

Year 5 Annual Report
New Hampshire Small MS4 General Permit
New Permittees
Reporting Period: July 1, 2022-June 30, 2023

Please DO NOT attach any documents to this form. Instead, attach all requested documents to an email when submitting the form. Also ensure any websites included on this form are to publicly accessible sites

Unless otherwise noted, all fields are required to be filled out. If a field is left blank, it will be assumed the requirement or task has not been completed. Please ONLY report on activities between July 1, 2022 and June 30, 2023 unless otherwise requested.

Part I: Contact Information

Name of Municipality or Organization:

EPA NPDES Permit Number:

Primary MS4 Program Manager Contact Information

Name: Title:

Street Address Line 1:

Street Address Line 2:

City: State: Zip Code:

Email: Phone Number:

Stormwater Management Program (SWMP) Information

SWMP Location (publicly available web address):

Date SWMP was Last Updated:

If the SWMP is not available on the web please provide the physical address:

Part II: Self-Assessment

First, in the box below, select the impairment(s) and/or TMDL(s) that are applicable to your MS4. Make sure you are referring to the most recent EPA approved Section 303(d) Impaired Waters List which can be found here: <https://www.epa.gov/tmdl/region-1-impaired-waters-and-303d-lists-state>

Impairment(s)			
<input checked="" type="checkbox"/> Bacteria/Pathogens	<input type="checkbox"/> Chloride	<input checked="" type="checkbox"/> Nitrogen	<input type="checkbox"/> Phosphorus
<input type="checkbox"/> Solids/ Oil/ Grease (Hydrocarbons)/ Metals			
TMDL(s)			
<input checked="" type="checkbox"/> Bacteria and Pathogen	<input type="checkbox"/> Chloride	<input checked="" type="checkbox"/> Lake and Pond Phosphorus	
<input type="button" value="Clear Impairments and TMDLs"/>			

Year 5 Requirements

- Completed Phase I of system mapping
- Developed a written catchment investigation procedure and added the procedure to the SWMP

Optional: If you would like to describe progress made on any incomplete requirements listed above or provide any additional details, please use the box below:

Next, check off all requirements below that have been completed. **By checking each box you are certifying that you have completed that permit requirement fully.** If you have not completed a requirement leave the box unchecked. Additional information will be requested in later sections.

Annual Requirements

- Provided an opportunity for public participation in review and implementation of SWMP and complied with State Public Notice requirements
- Kept records relating to the permit available for 5 years and made available to the public
- The SSO inventory has been updated, including the status of mitigation and corrective measures implemented
 - This is not applicable because we do not have sanitary sewer
 - This is not applicable because we did not find any new SSOs
 - The updated SSO inventory is attached to the email submission
 - The updated SSO inventory can be found at the following publicly available website:

N/A - The Town of Raymond does not have a sanitary sewer system. 100% of town development utilizes on-site septic systems or holding tank facilities.
- Updated the outfall and interconnection inventory and priority ranking as necessary
 - The priority ranking of outfalls/interconnections is attached to the email submission

- The priority ranking of outfalls/interconnections can be found at the following website:

- Provided training to employees involved in IDDE program within the reporting period
- Properly stored and disposed of catch basin cleanings and street sweepings so they did not discharge to receiving waters
- All curbed roadways were swept at least once within the reporting period
- Enclosed all road salt storage piles or facilities and implemented winter road maintenance procedures to minimize the use of road salt
- Implemented SWPPPs for all permittee owned or operated maintenance garages, public works yards, transfer stations, and other waste handling facilities
- Updated inventory of all permittee owned facilities as necessary
- O&M programs for all permittee owned facilities have been completed and updated as necessary
- Implemented all maintenance procedures for permittee owned facilities in accordance with O&M programs
- Implemented program for MS4 infrastructure maintenance to reduce the discharge of pollutants
- Inspected all permittee owned treatment structures (excluding catch basins)

Optional: If you would like to describe progress made on any incomplete requirements listed above or provide any additional details, please use the box below:

Raymond will be posting their SWMP on their website for a period of review and comment in Fall of 2023.

Bacteria/ Pathogens (Combination of Impaired Waters Requirements and TMDL Requirements as Applicable)

Annual Requirements

*Public Education and Outreach**

- Annual message was distributed encouraging the proper management of pet waste, including noting any existing ordinances where appropriate
- Permittee or its agents disseminated educational material to dog owners at the time of issuance or renewal of dog license, or other appropriate time
- Provided information to owners of septic systems about proper maintenance in any catchment that discharges to a water body impaired for bacteria

** Public education messages can be combined with other public education requirements as applicable (see Appendix H and F for more information)*

Optional: If you would like to describe progress made on any incomplete requirements listed above or provide any additional details, please use the box below:

Informational flyers and public outreach materials pertaining to proper pet waste disposal and septic system maintenance are available and maintained on the Town's website: www.raymondnh.gov/ms4.

Nitrogen Impairment

Annual Requirements

*Public Education and Outreach**

- Distributed an annual message in the spring (April/May) that encourages the proper use and disposal of grass clippings and encourages the proper use of slow-release fertilizers
- Distributed an annual message in the summer (June/July) encouraging the proper management of pet waste, including noting any existing ordinances where appropriate
- Distributed an annual message in the fall (August/September/October) encouraging the proper disposal of leaf litter

** Public education messages can be combined with other public education requirements as applicable (see Appendix H and F for more information)*

Good Housekeeping and Pollution Prevention for Permittee Owned Operations

- Increased street sweeping frequency of all municipal owned streets and parking lots subject to Permit part 2.3.7.a.iii.(c) to a minimum of two times per year (spring and fall), or in lieu of post-leaf drop street sweeping, implemented a fall leaf litter collection program

Potential Structural BMPs

- Any structural BMPs listed in Attachment 3 to Appendix F already existing or installed in the regulated area by the permittee or its agents was tracked and the nitrogen removal by the BMP was estimated consistent with Attachment 1 to Appendix F. The BMP type, total area treated by the BMP, the design storage volume of the BMP and the estimated nitrogen removed in mass per year by the BMP were documented.

- No BMPs were installed
- The BMP information is attached to the email submission
- The BMP information can be found at the following publicly available website:

Optional: If you would like to describe progress made on any incomplete requirements listed above or provide any additional details, please use the box below:

Informational flyers and public outreach materials pertaining to proper disposal of leaf litter and pet waste are available and maintained on the Town's website: www.raymondnh.gov/ms4.

Lake and Pond Phosphorus TMDL

- Completed the written Lake Phosphorus Control Plan (LPCP), including: *(select the items in the LPCP that have been completed)*
 - Planned nonstructural and structural controls
 - O&M program for structural controls
 - Implementation schedule
 - Cost of implementation

The LPCP: *(select one of the following options)*

- is attached to the email submission
- can be found at the following publicly available website:

Baseline phosphorus export reduction required from LPCP Area (**lbs/ year**): 0

Optional: If you would like to describe progress made on any incomplete requirements listed above or provide any additional details, please use the box below:

Raymond prepared the Legal Analysis and Funding Source Assessment for the LPCP in Permit Year 5. The Town recently obtained funding from the Clean Water State Revolving Fund to develop the LPCP along with a watershed-based plan for Governors Lake. Development of the LPCP will occur during Permit Year 6.

Optional: Use the box below to provide any additional information you would like to share as part of your self-assessment:

Part III: Receiving Waters/Impaired Waters/TMDL

Have you made any changes to your lists of receiving waters, outfalls, or impairments since the NOI was submitted?

- Yes
 No

If yes, describe below, including any relevant impairments or TMDLs:

The Town has made changes to its list of outfalls, receiving waters and impairments since the NOI was filed. These changes have come as a result of outfall mapping efforts, and are documented in the SWMP.

On any 303d List issued before or after the effective date of the 2016 MS4 Permit, there are no phosphorus impairments for a receiving water body without an already approved TMDL applicable to Raymond. The only phosphorus impairment is for Governors Lake, which has an approved TMDL. Therefore, the Town has determined they are not required to comply with the requirements of Appendix H of the 2016 MS4 Permit as it relates to phosphorus.

Part IV: Minimum Control Measures

Please fill out all of the metrics below. If applicable, include in the description who completed the task if completed by a third party.

MCM1: Public Education

Number of educational messages completed **during this reporting period:**

Below, report on the educational messages completed **during this reporting period**. For the measurable goal(s) please describe the method/measures used to assess the overall effectiveness of the educational program.

BMP: Grass and Fertilizer

Message Description and Distribution Method:

"Green Grass & Clear Water" flyer produced by UNH Cooperative Extension, NH Sea Grant, and NHDES outlining simple recommendations to keep lawns healthy while reducing water quality impacts - including proper fertilizer techniques and disposal of grass clippings posted on the town's website: <https://www.raymondnh.gov/ms4>

Targeted Audience:

Responsible Department/Parties:

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 quantity of materials distributed.

Message Date(s):

Message Completed for: Appendix F Requirements Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes No

If yes, describe why the change was made:

BMP:Pet Waste Disposal

Message Description and Distribution Method:

GREENWorks "For the Sake of Clean Water, As Well As Our Shoes: Scoop the Poop!" Informational publication made available on the town's website: <https://www.raymondnh.gov/ms4>

Targeted Audience:

Responsible Department/Parties:

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(s): Permit Year 5

Message Completed for: Appendix F Requirements Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes No

If yes, describe why the change was made:

BMP:Disposal of Leaf and Grass Clippings

Message Description and Distribution Method:

"Green Grass & Clear Water" flyer produced by UNH Cooperative Extension, NH Sea Grant, and NHDES outlining simple recommendations to keep lawns healthy while reducing water quality impacts - including proper fertilizer techniques and disposal of grass clippings posted on the town's website: <https://www.raymondnh.gov/ms4>

Targeted Audience: Residential &/or Business and Institutions

Responsible Department/Parties: Raymond Department of Public Works

Measurable Goal(s):

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

Message Date(s): Permit Year 5

Message Completed for: Appendix F Requirements Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes No

If yes, describe why the change was made:

BMP:Septic System Maintenance

Message Description and Distribution Method:

"Get Pumped" informational story map (<https://getpumpednh.com/>) to educate homeowners with septic systems on how to identify, locate and maintain systems is available on the town's website: <https://www.raymondnh.gov/ms4>

Targeted Audience: Septic System Owners

Responsible Department/Parties: Raymond Department of Public Works

Measurable Goal(s):

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

Message Date(s): Permit Year 5

Message Completed for: Appendix F Requirements Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes No

If yes, describe why the change was made:

BMP:Construction/Developers Outreach

Message Description and Distribution Method:

Raymond has the Construction General Permit outreach letter and brochure developed by the Seacoast Stormwater Coalition on file and aims to provide these resources to developers and construction contractors during the site plan application submittal and review process.

Targeted Audience: Developers (construction)

Responsible Department/Parties: Raymond Community Development Department

Measurable Goal(s):

Contractors and developers are made aware of the updates and changes made to the EPA 2022 Construction General Permit including the requirement that those who wish to be considered a qualified person to conduct inspections must meet EPA training standards. Contractors and developers are also made aware of the need for proper erosion control practices during construction work.

Message Date(s): Permit Year 5

Message Completed for: Appendix F Requirements Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes No

If yes, describe why the change was made:

Add an Educational Message

MCM2: Public Participation

Describe the opportunity provided for public involvement in the development of the Stormwater Management Program (SWMP) **during this reporting period:**

The Town of Raymond drafted their Stormwater Management Plan during Permit Year 5. Once the report is finalized, it will be posted on the Town's website for the public to access for review and comment.

Was this opportunity different than what was proposed in your NOI? Yes No

Describe any other public involvement or participation opportunities conducted **during this reporting period:**

The Town of Raymond provides opportunities for public participation and involvement in stormwater management activities. The Town holds a Household Hazardous Waste Collection Day every year in September for residents to drop off hazardous waste for proper disposal. The Town of Raymond also has an optional recycling program. Recyclables are collected at the Town's transfer station and include the following: plastic, cans, bottles/glass, newspaper, cardboard, waste oil, batteries, etc. A Transfer Station Resident Permit is required to dispose of your recyclables at the Transfer Station.

During Permit Year 5, the Raymond Planning Board held several public meetings from May through July 2022 to discuss and draft the Post-Construction Stormwater Management Standards for its site plan and subdivision regulations, which were adopted September 1, 2022.

MCM3: Illicit Discharge Detection and Elimination (IDDE)

Sanitary Sewer Overflows (SSOs)

Check off the box below if the statement is true.

This SSO section is NOT applicable because we DO NOT have sanitary sewer

*Below, report on the number of SSOs identified in the MS4 system and removed **during this reporting period.***

Number of SSOs identified:

Number of SSOs removed:

MS4 System Mapping

Below, check all that apply.

The following elements of the Phase I map have been completed:

- Outfalls and receiving waters
- Open channel conveyances
- Interconnections
- Municipally-owned stormwater treatment structures
- Waterbodies identified by name and indication of all use impairments
- Initial catchment delineations

Optional: Describe any additional progress you made on your map during this reporting period or provide additional status information regarding your map:

The Town of Raymond completed the Phase I mapping during Permit Year 5. The Town recently obtained a Stormwater Asset Management Grant through the Clean Water State Revolving Fund to further drainage mapping updates in MS4 regulated areas during Permit Year 6.

Screening of Outfalls/Interconnections

If conducted, please submit any outfall monitoring results from this reporting period. Outfall monitoring results should include the date, outfall/interconnection identifier, location, weather conditions at time of sampling, precipitation in previous 48 hours, field screening parameter results, and results from all analyses. Please also include the updated inventory and ranking of outfalls/interconnections based on monitoring results.

- No outfalls were inspected
- The outfall screening data is attached to the email submission
- The outfall screening data can be found at the following publicly available website:

*Below, report on the number of outfalls/interconnections screened **during this reporting period.***

Number of outfalls screened:

*Below, report on the percent of total outfalls/ interconnections screened **to date.***

Percent of outfalls screened:

Optional: Provide additional information regarding your outfall/interconnection screening:

The Town mapped all known outfalls and interconnections during Permit Year 5. Dry Weather Screening of outfalls are expected to begin in Permit Year 6.

Catchment Investigations

If conducted, please submit all data collected during this reporting period as part of the dry and wet weather investigations. Also include the presence or absence of System Vulnerability Factors for each catchment.

- No catchment investigations were conducted
- The catchment investigation data is attached to the email submission
- The catchment investigation data can be found at the following publicly available website:

*Below, report on the number of catchment investigations completed **during this reporting period.***

Number of catchment investigations completed this reporting period:

*Below, report on the percent of catchments investigated **to date.***

Percent of total catchments investigated:

Optional: Provide any additional information for clarity regarding the catchment investigations below:

The Town has not started catchment investigations. There are 63 catchments in Raymond, including 38 that

have at least one System Vulnerability Factor (SVF), therefore wet weather sampling must be conducted at each of these outfalls for catchment investigations to be considered complete. The Town's Catchment Prioritization and Ranking Matrix and SVF Matrix are attached to the e-mail with the Annual Report submission.

IDDE Progress

If illicit discharges were found, please submit a document describing work conducted over this reporting period, and cumulative to date, including location source; description of the discharge; method of discovery; date of discovery; and date of elimination, mitigation, or enforcement OR planned corrective measures and schedule of removal.

- No illicit discharges were found
- The illicit discharge removal report is attached to the email submission
- The illicit discharge removal report can be found at the following publicly available website:

*Below, report on the number of illicit discharges identified and removed, along with the volume of sewage removed **during this reporting period.***

Number of illicit discharges identified:

Number of illicit discharges removed:

Estimated volume of sewage removed: gallons/day

*Below, report on the total number of illicit discharges identified and removed to date. At a minimum, report on the number of illicit discharges identified and removed **since the effective date of the permit (July 1, 2018).***

Total number of illicit discharges identified:

Total number of illicit discharges removed:

Optional: Provide any additional information for clarity regarding illicit discharges identified, removed, or planned to be removed below:

Employee Training

Describe the frequency and type of employee training conducted **during this reporting period:**

SWPPP and IDDE employee training was held in person on June 27, 2023.

*Below, report on the construction site plan reviews, inspections, and enforcement actions completed **during this reporting period.***

Number of site plan reviews completed:

Number of inspections completed:

Number of enforcement actions taken:

Optional: Enter any additional information relevant to construction site plan reviews, inspections, and enforcement actions:

All site inspections for multi-family residential and commercial/industrial development are conducted by the Town's consulting engineer. Site inspections vary depending on the amount of construction in town. During this reporting period, there was approximately 1 visit per week for 3-4 sites during non-winter months. The developer's Engineer is responsible for maintaining SWPPP reporting. Any issues regarding the scope of development, land disturbance or runoff issues are addressed amongst all parties.

MCM5: Post-Construction Stormwater Management in New Development and Redevelopment

Ordinance or Regulatory Mechanism

Date ordinance was completed (due in year 3):

Website of ordinance or regulatory mechanism:

<https://www.raymondnh.gov/forms-and-documents>

See section: Planning & Zoning Department

As-built Drawings

*Below, report on the number of as-built drawings received **during this reporting period.***

Number of as-built drawings received:

Optional: Enter any additional information relevant to the submission of as-built drawings:

Unknown.

Street Design and Parking Lots Report

Describe the status of the street design and parking lots assessment including any planned or completed changes to local regulations and guidelines:

Raymond has not completed this requirement because it is not due until Permit Year 6.

Green Infrastructure Report

Describe the status of the green infrastructure report including the findings and progress towards making the practice allowable:

Raymond has not completed this requirement because it is not due until Permit Year 6.

Retrofit Properties Inventory

Describe the status of the inventory of permittee-owned properties that could be modified or retrofitted with BMPs to mitigate impervious areas and report on any properties that have been modified or retrofitted:

Raymond has not completed this requirement because it is not due until Permit Year 6.

MCM6: Good Housekeeping

Catch Basin Cleaning

*Below, report on the number of catch basins inspected and cleaned, along with the total volume of material removed from the catch basins **during this reporting period**.*

Number of catch basins inspected:

Number of catch basins cleaned:

Total volume or mass of material removed from all catch basins:

Below, report on the total number of catch basins in the MS4 system.

Total number of catch basins:

If applicable:

Report on the actions taken if a catch basin sump is more than 50% full during two consecutive routine inspections/cleaning events:

Street Sweeping

Report on the number of miles swept **during this reporting period** below.

Number of miles cleaned:

Report either the volume or weight of street sweeping materials collected **during this reporting period** below.

- Volume of material removed: cubic yards
- Weight of material removed: [Select Units]

Stormwater Pollution Prevention Plan (SWPPP)

Below, report on the number of site inspections for facilities that require a SWPPP completed **during this reporting period**.

Number of site inspections completed:

Describe any corrective actions taken at a facility with a SWPPP:

The Town developed SWPPPs during Permit Year 5 for the Raymond Transfer Station and the Raymond Highway Garage Facility. No corrective actions have been taken. Initial site inspections were completed at each facility as part of development of the SWPPPs for these facilities. Quarterly site inspections will begin starting in Permit Year 6.

Additional Information**Monitoring or Study Results**

Results from any other stormwater or receiving water quality monitoring or studies conducted during the reporting period not otherwise mentioned above, where the data is being used to inform permit compliance or permit effectiveness must be attached.

- Not applicable
- The results from additional reports or studies are attached to the email submission
- The results from additional reports or studies can be found at the following website(s):

If such monitoring or studies were conducted on your behalf or if monitoring or studies conducted by other entities were reported to you, a brief description of the type of information gathered or received shall be described below:

Additional Information

Optional: Enter any additional information relevant to your stormwater management program implementation during the reporting period. Include any BMP modifications made by the MS4 if not already discussed above. If any of the above year 5 requirements could not be completed due to the impacts of COVID-19, please identify the requirement that could not be completed, any actions taken to attempt to complete the requirement, and reason the requirement could not be completed below:

Raymond retained Weston & Sampson and the Rockingham Planning Commission in Permit Year 5 to assist the Town in complying with permit requirements for Year 5 and to come into compliance with requirements from Permit Years 1-4. The Town received a \$100,000 ARPA grant to support this effort and was able to make substantial progress.

Activities Planned for Next Reporting Period

Please confirm that your SWMP has been, or will be, updated to comply with all applicable permit requirements including but not limited to the year 6 requirements summarized below. (Note: impaired waters and TMDL requirements are not listed below)

Yes, I agree

- Develop a report assessing current street design and parking lot guidelines and other local requirements within the municipality that affect the creation of impervious cover
- Develop a report assessing existing local regulations to determine the feasibility of making green infrastructure practices allowable when appropriate site conditions exist
- Identify a minimum of 5 permittee-owned properties that could potentially be modified or retrofitted with BMPs to reduce impervious areas

Annual Requirements

- Annual report submitted and available to the public
- Annual opportunity for public participation in review and implementation of SWMP
- Keep records relating to the permit available for 5 years and make available to the public
- Properly store and dispose of catch basin cleanings and street sweepings so they do not discharge to receiving waters
- Annual training to employees involved in IDDE program
- Update inventory of all known locations where SSOs have discharged to the MS4
- Continue public education and outreach program
- Update outfall and interconnection inventory and priority ranking and include data collected in connection with the dry weather screening and other relevant inspections conducted
- Implement IDDE program
- Review site plans of construction sites as part of the construction stormwater runoff control program
- Conduct site inspection of construction sites as necessary
- Inspect and maintain stormwater treatment structures
- Log catch basins cleaned or inspected
- Sweep all curbed streets at least annually
- Continue investigations of catchments associated with Problem Outfalls
- Implemented SWPPPs for all permittee owned or operated maintenance garages, public works yards, transfer stations, and other waste handling facilities
- Review inventory of all permittee owned facilities in the categories of parks and open space, buildings and facilities, and vehicles and equipment; update if necessary
- Review O&M programs for all permittee owned facilities; update if necessary

- Implement all maintenance procedures for permittee owned facilities in accordance with O&M programs
- Implement program for MS4 infrastructure maintenance to reduce the discharge of pollutants
- Enclose all road salt storage piles or facilities and implemented winter road maintenance procedures to minimize the use of road salt
- Review as-built drawings for new and redevelopment to ensure compliance with post construction bylaws, regulations, or regulatory mechanism consistent with permit requirements

Provide any additional details on activities planned for permit year 6 below:

The Town recently obtained a Stormwater Asset Management Grant, which will allow the Town to expand on their existing drainage mapping efforts in MS4 regulated areas during Permit Year 6. It will also allow the Town to ensure continued operation and maintenance of their drainage system through an enhanced asset management program. The Town also recently obtained a CWSRF Loan to develop a watershed-based plan and Lake Phosphorus Control Plan for Governors Lake during Permit Year 6.

Part V: Certification of Small MS4 Annual Report 2023

40 CFR 144.32(d) 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, I certify that 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.

Name: Title:

Signature: Date:

[Signatory may be a duly authorized representative]