

MAY 20 2016

Municipality/Organization: Town of New Castle, New Hampshire

EPA NPDES Permit Number: NHR041022

MassDEP Transmittal Number: W-

Annual Report Number
& Reporting Period:

Year
April 1, 2015 – March 31, 2016

**NPDES PII Small MS4 General Permit
Annual Report
(Due: May 1, 2016)**

Part I. General Information

Contact Person: Stephen Tabbutt

Title: Public Works
Superintendent/Road
Agent

Telephone #: 603-431-6710 Ext 13

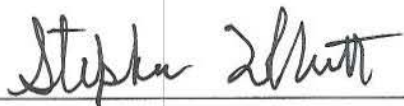
Email: stephen-tabbutt@comcast.net

Mailing Address: PO Box 367, New Castle, NH
03854

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: Stephen Tabbutt

Title: Supr. Of Public Works/Road Agent

Date: April 29, 2016

Part II. Self-Assessment

The Town of New Castle, New Hampshire, has completed the required self-assessment and it is determined that the Town is in compliance with all permit conditions.

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
NC1-001 Revised	Quarterly Newsletter Entitled “Island Items”	Select Board Pam Cullen	Sporadic articles to educate the public	Outreach to the residents and public at large for updated information and education on storm drains	Continued articles
NC1-002 Revised	Household Hazardous Waste Day	53-B Town	Report from 53-B as to quantity and waste dropped off.	See attached paper work that is hand delivered to all residents of the town in Saturday, May 30 2015 and Saturday, August 29, 2015.	Last year with 53-B membership.
NC1-003 Revised	Pet Waste Management	Steve Tabbutt	Weekly cleaning of town property	Posted signs alerting public of town ordinance regarding pest waste.	Continue display of signs and reinforcement of ordinance via news letter.
NC1-004 Revised	Town website – newcastlenh.org	Select Board Pam Cullen	Page count – number of visits	Website links to Shoreline Homeowner’s guide to Storm Water Management; Shoreland Protection Information; Town regs to include Wetland Conservation District	Continue offering links and browse for new education to post.
NC1-005 Revised	Article inserted into water billing from the City of Portsmouth	Brian Goetz – Deputy Director of Public Works, Portsmouth NH	Reached all of Portsmouth water customers in the town of New Castle.	Both the Town of New Castle and City of Portsmouth available for concerns/questions	Continue working with the City of Portsmouth
NC1-006 Revised	New Castle Board – Conservation Commission	Conservation Commission	Offering out reach – See attached Article	“From Tides to Storms: Preparing for NH Future Coast” – presented at their monthly meeting. Meeting minutes uploaded to town website	Conservation Commission and subcommittees outreach to the community

1a. Additions

NC1-007	Southeast watershed Alliance	Member of Rockingham Planning Comm	Made available to the public at the Town office	Available at RPC website – recorded hits – See attached paperwork	Rockingham Planning Commission website available 24/7 to the public
NC1-008	Lawn Care pamphlet	New Castle Conservation Commission	Available to public regarding information and tips for better environment	Progress through information. See attached paperwork	Educate the public

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
NC2-001 Revised	Conservation Commission – Town Board	Board members	Controlling and monitoring projects. Pursuing grants.	Lavenger Creek walking tour with wetlands specialist and Conservation Commission Members and Rockingham County Cons. District Spec. Tracy Degnan	Involving public to participate in activities.
NC2-002 Revised	Storm Drain Stenciling	Steve Tabbutt	Maintaining stenciling on drains.	Reviewing stenciling to determine legibility.	Yearly monitoring.
NC2-003 Revised	Beach Clean Up	Steve Tabbutt	Daily maintenance during summer season	Self monitoring	Continue daily maintenance during the summer season.
NC2-004 Revised	Sponsor-A-Highway	Local residents who participate in NH program	Keeping debris, trash and other hazardous waste off of Route 1-B twice a year.	State oversees required number of cleanups to retain sponsorship.	Agreement with NHDOT between local citizen.
NC2-005 Revised	Rain Garden	New construction	Building inspector to regulate construction of required garden.	Visual inspection. At several locations for new construction.	Yearly upkeep.
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 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities
NC3-001	Monitoring of illicit discharge	Road Agent	Daily visual checks.	Required daily maintenance of septic pump stations throughout the town, allows for visual detection of illicit discharge detection.	Continue present practice.
Revised					
NC3-002	Monitoring of illicit discharge	Building Inspectors	Periodic walking inspections	On going inspections	None
Revised					
Revised					
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 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities
NC4-001	Run off from new construction	Conservation Commission, Building Inspectors, Road Agent	Monitor new sites for construction	Again, monitor sites until construction is complete.	Continue monitoring.
Revised					
Revised					
Revised					
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 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities
NC5-001 Revised	Monitoring post construction sites	Road Agent, Building Inspectors	Monitoring sites	Monitoring sites for a relative time after construction.	None
Revised					
Revised					
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 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities
NC6-001	Park and beach daily cleaning	Steve Tabbutt, Chris Pufhal and seasonal park crew	Daily inspections/cleaning	Seasonal procedure	Continue with present practice.
Revised					
NC6-002	Irradiation of invasive species at various wetlands	Conservation Commission and Tracy Degnan, Conservation Specialist from RCCD	Visual inspection	Monitoring from Conservation Commission	Continue with present practice of monitoring.
Revised					
NC6-003	Water Quality Report	Portsmouth Water Division	Sent to all water customers.	Agenda item for Water & Sewer Commission and feed back from public. See attached paperwork.	Yearly report.
Revised					
NC6-004	Town and City Magazine	Local Government Center	Sporadic articles re: water, sewer, pollution, education, etc.	Mailed to all pertinent government officials and disseminated to public when applicable.	None
Revised					
Revised					

6a. Additions

7. BMPs for Meeting Total Maximum Daily Load (TMDL) Waste Load Allocations (WLA) <<if applicable>>

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities
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, 2010 through March 31, 2011)

Programmatic

	(Preferred Units)	Response
Stormwater management position created/staffed	(y/n)	N
Annual program budget/expenditures **	(\$)	None
Total program expenditures since beginning of permit coverage	(\$)	None
Funding mechanism(s) (General Fund, Enterprise, Utility, etc)		

Education, Involvement, and Training

Estimated number of property owners reached by education program(s)	(# or %)	500+
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.)	½ mile
Shoreline cleaned since beginning of permit coverage	(mi.)	½ mile
Household Hazardous Waste Collection Days		
▪ days sponsored **	(#)	1
▪ community participation **	(# or %)	No feed back
▪ material collected **	(tons or gal)	No feed back
School curricula implemented	(y/n)	N

Legal/Regulatory

	In Place Prior to Phase II	Reviewing Existing Authorities	Drafted	Draft in Review	Adopted
Regulatory Mechanism Status (indicate with "X")					
▪ Illicit Discharge Detection & Elimination	X				
▪ Erosion & Sediment Control	X				
▪ Post-Development Stormwater Management					
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	(%)	50
Estimated or actual number of outfalls	(#)	20more or less
System-Wide mapping complete (complete storm sewer infrastructure)	(%)	100
Mapping method(s)		
▪ Paper/Mylar	(%)	100
▪ CADD	(%)	
▪ GIS	(%)	
Outfalls inspected/screened **	(# or %)	3
Outfalls inspected/screened (Since beginning of permit coverage)	(# or %)	3
Illicit discharges identified **	(#)	
Illicit discharges identified (Since beginning of permit coverage)	(#)	
Illicit connections removed **	(#); and (est. gpd)	
Illicit connections removed (Since beginning of permit coverage)	(#); and (est. gpd)	

% of population on sewer	(%)	83.4
% of population on septic systems	(%)	16.6

Construction

	(Preferred Units)	Response
Number of construction starts (>1-acre) **	(#)	3
Estimated percentage of construction starts adequately regulated for erosion and sediment control **	(%)	100
Site inspections completed **	(# or %)	3
Tickets/Stop work orders issued **	(# or %)	0
Fines collected **	(# and \$)	0
Complaints/concerns received from public **	(#)	0

Post-Development Stormwater Management

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

Operations and Maintenance

Average frequency of catch basin cleaning (non-commercial/non-arterial streets) **	(times/yr)	1
Average frequency of catch basin cleaning (commercial/arterial or other critical streets) **	(times/yr)	
Qty of structures cleaned **	(#)	40
Qty. of storm drain cleaned **	(%, LF or mi.)	200
Qty. of screenings/debris removed from storm sewer infrastructure **	(lbs. or tons)	500 lbs

Disposal or use of screenings (landfill, POTW, compost, beneficial use, etc.) **	(location)	
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Basin Cleaning Costs		
• Annual budget/expenditure (labor & equipment)**	(\$)	0
• 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)	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 **	(\$/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:
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("N/A" = never used; "100%" = elimination)		
▪ Fertilizers	(lbs. or %)	n/a
▪ Herbicides	(lbs. or %)	n/a
▪ Pesticides	(lbs. or %)	n/a
Integrated Pest Management (IPM) Practices Implemented	(y/n)	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 %)	
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. or %)	
Estimated net reduction or increase in typical year sand application rate **	(±lbs/ln mi. or %)	
% of salt/chemical pile(s) covered in storage shed(s)	(%)	100
Storage shed(s) in design or under construction	(y/n or #)	
100% of salt/chemical pile(s) covered in storage shed(s) by May 2008	(y/n)	

Water Supply Protection

Storm water outfalls to public water supplies eliminated or relocated	# or y/n	N
Installed or planned treatment BMPs for public drinking water supplies and their protection areas	# or y/n	N
Treatment units induce infiltration within 500-feet of a wellhead protection area	# or y/n	N