

4/29/11

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Municipality/Organization: Town of Danville

EPA NPDES Permit Number: NHR041004

MaDEP Transmittal Number: N/A

**Annual Report Number
& Reporting Period: No. 8: May 1, 2010-April 30, 2011**

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Bruce Caillouette **Title:** Road Agent

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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: Bruce Caillouette

Title: Road Agent

Date: 4-29-2011

Part II. Self-Assessment

The Town of Danville Highway Department continued its work on public education. The Town's website contains a dedicated stormwater page which is regularly updated for upcoming events. The Danville Highway Department published a number of flyers that were distributed throughout the Town, and posted our stormwater display at Town functions. We distributed stormwater informational flyers with the semiannual tax bills during Permit Year 8. We also made stormwater education materials available at the Town Hall and Public Library and hung posters to advertise the Household Hazardous Waste (HHW) collection days. The Town also continued implementing a stormwater education program for elementary school grades one through four.

The Highway Department continued coordination efforts with local committees and Town departments to address Stormwater Management. The Highway Department continued to meet with the Selectmen and Budget Committee to provide an update on progress. A stormwater budget increase of \$2,000 was successfully obtained during Permit Year 8. The Town participated in the 7th annual roadside cleanup this year as part of the annual Earth Day weekend events.

Danville participated in the HHW collection day with five other local towns (Plaistow, Atkinson, Hampstead, Chester, and Kingston). Two HHW collection days were held during Permit Year 8, both of which were open to Danville residents. All events were advertised in the newspaper, in flyers, and on the Town's website.

The Highway Department and Town's consultant, Comprehensive Environmental, Inc. (CEI), met with the planning board on May 13, 2010 and September 9, 2010 during Permit Year 8. During the May meeting, CEI explained the IDDE and construction related ordinances, and presented drafts for further review. During the summer months, CEI specifically tailored the ordinances to the Town, and presented the final versions during the September meeting. At the September 9 meeting, the Planning Board advised contacting the Selectmen for further discussion of the IDDE ordinance. Contact between the Highway Department, Selectmen, and CEI has been ongoing. In December 2010, the Planning Board voted to approve the construction site stormwater and post-construction stormwater management ordinances, which are currently in effect.

The Town completed storm drain system mapping of the entire Town. All known catch basins, outlets and culverts were located via GPS and recorded on a GIS base map. Outfalls were inspected for structural integrity and monitored for possible illicit discharges. Dry weather flows found at three outfalls were sampled for water quality parameters. Results were in line with normal background conditions indicating no obvious source of illicit discharge.

The Town also performed confirmatory sampling on their Spring 2010 catch basin cleaning stockpile to evaluate reuse options. The cleaning stockpile met conditions for reuse without restriction and is currently being used as miscellaneous fill for highway operations. As annual testing of one representative composite sample for an initial period of 2 years has been

completed, sampling may now be performed every 3 years, with the next sample not requiring collection until 2013.

The Highway Department continued to follow up on developments (>1 acres) in the Town that are required to file their NOI's and regularly checks the EPA website for that information. All driveway permit applications were also reviewed.

The Town has implemented Standard Operating Procedures (SOPs) for catch basin, outfall and BMP maintenance and repair. The SOPs also include inspection and tracking procedures for Highway personnel to document findings. Winter SOPs including snow removal and sand & salt application were also implemented.

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 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Next Permit Term
1A Revised	Elementary School Education Program	Highway, Other Department Highway, Other Department and Consultant	Conduct annual activities for children.	Utilized the Elementary School classroom education program developed with the Town's consultant (CEI) during Permit Year 7. The program was designed for use during the students' "Water" unit, focusing on water quality and related stormwater impacts. First through fourth grade teachers used the materials during May 2010 and reached a total of approximately 120 students in grades 1 & 2, and 150 students in grades 3 & 4.	Continue to utilize stormwater education curriculum and materials at the Elementary School for grades one through four, currently anticipated to occur during May 2011. Replace used books, beads, etc. with new materials as needed to continue the program. Incorporate additional stormwater education opportunities through other community service events such as participation in Household Hazardous Waste Collection and Earth Day events.
1B Revised	Attend Meetings	All Departments	Hold and attend town committee meetings.	The Stormwater Program was discussed at an annual Budget Committee meeting, including a requested \$2,000 stormwater budget increase (which was subsequently approved). The Highway Department met with Town Selectmen two times during the permit period in October and November 2010. Selectmen meetings incorporated discussion on the ongoing Illicit Discharge ordinance under BMP 3D and good housekeeping measures under Minimum Measure 6.	Continue to meet with the Town Selectmen on the Illicit Discharge ordinance and work towards approval. Continue to report the progress at these meetings and discuss the next steps for the program. Coordinate with other departments such as the Planning Board as needed.

1a. Additions

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Next Permit Term
1C	General Education: Brochures, Flyers & Posters	Highway	Public distribution, # of brochures taken, # flyers mailed, and # places poster displayed.	The Highway Department publishes a number of flyers detailing proper disposal of hazardous waste, reducing pollutant loads in stormwater, pet waste disposal techniques and procedures for latex paint disposal. All flyers are made available in the Town Hall and public library. A flyer prepared by NHDES was adapted to advertise the semi-annual HHW events and made available to residents. Approximately 500 flyers were also included in the Spring and Fall 2010 tax bills. Household Hazardous Waste flyers are sent home with schoolchildren to be given to parents advertising the Spring and Fall HHW events. Approximately 264 flyers and 250 flyers were distributed at the May and October 2010 HHW events, respectively. Three posters were created to advertise Earth Day events, and were hung in the Town Hall, public library, and local market. The Highway Department created an Earth Day display at the library to advertise the 2011 events and provided several bookmarks, flyers and coloring books to residents, as well as trash bags to use at the Roadside Cleanup event. Purchased educational books, "The Earth Book" for use at the library. 25 Earth Day coloring books were left in the library for children to take during the Story Time reading program.	Continue as in past years to publish brochures, bookmarks and flyers. Continue to create posters to hang in public places advertising upcoming participation events such as the HHW and Earth Day events. Continue to create informational displays in public places. Track participation in events to determine effectiveness of the flyers. Conduct a public education workshop on proper composting in May 2011
Revised					

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Next Permit Term
1D Revised	Post Information on Town Website	Highway, Web Committee	Increase hits to the website.	Maintained and updated a dedicated "Stormwater Management" page on the Town website. The page provides information on upcoming participation programs, including the annual Earth Day roadside cleanup events and Household Hazardous Waste days. The website is updated to include household participation in the previous HHW event and an advertisement regarding the next event. The site provides information on proper fertilizing, composting, and pesticides usage in residential settings. The site also addresses proper disposal of household wastes and pet waste to reduce potential pollution. Finally, the site invites residents to watch for potential illicit discharges and provides the Highway Department telephone number as contact information.	Continue to update the highway website with information on stormwater and other opportunities for community participation such as the HHW and Roadside Cleanup events.

2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Next Permit Term
2A	Develop News Articles	Highway, Other Department	Track number of articles and volunteers. Coordinate with BMPs 2C and 2D.	One article was published on April 22, 2010 advertising the May 8, 2010 HHW event in Plaistow. Three articles were published on October 7, 27, and 28, 2010 advertising the October 30, 2010 HHW event in Hampstead. An article regarding stormwater, hazardous waste and Earth Day was published in the 2010 Town Report. An article regarding roadside trash pickup was published in April 2011.	Continue to publish news articles regarding HHW and Earth Day. Work on developing additional news articles and track public involvement at events.
Revised			Track number of articles and volunteers. Coordinate with BMPs 2C and 2D. Publish results/information on collection events.		
2B	Meetings	All Departments	Meet within other Town departments. Set up meetings with other towns. Meet with other towns and organizations.	The Town coordinates with Plaistow, Atkinson, Chester, Hampstead and Kingston to plan the bi-annual Household Hazardous Waste events. The Highway Department also met with seniors on April 15, 2011 to discuss the upcoming HHW event, old medicine disposal event to be held on April 30, 2011, roadside trash cleanup, Earth Day activities, paint disposal, and answer questions on other stormwater issues. Approximately 12 people were in attendance.	Meet with other towns to coordinate the Household Hazardous Waste days, as necessary. Meet with senior citizens to educate on stormwater and waste disposal opportunities. Continue to look for opportunities to meet with organizations within the town to provide education opportunities.
Revised					

2a. Additions

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Next Permit Term
2C	Roadside Cleanups	Highway, Other Department	Annual cleanup held and amount of trash collected. Annual cleanup held. Record of amount of trash collected.	Roadside cleanups and cleanups of town properties were held on April 16, 2011 in coordination with Earth Day the following week. Prior to the event, 193 trash bags were distributed to residents for cleanup purposes at different places in town.. Highway personnel met with 20 resident volunteers for trash bag pickup at the Town Hall parking lot on April 16. These residents collected 158 bags of trash and 7 tires, more than doubling the totals from previous years. The 20 resident volunteers were also given tote bags for help with trash pickup, as well as stormwater informational brochures as outlined in BMP 1C. Posters and a display were also created to advertise the events, and 25 Earth Day coloring books were left at the library for residents as outlined in BMP 1C.	Continue roadside cleanups for Earth Day weekend. Distribute more information on Earth Day weekend at the Town Hall parking lot. Track resident participation.
Revised					

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Next Permit Term
2D Revised	Household Hazardous Waste Collection Event	Highway, Other Department	Participate with other communities on biannual collection and track resident participation. Participate with other communities on biannual collection and track resident participation. Host HHW events.	Participated with the Towns of Plaistow, Atkinson, Hampstead, Chester, and Kingston in the semiannual Household Hazardous Waste events. Plaistow hosted the May 8, 2010 event while Hampstead hosted the October 30, 2010 event. Approximately 264 people attended the Spring 2010 event, where \$12,500 worth of material was collected. Danville participation was approximately 16%, resulting in 42 households depositing \$2,000 worth of material. Approximately 469 people attended the Fall 2010 event, where \$18,400 worth of material was collected. Danville participation was approximately 10%, resulting in 47 households depositing \$1,840 worth of material. Plaistow is hosting the upcoming May 14, 2011 event and Kingston is hosting the October 29, 2011 event. The Highway Department assisted at pickup events and collected survey forms to document participation.	Continue to participate in both events. Track town resident participation and waste disposal quantities. Explore ways to increase participation such as additional advertising.
2E Revised	Catch Basin Marking Program	Highway, Other Department	# volunteers, 25% marked each year.	The Highway Department has decided not to use volunteers and instead perform this task internally. This task is currently on hold pending stencil selection and manpower requirements.	This task is currently on hold pending stencil selection and manpower requirements.

3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Next Permit Term
3A	Map Culverts	Highway and Consultant	Locate all culverts and drainage systems within the Urbanized Area (UA). Generate system base map.	The Town hired an engineering firm (CEI) to GPS locate and map stormwater structures within Town boundaries. A base map detailing both Urbanized Areas and non-urban areas was created, showing the locations of all known culverts, catch basins and outfalls. A total of 86 outfalls have been located to date. This task was completed in Permit Year 6.	The Town and CEI anticipate update the stormwater map to include stormwater structures on 3 new roads during Permit Year 9. Roads are currently private, however are it is anticipated that they will be accepted by the Town in the coming year. Continue to add additional outfalls and/or culverts as constructed in the Town.
Revised	Map Culverts and Catch Basins		Locate all culverts and drainage systems. Generate system base map.		
3B	Driveway Permits	Highway and Consultant	Update driveway permits.	Permits are required for the construction of a driveway onto a town right-of-way, particularly when a culvert must be constructed to accommodate street drainage. The Town received approximately 12 permit applications during the Year 8 reporting cycle. The Town reviewed all applications and performed inspections as needed.	Continue to update driveway permits to include additional stormwater information as necessary and outline maintenance needs.
Revised			Update driveway permits and track number of permits.		
3C	Outfall Screening for Illicit Discharges	Highway	Locate and determine illicit discharges. # of outfalls screened, samples collected.	The Town hired an engineering firm (CEI) to evaluate stormwater outfalls during dry weather. 100% of the Town's drainage system was inspected as of the end of Permit Year 6. 4 dry weather flows were sampled and no illicit discharges were identified.	Continue to monitor and inspect outfalls and catch basins. If present, analyze dry weather flows from outfalls not previously sampled.
Revised					

3a. Additions

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Next Permit Term
3D	Develop an Illicit Discharge Prohibition Ordinance	All Town Departments and Consultant	Ways to effectively prohibit discharges. Present ordinance at public meeting in 2009.	The Highway Department and Town's consultant (CEI) met with the planning board on May 13, 2010 and September 9, 2010 during Permit Year 8. During the May meeting, CEI explained the illicit discharge ordinance and presented a draft for further review. During the summer months, CEI specifically tailored an ordinance to the Town, and presented the final version during the September meeting. At the September 9 meeting, the Planning Board advised contacting the Selectmen for further discussion, as the IDDE ordinance is under their jurisdiction. Contact between the Highway Department, Selectmen, and CEI has been ongoing.	Contact between the Highway Department, Selectmen, and CEI is currently ongoing. Meet with the Selectmen and seek final approval of the IDDE ordinance.
Revised		Town Selectmen, Highway Department, and Consultant	Ordinance to effectively prohibit discharges.		
3E	Develop an IDDE Plan	Highway and Consultant	SOP in place by end of Permit Year 5.	Highway staff was made aware of previously developed SOPs for catch basin and outfall inspection. SOPs were utilized during routine stormwater system inspection and maintenance activities.	Continue to monitor and inspect outfalls and catch basins. Utilize SOPs during all applicable Highway operations and record inspection events on log sheets.
Revised	Develop Illicit Discharge Detection and Inspection SOPs				
3F	Incorporate Illicit Discharge Information into Public Education BMPs	Highway	IDDE information in public education BMPs annually.	The Town reviewed results of past IDDE activities and reviewed ways to make this information available to the public. A map of the stormwater structures prepared under BMP 3A was left at the Town Hall for interested residents to review.	Upload the Illicit Discharge report to the website for download by residents. Evaluate additional options for incorporating IDDE results on the website or other public areas.
Revised					

4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Next Permit Term
4A	Ordinances	Planning, Town Engineer, and Consultant	Ordinances to address construction issues.	The Highway Department and Town's board on May 13, 2010 and September 9, 2010 during Permit Year 8. During the May meeting, CEI explained the construction site stormwater runoff control ordinance and presented a draft for further review. During the summer months, CEI specifically tailored an ordinance to the Town, and presented the final version during the September meeting. In December 2010, the Planning Board voted to approve the ordinance, which is currently in effect.	Enforce the construction site stormwater runoff control ordinance approved during Permit Year 8.
Revised		Department, Highway Department, and Consultant	Ordinances to address construction site stormwater runoff.		

4a. Additions

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Next Permit Term
4B	Review of Construction Sites	Highway, Building Inspector and Town Engineer	Enforce NOI's and need for NOI's.	Inspected previous construction sites and advised developers on what was needed to maintain erosion and sediment controls. Reviewed and inspected driveway permits in conjunction with BMP 3B. The Highway Department conducted inspections of individual house lot construction during routine operations. There were no new commercial or residential subdivision construction project starts during Permit Year 8, however a new bridge on Sandown Road was installed over the Exeter River. The project was completed in November 2010 to replace a bridge previously destroyed due to flooding.	Continue to be proactive in the inspection of developments that are required to file a NOI and enforce construction site runoff controls. As of April 2011, there are no large construction projects ongoing. A large commercial project is currently in the planning stages.
Revised	Review of Construction Sites and Driveway Permits				
4C	Establish a Procedure for the Receipt of Information Submitted by the Public	Highway and Planning	# calls received and record of follow-up actions.	Included contact information in select flyers, in the 2010 Town Report, and on the website in coordination with BMP 1D. Construction site issues are reported to the Highway Department and handled as needed. No calls or reports were received during Permit Year 8.	Continue to document any calls or complaints received.
Revised					
4D	Develop and Implement a Construction Site Inspection Program	Highway and Planning	Standardized form & record of inspections/follow-up actions.	As outlined under BMP 4B, there are no large ongoing construction projects. Due to the historic lack of large construction projects in town, the Highway Department will not develop a standardized inspection program. The department will continue to document all findings and address any deficiencies.	Document all construction findings.
Revised					

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 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Next Permit Term
5A	Ordinances	Highway, Planning and Town Engineer	Set up and create ordinances. Ordinance at Public Meeting in 2009.	The Highway Department and Town's consultant (CEI) met with the planning board on May 13, 2010 and September 9, 2010 during Permit Year 8. During the May meeting, CEI explained the post-construction stormwater management ordinance and presented a draft for further review. During the summer months, CEI specifically tailored an ordinance to the Town, and presented the final version during the September meeting. In December 2010, the Planning Board voted to approve the ordinance, which is currently in effect.	Enforce the post-construction stormwater management ordinance approved during Permit Year 8.
Revised		Planning Department, Highway Department, and Consultant	Ordinances to address post-construction stormwater management.		
5B	Routine Maintenance	Highway	Maintain culverts and general maintenances. Records of inspections and maintenance.	Monitored culverts and catch basins for blockages, especially during heavy Spring snowmelt events. Inspections were performed on February 25 and 28, 2011, and March 6, 7, 11, and 16, 2011 to check for excess sediment accumulation and ensure proper function. Removed blockages and repaired washouts as needed.	Continue to check all catch basins and culverts, and maintain as needed. Follow SOPs for maintenance/repair of outfalls. Record activities and incorporate into Control Measure 6.
Revised					

5a. Additions

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Next Permit Term
5C	Subdivision Review	Highway, Town Engineer, Building Inspector	Developer's compliance, record of plan review.	No new subdivision construction starts were initiated during Permit Year 8.	Inspect developments to ensure all stormwater control measures are in place after construction. Encourage construction of BMPs that meet water quality criteria.
Revised					

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 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Next Permit Term
6A	Employee Training	Highway, Town Engineer and Consultant	Meet with all departments to establish what needs to be done. Record # of staff trained, types of training.	Reviewed existing training efforts for good housekeeping. Conducted a stormwater training session with Highway employees in October 2010 and during ongoing operations. Training also includes review of SOPs for catch basin, outfall and BMP maintenance and repair.	Continue to conduct training with Highway Department employees.
Revised					

6a. Additions

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Next Permit Term
6B	Clean Up Day	Highway, Forestry	Town roadways cleaned up from trash. Town roadways and forests cleaned of trash	The Highway Department held its 7 th Annual Town Wide Roadside Cleanup event on April 16, 2011 in conjunction with Earth Day the following week. Approximately 158 bags of trash and 7 tires were collected, more than doubling the totals from previous years.	Continue holding the annual Earth Day roadside cleanup. Publish newspaper articles advertising the event and discussing cleanup success.
6C	Water Testing	Highway and Consultant	Water testing of drainage outfalls. Record # of samples collected and results.	Dry weather sampling was performed on three outfalls (four flows) and results were documented and recorded in a report prepared by the Town's consultant during Permit Year 6. None of the results violated water quality standards or indicated that an illicit discharge might be present.	Continue to monitor outfalls and perform testing if a suspect discharge is found. Respond to any illicit discharge complaints received by the Highway Department.
Revised					

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Next Permit Term
6D	Household Hazardous Waste Cleanup Days	Highway	Assist with bi-annual household hazardous waste drop-off days.	Participated with the Towns of Plaistow, Atkinson, Hampstead, Chester, and Kingston in the semiannual Household Hazardous Waste events. Plaistow hosted the May 8, 2010 event while Hampstead hosted the October 30, 2010 event. Approximately 264 people attended the Spring 2010 event, where \$12,500 worth of material was collected. Danville participation was approximately 16%, resulting in 42 households depositing \$2,000 worth of material. Approximately 469 people attended the Fall 2010 event, where \$18,400 worth of material was collected. Danville participation was approximately 10%, resulting in 47 households depositing \$1,840 worth of material. Plaistow is hosting the upcoming May 14, 2011 event and Kingston is hosting the October 29, 2011 event. The Highway Department assisted at pickup events and collected survey forms to document participation.	Continue to participate in events. Track resident participation and continue to distribute information at HHW events.
Revised					
6E	Evaluate Municipal Facilities and Operations & Develop BMPs	Highway and Consultant	Inspection results and BMPs.	The Highway Department is in the process of adding funds to a capital reserve fund for construction of a new salt shed within indoor loading capabilities. A total of \$70,500 has been deposited towards a goal of \$120,000. The Town Hall, police department and highway garage parking areas were observed during rain events during Permit Year 7. No additional progress performed during Permit Year 8.	Continue to add funds towards the construction of a new salt storage shed. Continue to inspect municipal facilities, particularly the highway garage, and address ways to reduce stormwater runoff. Evaluate improvements to the existing salt and sand storage areas in the highway yard. Develop BMPs to minimize existing or potential impacts to stormwater.
Revised					

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Next Permit Term
6F Revised	Storm Drain System Operation and Maintenance Plan Storm Drain System SOPs and O&M Plan	Highway and Consultant	Storm Drain System O&M Plan. Standard Operating Procedures and O&M Plan.	Previously developed SOPs for catch basin, outfall and BMP maintenance & repair were used during Highway Department operations. Winter SOPs including snow removal and sand & salt application were also implemented and used.	Continue to utilize SOPs during all applicable Highway operations. Record inspection and maintenance activities.
6G Revised	SOP for Flood Projects	Highway and Consultant	Written review process, record of projects.	The Highway Department tracks roadway areas especially prone to flooding for inspection after heavy rainfall events. Roadway and shoulder areas that were impacted by excess stormwater were repaired.	Document any known flooding problems. Work on developing SOPs for fixing flood-prone roadway areas.
6H Revised	Sample Catch Basin Cleanings	Highway	Catch basin sediment sample.	The Town's consultant obtained a confirmatory composite sample of the Spring 2010 catch basin cleaning stockpile on June 18, 2010. The sample was evaluated for disposal and reuse options in compliance with NHDES Risk Characterization and Management Policy (RCMP) soil standards. The stockpile met all S-1 criteria for reuse without restriction. In compliance with NHDES regulations, annual testing of one representative composite sample for an initial period of 2 years has been completed. Sampling may now be performed every 3 years, with the next sample not requiring collection until 2013. The catch basin cleanings were reused along roadways to repair erosion areas in routine Highway Department operations.	No additional sampling is anticipated during Permit Year 9. Continue to reused catch basin cleaning to repair eroded areas.

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 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Next Permit Term
	N/A				
Revised					

7a. Additions

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7b. WLA Assessment

NH DES submitted the draft 2010 303d list (list of impaired waters) to EPA for approval on April 1, 2010. The updated 303d list outlines several waterbodies in Danville that are impaired due to mercury from atmospheric deposition, consistent with those outlined in the Town's NOI. Total Maximum Daily Load (TMDL) Reports were issued for Acid Lakes in NH and Mercury in the Northeast Region in September and October 2007, respectively. These TMDLs do not specifically address waters in Danville and, in general, develop regional recommendations for pollutant sources that contribute to atmospheric deposition. However, the Mercury TMDL, outlines that state regulatory controls will help to reduce mercury sources such as those contained in household products or wastes. The Town of Danville is currently addressing mercury sources in Town through the annual Household Hazardous Waste Collection events.

The draft 2010 303d list also lists two additional waterbodies classified as a Category 5, meaning waters in need of a TMDL. Bartlett Brook is listed as impaired for pH and Dissolved Oxygen while Cub Pond is listed as impaired for pH. Both Bartlett Brook and Cub Pond are classified as low priority for TMDL development, with TMDLs scheduled for 2021 and 2023, respectively.

Part IV. Summary of Information Collected and Analyzed

86 stormwater outfalls have been mapped via GPS coordinates. Structure locations were imported into a GIS base map to form a complete map depicting all outfalls, culverts and catch basins within Town limits.

All Town outfalls were also screened for potential illicit discharges. Flow was observed and field tested at three of the inspected outfalls. One outfall was fed by two flowing inlet pipes which were sampled separately. There were no observed unusual activities in the vicinity of the outfalls (i.e. vehicle washing, etc) or obvious sources of illicit discharges associated with any sampled outfall. Sources of dry weather flow are likely due to snow melt, high groundwater and perimeter yard drains. Laboratory tests of the samples for *E.coli*, ammonia, fluoride and chlorine did not indicate elevated concentrations at any outfall. Additional outfall inspections are ongoing; laboratory testing will be performed as needed.

The Town's consultant obtained a confirmatory sample of the Spring 2010 catch basin cleaning CBC stockpile on June 18, 2010. Approximately 12 grab samples of the approximately ½ cubic yard in size stockpile were taken to create a single composite sample. The sample was evaluated for disposal and reuse options in compliance with NHDES Risk Characterization and Management Policy (RCMP) soil standards. The stockpile met all S-1 criteria for reuse without restriction such that no special disposal or handling is required and these materials may be used where needed. In compliance with NHDES regulations, annual testing of one representative composite sample for an initial period of 2 years has been completed. Sampling may now be performed every 3 years, with the next sample not requiring collection until 2013.

Part V. Program Outputs & Accomplishments (OPTIONAL)

Programmatic

Stormwater management position created/staffed	(y/n)	N
Annual program budget/expenditures	(\$)	\$15,000.00
Total program expenditures since beginning of permit coverage	(\$)	General fund
Funding mechanism(s) (General Fund, Enterprise, Utility, etc)		

Education, Involvement, and Training

Estimated number of residents reached by education program(s)	(# or %)	100%
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)	N
Household Hazardous Waste Collection Days		
▪ days sponsored	(#)	2/ co-sponsor w/other towns
▪ community participation	(%)	10% -20% represented (estimated)
▪ material collected	(tons or gal)	Approximately \$4,000 of material
School curricula implemented	(y/n)	Y

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
▪ 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

Outfall mapping complete		(%)		100% of town
Estimated or actual number of outfalls		(#)		86
System-Wide mapping complete		(%)		100
Mapping method(s)				
▪ Paper/Mylar		(%)		-
▪ CADD		(%)		-
▪ GIS		(%)		100%
Outfalls inspected/screened		(# or %)		100%
Illicit discharges identified		(#)		0
Illicit connections removed		(#)		N/A
% of population on sewer		(est. gpd)		
% of population on septic systems		(%)		0%
		(%)		100%

Construction

Number of construction starts (>1-acre)		(#)		0
Estimated percentage of construction starts adequately regulated for erosion and sediment control		(%)		100%
Site inspections completed		(# or %)		0
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	(%)	100%
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)	1
Average frequency of catch basin cleaning (commercial/arterial or other critical streets)	(times/yr)	1
Total number of structures cleaned	(#)	86
Storm drain cleaned	(LF or mi.)	0
Qty. of screenings/debris removed from storm sewer infrastructure	(lbs. or tons)	½ c.y. from catch basin cleanings
Disposal or use of sweepings (landfill, POTW, compost, recycle for sand, beneficial use, etc.)		N/A
Basin Cleaning Costs		
• Annual budget/expenditure (labor & equipment)	(\$)	0
• Hourly or per basin contract rate	(\$/hr or \$ per basin)	0
• Disposal cost	(\$)	0
Cleaning Equipment		
• Clam shell truck(s) owned/leased	(#)	0
• Vacuum truck(s) owned/leased	(#)	0
• Vacuum trucks specified in contracts	(y/n)	N
• % Structures cleaned with clam shells	(%)	0
• % Structures cleaned with vacor	(%)	0
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)	
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.)	(location)	
Annual Sweeping Costs		
• Annual budget/expenditure (labor & equipment)		
• Hourly or lane mile contract rate		