

Year 5 Annual Report

New Hampshire Small MS4 General Permit

EXISTING PERMITTEES

Reporting Period: July 1, 2022 - June 30, 2023

Town of Rollinsford

EPA NPDES Permit Number NHR041029

Certification of Small MS4 Year 5 Annual Report

"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: Cary Boyle	
Title: Town Administrator	
Signature: 	Date: 9/28/23

Authorized Representative:

The authorization letter is:

Attached to this document (document name listed below):

https://drive.google.com/drive/folders/15Uo85r4Js40B85naP_uFWnpMzd3ajJz5

Publicly available at the website:

https://drive.google.com/drive/folders/15Uo85r4Js40B85naP_uFWnpMzd3ajJz5

Primary MS4 Program Manager Contact Information:

Name: Cary Boyle	Title/Position: Town Administrator	
Department: Administration		
Street Address: 667 Main Street, PO Box 309		
City: Rollinsford	State: New Hampshire	Zip Code: 03869
Email: cary.boyle@rollinsford.nh.us	Phone Number: 603-742-2510 x313	

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, 2022, through June 30, 2023**, 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 Rollinsford Stormwater Management Program Plan (SWMP) and Illicit Discharge Detection and Elimination (IDDE) Plan. Those documents and other pertinent Year 5 information can be found in submission or at the following websites, and will be referred to throughout this report:

SWMP: or at 667 Main Street, Rollinsford, NH
Date SWMP was Last Updated: September 27, 2023
IDDE Program Plan: see attached submission and https://drive.google.com/file/d/1zcROM0WKSu9Cng7gN-clGigon_fqvpQN/view
Updated System Map: see attached submission and https://drive.google.com/drive/folders/15Uo85r4Js40B85naP_uFWnpMzd3ajJz5
Progress on Completion of System Map: https://drive.google.com/drive/folders/15Uo85r4Js40B85naP_uFWnpMzd3ajJz5
Updated SSO Inventory: Not Applicable to the Town of Rollinsford
Updated Inventory and Ranking of Outfalls/Interconnections: <see attached submission and https://docs.google.com/spreadsheets/d/1wJYWkuh24WggWoiMndmhRcfW7RZHXP15/edit#gid=490878762
Dry Weather Screening Data: <see attached submission and https://drive.google.com/drive/folders/15Uo85r4Js40B85naP_uFWnpMzd3ajJz5
Wet Weather Screening Data: <see attached submission and https://drive.google.com/drive/folders/15Uo85r4Js40B85naP_uFWnpMzd3ajJz5
Catchment Investigation Data: <see attached submission and https://drive.google.com/drive/folders/15Uo85r4Js40B85naP_uFWnpMzd3ajJz5

Illicit Discharge Removal Report: see attached submission and https://drive.google.com/drive/folders/15Uo85r4Js40B85naP_uFWnpMzd3ajJz5

Results from additional stormwater or receiving water quality monitoring reports or studies: Not Applicable

Salt Reduction Plan: Not Applicable to the Town of Rollinsford

Annual Salt Usage Report: Not Applicable to the Town of Rollinsford

Updated Nitrogen Source Identification Report: see attached submission and https://drive.google.com/drive/folders/15Uo85r4Js40B85naP_uFWnpMzd3ajJz5

Updated Phosphorus Source Identification Report: see attached submission and https://drive.google.com/drive/folders/15Uo85r4Js40B85naP_uFWnpMzd3ajJz5

Street Sweeping Schedule: Not Applicable to the Town of Rollinsford

Chloride Reduction Plan: Not Applicable to the Town of Rollinsford

Annual Salt Usage Report: Not Applicable to the Town of Rollinsford

Lake Phosphorus Control Plan: Not Applicable to the Town of Rollinsford

Lake Phosphorus Control Plan (Items 1-4): Not Applicable to the Town of Rollinsford

Self-Assessment

Select the impairment(s) and/or TMDL(s) that are applicable to your MS4. Make sure you are referring to the 2020/2022 EPA approved Section 303(d) Impaired Waters List which was used for the Year 5 reporting period and can be found on the [NHDES webpage](#).

All **Appendix F and H requirements** can be found under "Appendix F and H: Water Quality Limited Waters & TMDLs" section of this report.

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

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

The Town of Rollinsford has made changes to the list of receiving waters, outfalls, or impairments since the NOI submission. The following impairments and/or TMDLs have been added or delisted:

Water Quality Impaired Waters: Salmon Falls River (sections previously identified), Fresh Creek Pond, Fresh Creek - Twombly Brook, and Rollins Brook.

TMDL:

No

The Town of Rollinsford has not made changes to the list of receiving waters, outfalls, or impairments since the NOI submission.

Describe progress made on any **incomplete requirements** listed above or optionally provide any additional relevant details, in the box below:

Not Applicable

Minimum Control Measures

MCM 1: Public Education

Total number of all MS4 related educational efforts completed *during this reporting period*: 9

Were any of the messages below different than what was proposed in your NOI?

No

Yes

BMP: Grass and Fertilizer

Outreach Resources:

Grass and fertilizer related flyers, mailers, postcards, videos, and social media posts found on the [MCM #1 webpage](#) of the NH MS4 website.

Description:

“Green Grass and Clean Water” materials were 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.

Targeted Audience:

Residential

Responsible Department/Parties:

Select Board

Measurable Goal(s):

Residents that are lawn care enthusiasts 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 the quantity of materials distributed.

Following are the number of flyers, mailers, **and/or** postcards that were distributed *during this reporting period*:

Year 5 = flyers are available and on display at Town Hall

Year 5 = approximately 1,200 mailers (sent to all residential properties)

Goal was achieved.

Message Date: May 2023

BMP: Pet Waste Disposal

Outreach Resources:

Pet waste related flyers, mailers, postcards, and videos found on the [MCM #1 webpage](#) of the NH MS4 website.

Description:

Distribution and promotion of municipally created flyers, mailers, postcards, brochures with educational information about proper pet waste management, impacts of improper management, pet waste ordinance, and disposal requirements messaging.

Targeted Audience:

Residents - Pet Owners

Responsible Department/Parties:

Select Board

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.

Following are the number of flyers, mailers, postcards, **and/or** brochures that were distributed **during this reporting period:**

Year 5 = 357 of brochures

Goal was achieved.

Message Date: Distributed with dog licenses - March/April yearly

BMP: Disposal of Leaf and Grass Clippings

Outreach Resources:

Leaf and grass clippings related flyers, brochures, pledges, door hangers, and videos found on the [MCM #1 webpage](#) of the NH MS4 website.

Description:

Distribution and promotion of municipally created flyers, brochures, pledges, door hangers, and videos with messaging about impacts from yard waste to waterbodies, alternatives to dumping yard waste, and laws against dumping yard waste near or in waterbodies.

The Town of Rollinsford has implemented a composting effort/program by allowing the public to drop off compostable materials at municipally-owned properties, and providing educational materials on the water quality benefits of composting, etc.).

Targeted Audience:

Residential and Business

Responsible Department/Parties:

Select Board

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.

Following are the number of flyers, brochures, and door hangers that were distributed *during this reporting period*:

Year 5 = approximately 1,200 of flyers mailed

Year 5 = brochures are available and on display at Town Hall

Goal was achieved.

Message Date: Fall 2022

BMP: Septic System Maintenance

Outreach Resources:

Septic system related brochures, letters, videos **and/or** social media posts found on the MCM #1 webpage of the NH MS4 website.

Description:

Distribution and promotion of Get Pumped NH, EPA, **and/or** municipally created brochures, letters, videos **and/or** social media posts educating New Hampshire homeowners with septic systems on how to identify, locate and maintain those systems. Get Pumped NH is a collaborated effort between the New Hampshire Association of Septage Haulers (NHASH) and the New Hampshire Department of Environmental Services (NHDES).

Targeted Audience:

Septic System Owners

Responsible Department/Parties:

Select Board

Measurable Goal(s):

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

Following are the number of brochures and letters that were distributed *during this reporting period*:

Year 5 = approximately 1,200 brochures mailed (brochures also available and on display at Town Hall)

Goal was achieved.

Message Date: Fall 2022

BMP: Industrial Outreach

Outreach Resources:

Industrial facilities related letter and fact sheets found on the [MCM #1 webpage](#) of the NH MS4 website.

Description:

- x Provided an outreach letter and Industrial Facilities Fact Sheet to the permittees that fall under the Multi-Sector General Permit and whose facilities are located within the NH MS4 regulated area (and outside of the NH MS4 regulated area) to educate them on both the new and updated requirements within the EPA 2021 Multi-Sector General Permit, and the 2017 NH MS4 General Permit.

Targeted Audience:

Industrial facilities regulated under the Multi-Sector General Permit located within the regulated NH MS4 area and outside of the NH MS4 regulated area.

Responsible Department/Parties:

Select Board

Measurable Goal(s):

Operators and managers of industrial facilities are made aware of the updates and changes made to the EPA 2021 Multi-Sector General Permit including the requirements to additional monitoring, updated benchmark thresholds and monitoring schedules, monitoring of impaired waters, and specific additional monitoring depending on the industry sector. In addition, noted the overlapping requirements with the NH MS4 General Permit.

Following are the number of outreach letters **and/or** fact sheets that were distributed to municipal or local organizations **during this reporting period:**

Year 5 = 3 letters

Year 5 = 3 fact sheets

Goal was achieved.

Message Date: July 2023

Describe progress made on any **incomplete requirements** listed above **or** optionally provide any additional relevant details, in the box below:

Included two additional facilities in the Industrial Outreach although only one has been identified.

The Town of Rollinsford has continued to experience a great deal of turnover. As stated in the Town of Rollinsford's Year 4 report, a long-serving Town Administrator, who was the driving force behind much

of the MS4 work for the Town, retired in 2021. The Town then hired an interim Town Administrator for several months before a new Town Administrator was named in April of 2022. In May of 2023 this Town Administrator left for another opportunity and a new Town Administrator was named on an interim basis and is now the Town Administrator for the Town. As with the previous Town Administrator, the newly named Town Administrator has had no prior stormwater experience until now. The Town hired a consulting firm in early summer of 2023 and working along with the Town Administrator will assist and guide and the management of the MS4 Permit, beginning with Year 6.

MCM 2: Public Participation

- x Provided an opportunity for public participation in review and implementation of SWMP and complied with State Public Notice requirements as described in the Town of Rollinsford's SWMP.
- x Kept records relating to the permit available for 5 years and made available to the public.

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

Description:

The Stormwater Management Program (SWMP) was not publicly reviewed at a public meeting during Year 5. Documents and records relating to the permit are retained and available for 5 years to the public at the Rollinsford Town Hall and <https://drive.google.com/drive/folders/0B6qWNgVomf1TeHlnZ05uLVg4ZEE?resourcekey=0-KgZ31MQgc-QJxIFZn8aDQg>

Was this opportunity different than what was proposed in your NOI?

No

Yes

Measurable Goal(s):

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

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

Public involvement or participation opportunities are ancillary to daily operations.

The Town of Rollinsford in conjunction with the City of Dover, the Town of Madbury and the Town of Lee held an annual Household Hazardous Waste Collection Day in August of 2022.

Describe progress made on any **incomplete requirements** listed above or optionally provide any additional relevant details, in the box below:

The Stormwater Management Plan (SWMP) was not reviewed at a public meeting during the Year 5 reporting period. It will be reviewed and discussed in the Year 6 reporting period. The Town of Rollinsford continues to solicit volunteers for the Stormwater Committee. No new interest has been shown.

MCM 3: Illicit Discharge Detection and Elimination (IDDE)

Sanitary Sewer Overflows (SSOs)

- This SSO section is NOT applicable because we DO NOT have sanitary sewer.
- This SSO section is NOT applicable because we DID NOT find any new SSOs.
- The SSO inventory has been updated, including the status of mitigation and corrective measures implemented or was addressed and can be found in submission **and/or** at the following website ##website link.

Below, report on the number of SSOs identified in the MS4 system and removed:

Number of SSOs identified **during this reporting period**: 0

Number of SSOs removed **during this reporting period**: 0

MS4 System Mapping

- Updated system map due in Year 2 as necessary:

Provide additional status information regarding your map:

Map of the storm sewer system and associated outfalls was completed in Year 2 and there have been no updates since that time.

Screening of Outfalls/Interconnections

Dry Weather Screening

- No outfalls were inspected for dry weather screening **during this report period**.
- Outfalls were inspected for dry weather screening **during this report period** and data can be found in submission **and/or** at the following website ##website link.

Below, report on the number of outfalls screened in the MS4 system:

Number of outfalls/interconnections screened **during this reporting period**: 0

Percent of total known outfalls/interconnections screened **to date (Year 1 – Year 5)**: 100

The inventory and ranking of outfalls/interconnections was not updated during Year 5 because outfalls/interconnections were not inspected.

Wet Weather Screening

- No outfalls/interconnections were inspected for wet weather screening *during this report period*.
- Wet weather outfall/interconnection screening data can be found in submission **and/or** at the following website ##website link.

Number of outfalls screened *during this reporting period*: 0

Percent of total known outfalls/interconnections screened *to date (Year 1 – Year 5)*: 100

Catchment Investigations

- No catchment investigations were conducted *during this report period*. Catchment investigations include investigations associated with Problem, High Priority, and Low Priority Outfalls/Interconnections within the MS4 regulated area.
- Catchment investigations were conducted and data can be found in submission **and/or** at the following website ##website link.

Number of catchment investigations *during this reporting period*: 0. Catchment Investigations were conducted as outlined in Part 2.3.4.8. of the permit and include investigations associated with Problem, High Priority, and Low Priority Outfalls and Interconnections within the MS4 regulated area.

Percentage of total catchments investigated *to date (Year 1 - Year 5)*: 100

IDDE Progress

- No illicit discharges were found *during this reporting period*.
- Illicit discharges were found but not removed *during this reporting period*.
- Illicit discharges were removed *during this reporting period* and the illicit discharges removal report can be found in submission and at the following website https://drive.google.com/drive/folders/15Uo85r4Js40B85naP_uFWnpMzd3ajjz5

Number of illicit discharges identified *during this reporting period*: 1

Number of illicit discharges removed *during this reporting period*: 1

Estimated gallons of flow removed *during this reporting period*: 1,500 gallons/day (one day of discharge)

Total number of illicit discharges identified *since the effective date of the permit (July 1, 2018 – June 30, 2023)*: 1

Total number of illicit discharges removed *since the effective date of the permit (July 1, 2018 – June 30, 2023)*: 1

Employee Training

x Provided training to employees involved in IDDE program *during the reporting period*:

The Town of Rollinsford’s staff were trained using IDDE training videos and a written IDDE SOP created by UNH, the City of Dover, and NHDES. Video topics included collecting data and water samples in the field, analyzing for pertinent parameters as identified in the permit, how to identify an illicit discharge, and general IDDE sampling protocols. Training logs are included in Appendix F of the IDDE Program Plan.

In addition, the Town of Rollinsford routinely provides IDDE materials and training, including information on how to identify illicit discharges and SSOs are made available to applicable employees in accordance with IDDE Program Plan.

Describe progress made on any **incomplete requirements** listed above or optionally provide any additional relevant details, in the box below:

Not Applicable

MCM 4: Construction Site Stormwater Runoff Control

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

Number of site plan reviews completed *during this reporting period*: 3

Number of inspections completed *during this reporting period*: 25

Number of enforcement actions taken *during this reporting period*: 0

The Town of Rollinsford’s Building Inspector/Code Enforcement Officer works closely with contractors to address environmental concerns for the least environmental impact.

Describe progress made on any **incomplete requirements** listed above or optionally provide any additional relevant details, in the box below:

Not Applicable

MCM 5: Post-Construction Stormwater Management in New Development and Redevelopment

Ordinance or Regulatory Mechanism

- x The Town of Rollinsford has a regulatory mechanism(s) consistent with permit requirements 2.3.6.a.ii.
Date regulatory mechanism was adopted: 11/2007. The regulatory document can be found at the Rollinsford Town Hall.

As-built Drawings

Number of as-built drawings received *during this reporting period*: 2

Street Design and Parking Lots Report

- x **During Year 4**, The Town of Rollinsford developed a report assessing current street design and parking lot regulations to determine the feasibility of making low impact design options allowable when appropriate site conditions exist and made it available as part of the SWMP.
- x No updates were made *during this reporting period* because all required updates have been made to make low impact designs allowable as outlined in the **Assessment Report**.
- x No updates were made *during this reporting period* because all required **local regulation and/or guideline** updates have been made to make low impact designs allowable as outlined in the Local Regulations Assessment Report.

Green Infrastructure Reports

- x **During Year 4**, the Town of Rollinsford developed a report assessing local regulations to determine the feasibility of making green infrastructure practices allowable when appropriate site conditions exist and made it available as part of the SWMP.
- x No updates were made *during this reporting period* because all required updates have been made to make green infrastructure practices allowable as outlined in the **Assessment Report**.
- x No updates were made *during this reporting period* because all required **local regulation** updates have been made to make green infrastructure practices allowable as outlined in the Assessment Report.

Retrofit Properties Inventory

Identified permittee-owned properties that could potentially be modified or retrofitted with BMPs to reduce impervious cover in **Year 4**. The following was completed **during the reporting period**:

Identified permittee-owned properties that could potentially be modified or retrofitted with BMPs to reduce impervious cover **during this reporting period** because ##MUNICIPALITY did not complete this requirement during Year 4. The following was also completed **during the reporting period**:

The Town of Rollinsford has identified the remaining permittee-owned properties that could be modified or retrofitted with BMPs to mitigate impervious areas and of which are not included in the list below:

List of MS4 Properties: Silver Street, Roberts Road, Front Street, 667 Main Street, 51 Water Street, 472 Silver Street

List of Non-MS4 Properties: 0

The Town of Rollinsford has modified or retrofitted the following MS4 **and/or** Non-MS4 properties with BMPs to mitigate impervious area that were inventoried as part of 2.3.6.e as part of the permit in Year 4 **or** Year 5. Following is a list of the properties that were modified or retrofitted **during this reporting period**:

List of MS4 Properties: None

List of Non-MS4 Properties: None

Describe progress made on any **incomplete requirements** listed above **or** optionally provide any additional relevant details, in the box below:

MCM 6: Good Housekeeping

Catch Basin Cleaning

x Stored and disposed of catch basin cleanings so they did not discharge to receiving waters.

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

No actions were taken because no catch basin sumps were more than 50% full during two consecutive routine inspections/cleaning events.

Number of catch basins inspected *during this reporting period*: 128

Number of catch basins cleaned *during this reporting period*: 128

Total volume or mass of material removed from all catch basins *during this reporting period*: 8 cubic yards

Total number of catch basins within the MS4 system: 128

Street Sweeping

x Stored and disposed of street sweepings so they did not discharge to receiving waters.

x All curbed roadways were swept at least once within the reporting period.

Number of (lane) miles swept *during this reporting period*: 20

Volume of swept material *during this reporting period*: 8 cubic yards

Stormwater Pollution Prevention Plan (SWPPP)

x Implemented SWPPPs for all permittee owned or operated maintenance garages, public works yards, transfer stations, and other waste handling facilities, that are not currently covered under another NPDES Permit.

Number of site inspections completed for *during this reporting period*: 4

Number of corrective actions taken *during this reporting period*: 0

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

No corrective actions necessary.

Operations and Maintenance (O & M) Programs

X O&M programs for all permittee owned facilities have been completed and/or updated as noted below:

- X Implemented all maintenance procedures for permittee owned facilities in accordance with O&M programs.
- X Updated inventory of all permittee owned facilities as necessary.

All permittee owned facilities, including an inventory, are included in our SWMP. There were no changes to report during Year 5.

- X Implemented program for MS4 infrastructure maintenance to reduce the discharge of pollutants as outlined in the SWMP.
- X Inspected all permittee owned treatment structures (excluding catch basins) as outlined in the SWMP.
- X Enclosed all road salt storage piles or facilities and implemented winter road maintenance procedures to minimize the use of road salt as outlined in the SWMP.

Describe progress made on any **incomplete requirements** listed above or optionally provide any additional relevant details, in the box below:

Not Applicable

Appendix F and H: Water Quality Limited Waters & TMDLs

Bacteria/Pathogens Impairment (Appendix H) AND TMDL (Appendix F)

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

Describe progress made on any **incomplete requirements** listed above or optionally provide any additional relevant details, in the box below:

Not Applicable

Chloride Impairment (Appendix H)

x Permittee **does not** have a chloride impairment.

Permittee **has** a chloride impairment.

- Fully implemented Salt Reduction Plan *during this reporting period* and can be found in submission **and/or** at the following website ##website link.

The Municipal Green SnowPro Certification Program bill was passed during the 2021 legislation session. NHDES developed rules and regulations *during this reporting period*. Final approval of the rules and regulations is anticipated in 2023/2024.

- Reported amount of salt applied to all municipally-owned and maintained surfaces by completing the New Hampshire DES Annual Salt Usage reporting form and submitting it to NHDES, and can be found in submission **and/or** at the following website ##website link. The UNH Technology Transfer Center online tool is non-functional and has been for several years.

Describe progress made on any **incomplete requirements** listed above or optionally provide any additional relevant details, in the box below:

The Town of Rollinsford does not have a chloride impairment.
--

Nitrogen Impairment (Appendix H)

- Permittee **does not** have a nitrogen impairment.
- x Permittee **has** a nitrogen impairment.
 - x Distributed an annual message that encourages the proper use and disposal of grass clippings and encourages the proper use of slow-release fertilizers **during this reporting period.**
 - x Distributed an annual message encouraging the proper management of pet waste, including noting any existing ordinances where appropriate **during this reporting period.**
 - x Distributed an annual message encouraging the proper disposal of leaf litter **during this reporting period.**
 - x Increased street sweeping frequency of all municipal owned streets and parking lots subject to Permit part 2.3.7.d.iii to a minimum of one time per year (spring) and implemented a fall leaf litter collection program in lieu of post-drop street sweeping **during this reporting period.**

Nitrogen Source Identification Report- Update

Structural BMPs

- x The Nitrogen Source Identification Report can be found in submission and https://drive.google.com/drive/folders/15Uo85r4Js40B85naP_uFWnpMzd3aiJz5
The updates to the Nitrogen Source Identification Report can be found in *Section 2: Potential Structural BMPs Report (Year 5)* and include the following:
 - 1.) Completed the evaluation of all permittee-owned properties identified as presenting retrofit opportunity or areas for structural BMP installation under permit part 2.3.6.d as identified in the Nitrogen Source Identification Report update that are within the drainage area of the impaired water or its tributaries. The report includes the next planned infrastructure, resurfacing, or redevelopment activity planned for the property (if applicable) or planned project; Estimated cost of redevelopment or retrofit BMPs, and; Engineering and regulatory feasibility of redevelopment or retrofit BMPs.
 - 2.) Completed a listing of planned structural BMPs and a plan and schedule for implementation.
 - 3.) Method of tracking and accounting for nitrogen, and metrics associated with individual BMPs.

- x No BMPs were installed **during this reporting period**. The implementation schedule is outlined in *Section 2: Potential Structural BMPs Report (Year 5)* of the Nitrogen Source Identification Report. The total estimated nitrogen removed from the installed BMP(s) is 0 lbs/year.

Describe progress made on any **incomplete requirements** listed above or optionally provide any additional relevant details, in the box below:

Phosphorus Impairment (Appendix H)

Permittee **does not** have a phosphorus impairment.

x Permittee **has** a phosphorus impairment.

- x Distributed an annual message that encourages the proper use and disposal of grass clippings and encourages the proper use of slow-release fertilizers **during this reporting period**.
- x Distributed an annual message encouraging the proper management of pet waste, including noting any existing ordinances where appropriate **during this reporting period**.
- x Distributed an annual message encouraging the proper disposal of leaf litter **during this reporting period**.
- x Increased street sweeping frequency of all municipal owned streets and parking lots subject to Permit part 2.3.7.d.iii to a minimum of one time per year (spring) and implemented a fall leaf litter collection program in lieu of post-drop street sweeping **during this reporting period**.

Phosphorus Source Identification Report- Update

Structural BMPs

- x The Phosphorus Source Identification Report was updated during this reporting period and can be found in submission and https://docs.google.com/spreadsheets/d/1weiNhWdoJfXBybP2_In0eOa5xt0_KgPS/edit#gid=1002798096. The updates to the Phosphorus Source Identification Report can be found in *Section 2: Potential Structural BMPs Report (Year 5)* and include the following:
 - 1.) Completed the evaluation of all permittee-owned properties identified as presenting retrofit opportunity or areas for structural BMP installation under permit part 2.3.6.d as

identified in the Phosphorus Source Identification Report update that are within the drainage area of the impaired water or its tributaries. The report includes the next planned infrastructure, resurfacing, or redevelopment activity planned for the property (if applicable) or planned project; Estimated cost of redevelopment or retrofit BMPs, and; Engineering and regulatory feasibility of redevelopment or retrofit BMPs.

- 2.) Completed a listing of planned structural BMPs and a plan and schedule for implementation.
- 3.) Method of tracking and accounting for phosphorus, and metrics associated with individual BMPs.

x No BMPs were installed **during this reporting period**. The implementation schedule is outlined in *Section 2: Potential Structural BMPs Report (Year 5)* of the Phosphorus Source Identification Report. The total estimated phosphorus removed from the installed BMP(s) is 0 lbs/year.

Describe progress made on any **incomplete requirements** listed above or optionally provide any additional relevant details, in the box below:

Solids, Oil and Grease (Hydrocarbons), or Metals Impairment(s) (Appendix H)

x Permittee **does not** have a solids, oil and grease, or metals impairment(s).

Permittee **has** a solids, oil and grease, or metals impairment(s).

- Increased street sweeping frequency of all municipal owned streets and parking lots to a schedule that targets areas with potential for high pollutant loads **during this reporting period**. ##MUNICIPALITY street sweeping schedule can be found in submission **and/or** at ##website..

Describe progress made on any **incomplete requirements** listed above or optionally provide any additional relevant details, in the box below:

The Town of Rollinsford does not have a Solids, Oil and Grease (Hydrocarbons), or Metals Impairment(s).

Chloride TMDL (Appendix F)

x Permittee **does not** have a chloride TMDL.

Permittee **has** a chloride TMDL.

Fully implemented Chloride Reduction Plan **during this reporting period** and can be found in submission **and/or** at the following website ##website link.

The Municipal Green SnowPro Certification Program bill was passed during the 2021 legislation session. NHDES developed rules and regulations **during this reporting period**. Final approval of the rules and regulations is anticipated in 2023/2024.

Reported amount of salt applied to all municipally-owned and maintained surfaces by completing the New Hampshire DES Annual Salt Usage reporting form, submitting it to NHDES, and can be found in submission **and/or** at the following website ##website link. The UNH Technology Transfer Center online tool is non-functional and has been for several years.

Describe progress made on any **incomplete requirements** listed above or optionally provide any additional relevant details, in the box below:

The Town of Rollinsford does not have a Chloride TMDL.

Lake and Pond Phosphorus TMDL (Appendix F)

x Permittee **does not** have a lake and pond phosphorus TMDL.

Permittee **has** a lake and pond phosphorus TMDL.

##MUNICIPALITY completed a written Lake Phosphorus Control Plan **during the reporting period**. The completed plan includes items 1-8 in Appendix F, Table F-3 and can be found in submission **and/or** at the following website ##website link. The plan is available to the public at ##website and/or facility and physical location.

During Years 1-4, ##MUNICIPALITY completed the following items 1-4 of the Lake Phosphorus Control Plan and as outlined in Appendix F, Table F-3: 1.) Legal analysis, 2.) Funding source assessment, 3.) Define LPCP scope (LPCP area), and, 4.) Calculated baseline phosphorus, allowable phosphorus load and phosphorus reduction requirement. The documents can be found in submission **and/or** at the following website ##website link.

##MUNICIPALITY is utilizing the resources developed by the New Hampshire Stormwater Coalition. Resources have been developed but the written Lake Phosphorus Control Plan template was not available **during this reporting period**. The New Hampshire Stormwater Coalition is in the process of finalizing the written Lake Phosphorus Control Plan template during the summer of 2023 and is offering a workshop on August 21, 2023, for permittees to obtain information on how to fill out the template and associated spreadsheets.

##MUNICIPALITY will complete a written Lake Phosphorus Control Plan during Year 6 and

provide an update on the progress in the Year 6 Annual Report. ##MUNICIPALITY 's plan will be available to the public once it is completed at following website ##website link and/or facility and physical location.

Describe progress made on any **incomplete requirements** listed above or optionally provide any additional relevant details, in the box below:

The Town of Rollinsford does not have a Lake and Pond Phosphorus TMDL.

Additional Required Information

Monitoring or Study Results

Results from all stormwater or receiving water quality monitoring or studies conducted **during the reporting period** and **not otherwise mentioned above**, where the data is being used to inform permit compliance or permit effectiveness is:

Not applicable.

The results from additional reports or studies are in submission **and/or** at the following website ##website link.

Not Applicable

Description of Any Changes in Identified BMPs or Measurable Goals

The Town of Rollinsford 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 Planned for Next Reporting Period

The Town of Rollinsford will continue to implement activities in accordance with the permit and SWMP. The Town of Rollinsford hired a consultant in the early summer of 2023. The consulting firm will assist the Town with the management of the MS4 Permit.

Annual Report Submission

Your completed Annual Report and all associated documents must be sent to EPA by September 28, 2023. It is optional to send your completed Annual Report to NHDES as well.

Your Annual Report can be submitted either by email or mail:

Submittal Method	EPA	NHDES (Optional)
Email (preferably in pdf with all attachments as separate documents)	stormwater.reports@epa.gov	Deborah.Loiselle@des.nh.gov
Mail (postage)	Newton Tedder US EPA- 06-4 5 Post Office Square, Suite 100 Boston, MA 02109	Deborah Loiselle Watershed Management Bureau 29 Hazen Drive; PO Box 95 Concord, NH 03302-0095