

Municipality/Organization: Town of Plaistow, NH
EPA NPDES Permit Number: NHR-041026
Annual Report Number & Reporting Period: Year 7
April 1, 2009 – March 31, 2010

Rec'd
5/5/10

P

NPDES PII Small MS4 General Permit Annual Report (Due: May 1, 2010)

Part I. General Information

Contact Person: Sean Fitzgerald **Title:** Town Manager
Telephone #: (603) 382-7371 **Email:** sfitzgerald@plaistow.com
Mailing Address: 145 Main Street, Plaistow, NH 03865

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: SEAN FITZGERALD
Title: TOWN MANAGER
Date: April 30, 2010

Annual Report Contents:

- 1.** Self assessment review of compliance with the permit conditions. **See Part II.**
- 2.** An assessment of the appropriateness of the selected BMPs. **BMP 1.4 was modified as shown in Part III.**
All other BMPs are considered appropriate at this time.
- 3.** An assessment of the progress towards achieving the measurable goals. **See Part III.**
- 4.** A summary of results of any information that has been collected and analyzed. **See Part IV.**
- 5.** A discussion of activities for the next reporting cycle. **See Part III.**
- 6.** A discussion of any changes in identified BMPs or measurable goals. **See Part III.**
- 7.** Reference any reliance on another entity for achieving any measurable goals. **See Part III.**

Part II. Self-Assessment

The Town of Plaistow has completed the required self-assessment and has determined that our municipality is in compliance with all permit conditions, except the following provisions:

Part I.B.2(e). Coordination with the US Fish and Wildlife Service to determine permit eligibility with regard to the Endangered Species Act is pending.

Part I.B.2(f). Coordination with the US Fish and Wildlife Service to determine permit eligibility with regard to Essential Fish Habitat is pending.

Part I.B.2(g). Coordination with the State Historic Preservation Officer to determine permit eligibility with regard to properties listed or eligible to be listed on the National Register of Historic Places is pending.

Part I.C. Determining whether storm water discharges contribute to a 303(d) listed waterbody (Kelly Brook/Seaver River) and specifically identified control measures and BMPs to control the discharge of the pollutants of concern (bacteria, pH, DO) is pending.

Part III.A and B. See below for provisions of the Stormwater Management Program that remain in-progress.

During Permit Year 7, the Town completed a number of significant stormwater related activities this year, including:

- Prepared a map showing all Town outfalls,
- Prepared a map showing all Town subwatersheds,

- Identified and prepared a map showing impaired streams within the Town,
- Prepared a map showing the Urbanized Areas within Town.
- Adopted a Stormwater Ordinance regarding illicit discharges
- Screened all known Town-owned outfalls (101) under dry weather conditions
- Tested stormwater from 9 outfalls that had flowing water in dry weather conditions
- The Conservation Commission continued monitoring of stream water quality at established stations.
- Established water quality benchmarks and criteria for conducting illicit discharge investigations
- Prepared an IDDE plan to investigate the one outfall that had water quality exceeding established benchmark limits.
- Cleaned half of the Town-owned catch basins
- Swept all Town streets
- Held two Household Hazardous Waste collections
- Initiated discussions with the local High School on an education program
- Prepared a plan to sample 53 outfalls tributary to an impaired stream under wet-weather conditions
- Held numerous meetings with the Selectmen, Planning Board and staff regarding stormwater stewardship and regulatory responsibilities
- Distributed public information on stormwater protection
- Town staff have actively been involved with organizations to that provide education on stormwater and low impact development issues
- Town supported the Code Enforcement Officer in ongoing certification for stormwater inspection.
- Town officials have collaborated to better define the ongoing land use decision making processes that affect the Town's infrastructure and water quality
- Town Officials and employees continue to enhance its erosion control project review and contractor oversight program through the work of the Town's Conservation Commission, Planning Board and Code Enforcement through the Town's Planning and Building offices;
- The Town has significantly increased employee training with respect to MS4 and storm water management though employee's participation in a number of training events, conferences and meetings held in 2009;
- Purchasing salt usage efficiency systems for Highway Department trucks and sanders;

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 7 (Reliance on non-municipal partners indicated, if any)	Planned Activities Permit Year 8
1.1	Informational Brochures for yard work activities	Town Manager/Sean Fitzgerald	Develop and print 2,000 brochures and make available for distribution	“Stormwater Solutions” brochure includes lawn care activities. This was distributed in June 2009 at the Town’s Old Home Days event.	The brochure will again be distributed at the Town’s annual Old Home Day event.
Revised					
1.2	Informational Brochures for Trash Management and Disposal of Hazardous Waste	Town Manager/Sean Fitzgerald	Develop and print 2,000 brochures and make available for distribution	“Stormwater Solutions” brochure includes information on proper hazardous waste disposal. This was distributed in June 2009 at the Town’s Old Home Days event.	The brochure will again be distributed at the Town’s annual Old Home Days event.
Revised					
1.3	Town Stormwater program in Annual Town Report	Town Manager/Sean Fitzgerald	Annually report on stormwater program activities	Page 148 of the Annual Report describes regional stormwater activities and status.	Include a dedicated section of the Annual Report to the Town’s stormwater activities.
Revised					
1.4	Classroom education including teacher education	Town Manager/Sean Fitzgerald	Develop and implement program in elementary school by Summer 2009 and taught to students by Spring 2010 Develop an education program with Timberlane High School	The Town discussed forming a sustainable working plan, to include stormwater quality, with science teachers at Timberlane Regional High School. [Reliance on the school is required.]	Continue development of the plan and initiate implementation.
Revised					
1.5	Promote BMPs on local cable TV	Cable Committee/	Information on Cable and semiannually thereafter	Cable TV has broadcasted stormwater meetings at Town Hall. A Cable TV public service announcement was prepared in April 2010.	Stormwater public service announcement will be displayed on Cable TV twice.
Revised					

1.6 Revised	Hazardous Household Waste Collection	Highway Department/Dan Garlington	Semi-annual notice in paper, cable, website	Two household hazardous waste collections were conducted (April and October). Notices of the collections were provided in the local paper, cable TV, and Town website	Hold bi-annual collections; provide notices in local paper, cable TV and on the Town's website.
----------------	---	---	--	---	---

1a. Additions

	None planned				
--	--------------	--	--	--	--

2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 7 (Reliance on non-municipal partners indicated, if any)	Planned Activities Permit Year 8
2.1 Revised	Storm Drain Stenciling	Highway Department/Dan Garlington	Develop stencil program and stencil catch basins	Stencil has been prepared. Catch basins have been located; efforts have been established to add these onto the town's drainage map.	The Town plans to stencil all catch basins during the cleanouts in 2010 and 2011.
2.2 Revised	Conservation Commission promotion of water quality	Conservation Commission/Tim Moore	Solicit public participation by news releases and cable and annually thereafter	Town worked with local newspapers and cable TV to have a number of stormwater community programs announced.	Conservation Commission promotion of stormwater issues via news release and cable TV announcement
2.3 Revised	Link on website for reporting problems and deficiencies	Town Manager/Sean Fitzgerald	Link on website and updated annually	A link was created on the Town website in April 2010 for the public to email the Code Enforcement Officer of stormwater issues/violations.	Determine number of times the link was used and the results of the ensuing investigations.

2a. Additions

	None planned		
--	--------------	--	--

3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 7 (Reliance on non-municipal partners indicated, if any)	Planned Activities Permit Year 8
3.1 Revised	Preparation of Master Drainage Plan	Town Manager/Sean Fitzgerald	Delineation of outfalls to receiving waters	Drainage plan was prepared and includes location and designation of outfalls, delineation of subwatersheds, and identification of impaired waters	All catch basins will be added to the drainage plan
3.2 Revised	Storm sewer ordinance	Code Enforcement/Mike Dorman	Ordinance adopted by town and reviewed annually	Ordinance was adopted by the Town in March, 2010	Review ordinance for potential modification as needed
3.3 Revised	Qualitative observation of discharge at outfalls	Conservation Commission/Tim Moore	Observations of delineated outfalls	101 Town-owned outfalls were identified within the town limits. Observations of each outfall were documented.	Wet-weather observations and sampling of 53 outfalls tributary to Kelly Brook will be conducted.
3.4 Revised	Dry weather screening of outfalls	Conservation Commission/Tim Moore	Observations of delineated outfalls	Dry weather screening of all Town outfalls was accomplished.	None planned. All known outfalls have been screened.
3.5 Revised	Develop program for elimination of illicit discharges, if any.	Conservation Commission/Tim Moore	Plan developed.	Criteria for listing outfalls for further investigation were established. Water quality benchmarks were developed.	Program has been established
3.6 Revised	Implement program for elimination of illicit discharges, if any.	Conservation Commission/Tim Moore	Enforcement Actions taken	One outfall was identified for further investigation. An IDDE plan was prepared. The IDDE investigation was implemented in April, 2010. No illicit discharges were found.	Additional investigations will be conducted if outfalls are identified that meet the stated criteria.

3a. Additions

	None				
--	------	--	--	--	--

4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 7 (Reliance on non-municipal partners indicated, if any)	Planned Activities Permit Year 8
4.1 Revised	Preparation of Town Ordinance to address BMPs for new construction, SWPPPs, setbacks and disposal of discarded building materials.	Planning Department/Leigh Komornick	Adopt Subdivision and Site Review Amendments	Extensive regulation amendments were updated in 2004-05. Discussions were held on appropriate BMPs.	Evaluate regulations and modify as needed.
4.2 Revised	Develop procedures for Site Plan review of Construction Site Runoff Control	Planning Department/Leigh Komornick	Adopt Subdivision and Site Review Amendments	Extensive regulation amendments were updated in 2004-05. Discussions were held on appropriate procedures.	Evaluate regulations and modify as needed.
4.3 Revised	Develop procedures for site inspection, enforcement, and penalties for non-compliance	Planning Department/Leigh Komornick	Adopt Subdivision and Site Review Amendments	Informal procedures are in-place.	Amend regulations to include specific procedures for this BMP.
4.4 Revised	Provide link on website for reporting violations	Town Manager/Sean Fitzgerald	Information on website with mailing, phone, and email address to contact	A link was created on the Town website in April 2010 for the public to email the Code Enforcement Officer of stormwater issues/violations.	Determine number of times the link was used and the results of the ensuing investigations.

4a. Additions

None			
------	--	--	--

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 7 (Reliance on non-municipal partners indicated, if any)	Planned Activities Permit Year 8
5.1 Revised	Preparation of Town ordinance to address structural BMPs for land disturbance	Planning Department/Leigh Komornick	Adopt Subdivision and Site Review Amendments	The Planning Board and staff have evaluated structural BMPs	Evaluate regulations and modify as needed.
5.2 Revised	Develop procedures for Site Plan review and review of SWPPPs	Planning Department/Leigh Komornick	Adopt Subdivision and Site Review Amendments	The Planning Board and staff have evaluated procedures.	Evaluate regulations and modify as needed.
5.3 Revised	Promote open drainage systems and groundwater recharge through infiltration systems	Planning Department/Leigh Komornick	Adopt Subdivision and Site Review Amendments	Regulation was adopted in 2004-05. No related activities this year	Evaluate regulations and modify as needed.
5.4 Revised	Develop procedures for site inspections, enforcement, fees	Code Enforcement/Mike Dorman	Develop procedures	The Planning Board and staff have evaluated procedures.	Evaluate regulations and modify as needed.

5a. Additions

	None				
--	------	--	--	--	--

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 7 (Reliance on non-municipal partners indicated, if any)	Planned Activities Permit Year 8
6.1 Revised	Prepare Operations & Maintenance Plan to reduce pollutants from municipal activities	Highway Department/Dan Garlington	Develop plan	Staff have evaluated elements of a plan..	Further develop plan and implement.
6.2 Revised	Implement Employee Training Program	Highway Department/Dan Garlington	Train staff and review annually	Staff have participated in stormwater coalition meetings and other training sessions and meetings with various associations. Training sessions have been held for the Town Selectmen, Planning Board, and staff.	Conduct additional training sessions for highway department and other staff.
6.3 Revised	Catch basin and storm system maintenance	Highway Department/Dan Garlington	Clean and inspect catch basins at least once every two years	Half of the Town catch basins were cleaned once.	Clean the remainder of the Town catch basins
6.4 Revised	Annual sweeping of streets in Town	Highway Department/Dan Garlington	Sweep 100% of streets annually by August 1	All Town streets were swept once in June 2009.	Sweep all Town streets by August 1.

6a. Additions

None					

7. BMPs for Meeting Total Maximum Daily Load (TMDL) Waste Load Allocations (WLA) [This section is not applicable]

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 7 (Reliance on non-municipal partners indicated, if any)	Planned Activities Permit Year 8
Revised					
Revised					
Revised					
Revised					
Revised					
Revised					

7a. Additions

7b. WLA Assessment