

Municipality/Organization: Pelham, NH

EPA NPDES Permit Number: NHR041025

Annual Report Number

& Reporting Period: No. 6: March 2008-March 2009

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Tom Gaydos

Title: Town Administrator

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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:

Thomas R. Gaydos

Title:

Town Administrator

Date:

Jul 20, 2011

Part II. Self-Assessment

The Town of Pelham has completed the required self-assessment and has determined that our municipality is in compliance with all permit conditions and Best Management Practices (BMP).

Part III. Summary of Minimum Control Measures

1. Public Education and Outreach

BMP ID #	BMP Description	Permit Year 4 2006 (Reliance on non-municipal partners indicated, if any)	Permit Year 5 2007	Additional Year 1 2008
1.1	BMP Description Plan and research public education programs and plan for funding Measurable Goal(s) Plan and funds by 2004 Responsible Dept./Person Name Planning Director	Planned Activities – Stormwater Committee to research further programs and funding. Progress on Goal(s) – Brochure regarding Wetland Conservation District restrictions to be sent to homeowners within the district, local realtors, and the town website..	Planned Activities – Brochure being developed by the Planning Dept. with the Conservation Commission to inform residents about Wetland Conservation District (WCD), Progress on Goal(s) – added to town website, distributed to local realtors, and reproduced in small quantities for the general public.	Planned Activities – Continued distribution of brochure
1.2	BMP Description Conduct public education programs Measurable Goal(s) 1 to 2 per year for permit term Responsible Dept./Person Name Planning Director	Planned Activities – Show EPA video “After the Storm” on community local access television station. Stormwater. Committee to research additional programs Progress on Goal(s) – EPA video “After the Storm” was played at least 100 times, approximately twice a week sometimes more.	Planned Activities – Show EPA video “After the Storm” approximately the same amount of times as last year on local access television station. Progress on Goal(s) – EPA video “After the Storm” was played at least 100 times, approximately twice a week sometimes more.	Planned Activities – Show EPA video “After the Storm” approximately the same amount of times as last year on local access television station. Progress on Goal(s) – EPA video “After the Storm” was played at least 100 times, approximately twice a week sometimes more.

1.3	BMP Description Save Long Pond Brochure Cyanobacteria Awareness Measurable Goal(s) Distribute as needed Responsible Dept./Person Name Parks and Recreation Advisory Board	Planned Activities – Call select residents of Long Pond to gauge effectiveness of program. Continue to monitor water quality at Long Pond. Progress on Goal(s)- Cyanobacteria bloom occurred last year, however, it happened later in the year and was for a shorter period than the previous bloom. Town has received comments from residents whom were not aware of the potential pollutants they were adding to the pond, and have revised their activities to not use those pollutants.	Planned Activities – Call select residents of Long Pond to gauge effectiveness of program. Continue to monitor water quality at Long Pond.	Planned Activities – Continue to monitor water quality at Long Pond.
1.4	BMP Description Implement Stormwater Committee Measurable Goal(s) Meet monthly in 2006 and at least bi-monthly thereafter to plan and evaluate BMP implementations Responsible Dept./Person Name Planning Dept., School Board, Town Administration, Highway Dept., Parks and Recreation Advisory Board, and Conservation Commission	Progress on Goal(s) – Committee is being assembled with representatives from the departments/ boards noted.	Planned Activities – To continue bi-monthly meetings. Progress on Goal(s) – Considering regulations to require post-development peak flows to be less than pre-development peak flows by a percentage that is yet to be determined.	Planned Activities – Continue to meet and research various methods of stormwater management.

Environmental Protection Agency (EPA)
 Nashua Regional Planning Commission (NRPC)
 New Hampshire Department of Environmental Services (NHDES)

2. Public Involvement and Participation

BMP ID #	BMP Description	Permit Year 4 2006 (Reliance on non-municipal partners indicated, if any)	Permit Year 5 2007	Additional Year 1 2008
2.1	BMP Description Solicit the public as to the type of involvement of participation Measurable Goal(s)	Planned Activities – No Activity Planned	Planned Activities – No activity planned.	Planned Activities – No activity planned.

	Complete by 2005 Responsible Dept./Person Name Planning Director	Progress on Goal(s) – This BMP has been replaced by BMP 1.4.	Progress on Goal(s) – This BMP has been replaced by BMP 1.4.	Progress on Goal(s) – This BMP has been replaced by BMP 1.4.
2.2	BMP Description Conduct public programs Measurable Goal(s) Complete by 2007 Responsible Dept./Person Name Planning Director and Stormwater Committee	Planned Activities – Reach out to the public. Progress on Goal(s) – Link added to town Health Department website regarding EEE and WNV.	Planned Activities – Continue public outreach. Progress on Goal(s) –	Planned Activities – Continue public outreach.
2.3	BMP Description Hold hazardous waste collection days at Nashua DPW Measurable Goal(s) Regional hazardous waste collection days are held annually with drop-off located at the Nashua DPW garage. Responsible Dept./Person Name Highway Department	Planned Activities – Five (5) hazardous waste collection days are scheduled for 2006. Progress on Goal(s) – Hazardous waste collection days were held five (5) times, April through November in 2006.	Planned Activities – Six (6) hazardous waste collection days are scheduled for 2007. Progress on Goal(s) – Hazardous waste collection days were held six (6) times, April through November in 2007.	Planned Activities – Six (6) hazardous waste collection days are scheduled for 2008.

Nashua Regional Planning Commission (NRPC)
Eastern Equine Encephalitis (EEE)
West Nile Virus (WNV)

3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Permit Year 4 2006 (Reliance on non-municipal partners indicated, if any)	Permit Year 5 2007	Additional Year 1 2008
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3.1	BMP Description Plan and fund mapping of UA, need to look at overall mapping needs as it applies to illicit discharge detection & elimination control measures Measurable Goal(s) Plan and funding by 2004 and look at needs as it applies to illicit discharge detection and elimination control measures Responsible Dept./Person Name Planning Director	Planned Activities – Expand recycling efforts; prepare warrant article. Progress on Goal(s) – Warrant article failed.	Planned Activities – Identify alternative sources of funding. Progress on Goal(s) – Continue to search for alternative sources of funding.	Planned Activities – Identify alternative source of funding.
3.2	BMP Description Map outfalls & receiving waters Measurable Goal(s) By end of 5-year permit term, outfall mapping to be completed Responsible Dept./Person Name Planning Director	Planned Activities – Mapping to be completed Progress on Goal(s) – Mapping completed February 2007.	Planned Activities – This item has been completed.	Planned Activities – This item has been completed.
3.3	BMP Description Develop stormwater bylaw Measurable Goal(s) Bylaws developed and presented to selectman Responsible Dept./Person Name Planning Director	Planned Activities – Review bylaws. Establish a review and hearing for their acceptance. Adopt bylaws by Spring 2008. Progress on Goal(s) – Continue review of bylaws.	Planned Activities – Adopt bylaws. Progress on Goal(s) – Continue review of bylaws.	Planned Activities – Adopt bylaws. Progress on Goal(s) – Continue review of bylaws.
3.4	BMP Description Dry weather screening of outfalls Measurable Goal(s) Screening at outfalls during dry weather Responsible Dept./Person Name Highway Department	Planned Activities – Continued screening during mapping. Progress on Goal(s) – Screening completed February 2007.	Planned Activities – This item has been completed.	Planned Activities – This item has been completed.

3.5	BMP Description Develop policy for elimination of illicit discharges Measurable Goal(s) Prepared policy for elimination of illicit discharges Responsible Dept./Person Name Planning Director	Planned Activities – Policy to be adopted by Spring 2008. Progress on Goal(s) – The town has hired a Code Enforcement Officer to monitor and enforce zoning violations.	Planned Activities – Adopt policy.	Planned Activities – Adopt policy
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Geographic Information System (GIS)
Nashua Regional Planning Commission (NRPC)
Urban Area (UA)
New England Interstate Water Pollution Control Commission (NEIWPCC)

4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Permit Year 4 2006 (Reliance on non-municipal partners indicated, if any)	Permit Year 5 2007	Additional Year 1 2008
4.1	BMP Description Review existing subdivision and site plan review regulations Measurable Goal(s) Review of Subdivision and Site Plan Regulations Responsible Dept./Person Name Planning Director	Planned Activities – No activity planned. Progress on Goal(s) – Continue review.	Planned Activities – Adopt new regulations by Spring 2008. Progress on Goal(s) – Revised Regulations adopted	Planned Activities – Continue to review and revise regulations
4.2	BMP Description Revise subdivision and site plan review regulations Measurable Goal(s) Revise of Subdivision and Site Plan Regulations Responsible Dept./Person Name Planning Director	Planned Activities – No activity planned. Progress on Goal(s) – Continue review.	Planned Activities – Adopt new regulations by Spring 2008. Progress on Goal(s) – Revised Regulations adopted	Planned Activities – Continue to review and revise regulations
4.3	BMP Description Approval process for revised subdivision and site plan review regulations Measurable Goal(s) Spring 2006 Responsible Dept./Person Name Planning Director	Planned Activities – No Action. Progress on Goal(s) – Consolidated BMP 4.3, 4.4, and 4.5.	Planned Activities – Continued review. Progress on Goal(s) – No activity planned.	Planned Activities – No activity planned.
4.4	BMP Description Implement new subdivision and site plan review regulations Measurable Goal(s) End of 2007 Responsible Dept./Person Name Planning Director	Planned Activities – No Action. Progress on Goal(s) – Consolidated BMP 4.3, 4.4, and 4.5.	Planned Activities – Continued review. Progress on Goal(s) – No activity planned.	Planned Activities – No activity planned.

4.5	BMP Description Evaluate new subdivision and site plan review regulations Measurable Goal(s) End of permit term – 2008 Responsible Dept./Person Name Planning Director	Planned Activities – Continued review. Progress on Goal(s) – NRPC is conducting independent review of subdivision and site plan regulations. Minimum buildable area for duplex lots increased from 35,000 s.f. to 55,000 s.f. and increase lot sizing requirements for lots with steep slopes.	Planned Activities – Continue review of Open Space development and Master Plan update with stormwater component	Planned Activities – Continue review of Open Space development and Master Plan update with stormwater component
4.6	BMP Description Site inspections Measurable Goal(s) Inspections conducted and documented Responsible Dept./Person Name Building Department and Conservation Commission	Planned Activities – To continue with construction inspections. Progress on Goal(s) – Commercial sites are now being inspected to ensure compliance with approved plans.	Planned Activities – Continue construction inspections.	Planned Activities – Continue construction inspections.
4.7	BMP Description Independent engineering company reviewing site plans and stormwater controls Measurable Goal(s) Independent review of all plans Responsible Dept./Person Name Planning Director	Planned Activities – To continue the program and incorporate updated regulations (BMP 3.3). Progress on Goal(s) – Independent firms specializing in wetlands restoration are utilized to prepare reclamation plans when the Wetlands Conservation District (WCD) is disturbed.	Planned Activities – Continue the program.	Planned Activities – Continue the program.

Nashua Regional Planning Commission (NRPC)
Right Of Way (R.O.W.)

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

BMP ID #	BMP Description	Permit Year 4 2006 (Reliance on non-municipal partners indicated, if any)	Permit Year 5 2007	Additional Year 1 2008
5.1	BMP Description Review current structural BMPs Measurable Goal(s) Regular inspections of structural BMPs Responsible Dept./Person Name Planning Director and Highway Department	Planned Activities – Continued inspections and maintenance. Progress on Goal(s) – Tallant Road bridge was replaced, twelve (12) roads were crack-sealed, paved and shoulders graded with loam or gravel, drainage was installed on nine (9) roads.	Planned Activities – Continued inspections and maintenance.	Planned Activities – Continued inspections and maintenance.
5.2	BMP Description Review current non-structural BMPs Measurable Goal(s) Obtain Low Impact Development (LID) Technology Information Responsible Dept./Person Name Planning Director and Highway Department	Planned Activities – This is a precursor to BMP 5.3. Progress on Goal(s) – Conservation Development Ordinance being developed utilizing model created by NHDES.	Planned Activities – NHDES representative to meet with Planning Board. Progress on Goal(s) –	Planned Activities – NHDES representative to meet with Planning Board.
5.3	BMP Description Make recommendations for new structural and non-structural BMPs Measurable Goal(s) Incorporate and promote LID technologies into proposed developments Responsible Dept./Person Name Planning Director	Planned Activities – Incorporate LID technologies into developments. Progress on Goal(s) – Recently approved development called “Boulder Hills” has been approved utilizing porous pavement roadways. To be constructed with guidance from Dr. Rosen of UNH.	Planned Activities – Continue to incorporate and promote LID technologies into developments. Progress on Goal(s) – Continued monitoring of the impervious pavement and attendance at workshops.	Planned Activities – Continue to incorporate and promote LID technologies into developments. Progress on Goal(s) – Continued monitoring of the impervious pavement and attendance at workshops.

5.4	BMP Description Seek approval of new BMPs Measurable Goal(s) Revisions and replacement to BMPs as necessary Responsible Dept./Person Name Planning Director and Stormwater Committee	Planned Activities – To update BMPs as necessary. Progress on Goal(s) – BMPs not updated.	Planned Activities – To update BMPs as necessary.	
5.5	BMP Description Incorporate BMPs into regulations Measurable Goal(s) Develop ordinance for post-construction stormwater management Responsible Dept./Person Name Planning Director	Planned Activities – Ongoing enforcement. Progress on Goal(s) – No new BMPs incorporated into regulations.	Planned Activities – Continue enforcement.	Planned Activities – Continue enforcement.

6. Pollution Prevention and Good Housekeeping in Municipal Operations

BMP ID #	BMP Description	Permit Year 4 2006 (Reliance on non-municipal partners indicated, if any)	Permit Year 5 2007	Additional Year 1 2008
6.1	BMP Description Complete Spill Prevention Control & Countermeasure Plan (SPCCP) Measurable Goal(s) Complete SPCCP Responsible Dept./Person Name Highway Department & Transfer Station	Planned Activities – No activity planned. Completed in 2003 Progress on Goal(s) – No activity planned.	Planned Activities – No activity planned. Progress on Goal(s) – No activity planned.	Planned Activities – Review SPCCP every 5 years as stated in plan, and update SPCCP as necessary.

6.2 6.3	Removed BMP Description Train employees on SPCCP Measurable Goal(s) Throughout permit term Responsible Dept./Person Name Town Administrator & Highway Department	Planned Activities – Ongoing training. Progress on Goal(s) – Training is ongoing annually.	Planned Activities – Ongoing training. Progress on Goal(s) – Training is ongoing annually.	Planned Activities – Ongoing training.
6.4	BMP Description Review existing P2 and Good Housekeeping policies and practices Measurable Goal(s) Continue annual review and training for Town personnel throughout permit term Responsible Dept./Person Name Highway Department	Planned Activities – Continued review. Progress on Goal(s) – Continued review.	Planned Activities – Continued review. Progress on Goal(s) – Continued review.	Planned Activities – – Continued review. Progress on Goal(s) – – Continued review.
6.5	BMP Description Revise and implement P2 and Good Housekeeping policies and practices Measurable Goal(s) Revisions to continue Responsible Dept./Person Name Highway Department	Planned Activities – Continue revisions of BMPs. Progress on Goal(s) – No BMPs have been revised.	Planned Activities – Continue revisions of BMPs. Progress on Goal(s) – No BMPs have been revised.	Planned Activities – Continue revisions of BMPs. Progress on Goal(s) – – No BMPs have been revised.

Environmental Protection Agency (EPA)
Phase II (P2)
Spill Prevention Control & Countermeasure Plan (SPCCP)

6.6	BMP Description Street sweeping Measurable Goal(s) Sweep all streets annually; document volume collected Responsible Dept./Person Name Highway Department	Planned Activities – Planned street sweeping has been held up due to budget cuts associated with the default budget. Progress on Goal(s) – The town has swept approximately 30 miles of roads and all town municipal facilities parking lots. Approximately 60 tons of sand was picked up. The sand is being stockpiled at the transfer station for	Planned Activities – Continue program. Progress on Goal(s) – The town has swept approximately 30 miles of roads and all town municipal facilities parking lots. Approximately 60 tons of sand was picked up. The sand is being stockpiled at the transfer station for	Planned Activities – – Continue program.
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		screening and reuse.	screening and reuse.	
6.7	BMP Description Catch Basin Cleaning Measurable Goal(s) Clean all catch basins annually; document volume collected Responsible Dept./Person Name Highway Department	Planned Activities – Continue program. Progress on Goal(s) – The town has cleaned 1,158 structures with the sand stockpiled at the transfer station for screening and reuse.	Planned Activities – Continue program. Progress on Goal(s) – The town has cleaned 1,251 structures with the sand stockpiled at the transfer station for screening and reuse.	Planned Activities – Continue program.
6.8	BMP Description Implement integrated pest management (IPM) at town facilities Measurable Goal(s) Quantification of pesticides used at town facilities Responsible Dept./Person Name Parks and Recreation Advisory Board	Progress on Goal(s) – To be started in 2006.	Planned Activities – To minimize broadcast spraying of non-specific pesticides. Progress on Goal(s) – Spraying was done for ticks and poison ivy.	Planned Activities – To begin a Public Health Mosquito Control Program to control mosquito breeding areas.

Catch basin (CB)

7. BMPs for Meeting Total Maximum Daily Load (TMDL) Waste Load Allocations (WLA)

<<if applicable>>

BMP ID #	BMP Description	Permit Year 4 2006 (Reliance on non-municipal partners indicated, if any)	Permit Year 5 2007	Additional Year 1 2008
7.1	BMP Description Investigate if Pelham's storm water is causing water quality violations Measurable Goal(s) Throughout permit term Responsible Dept./Person Name Planning Director	Planned Activities – Continue effort. Progress on Goal(s) –	Planned Activities – Continue program. Progress on Goal(s) –	Planned Activities – Continue program.

Part IV. Summary of Information Collected and Analyzed

BMP 3.2 and BMP 3.4, Map outfalls and receiving waters and dry weather screening of outfalls was completed February 2007.

Part V. Program Outputs & Accomplishments (OPTIONAL)

Education, Involvement, and Training

Household Hazardous Waste Collection Days – (NRPC 2006)		
▪ Days sponsored	(#)	5
▪ Community participation	(# households)	86 households
School curricula implemented	(y/n)	Investigating

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

Construction

Estimated percentage of construction starts adequately regulated for erosion and sediment control	(%)	100
Site inspections completed	(# or %)	100%
Complaints/concerns received from public	(#)	3

Operations and Maintenance

Average frequency of catch basin cleaning (non-commercial/non-arterial streets)	(times/yr)	Yearly
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Average frequency of catch basin cleaning (commercial/arterial or other critical streets)	(times/yr)	Yearly
Total number of structures cleaned	(#)	1,251
Storm drain cleaned	(LF or mi.)	0
Qty. of screenings/debris removed from storm sewer infrastructure	(lbs. or tons)	200 tons
Disposal or use of sweepings (landfill, POTW, compost, recycle for sand, beneficial use, etc.)		Stockpiled may screen

Average frequency of street sweeping (non-commercial/non-arterial streets)	(times/yr)	Yearly
Average frequency of street sweeping (commercial/arterial or other critical streets)	(times/yr)	Yearly
Qty. of sand/debris collected by sweeping	(lbs. or tons)	60 tons
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.)	(location)	Stockpiled may screen
Anti-/De-Icing products and ratios	% NaCl % CaCl ₂ % MgCl ₂ % CMA % Kac % KCl % Sand	1,137 tons salt, 5 tons flaked calcium, 744 tons sand.
Pre-wetting techniques utilized	(y/n)	N
Manual control spreaders used	(y/n)	Y
Automatic or Zero-velocity spreaders used	(y/n)	N
Estimated net reduction in typical year salt application	(lbs. or %)	0
Salt pile(s) covered in storage shed(s)	(y/n)	Y
Storage shed(s) in design or under construction	(y/n)	N