

# **Year 6 Annual Report**

**New Hampshire Small MS4 General Permit**

**Reporting Period: July 1, 2023 - June 30, 2024**

**Town of Rollinsford**

EPA NPDES Permit Number NHR041029

# Certification of Small MS4 Year 6 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: <i>Cary Boyle</i>	Date: 9/30/24

## Authorized Representative:

The authorization letter is:

Attached to this document (document name listed below):

Town of Rollinsford Authorization Ltr 2024.09.30  
<https://rollinsford.nh.us/resources/ms4-stormwater/>

Publicly available at the website:

<https://rollinsford.nh.us/resources/ms4-stormwater/>

## Primary MS4 Program Manager Contact Information:

Name: Cary Boyle	Title/Position: Town Administrator	
Department: Administration		
Street Address: 667 Main Street		
City: Rollinsford	State: New Hampshire	Zip Code: 03869
Email: <a href="mailto:townadministrator@rollinsford.nh.us">townadministrator@rollinsford.nh.us</a>	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, 2023, through June 30, 2024**, in accordance with the Permit.

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

<a href="https://www.epa.gov/npdes-permits/regulated-ms4-new-hampshire-communities">https://www.epa.gov/npdes-permits/regulated-ms4-new-hampshire-communities</a>
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Compliance activities have been identified and described in the Town of Rollinsford’s Stormwater Management Program Plan (SWMP) and Illicit Discharge Detection and Elimination (IDDE) Plan. Those documents and other pertinent Year 6 information can be found in submission or at the following websites, and will be referred to throughout this report:

SWMP: See attached submission and at <a href="https://rollinsford.nh.us/resources/ms4-stormwater/">https://rollinsford.nh.us/resources/ms4-stormwater/</a>
Date SWMP was Last Updated: September 30, 2024
IDDE Program Plan: See attached submission and at <a href="https://rollinsford.nh.us/resources/ms4-stormwater/">https://rollinsford.nh.us/resources/ms4-stormwater/</a>
Updated System Map: See attached submission and at <a href="https://rollinsford.nh.us/resources/ms4-stormwater/">https://rollinsford.nh.us/resources/ms4-stormwater/</a>
Progress on Completion of System Map: See attached submission and at <a href="https://rollinsford.nh.us/resources/ms4-stormwater/">https://rollinsford.nh.us/resources/ms4-stormwater/</a>
Updated SSO Inventory: Not applicable to the Town of Rollinsford
Updated Inventory and Ranking of Outfalls/Interconnections: See attached submission and at <a href="https://rollinsford.nh.us/resources/ms4-stormwater/">https://rollinsford.nh.us/resources/ms4-stormwater/</a>
Dry Weather Screening Data: See attached submission and at <a href="https://rollinsford.nh.us/resources/ms4-stormwater/">https://rollinsford.nh.us/resources/ms4-stormwater/</a>
Wet Weather Screening Data: See attached submission and at <a href="https://rollinsford.nh.us/resources/ms4-stormwater/">https://rollinsford.nh.us/resources/ms4-stormwater/</a>
Catchment Investigation Data: See attached submission and at <a href="https://rollinsford.nh.us/resources/ms4-stormwater/">https://rollinsford.nh.us/resources/ms4-stormwater/</a>

System Vulnerability Factors: See attached submission and at <a href="https://rollinsford.nh.us/resources/ms4-stormwater/">https://rollinsford.nh.us/resources/ms4-stormwater/</a>
Illicit Discharge Removal Report: See attached submission and at <a href="https://rollinsford.nh.us/resources/ms4-stormwater/">https://rollinsford.nh.us/resources/ms4-stormwater/</a>
Results from additional stormwater or receiving water quality monitoring reports or studies: Not applicable

PTAP 2024 Nutrient Reduction Report: See attached submission and at <a href="https://rollinsford.nh.us/resources/ms4-stormwater/">https://rollinsford.nh.us/resources/ms4-stormwater/</a>
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Salt Reduction Plan: Not applicable
Annual Salt Usage Report Not applicable

Updated Nitrogen Source Identification Report: See attached submission and at <a href="https://rollinsford.nh.us/resources/ms4-stormwater/">https://rollinsford.nh.us/resources/ms4-stormwater/</a>
PTAP 2024 Nutrient Reduction Report: See attached submission and at <a href="https://rollinsford.nh.us/resources/ms4-stormwater/">https://rollinsford.nh.us/resources/ms4-stormwater/</a>
The Town of Rollinsford’s Nutrient Tracking Program Report: See attached submission and at <a href="https://rollinsford.nh.us/resources/ms4-stormwater/">https://rollinsford.nh.us/resources/ms4-stormwater/</a>

Updated Phosphorus Source Identification Report: See attached submission and at <a href="https://rollinsford.nh.us/resources/ms4-stormwater/">https://rollinsford.nh.us/resources/ms4-stormwater/</a>
PTAP 2024 Nutrient Reduction Report: See attached submission and at <a href="https://rollinsford.nh.us/resources/ms4-stormwater/">https://rollinsford.nh.us/resources/ms4-stormwater/</a>
The Town of Rollinsford’s Nutrient Tracking Program Report: See attached submission and at <a href="https://rollinsford.nh.us/resources/ms4-stormwater/">https://rollinsford.nh.us/resources/ms4-stormwater/</a>

Street Sweeping Schedule: Not applicable

Chloride Reduction Plan: Not applicable

Annual Salt Usage Report: Not applicable

Lake Phosphorus Control Plan: Not applicable

PTAP 2024 Nutrient Reduction Report: Not applicable

Nutrient Tracking Program Report: Not applicable

# 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 6 reporting period and can be found on the [New Hampshire Department of Environmental Services \(NHDES\) 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 there been any changes to your lists of **receiving waters or impairments** since the NOI was submitted?

Yes

Changes have been made to the lists of receiving waters or impairments since the NOI submission. The following **impairments and/or TMDLs** have been added or delisted:

Water Quality Impaired Waters:

TMDL:

No

There have been no changes to the lists of **receiving waters or impairments** since the NOI submission.

Have there been any changes to your **list of outfalls** since the NOI was submitted?

Yes

Changes have been made to the **list of outfalls** since the NOI submission.

A total of ##Number outfall(s) added.

A total of ##Number outfall(s) removed.

No

The Town of Rollinsford has not made changes to the **list of outfalls** 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 from 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:

Distribution and promotion of "Green Grass and Clean Water". "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 and Town Administrator

#### 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 quantity of materials distributed.

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

Year 6 = flyers are available and on display at Town Hall

Year 6 = approximately 1,200 mailers (sent to all residential properties)

Year 6 = 0 of postcards

**Goal was achieved.**

**Message Date:** May 2024

## **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 and Town Administrator

### **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 6 = 286 brochures

### **Goal was achieved.**

**Message Date:** Distributed with dog licenses renewals – March/April yearly and when with every new registration.

## **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 and continues their composting effort/program by allowing the public to drop off compostable materials at municipally-owned properties, the

Rollinsford Transfer Station, and providing educational materials on the water quality benefits of composting, etc.

**Targeted Audience:**

Residential **and** Business

**Responsible Department/Parties:**

Select Board and Town Administrator

**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 6 = approximately 1,200 flyers mailed

Year 6 = brochures are available and on display at Town Hall

**Goal was achieved.**

**Message Date:** Fall 2023 (mid-September)

## **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 NHDES.

**Targeted Audience:**

Septic System Owners

**Responsible Department/Parties:**

Select Board and Town Administrator

**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 6 = brochures are available and on display at Town Hall of brochures

**Goal was achieved.**

**Message Date:** On-going

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

Not applicable

## MCM 2: Public Participation

- 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.
- Kept records relating to the permit 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 available on the Town’s website and comments and questions could be directed to the Town Administrator. Documents and records relating to the permit are retained and available for 5 years to the public at the Rollinsford Town hall **and** on the Town’s website at <https://rollinsford.nh.us/resources/ms4-stormwater/>.

**Was this opportunity different from what was proposed in your NOI?**

- No.
- Yes.

**Measurable Goal(s):**

Input was received and records are maintained.

**Goal was 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 and residents participated in an annual Household Hazardous Waste Collection Day in August of 2023.

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

Not applicable
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# 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.

*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 **Phase 1** system map due in Year 2 as necessary:

Provide additional status information regarding your map:

Phase 1 map of storm sewer system and associated outfalls was completed in Year 2 and there have been no updates since that time.

Updated **Phase 2** system map (due in Year 10):

Percent of Phase 2 map completed: 0 Percent of Phase 2 map completed as of June 30, 2024.

Provide additional status information regarding your map:

No Phase 2 mapping was completed in Year 6. Map of storm sewer system, catchments, and related elements is continually updated to incorporate findings and changes from catchment investigations.

## Screening of Outfalls/Interconnections

### Dry Weather Screening

- No outfalls were inspected for dry weather screening **during this report period**.

*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 6)**: 100%

The inventory and ranking of outfalls/interconnections was not updated during Year 6 because outfalls/interconnections were not inspected.

### Wet Weather Screening

- No outfalls/interconnections were inspected for wet weather screening **during this report period**.

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

Percent of total known outfalls/interconnections screened **to date (Year 1 – Year 6)**: 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.

Number of catchment investigations **during this reporting period**: 0 catchment investigations. 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 6)**: 100%

### IDDE Progress

- No illicit discharges were found **during this reporting period**.

Number of illicit discharges identified **during this reporting period**: 0

Number of illicit discharges removed **during this reporting period**: 0

Estimated gallons of flow removed **during this reporting period**: 0 gallons/day

Total number of illicit discharges identified *since the effective date of the permit (July 1, 2018 – June 30, 2024)*: 1

Total number of illicit discharges removed *since the effective date of the permit (July 1, 2018 – June 30, 2024)*: 1

## Employee Training

- Provided training to employees involved in IDDE program *during this 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 the IDDE Program Plan.

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

It has recently come to my attention that prior to assuming the role of Town Administrator there may have been an illicit discharge that was not included in a previous report. This will be researched in Year 7.

## 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*: 1

Number of inspections completed *during this reporting period*: 5

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

The Town of Rollinsford 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
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# MCM 5: Post-Construction Stormwater Management in New Development and Redevelopment

## Ordinance or Regulatory Mechanism

- The Town of Rollinsford has a regulatory mechanism(s) consistent with permit requirements. Date regulatory mechanism(s) was adopted: 11/2007 adopted and Addendum C: Stormwater Regulations adopted 2/16/18. The regulatory document can be found at: <https://rollinsford.nh.us/resources/ms4-stormwater/>

## As-built Drawings

Number of as-built drawings received *during this reporting period*: 0

## Street Design and Parking Lots Report

- 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**.
- 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

- 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**.

- 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**

- 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 included in the list below:

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

List of Non-MS4 Properties: 0

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

None of the permittee-owned properties have been retrofitted.

# MCM 6: Good Housekeeping

## Catch Basin Cleaning

- 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 inspections. 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:** 37

Total volume **or** mass of material removed from **all** catch basins **during this reporting period:** 13 yards

Total number of catch basins within the MS4 system: 128

## Street Sweeping

- Stored and disposed of street sweepings so they did not discharge to receiving waters.
- All curbed roadways were swept at least once within the reporting period.

All curbed roadways were swept at least once **during this reporting period.**

Number of (lane) miles swept **during this reporting period:** 7.4 miles

Volume of swept material **during this reporting period:** 3.5 yards

## Stormwater Pollution Prevention Plan (SWPPP)

The Town of Rollinsford has 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*: 3

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

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

Implemented all maintenance procedures for permittee owned facilities in accordance with O&M programs.

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 6.

Implemented program for MS4 infrastructure maintenance to reduce the discharge of pollutants as outlined in the SWMP.

Inspected all permittee owned treatment structures (excluding catch basins) as outlined in the SWMP.

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:

1. Catch Basin Cleaning - only 37 of the 128 catch basins required cleaning.
2. SWPPP - Due to personnel changes in the Fall of 2023, only 3 inspections took place during Year 6.

# Appendix F and H: Water Quality Limited Waters & TMDLs

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

- Annual message was distributed encouraging the proper management of pet waste, including noting any existing ordinances where appropriate *during this reporting period.*
- 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.*
- 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)

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

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

Not applicable

## Nitrogen Impairment (Appendix H)

- ☒ Permittee **has** a nitrogen impairment.
  - ☒ 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.**
  - ☒ Distributed an annual message encouraging the proper management of pet waste, including noting any existing ordinances where appropriate **during this reporting period.**
  - ☒ Distributed an annual message encouraging the proper disposal of leaf litter **during this reporting period.**
  - ☒ 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

- ☒ The Nitrogen Source Identification Report was reviewed and there were no updates required **during this reporting period** because there were no revisions. The Nitrogen Source Identification Report can be found in submission **and** at <https://drive.google.com/drive/folders/1Ehzu5kzQtD7Qx7Ni0h-oRKIDOuGZ7VaV>.
- ☒ The Town of Rollinsford has installed a minimum of one structural BMP(s) as a demonstration project within the drainage area of the water quality limited water or its tributaries **by the end of this reporting period.** The type of structural BMP(s) that was installed was an infiltration trench. Information regarding the installed BMP(s) can be found in *Section 2: Potential Structural BMPs Report (Year 5) in Part I.1.c.iii* of the Nitrogen Source Identification Report.

- ☒ Structural BMP(s) listed in Attachment 3 to Appendix F already existing or installed in the regulated area by the Town of Rollinsford or its agents was tracked and the nitrogen removal by the BMP(s) was estimated consistent with Attachment 3 to Appendix F. The BMP(s) type, total area treated by the BMP(s), the design storage volume of the BMP(s), and the estimated nitrogen removed in mass per year by the BMP(s) were documented in **PTAP 2024 Nutrient Reduction Report** in submission and at <https://rollinsford.nh.us/resources/ms4-stormwater/>. The total estimated nitrogen removed from the installed BMP(s) is 128.23 lbs/year.

The Town of Rollinsford is utilizing the Pollutant Tracking and Account Project, better known as PTAP, to track nutrient reductions associated with stormwater structural and non-structural best management practices. PTAP was developed by the University of New Hampshire Stormwater Center and New Hampshire Department of Environmental Services utilizing the EPA Region 1 approved performance curves, to provide New Hampshire communities with a way to track their nutrient reductions. PTAP allows the Town of Rollinsford the benefit of utilizing a uniform, defensible and consistent method for tracking reductions so that a common, weight of evidence based approach can be shared with other entities including EPA, NHDES, and other MS4 communities and interest groups. The consistent and systematic tracking and accounting framework also allows for routine updates when improved science becomes available.

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

Not applicable

## Phosphorus Impairment (Appendix H)

- ☒ Permittee **has** a phosphorus impairment.
  - ☒ 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**.
  - ☒ Distributed an annual message encouraging the proper management of pet waste, including noting any existing ordinances where appropriate **during this reporting period**.
  - ☒ Distributed an annual message encouraging the proper disposal of leaf litter **during this reporting period**.
  - ☒ 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

- ☒ The Phosphorus Source Identification Report was reviewed and there were no updates required **during this reporting period** because there were no revisions. The Phosphorus Source Identification Report can be found in submission **and** at <https://rollinsford.nh.us/resources/ms4-stormwater/>.
- ☒ The Town of Rollinsford has **not** installed a minimum of one structural BMP(s) as a demonstration project within the drainage area of the water quality limited water or its tributaries **by the end of this reporting period**. The Town of Rollinsford plans to install a structural BMP(S) in Year 7.
- ☒ Structural BMP(s) listed in Attachment 3 to Appendix F already existing or installed in the regulated area by the Town of Rollinsford or its agents was tracked and the phosphorus removal by the BMP(s) was estimated consistent with Attachment 3 to Appendix F. The BMP(s) type, total area treated by the BMP(s), the design storage volume of the BMP(s), and the estimated phosphorus removed in mass per year by the BMP(s) were documented in **PTAP 2024 Nutrient Reduction Report** in submission **and** at <https://rollinsford.nh.us/resources/ms4-stormwater/>. The total estimated phosphorus removed from the installed BMP(s) is 12.35 lbs/year.

The Town of Rollinsford is utilizing the Pollutant Tracking and Account Project, better known as PTAP, to track nutrient reductions associated with stormwater structural and non-structural best management practices. PTAP was developed by the University of New Hampshire Stormwater Center and New Hampshire Department of Environmental Services utilizing the EPA Region 1 approved performance curves, to provide New Hampshire communities with a way to track their nutrient reductions. PTAP allows the Town of Rollinsford the benefit of utilizing a uniform, defensible and consistent method for tracking reductions so that a common, weight of evidence based approach can be shared with other entities including EPA, NHDES, and other MS4 communities and interest groups. The consistent and systematic tracking and accounting framework also allows for routine updates when improved science becomes available.

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

Not Applicable
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## Solids, Oil and Grease (Hydrocarbons), or Metals Impairment(s) (Appendix H)

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

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

Not Applicable

## Chloride TMDL (Appendix F)

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

Permittee **has** a chloride TMDL.

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

Not Applicable

## Lake and Pond Phosphorus TMDL (Appendix F)

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

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

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

Not Applicable

# 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.

## 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.

# Annual Report Submission

Your completed Annual Report and all associated documents must be sent to EPA by **September 30, 2024**. It is optional to send your completed Annual Report to NHDES as well.

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

<b>Submittal Method</b>	<b>EPA</b>	<b>NHDES (Optional)</b>
<b>Email</b> (preferably in pdf with all attachments as separate documents)	<a href="mailto:stormwater.reports@epa.gov">stormwater.reports@epa.gov</a>	<a href="mailto:Deborah.S.Loiselle@des.nh.gov">Deborah.S.Loiselle@des.nh.gov</a>
<b>Mail</b> (postage)	Michelle Vuto 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