

Municipality/Organization: Town of Hampstead

EPA NPDES Permit Number: NH 0041010

MassDEP Transmittal Number: W-

Annual Report Number

& Reporting Period: April 1, 2006 – March 31, 2007

JUN 4 2007

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

Part I. General Information

Contact Person: Jon Worthen Title: Road Agent

Telephone #: 329-5110 Email: hampsteadhighway@comcast.net

Mailing Address: 11 Main Street, Hampstead, NH 03841

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: Jean Pothier

Printed Name: Jean Pothier

Title: Chairman Board of Selectmen

Date: 5/29/07

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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
1-2 Revised	Distr. bute information	Town - PB + Tech Rev.		Provide information to Contractors concerning wetlands impact.	Continue practice
1-3 Revised	Public Ed. Schools			Hampstead Middle School recycling program.	Continue Practice
1-3 Revised	Public Ed. Schools			Hampstead Central School Recycling Program started	Continue Practice
1-4 Revised	Big Island Pond	Barry Reed		Newsletters are sent twice a year.	Continue Practice
1-5 Revised	Hazardous Waste	Soliel Waste	137 participants (hosting town)	Two hazardous waste day scheduled per yr.	Continue this practice
1-6 Revised	Sunset Lake Assoc	Kathy Cole		Send out newsletters to SLA members	Continue this practice

1a. Additions

2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
2-1 Revised	Hampstead Middle School	Kathe Cusson		7th grade water monitoring program	Continue program
2-2 Revised	Big Island Pond	Burly Reed		Low suit on certain roads Continue to meet and	continue practice
2-3 Revised	Sunset Lake Assoc.	Kitty Cole		Continue to meet and address issues related to the lake	continue
2-4 Revised	Adopt-a-street	Jon Worthen	recruite participants	Continue to encourage recruitment	Continue with program.
2-4 Revised	Roadside trash Pick-up	Cons. Comm + Jon Worthen	approx 120 bags of trash pickup	Continue to encourage participation	continue
2-5 Revised	Public Meeting	Board of Selectmen		Discuss permitting requirements	Continue

2a. Additions

2-4	Recycling	Recreation Dept.		establish a recycling program at the Recreation fields	continue if successful
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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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
3-1 Revised	Stormwater mapping	Jon Worthen	Catch basins mapped	Continue to add catch basins as necessary	N/A
3-2 Revised	see 1-5				
3-3 Revised	Failed Septic Systems	Kris Emerson Health Off.	approximately 30 failed systems	Regular inspections and reviewing compliance.	Continue practice and monitoring of existing sites for any apparent problems.
Revised					
Revised					
Revised					

3a. Additions

4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
4-1 Revised	Ordinances	Planning Board		Continue with inspections and compliance	continue this practice
4-2 Revised	Site Plan Review	Planning Board		Continue to review plans. Erosion controls in place when construction begins	continue this practice
4-3 Revised	Inspections	Kris Emerson SFC Eng.	Regular reports	Continue regular site visits to all construction sites	Continue this practice
Revised					
Revised					
Revised					

4a. Additions

5. Post-Construction Stormwater Management in New Development and Redevelopment

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
5-1 Revised	Erosion Control	Planning Board		Continue review of site plans	Continue practice
5-2 Revised	Drainage / Grading plan	Planning Board		Continue review of site plans	Continue practice
5-3 Revised	Inspections	Kris Emerson CED	periodic site inspections	Coordination with property owners to maintain systems	Continue practice
Revised					
Revised					
Revised					

5a. Additions

6. Pollution Prevention and Good Housekeeping in Municipal Operations

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
6-1 Revised	Employee Training Program	Jon Worthen / Transfer	Groundwater employees certified	Training as needed	training as needed
6-2 Revised	Town Owned Garage	Jon Worthen		Continue with Best Management Practices	continue with BMP
6-3 Revised	Fuel Station	Chip Hastings		Cont. with BMP	cont. with BMP
6-4 Revised	Schools	Bob Bragg		Continue with BMP	continue with BMP
6-5 Revised	Recycling Facilities	Jon Worthen	collected enough oil to heat garage	collect fluorescent light bulbs, oil and batteries	continue with this practice
Revised					

6a. Additions

6-5	Recycling	Jon Worthen		Book recycling at Town Garage	continue of successful
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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 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

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 **	(\$)	No
Total program expenditures since beginning of permit coverage	(\$)	
Funding mechanism(s) (General Fund, Enterprise, Utility, etc)		

Education, Involvement, and Training

Estimated number of property owners reached by education program(s)	(# or %)	
Stormwater management committee established	(y/n)	No
Stream teams established or supported	(# or y/n)	No
Shoreline clean-up participation or quantity of shoreline miles cleaned **	(y/n or mi.)	privately by Lake Assoc.
Shoreline cleaned since beginning of permit coverage	(mi.)	
Household Hazardous Waste Collection Days		
▪ days sponsored **	(#)	2
▪ community participation **	(# or %)	137 residents.
▪ 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					
▪ Erosion & Sediment Control					✓
▪ Post-Development Stormwater Management					
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	(%)	100%
Estimated or actual number of outfalls	(#)	150 <i>est</i>
System-Wide mapping complete (complete storm sewer infrastructure)	(%)	100%
Mapping method(s)		
▪ Paper/Mylar	(%)	✓
▪ CADD	(%)	
▪ GIS	(%)	
Outfalls inspected/screened **	(# or %)	
Outfalls inspected/screened (Since beginning of permit coverage)	(# or %)	100%
Illicit discharges identified **	(#)	0
Illicit discharges identified (Since beginning of permit coverage)	(#)	0
Illicit connections removed **	(#); and (est. gpd)	0
Illicit connections removed (Since beginning of permit coverage)	(#); and (est. gpd)	0
% of population on sewer	(%)	0
% of population on septic systems	(%)	100%

Construction

	(Preferred Units)	Response
Number of construction starts (>1-acre) **	(#)	4
Estimated percentage of construction starts adequately regulated for erosion and sediment control **	(%)	100
Site inspections completed **	(# or %)	12
Tickets/Stop work orders issued **	(# or %)	6
Fines collected **	(# and \$)	0
Complaints/concerns received from public **	(#)	1

Post-Development Stormwater Management

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	(%)	100%
Site inspections (for proper BMP installation & operation) completed **	(# or %)	100%
BMP maintenance required through covenants, escrow, deed restrictions, etc.	(y/n)	
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)	> Top 2 times per year inside once every two years
Average frequency of catch basin cleaning (commercial/arterial or other critical streets) **	(times/yr)	
Qty of structures cleaned **	(#)	50
Qty. of storm drain cleaned **	(%, LF or mi.)	100 ft
Qty. of screenings/debris removed from storm sewer infrastructure **	(lbs. or tons)	
Disposal or use of screenings (landfill, POTW, compost, beneficial use, etc.) **	(location)	N/A

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

	(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)	

	(Preferred Units)	Response
Average Ratio of Anti-/De-Icing products used ** (also identify chemicals and ratios used in specific areas, e.g., water supply protection areas)	% NaCl % CaCl ₂ % MgCl ₂ % CMA % Kac % KCl % Sand	
Pre-wetting techniques utilized **	(y/n or %)	No
Manual control spreaders used **	(y/n or %)	Yes
Zero-velocity spreaders used **	(y/n or %)	No
Estimated net reduction or increase in typical year salt/chemical application rate	(±lbs/lb mi. or %)	
Estimated net reduction or increase in typical year sand application rate **	(±lbs/lb mi. or %)	
% of salt/chemical pile(s) covered in storage shed(s)	(%)	
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)	

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	