

Municipality/Organization: **Town of Sandown**

EPA NPDES Permit Number: **NHR041032**

MaDEP Transmittal Number: **W-**

**Annual Report Number
& Reporting Period:** **No. 1: March 08-March 09**

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Arthur Genualdo

Title: DPW Director

Telephone #: (603) 887-3484

Email: Townofsandown@sandown.us

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: **Brian Chevalier**

Title: **Chairperson, Board of Selectmen**

Date:

Part II. Self-Assessment

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

Filed annual report after due date of May 1, 2009.

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 6 (Reliance on non-municipal partners indicated, if any)	Enter any revised info here
PE-1 Revised	Public Awareness – Video	Health Officer Ken Sherwood	12 showings/yr	Continue to show video	
PE-2 Revised	Educational Flyer	Sanitation Dept David Cheney	# Flyers Distributed (1000/yr)	More brochures handed out and more information added on recycling and new programs	Added inkjet recycling program
		Arthur Genuardo	2500 per year		
PE-3 Revised	Web Page Linked to Main Page	BOS Office Manager Lynne Blaisdell	10% of main page visitors	Revised website in place – add additional information regarding Stormwater and additional links	Added more information and links to website on stormwater tips for consumers
PE-4 Revised	Elementary School Programs Town Library Information Kiosk	BOS Brian Chevalier	1 project/yr	Kiosk implemented – continue to highlight and focus on topic once per year for a particular month	

1a. Additions

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2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 6 (Reliance on non-municipal partners indicated, if any)	Enter any revised info here
PP-1 Revised	Town Board Coordination	BOS Brian Chevalier	# Participants/ # Meetings	Completed Hazardous Mitigation Plan with FEMA – dealt with all aspects including stormwater mgt issues relating to infrastructure, public safety, mapping of critical structures, goals etc. Hazardous Mitigation Committee formed with critical personnel identified	Hazardous Mitigation Plan adopted by Selectmen Conservation Commission Members with Selectmen to address culvert issues on Wells Village Rd and apply for grant monies
PP-2 Revised	Town Deliberative Session	Highway Dept. Shaun Brooks Arthur Genuardo	Discuss & Pass Warrant Article Costs allocated via the yearly budget	Road Improvement Capital Reserve Fund warrant article passed and increased paving line item. Preventative repair, maintenance and road improvements to prevent and correct issues including stormwater runoff Junk Yard warrant article passed for licensing of all junk yards and restrictions near water sources and rivers	Road Improvement Capital Reserve Fund warrant article appropriated \$223,500 to begin 10 year Road Improvement Plan – major town roads will be repaired/reconstructed and problems addressed including drainage, runoff etc.
PP-3 Revised	Coordinate w/State Hwy Dept.	Highway Dept. Shaun Brooks Arthur Genuardo	# Participants/ # Meetings Routine meetings	Continue coordination	Selectmen and DPW Director met with NHDOT regarding paving of Route 121A. Paving to begin in 2008 season – stormwater runoff and flooding issues to be addressed
PP-4 Revised	Coordinate w/Adjacent Towns	Highway Dept. Shaun Brooks Arthur Genuardo	# Participants/ # Meetings Recently met with both Chester and Hampstead on issues	Continue coordination	Work with Danville to open a closed bridge designated as emergency evacuation route for both towns – meetings ongoing

PP-5	Waste Oil Disposal	Sanitation Dpt. Dave Cheney	Annual Volume – 5%/yr. incr.	Continue tracking volumes and disposal	Applied for grant for used waste oil space heater (burner) – will used oil collected from residents - pending grant approval
Revised		Arthur Genuardo			
Revised					

2a. Additions

PP-6	Exotic Species Program	BOS Brian Chevalier	# Participants/ # Monitorings Control of Fanwort and milfoil at Phillips Pond	Enter any revised info here No treatment was required for 2007	Enter any revised info here No treatment was required for 2008
PP-7	Local Water Quality Monitoring for Showell Pond and Phillips Pond	BOS Brian Chevalier	# Participants to monitor pond's cyanobacteria levels # months of absence of Blooms at Showell Pond & Phillips Pond	Informational workshops for public and those who live on ponds/lakes regarding public interaction, educational information etc.	Showell Pond Association continues monitoring of lake conditions and education of residents and working with NHDES

3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 6 (Reliance on non-municipal partners indicated, if any)	Enter any revised info here
ID-1	Update MS4 Plan	Highway Dept. Shaun Brooks	Confirm Outfalls/ Update plan	100% completed in 2007	All catch basins cleaned and updated GPS info on new basins from subdivisions for 2008
Revised		Arthur Genuardo			
ID-2	Identify Illicit Connections/Discharge	Highway Dept/ Health Officer Shaun Brooks / Ken Sherwood	# inspections & repairs/ yr	Inspections & identification of discharges and blowouts Respond/Investigate possible septic system failures Investigate establishing stricter controls and possible implementation of fines	
Revised		Arthur Genuardo/ Ken Sherwood			
ID-3	Failing Septic Systems	Health Officer/ Ken Sherwood	# inspections & repairs/yr	Continue visual tracking of system failures	
Revised					
ID-4	Illegal Dumping	Highway Dept/ Shaun Brooks	# Dumps reported & cleaned	Existing ordinance in place since 1986 with fine for illegal dumping of trash State Protected River signs posted along Exeter River	
Revised		Arthur Genuardo			
ID-5	Community Outreach	Sanitation Dept/ Dave Cheney	# pamphlets distributed	Modified and improved the recycling center for ease of residents. Added new recycling of books, rechargeable batteries, electronics, cell phones, thermostats etc. Volunteer Biological Assessment Program by Conservation Commission – workshop- how clean in the water? Public education on the bugs that live in river and benefits etc.	Added inkjet recycling program
Revised		Arthur Genuardo			
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 6 (Reliance on non-municipal partners indicated, if any)	Enter any revised info here
CS-1	Sediment Control	Conservation Comm/ Paul Carey	# Sites/Methods implemented	Implemented in all site reviews which required wetlands CUP since October 2003	Fluvial Geomorphic study of the Exeter River in Sandown was conducted in 2008 identifying areas of concern and recommendations for repair.
Revised				Coordinate efforts with Planning Board in this area	
CS-2	Erosion Control	Conservation Comm/ Paul Carey	# Sites/Methods implemented	Implemented in all site reviews which required wetlands CUP since October 2003	Fluvial Geomorphic study of the Exeter River in Sandown was conducted in 2008 identifying areas of concern and recommendations for repair.
Revised				Coordinate efforts with Planning Board in this area	
CS-3	SWPP Review	Planning Board/ Fred Daley	# Plans Reviewed	100% review at Precon by Town consulting engineer	
Revised		Ken Sweet			
CS-4	Construction Runoff Regs for Runoff Control	Planning Board/ Fred Daley	Subdivision Regulations Updated	No change from prior year BMP	
Revised		Ken Sweet			
Revised					

Revised					
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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 6 (Reliance on non-municipal partners indicated, if any)	Enter any revised info here
PC-1	Runoff Control in Site Plan Regs.	Planning Board/ Fred Daley	Annual Review/Reduction in loopholes	Annual review of erosion & sediment control section of site plan regs	
Revised		Ken Sweet			
PC-2	Buffer Zone	Conservation Commission/ Paul Carey	Establish new BMPs	Passed Vernal pool buffer in 2007	A Prime Wetland study was conducted in 2008 identifying the wetlands of highest value. An educational brochure on the value of buffers was distributed to every household in Sandown.
Revised					
PC-3	Inspection Program in Site Plan	Planning Board/ Fred Daley	# inspections/problems fixed	Continue as noted in year 3	
Revised		Ken Sweet			
PC-4	Catch Basins	Highway Dept/ Shaun Brooks	Inventory & clean out Basins	All catch basins cleaned, 100% tracking and identification with GPS	All catch basins cleaned, 100% tracking and identification with GPS
Revised		Arthur Genuardo			

Revised					
Revised					

5a. Additions

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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 6 (Reliance on non-municipal partners indicated, if any)	Enter any revised info here
MG-1 Revised	Road Salt Reduction	Highway Dept/ Shaun Brooks Arthur Genuardo	Total Salt volume/yr	reinvestigation of brine solution as alternative application by new Road Agent	
MG-2 Revised	Spill Control & Reduction	Fire Dept/ Irving Bassett Fire Dept/ Chief Wilfred Tapley	# Vehicle & non-vehicle releases	Continue to review procedures for spill control & reduction; update if necessary	
MG-3 Revised	Fertilizer/Pesticide Reduction	Conservation Commission/ Paul Carey	Lawn care Specialist Training	Host workshops for home owners on the proper use of over the counter fertilizers and pesticides 2006	An educational brochure on low impact lawn management was distributed to every household in Sandown in 2009
Revised					
Revised					

Revised					
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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 6 (Reliance on non-municipal partners indicated, if any)	Enter any revised info here
QI-1	E.Coli Monitoring	Health Officer/ Ken Sherwood	Tracking Philips Lake Outfall	Continue testing of Phillips Pond bathing waters	
Revised					
Revised					
Revised					
Revised					
Revised					

Revised					
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7a. Additions

7b. WLA Assessment

N/A

Part IV. Summary of Information Collected and Analyzed

Town beach monitoring is in place and baseline data collected to determine ‘normal’ & ‘worst-case’ (e.g., immediately after heavy rains) *e. coli* levels.

Part V. Program Outputs & Accomplishments (OPTIONAL)

Programmatic

Stormwater management position identified (Road Agent)	Yes	

Education, Involvement, and Training

Estimated number of residents reached by education program(s)	2500	2600
Stormwater management committee established	Haz Mit established	Haz Mit Adopted
Stream teams established or supported	No	
Shoreline clean-up participation or quantity of shoreline miles cleaned	yes	
Household Hazardous Waste Collection Days		
▪ days sponsored	2	
▪ community participation	Not known (regional)	
▪ material collected	Not known (regional)	
School curricula implemented	No (regional)	

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	

Mapping and Illicit Discharges

Outfall mapping complete	100%	
Estimated or actual number of outfalls		
System-Wide mapping complete	100%	
Mapping method(s)		
▪ Paper/Mylar	100%	
▪ CADD	20%	
▪ GIS	100%	
Outfalls inspected/screened	100%	
Illicit discharges identified		
Illicit connections removed	N/A	N/A
% of population on sewer	0	0
% of population on septic systems	100	100

Construction

Number of construction starts (>1-acre)	Approx. 55	30 SFD 2007
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Estimated percentage of construction starts adequately regulated for erosion and sediment control	95%	
Site inspections completed (estimated between Planning Board, Engineer, Bldg Insp., Conservation)	100%	
Tickets/Stop work orders issued	0	0
Fines collected	0	0
Complaints/concerns received from public	1	

Post-Development Stormwater Management

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	30%	0 *
Site inspections completed		0 *
Estimated volume of stormwater recharged	Not known	Not known
* We do not have post-construction Stormwater control regulations		

Operations and Maintenance

Average frequency of catch basin cleaning (non-commercial/non-arterial streets)	Twice/year	Twice/year
Average frequency of catch basin cleaning (commercial/arterial or other critical streets)	Twice/year	Twice/year
Total number of structures cleaned	135	156
Storm drain cleaned	Regularly	Same
Qty. of screenings/debris removed from storm sewer infrastructure	Not known	Not known
Disposal or use of sweepings (landfill, POTW, compost, recycle for sand, beneficial use, etc.)	Compost	Compost
Cost of screenings disposal	No cost	No cost

Average frequency of street sweeping (non-commercial/non-arterial streets)	N/A	N/A
Average frequency of street sweeping (commercial/arterial or other critical streets)	Once/year	Once/year
Qty. of sand/debris collected by sweeping	3 tons	3 tons

Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.)	Landfill	Landfill
Cost of sweepings disposal	No cost	
Vacuum street sweepers purchased/leased	N/A	
Vacuum street sweepers specified in contracts	N/A	

Reduction in application on public land of: (“N/A” = never used; “100%” = elimination)		
▪ Fertilizers	N/A	
▪ Herbicides	N/A	
▪ Pesticides	N/A	

Anti-/De-Icing products and ratios	% NaCl % CaCl ₂ % MgCl ₂ % CMA % Kac % KCl % Sand	
Pre-wetting techniques utilized	N/A	N/A
Manual control spreaders used	Yes	Yes
Automatic or Zero-velocity spreaders used	No	NO
Estimated net reduction in typical year salt application	5-10%	5-10%
Salt pile(s) covered in storage shed(s)	Yes	Yes
Storage shed(s) in design or under construction	No	No