Outfalls inspected/screened **                                     | (# or %)                |              |
| Outfalls inspected/screened (Since beginning of permit coverage)   | (# or %)                | 80%          |
| Illicit discharges identified **                                   | (#)                     |              |
| Illicit discharges identified (Since beginning of permit coverage) | (#)                     | 0            |
| Illicit connections removed **                                     | (# ); and<br>(est. gpd) |              |
| Illicit connections removed (Since beginning of permit coverage)   | (#); and<br>(est. gpd)  |              |
| % of population on sewer                                           | (%)                     |              |
| % of population on septic systems                                  | (%)                     |              |

## Construction

|                                                                                                      | (Preferred Units) | Response |
|------------------------------------------------------------------------------------------------------|-------------------|----------|
| Number of construction starts (>1-acre) **                                                           | (#)               | 44       |
| Estimated percentage of construction starts adequately regulated for erosion and sediment control ** | (%)               | 90%      |
| Site inspections completed **                                                                        | (# or %)          | 90%      |
| 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 | (%)      | 90% |
| Site inspections (for proper BMP installation & operation) completed **                                                  | (# or %) | 90% |
| BMP maintenance required through covenants, escrow, deed restrictions, etc.                                              | (y/n)    | yes |
| Low-impact development (LID) practices permitted and encouraged                                                          | (y/n)    | yes |
|                                                                                                                          |          |     |
|                                                                                                                          |          |     |

## Operations and Maintenance

|                                                                                              |                |                       |
|----------------------------------------------------------------------------------------------|----------------|-----------------------|
| Average frequency of catch basin cleaning (non-commercial/non-arterial streets) **           | (times/yr)     | Semi annual           |
| Average frequency of catch basin cleaning (commercial/arterial or other critical streets) ** | (times/yr)     | Semi annual           |
| Qty of structures cleaned **                                                                 | (#)            | 125                   |
| Qty. of storm drain cleaned **                                                               | (%, LF or mi.) | 200 lf                |
| Qty. of screenings/debris removed from storm sewer infrastructure **                         | (lbs. or tons) | 10ton                 |
| Disposal or use of screenings (landfill, POTW, compost, beneficial use, etc.) **             | (location)     | Yes.Recycling center. |

|                                                   |                         |        |
|---------------------------------------------------|-------------------------|--------|
| Basin Cleaning Costs                              |                         |        |
| • Annual budget/expenditure (labor & equipment)** | (\$)                    | \$4000 |
| • Hourly or per basin contract rate **            | (\$/hr or \$ per basin) | 95     |
| • Disposal cost**                                 | (\$)                    | 0      |
| Cleaning Equipment                                |                         |        |
| • Clam shell truck(s) owned/leased                | (#)                     |        |
| • Vacuum truck(s) owned/leased                    | (#)                     |        |
| • Vacuum trucks specified in contracts            | (y/n)                   | yes    |
| • % Structures cleaned with clam shells **        | (%)                     |        |
| • % Structures cleaned with vector **             | (%)                     | 50%    |

|                                                                                         | (Preferred Units)  | Response |
|-----------------------------------------------------------------------------------------|--------------------|----------|
| Average frequency of street sweeping (non-commercial/non-arterial streets) **           | (times/yr)         | 0        |
| Average frequency of street sweeping (commercial/arterial or other critical streets) ** | (times/yr)         | 0        |
| Qty. of sand/debris collected by sweeping **                                            | (lbs. or tons)     | 0        |
| 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 %) | 0   |
| ▪ Herbicides                                           | (lbs. or %) | 0   |
| ▪ Pesticides                                           | (lbs. or %) | 0   |
| Integrated Pest Management (IPM) Practices Implemented | (y/n)       | yes |

|                                                                                                                                                      | (Preferred Units)                                                                         | Response |
|------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------|----------|
| Average Ratio of Anti-/De-Icing products used **<br>(also identify chemicals and ratios used in specific areas, e.g., water supply protection areas) | % NaCl<br>% CaCl <sub>2</sub><br>% MgCl <sub>2</sub><br>% CMA<br>% Kac<br>% KCl<br>% Sand | 90%      |
| Pre-wetting techniques utilized **                                                                                                                   | (y/n or %)                                                                                | 10%      |
| Manual control spreaders used **                                                                                                                     | (y/n or %)                                                                                |          |
| Zero-velocity spreaders used **                                                                                                                      | (y/n or %)                                                                                |          |
| Estimated net reduction or increase in typical year salt/chemical application rate                                                                   | (±lbs/ln mi.<br>or %)                                                                     |          |
| Estimated net reduction or increase in typical year sand application rate **                                                                         | (±lbs/ln mi.<br>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 | n/a |
| Installed or planned treatment BMPs for public drinking water supplies and their protection areas | # or y/n | n/a |
| Treatment units induce infiltration within 500-feet of a wellhead protection area                 | # or y/n | n/a |