

**New Hampshire Small MS4 General Permit
Annual Report**

Town of Hooksett

Permit Year 3

July 1, 2020 through June 30, 2021

Prepared By:

**FB Environmental, Adapted from Plans developed by Seacoast
Stormwater Coalition and Manchester/Nashua Stormwater
Coalition**

Prepared For:

Town of Hooksett

EPA NPDES Permit Number NHR041012

Document Date – September 28, 2021

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 gathered and evaluated 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."

Printed Name

André Garron

Signature



Date

9-21-2021

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Small MS4 Authorization

The following annual report, which serves as a self-assessment, is intended to document the activities undertaken over the **reporting period from July 1, 2020 through June 30, 2021** in accordance with the Permit.

The Notice of Intent (NOI) can be found at the following (document name or web address):

<https://www.epa.gov/npdes-permits/regulated-ms4-new-hampshire-communities>

Compliance activities have been identified and described in the Town of Hooksett's Stormwater Management Plan (SWMP) and Illicit Discharge Detection and Elimination Plan (IDDE). Those documents can be found at the following websites and will be referred to throughout this report:

SWMP: <https://www.hooksett.org/community-development/pages/storm-water-management-ms4-usepa-program>

IDDE: <https://www.hooksett.org/community-development/pages/storm-water-management-ms4-usepa-program>

MCM1 - Public Education and Outreach

Year 3 Activities

BMP: Pet Waste Disposal

Document Name and/or Web Address:

The Scoop on Poop

([https://www.hooksett.org/sites/g/files/vyhli4541/f/uploads/get the scoop on poop.pdf](https://www.hooksett.org/sites/g/files/vyhli4541/f/uploads/get_the_scoop_on_poop.pdf)),

Dog Waste & Surface Water Quality

([https://www.hooksett.org/sites/g/files/vyhli4541/f/uploads/dog waste surface water quality.pdf](https://www.hooksett.org/sites/g/files/vyhli4541/f/uploads/dog_waste_surface_water_quality.pdf)),

How to Conduct a Pet Waste Program

([https://www.hooksett.org/sites/g/files/vyhli4541/f/uploads/pet waste program.pdf](https://www.hooksett.org/sites/g/files/vyhli4541/f/uploads/pet_waste_program.pdf)),

Pet Waste & Water Quality 1

([https://www.hooksett.org/sites/g/files/vyhli4541/f/uploads/pet waste water quality 1.pdf](https://www.hooksett.org/sites/g/files/vyhli4541/f/uploads/pet_waste_water_quality_1.pdf)),

Pet Waste & Water Quality 2

([https://www.hooksett.org/sites/g/files/vyhli4541/f/uploads/pet waste water quality 2.pdf](https://www.hooksett.org/sites/g/files/vyhli4541/f/uploads/pet_waste_water_quality_2.pdf)),

Description:

Distribution and promotion of pet waste management, impacts of improper management, pet waste ordinances, and disposal requirements messaging. The Town of Hooksett did make several pet waste flyers available to the public at the Tax Collectors office during dog registration. These flyers did not include pledge to pick up pet waste.

Targeted Audience:

Residents - Pet Owners.

Measurable Goal(s):

Dog owners and/or dog walkers are aware of the potential water quality impacts from pet waste, local pet waste ordinances, and how to dispose of pet waste properly.

Message Date:

Year round and at time of dog license renewal.

BMP: Septic System Maintenance

Document Name and/or Web Address:

Get Pumped (<https://www.hooksett.org/sites/g/files/vyhli4541/f/uploads/get-pumped-community-brochure-final-hooksett.pdf>

<https://getpumpednh.com/?fbclid=IwAR1Wh2GbqqlwyBHNm-uZWn4tQZV9-EG3K9ulGebIrxnZZhxzcbiti3OwP4Ag>),

Septic Smart Week (<https://www.hooksett.org/public-works/news/septic-smart-week>)

Description:

Distribute and promote brochure or door hangers, directing to website to educate New Hampshire homeowners with septic systems on how to identify, locate and maintain those systems. Get Pumped NH is a collaborative effort between the New Hampshire Association of Septage Haulers

(NHASH) and the New Hampshire Department of Environmental Services (NHDES).

Targeted Audience:

Septic System Owners.

Measurable Goal(s):

Residents are aware of the water quality impacts from septic systems, the importance of maintaining septic systems and how to maintain them.

In Year 3, 50 flyers were distributed. **Goal was achieved.**

Message Date:

September of each year.

BMP: Grass and Fertilizer

Document Name and/or Web Address:

Green Grass & Clear Water Brochure

https://www.hooksett.org/sites/g/files/vyhlif4541/f/uploads/green_grass_and_clear_water_mailer_2019_hooksett.pdf

https://www.hooksett.org/sites/g/files/vyhlif4541/f/uploads/green_grass_clear_water_2.pdf

Description:

Distribution and promotion of four-fold flyer produced by UNH Cooperative Extension and NH Sea Grant, modified to Hooksett, outlining simple recommendations to keep lawns healthy while reducing water quality impacts- including proper fertilizer techniques and disposal of grass clippings.

Targeted Audience:

Residential &/or Business and Institutions.

Measurable Goal(s):

Lawn care enthusiast residents understand the potential water quality impacts from fertilizer and improper disposal of grass clippings and are aware of the proper lawn care management techniques for reducing those impacts. Measurement includes materials distribution methods and numbers change in visits to UNH Cooperative Extension or municipal stormwater webpages.

In Year 3, 50 flyers were distributed. **Goal was achieved.**

Message Date:

Fall

BMP: Disposal of Leaf and Grass Clippings

Document Name and/or Web Address:

Green Grass & Clear Water Brochure

https://www.hooksett.org/sites/g/files/vyhlif4541/f/uploads/green_grass_and_clear_water_mailer_2019_hooksett.pdf

https://www.hooksett.org/sites/g/files/vyhlif4541/f/uploads/green_grass_clear_water_2.pdf,

Backyard Composting

(<https://www.hooksett.org/sites/g/files/vyhlf4541/f/uploads/20190927150733787.pdf>)

Description:

Distribute and promote informational flyer, pledge cards, or door hangers, with messaging about impacts from yard waste to waterbodies, alternatives to dumping yard waste and laws against dumping yard waste near or in waterbodies.

Targeted Audience:

Residential &/or Business and Institutions.

Measurable Goal(s):

Residents are aware of the water quality impacts of yard waste dumping near or in waterbodies and safe alternatives for yard waste disposal.

In Year 3, 50 flyers were distributed. **Goal was achieved.**

Message Date:

Spring and fall of each year.

BMP: Industrial Outreach

Document Name and/or Web Address:

Industrial facilities outreach letter

Stormwater Pollution Control for Industrial Facilities Fact Sheet

Green SnowPro Brochure (<https://www4.des.state.nh.us/nh-ms4/wp-content/uploads/2021/04/Green-SnowPro-Brochure.pdf>)

Description:

Distribute outreach letter and stormwater fact sheet to industrial facilities located within MS4 or municipal boundaries to explain best management practices related to maintenance of parking lots, spill prevention, storage of industrial materials, and winter maintenance. Industrial facility operators were also made aware that they fall under the EPA Multi-Sector General Permit (MSGP) and must meet those requirements as well.

Targeted Audience:

Industrial facilities located in MS4 area.

Measurable Goal(s):

Industrial facility operators are aware of the need for proper stormwater best management practices within their facilities and requirements under the EPA Multi-Sector General Permit (MSGP).

Following is the number of letters, including fact sheets, that were distributed:

Year 3 = 13

Goal was achieved.

Message Date:

Summer 2021.

BMP: General Stormwater Information

Document Name and/or Web Address:

The Merrimack: River at Risk.

Description:

The Merrimack: River at Risk film was shown in the Town public school system and stormwater management was made part of the school curriculum.

Targeted Audience:

Residents- youth and educators.

Measurable Goal(s):

The Towns teachers and youth are educated on stormwater management in their town and beyond. To help educate and inform the towns future leaders on environmental issues and water quality.

Over 700 students viewed The Merrimack: River at Risk. **Goal was achieved.**

Message Date:

2020-2021 school year.

MCM2 - Public Participation

BMP: Public Participation in Stormwater Management Program Development

Description: Due to the COVID-19 pandemic, the public comment session annually held at Old Homes Day was cancelled. As an alternative all flyers and the Merrimack River at Risk film were distributed to the Hooksett School District (SAU 15) and were distributed to the entire student body. Documents and records relating to the permit are retained and available for 5 years to the public at the Town Hall and the Town's website.

Measurable Goal(s):

Input was received and records are maintained. **Goal was achieved.**

MCM3 – Illicit Discharge Detection and Elimination

BMP: IDDE Legal Authority

The municipality has established legal authority as outlined in the IDDE plan.

BMP: Sanitary Sewer Overflow (SSO) Inventory

The Town of Hooksett has developed the SSO inventory in accordance with permit conditions

and in accordance with the applicable regulations and/or municipality's NPDES discharge permit.

BMP: Map of Storm Sewer System

Map of storm sewer system and associated outfalls was completed in Year 3.

BMP: IDDE Program (Screenings of Outfalls/Interconnections, Catchment Investigations, and IDDE Progress)

All outfalls and interconnections (excluding problem and excluded outfalls) were inspected and screened. Outfall catchments and interconnections priority ranking were updated based on the information collected during the dry weather inspections. A written IDDE plan has been developed and updated, and written catchment investigation procedures are included.

Outfall identification, characterization and prioritization information has been updated and included in the IDDE plan based on dry weather sampling.

The following tasks have been completed in accordance with the permit.

Number of dry weather outfall investigations/screenings: 40

Number of dry weather samples taken: 6

The investigation data is included in submission.

Number of wet weather outfall inspections/sampling events: 0

Number of wet weather samples taken: 0

Number of catchment investigations: 40

The investigation data is included in submission.

Number of illicit discharges: 0

Number of illicit discharges removed: 0

Estimated gallons of flow removed: 0 gallons

BMP: Employee Training

Town of Hooksett staff were trained using IDDE training videos created by UNH, the City of Dover, and NHDES. Video topics included collecting data and water samples in the field, and analyzing for pertinent parameters as identified in the permit. A video addressing the issues associated with stormwater, common pollutants of concern, how to identify an illicit discharge, and general IDDE sampling protocols is being prepared by NHDES. The video is estimated to be

finalized and available to permittees in August 2021. Training logs are included in Appendix F of the IDDE report.

In addition, as a routine, IDDE materials and training, including information on how to identify illicit discharges and SSOs are made available to applicable employees in accordance with IDDE plan.

MCM4 – Construction Site Stormwater Runoff Control

A written site inspection and enforcement program for erosion and sediment control measures was created and is included in our SWMP.

The following tasks are in progress in accordance with the permit.

Number of site plan reviews completed: 17

Number of inspections: 258

Number of enforcement actions: 15

MCM5 – Post Construction Stormwater Management in New Development and Redevelopment

BMP: Post-Construction Ordinance (due in year 3)

A Post-Construction Ordinance has not been drafted or adopted. A Post-Construction Ordinance is in the process of being drafted using the Southeast Watershed Alliance template, updated in 2019, and will be adopted as soon as possible.

BMP: As-built Drawings

A program to address post-construction stormwater runoff from all new development and redevelopment projects has been developed and implemented, and includes projects that disturb a minimum of one acre, or less than one acre if part of a larger common plan. Procedures for new development and re-development have been adopted. Submission requirements for stormwater management reports and plans are included in local regulations and can be found at: Hooksett Town Hall, 35 Main Street, Hooksett, NH 03106. The regulations require that all applications shall include a comprehensive Stormwater Management Plan (SMP). The SMP shall include a narrative description and an Existing Conditions Site Plan showing all pre-development impervious surfaces, buildings and structures; surface water bodies and wetlands; drainage patterns, sub-catchment and watershed boundaries; building setbacks and buffers, locations of various hydrologic group soil types, mature vegetation, land topographic contours. Additional submissions include as-built plans and inspection and maintenance plans for all permanent stormwater control measures. As-built drawings are required to be submitted

as a condition of Certificate of Occupancy.

Number of As-built drawings received: 95

BMP: Long-term Operation and Maintenance Procedures

A program to address long-term post-construction stormwater runoff from all new development and redevelopment projects has been developed and implemented, and include projects that disturb a minimum of one acre, or less than one acre if part of a larger common plan. Procedures for long-term Operation and Maintenance have been adopted. Submission requirements for stormwater management reports and plans are included in local regulations and can be found at: Hooksett Town Hall, 35 Main Street, Hooksett, NH 03106. In an effort to standardize the long-term O&M and inspection submission requirements across all New Hampshire MS4 communities, as well as standardize any non-compliance actions taken by the municipality, the Seacoast Stormwater Coalition is in the process of working with a selected engineering group (VHB) to develop standardized resources, guidance and an inspection template that towns and municipalities can use to better promote, track and enforce the implementation of best management practices for privately-owned parking areas and drainage infrastructure. These are anticipated to be finalized in the fall of 2021 and will be adopted by the Town of Hooksett.

BMP: Street Design and Parking Lot Guidance Report (due in year 4)

Deliverables will progress in accordance with the permit and is scheduled for year 4.

BMP: Green Infrastructure Report (due in year 4)

Deliverables will progress in accordance with the permit and is scheduled for year 4.

BMP: List of Municipal Retrofit Opportunities (due in year 4)

Deliverables will progress in accordance with the permit and is scheduled for year 4.

MCM6 – Good Housekeeping and Pollution Prevention for Permittee Owned Operations

BMP: Catch Basin Cleaning Program

A schedule for catch basin cleaning has been established with the goal of ensuring that a catch basin should not be more than 50% full. Catch basin cleanings were properly stored and disposed of so that they did not discharge to receiving waters. This is detailed in the SWMP.

The following tasks are in progress in accordance with the permit.

Number of catch basins within MS4 regulated area: 2832

Number catch basins inspected in accordance with the SWMP: 96

Number of catch basins cleaned: 56

Total volume or mass of material removed: 44,520 lbs.

BMP: Street Sweeping Program

A street sweeping program has been established such that all streets with curbing and/or catch basins and permittee-owned parking lots are swept in accordance with permit conditions. Street sweepings were properly stored and disposed so that they did not discharge to receiving waters.

The following tasks are in progress in accordance with the permit.

Number of (lane) miles swept: 160

Volume or mass of swept material: 123,294 lbs

BMP: Winter Road Maintenance Program

A winter road maintenance program has been established with a goal of reducing salt usage. Salt reduction strategies have been implemented as outlined in our SWMP. All road salt storage piles are enclosed/covered to prevent runoff into storm drains and water bodies.

The Town of Hooksett has adopted a Salt Reduction Plan in accordance with Appendix H that has been implemented in the MS4 regulated area and/or community-wide. The Town of Hooksett Salt Reduction Plan can be found at: <https://www.hooksett.org/community-development/pages/storm-water-management-ms4-usepa-program>.

BMP: Permittee Owned Facilities Inventory

A review of all permittee owned facilities was completed and the inventory has been updated. The SWMP is being updated and will reflect this and include additional facilities.

BMP: O&M Programs And Procedures For Permittee-Owned Properties

The Town of Hooksett is working to complete O&M programs for all permittee owned facilities. Once O&M programs are complete, they will be included in the Town's SWMP and maintenance procedures will be implemented in accordance with the programs.

BMP: Permittee Owned Treatment Structures

The Town of Hooksett has inspected all permittee owned treatment structures (excluding catch basins).

BMP: SWPPP (due year 3)

An SWPPP was implemented for the following facilities: a transfer station, recycling building, maintenance garage, and salt shed where pollutants are exposed to stormwater.

Inspections are completed, corrective actions taken, and employees regularly trained as outlined in the SWPPP. The SWPPP and associated documentation are located at https://www.hooksett.org/sites/g/files/vyhlif4541/f/uploads/swppp_2020.pdf

Number of site inspections for facilities that require a SWPPP completed: 5

Number of corrective actions identified: 0

Number of corrective actions taken: 0

BMP: Stormwater Treatment Structures Inspection and Maintenance Procedures

The Town of Hooksett continues to collect information with a goal of inventorying and formally inspecting all municipally owned BMPs. Maintenance is carried out in accordance with the procedures outlined in the SWMP. Any BMPs that are safety or flooding hazards are dealt with as needed.

TMDL's and Water Quality Limited Waters

Bacteria/Pathogens

Outfalls to these receiving waters have been ranked as high priority for the IDDE implementation in the initial outfall ranking and enhanced BMP's have been implemented in accordance with the SWMP.

Chloride

Outfalls to these receiving waters have been ranked as high priority for the IDDE implementation in the initial outfall ranking.

Tracking of the amount of salt applied to all municipally owned and maintained surfaces, and reporting of salt use has been completed either using the [New Hampshire DES MS4 annual salt usage](#) reporting form.

The Town of Hooksett through its participation in the Lower Merrimack Valley Stormwater Coalition, and continued involvement with the NHDES-led Green Snow Pro Program, have completed winter road maintenance procedures and continue to develop public education efforts regarding impacts of salt use, methods to reduce salt use on private property, and modifications to driving behavior in winter weather.

The Municipal Green Snow Pro Certification Program bill was delayed during the 2020 legislative session due to COVID-19. The bill was put back into legislation during the 2021 legislative session. In June of 2021, it was noted as "ought to pass" by the House of Representatives.

Created a Salt Reduction Plan which can be found at <https://www.hooksett.org/community-development/pages/storm-water-management-ms4-usepa-program>.

Additional Required Information

Monitoring or Study Results

No additional monitoring or studies were completed.

Description of Any Changes in Identified BMPs or Measurable Goals

The Town of Hooksett has implemented activities in accordance with the permit and outlined in the SWMP. All BMPs and measurable goals outlined in the SWMP are appropriate.

Activities for the Next Reporting Cycle

The Town of Hooksett will continue to implement activities in accordance with the permit and SWMP.

