Year 7 Annual Report
New Hampshire Small MS4 General Permit
New Permittees
Reporting Period: July 1, 2024-June 30, 2025

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, 2024 and June 30, 2025 unless otherwise requested.

Part I: Contact Information

Name of Municipality or Organization: Town of Stratham

EPA NPDES Permit Number: NHR041000

Primary MS4 Program Manager Contact Information

Name: Michael Houghton Title: Select Board Chair

Street Address Line 1: 10 Bunker Hill Avenue

Street Address Line 2:

City: Stratham State: NH Zip Code: 03885

Email: MHoughton@strathamnh.gov Phone Number: (603) 772-7391

Stormwater Management Program (SWMP) Information

SWMP Location (publicly available web address): https://www.strathamnh.gov/planning-zoning-department/pages/stormwater-and-strathams-ms4-permit

Date SWMP was Last Updated: August 14, 2024

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)

☒ Bacteria/Pathogens ☒ Chloride ☒ Nitrogen ☐ Phosphorus
☒ Solids/ Oil/ Grease (Hydrocarbons)/ Metals

TMDL(s)

☒ Bacteria and Pathogen ☐ Chloride ☐ Lake and Pond Phosphorus

Clear Impairments and TMDLs

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:

☒ 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:

☒ Updated system map due in year 5 as necessary

☒ 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

☒ Implemented SWPPPs for all permittee owned or operated maintenance garages, public works yards, transfer stations, and other waste handling facilities

☒ Enclosed all road salt storage piles or facilities and implemented winter road maintenance procedures to minimize the use of road salt

☒ 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:

Outfall ranking is Attachment 1 to the annual report.

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:

Chloride Impairment

Annual Requirements

☒ Implemented the Salt Reduction Plan

☒ Reported amount of salt applied to all municipally owned and maintained surfaces using the UNH Technology Transfer Center online tool

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:

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 swept at least once in the spring and implemented a fall leaf litter collection program

Structural BMPs

☒ Completed the evaluation of all permittee owned properties identified as presenting retrofit opportunities or areas for structural BMP installation under permit part 2.3.6.d or identified in the Nitrogen Source Identification Report, including: *(select the items of the evaluation that have been completed below)*

- ☒ Next planned infrastructure, resurfacing, or redevelopment activity planned for the property (if applicable) OR planned retrofit date
- ☐ Estimated cost of redevelopment or retrofit BMPs
- ☒ Engineering and regulatory feasibility of redevelopment or retrofit BMPs

☒ Completed a listing of planned structural BMPs and a plan and schedule for implementation

- ◉ The BMP list and implementation schedule is attached to the email submission
- ○ The BMP list and implementation schedule can be found at the following publicly available website:

☒ 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 3 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:

Total estimated nitrogen removed in lbs/year from the installed BMPs: 0.59

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:

The BMP list and implementation schedule is in Section 2 of the attached NSIR (Attachment 2 to the annual report), which was updated in 2025. The report was first completed in 2024. Information on the installed structural BMP is Attachment 3 to the annual report.

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

Annual Requirements

Good Housekeeping and Pollution Prevention for Permittee Owned Operations

☒ Increased street sweeping frequency of all municipal owned streets and parking lots to a schedule that targets areas with potential for high pollutant loads

◉ The street sweeping schedule is attached to the email submission

○ The street sweeping schedule 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:

Stratham's street sweeping schedule is on page 9 under BMP 5 in the Good Housekeeping Plan (Attachment 4 to the annual report).

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:

In Year 6 it was determined that the outfall locations identified early in the permit term were inaccurate. In Year 6, 36 outfalls were located (32 within the MS4 area). The Town of Stratham updates the inventory on an ongoing basis.

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**: 15

*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: Pet Waste Disposal

Message Description and Distribution Method:

1/1/2025 - Link to Pet Waste Education Brochure emailed directly to all registered dog owners.
6/13/2025 - Electronic Select Board Newsletter with link to pet waste education brochure and Stratham's MS4 webpage along with information on the Regulation of Dogs Ordinance.
Year-round - Dog waste bags provided by Town of Stratham in dispensers at Stratham Hill Park.

Targeted Audience: Residents and Businesses

Responsible Department/Parties: Planning, Town Clerk, Parks & Rec, and DPW

Measurable Goal(s):

Direct email to all registered dog owners in the Town Clerk's dog license reminder email distribution list.
Newsletter reached 2,683 subscribers.
Number of dog waste bags distributed.
Brochure on website year-round.

Message Date(s): 1/1/2025, 6/13/2025, and year-round

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:

8/23/2024 Select Board Newsletter sought septic system artwork from children to hang on the MS4 bulletin board in the Municipal Center.
9/6/2024 Select Board Newsletter advertised Septic Smart Week and included info on what is flushable, tree and shrub impact on septic systems, and septic pumping. Brochure on website year-round.

Targeted Audience: Residents and Businesses

Responsible Department/Parties: Planning

Measurable Goal(s):

Newsletters reached 2,683 subscribers.

Message Date(s): 8/23/2024 and 9/6/2024.

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: Leaf Litter and Yard Waste

Message Description and Distribution Method:

Select Board Newsletter included info on free yard waste and leaf litter disposal and included links to BMPs and composting. Brochure on website year-round.

Targeted Audience: Residents and Businesses

Responsible Department/Parties: Planning

Measurable Goal(s):

Newsletter reached 2,683 subscribers.

Message Date(s): 10/4/2024, 10/18/2024, and year-round

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: Grass and Fertilizer

Message Description and Distribution Method:

Select Board Newsletter with lawn care tips about fertilization, soil testing, and mowing.
Brochure on website year-round.

Targeted Audience: Residents and Businesses

Responsible Department/Parties: Planning

Measurable Goal(s):

Newsletter reached 2,683 subscribers.

Message Date(s): 5/2/2025 and year-round

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 Site Stormwater Runoff Control

Message Description and Distribution Method:

EPA CGP Fact Sheet and Construction Site Erosion and Sediment BMPs Fact Sheet uploaded to website and attached to individual Notices of Decision, as applicable.

Targeted Audience: Developers and Builders

Responsible Department/Parties: Planning

Measurable Goal(s):

Fact Sheets are on Stratham's MS4 webpage and attached to individual Notices of Decision, as applicable.

Message Date(s): Year-round

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:Stormwater BMP Construction

Message Description and Distribution Method:

Select Board Newsletter announcement for drainage improvements (rain garden and vegetative swales) at Smyk Park, a property gifted to the Town of Stratham.

Targeted Audience: Residents and Businesses

Responsible Department/Parties: DPW

Measurable Goal(s):

Nitrogen reduction. Newsletter reached 2,683 subscribers.

Message Date(s): 8/9/2024 and 8/23/2024

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:Salt Reduction

Message Description and Distribution Method:

Select Board Newsletter announcement of Salt Brine implementation in Stratham to reduce the amount of road salt applied.

Targeted Audience: Residents and Businesses

Responsible Department/Parties: DPW

Measurable Goal(s):

Road salt reduction. Newsletter reached 2,683 subscribers.

Message Date(s): 1/24/2025 and 2/7/2025

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 Straham's Stormwater Management Plan is available on the website for public comment. Comments will be addressed, as needed and the SWMP updated, as needed.

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:**

Parks and Recreation Open House held on 9/11/2024.
Ross Property Conservation Land Purchase Celebration held on 10/8/2024.
Household Hazardous Waste Collection Day held on 10/19/2024.
Spring Cleanup Day held on 5/3/2025.
DPW Open House held on 5/21/2025.

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: 0

Number of SSOs removed: 0

MS4 System Mapping

Percent of Phase II map complete: 0

Optional: Provide additional status information regarding your map:

Phase II map is not required to be completed until 2030 for new permittees. The Town of Stratham is working with NH DOT and UNH T2 Center through the SADES program to meet this requirement.

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: 29

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

Percent of outfalls screened: 81

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

Outfall screening data is Attachment 5 to the annual report.

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: 10

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

Percent of total catchments investigated: 50

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

To date no dry weather discharges have been discovered, therefore catchment investigations associated with the outfalls inspected/screened are considered complete and are the same data sheets (Attachment 5 to the annual report). Multiple catch basins are within one catchment area.

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: 0

Number of illicit discharges removed: 0

Estimated volume of sewage removed: 0 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: 0

Total number of illicit discharges removed: 0

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**:

Training on outfall inspection form completion is provided to staff that performs outfall inspections prior to initiating work. Stratham has no municipally owned sewer within the MS4 area but staff is reminded to look for evidence of septic system influence and pet waste during inspections.

MCM4: Construction Site Stormwater Runoff Control

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

Number of site plan reviews completed: 0

Number of inspections completed: 2

Number of enforcement actions taken: 0

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

89-91 Portsmouth Avenue mixed-use development and one additional project was a single-family home that disturbed less than one acre (23 Winding Brook Road).

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

As-built Drawings

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

Number of as-built drawings received: 1

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

Kirkwall Drive and Moray Court (not in MS4 area).

Street Design and Parking Lots Report

Below, describe any changes made or planned to be made to local regulations and guidelines based on the report completed in Year 6:

An Assessment Report of Stratham's regulations was completed March 2024.

Green Infrastructure Report

Below, describe progress towards making green infrastructure practices allowable based on the report completed in Year 6:

An Assessment Report of Stratham's regulations was completed March 2024.

Retrofit Properties Inventory

Below, list remaining permittee-owned properties that could be modified or retrofitted with BMPs to mitigate impervious areas:

Stratham Hill Park, 270 Portsmouth Avenue is determined to have the most potential for feasibility. Other potential properties in the MS4 area are 17 Jack Rabbit Lane (part of Stratham Hill Park) and the Transfer Station at 25 Union Road.

Below, list all properties that have been modified or retrofitted with BMPs to mitigate impervious area that were inventoried as part of 2.3.6.e of the permit and the type of BMP(s) implemented. Non-MS4 owned properties that have been modified or retrofitted with BMPs to mitigate impervious area may also be listed, but must be indicated as non-MS4.

Smyk Park at 7 Bunker Hill Avenue rain garden and vegetated swales installed in Year 7.

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: 0

Number of catch basins cleaned: 13

Total volume or mass of material removed from all catch basins: 42 cubic yards

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

Total number of catch basins: 88

If applicable:

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

Not applicable.

Street Sweeping

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

Number of miles cleaned: 1.5

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

- (●) Volume of material removed: 3 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: 12

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

No corrective actions were necessary.

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

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.

Year 8

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 8 requirements summarized below. (Note: impaired waters and TMDL requirements are not listed below)

Yes, I agree ☒

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
- Inspect all permittee owned treatment structures (excluding catch basins)
- Identify additional permittee-owned properties that could potentially be modified or retrofitted with BMPs to reduce impervious areas so that the permittee maintains a minimum of 5 sites in their inventory, until such a time when the permittee has less than 5 sites remaining

Provide any additional details on activities planned for permit year 8 below:

Part V: Certification of Small MS4 Annual Report 2025

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:	Michael Houghton	Title:	Select Board Chair
Signature:	Michael Houghton	Date:	9/25/25

[Signatory may be a duly authorized representative]