

Year 3 Annual Report
New Hampshire Small MS4 General Permit
New Permittees
Reporting Period: July 1, 2020-June 30, 2021

Please DO NOT attach any documents to this form. Instead, attach all requested documents to an email when submitting the form

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, 2020 and June 30, 2021 unless otherwise requested.

Part I: Contact Information

Name of Municipality or Organization:

EPA NPDES Permit Number:

Primary MS4 Program Manager Contact Information

Name: Title:

Street Address Line 1:

Street Address Line 2:

City: State: Zip Code:

Email: Phone Number:

Stormwater Management Program (SWMP) Information

SWMP Location (web address):

Date SWMP was Last Updated:

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

Part II: Self-Assessment

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

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

Year 3 Requirements

- ☐ IDDE ordinance or other regulatory mechanism complete and adopted
- ☒ Construction/ Erosion and Sediment Control (ESC) ordinance or other regulatory mechanism complete and adopted
- ☒ Post-construction bylaw, ordinance, or other regulatory mechanism complete and adopted
- ☐ Developed written procedures for site inspections and enforcement of sediment and erosion control measures
- ☐ Developed written procedures for site plan review
- ☒ Kept a log of catch basins cleaned and inspected

Optional: If you would like to describe progress made on any incomplete requirements listed above, provide any additional information, and/or if any of the above year 3 requirements could not be completed due to the impacts of COVID-19, please identify the requirement that could not be completed, any actions taken to attempt to complete the requirement, and reason the requirement could not be completed below:

The Town has drafted the IDDE ordinance to provide the authority for IDDE inspections and enforcement actions. The ordinance is being reviewed by the Town's legal council. The development of written procedures for site inspections and enforcement of sediment and erosion control measures and written procedures for site plan review are in progress. At this time these written procedures are in draft form and are currently under review by the Town. Draft stormwater regulations are currently under review by the Town to determine what if any changes are needed to bring the regulations into full compliance with the January 2020 amendment to the NPDES permits.

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
- ☒ 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

Optional: If you would like to describe progress made on any incomplete requirements listed above, provide any additional information, and/or if any of the above annual requirements could not be completed due to the impacts of COVID-19, please identify the requirement that could not be completed, any actions taken to attempt to complete the requirement, and reason the requirement could not be completed below:

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:

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)

Potential structural BMPs

Any structural BMPs listed in Table 3 of Attachment 1 to Appendix H already existing or installed in the regulated area by the permittee or its agents was tracked and the nitrogen removal by the BMP was

- ☐ estimated consistent with Attachment 1 to Appendix H. 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.

- ☐ The BMP information is attached to the email submission
☐ The BMP information can be found at the following 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:

The Town is generating an inventory and reviewing all existing As-Built drawings of structural BMPs in order to generate the design treatment capacity and estimated pollutant load reductions for BMPs installed within the MS4 area.

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

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:

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

The Town has increased street sweeping to a weekly schedule for North Main Street, Main Street, South Main Street, and Exeter Road, which are within the drainage areas to the Lamprey River North and South segments and Moonlight Brook. Both segments of the Lamprey River are listed as impaired for Nitrogen and Bacteria, the Lamprey River North is also impaired for Solids, Oil and Grease.

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:

Part IV: Minimum Control Measures

Part IV includes some of the metrics that will be required in upcoming annual reports. For this annual report, please report on MCM1 and MCM2 and any other metrics below that have an asterisk (), along with any other metrics that you have started within this reporting period. Other than the metrics with an asterisk, the rest of the metrics are optional for new permittees. Then, proceed to Part V.*

*MCM1: Public Education

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

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

BMP: M1-01 Fertilizer Reduction Education and Outreach - Green Grass Clear Water

Message Description and Distribution Method:

Distribution and promotion of a 4 fold flier produced by UNH Cooperative Extension and NH Sea Grant outlining simple recommendations to keep lawns healthy while reducing water quality impacts. This activity is part of the Town's program to meet MCM 1 requirements for nitrogen impaired waterbodies (Appendix H Part I). The flier is posted to the Town's MS4 web page.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Lawn care enthusiasts are aware of 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.

Message Date(s):

Message Completed for: Appendix F Requirements ☐ Appendix H Requirements ☒

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

If yes, describe why the change was made:

BMP: M1-02 Pet Waste Education and Outreach - Every Drop Pet Waste Campaign

Message Description and Distribution Method:

Promote "Every Drop" post cards that provide education on proper pet waste management, impacts of improper management, pet waste ordinance, and disposal requirements messaging. This activity is part of the Town's program to meet MCM 1 requirements for nitrogen impaired water bodies (Appendix H Part I) and water bodies with a bacteria TMDL (Appendix F Part II). Post card is posted to the Town's MS4 web page and was mailed to all registered dog owners.

Targeted Audience: Residents

Responsible Department/Parties: Planning/zoning Department

Measurable Goal(s):

Dog owners and/or dog walkers are aware of the potential water quality impacts from pet wastes, and how to dispose of pet waste properly. If pledges are signed, there will be an increase of educated dog owners committed to picking up pet waste. The number of post cards mailed to dog owners will be reported on an annual basis. The Pet Waste Campaign post cards were mailed to 1,200 registered dog owners in June of 2021. In addition, 40 brochures were made available to the Town Clerk office to distribute to new pet owners who are registering their dogs.

Message Date(s): Spring 2021

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:M1-03 Yard Waste Dumping Education and Outreach - Alternatives to Dumping your Yard Waste

Message Description and Distribution Method:

Distribute brochure informing residents and business owners of the municipal yard waste drop off program. Post yard waste program flier at the Transfer Station, Town Hall message board, MS4 webpage, and distribute with transfer station permits.

Targeted Audience: Residents, Businesses, institutions and commercial facilities

Responsible Department/Parties: Planning/zoning Department

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. This activity is part of the Town's program to meet MCM 1 requirements for nitrogen impaired waterbodies (Appendix H Part I).

Message Date(s): Fall 2020

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:M1-04 Septic System Maintenance Education and Outreach - Get Pumped!

Message Description and Distribution Method:

Distribute and promote brochures, door hangers, directing residents to website(s) to educate Newmarket

homeowners with septic systems on how to identify, locate and maintain those systems. This activity is part of the Town's program to meet MCM 1 requirements for water bodies with a bacteria TMDL (Appendix F Part II). The brochure is posted to the Town's MS4 web page.

Targeted Audience: Residents, Businesses, institutions and commercial facilities

Responsible Department/Parties: Planning/zoning Department

Measurable Goal(s):

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

Message Date(s): Summer 2020 and 2021

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: M1-05 Stormwater Management on Construction Sites Education and Outreach

Message Description and Distribution Method:

The Town provides educational materials to developers at the time of applications for subdivisions, site review, and building permits and at “pre-construction” conferences. The materials include: Stormwater-What you can do as a Developer” and “Construction Stormwater Tips”, “Builder’s Guide to Low-Impact Development (LID) and “US EPA: Stormwater Pollution Prevention for Small Residential Construction Sites.”

Targeted Audience: Developers (construction)

Responsible Department/Parties: Planning/zoning Department

Measurable Goal(s):

100% of all construction sites are in compliance with local sediment and erosion control regulations of the Town for controlling stormwater run-off. All developers/contractors of active projects are provided educational materials on stormwater management from their construction sites.

Message Date(s): On-going activity, began in Spring 2021

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 SWMP and Annual Reports are posted to the Town's MS4 webpage and are available to the public at Town Hall.

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:**

Approximately 25 volunteers participated in two days of roadside clean-ups within the Town's MS4 area this past year. The roads included Grant Road, Ash Swamp Road, Hersey Lane, New Road, Dame Road, Route 108 (Main Street), Bay Road, and Route 152 (Wadleigh Falls Road). The Town provides the trash bags and assists with picking up and delivering the bags to the Town Transfer Station. The Town Conservation Commission held a special Earth Day Event that involved local boy scout troops and many young volunteers. This event was well attended.

MCM3: Illicit Discharge Detection and Elimination (IDDE)

Sanitary Sewer Overflows (SSOs)

Check off the box below if the statement is true.

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

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

Number of SSOs identified:

Number of SSOs removed:

*Below, report on the total number of SSOs identified in the MS4 system and removed to date. At a minimum, report SSOs identified **since the effective date of the permit (July 1, 2018)**.*

Total number of SSOs identified:

Total number of SSOs removed:

MS4 System Mapping

Below, check all that apply.

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

☒ Outfalls and receiving waters

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

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

The MS4 map is under review by the Town to verify the locations of identified MS4 infrastructure. Interconnections with other MS4's (i.e., NHDOT roads) have been identified and will be added to the map. The Town is on target to complete the Phase 1 MS4 map by year 5.

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 website:

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

Number of outfalls screened:

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

Percent of outfalls screened:

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

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 website:

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

Number of catchment investigations completed this reporting period:

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

Percent of total catchments investigated:

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

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 website:

The Town is currently performing investigations when they are notified of any potential illicit connections to their MS4 infrastructure.

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

Number of illicit discharges identified:

Number of illicit discharges removed:

Estimated volume of sewage removed: gallons/day

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

Total number of illicit discharges identified:

Total number of illicit discharges removed:

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

Employee Training

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

Town employees participate in monthly Seacoast Stormwater Coalition meetings to maintain a current understanding of regional MS4 compliance efforts.

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:

Number of inspections completed:

Number of enforcement actions taken:

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

The Town completed 3 site plan reviews during the reporting period, but there are an additional 2 projects that overlapped with previous or subsequent permit terms. Some projects have stalled due to COVID impacts and some have required additional reviews from the Planning Board, which have pushed the schedule beyond this reporting period.

No SWPPP/Construction site stormwater runoff control inspections were conducting during the reporting period. The Town's ongoing projects were put on hold due to COVID impacts, an additional Environmental Review requirement, as well as delays caused by negotiations with private developers. Inspections have commenced in mid-July and August of 2021, which will be reported in the Year 4 Annual Report.

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

As-built Drawings

Describe the status of the measures the MS4 has utilized to require the submission of as-built drawings and ensure long term operation and maintenance of completed construction sites:

Prior to the effective date of this MS4 Permit, the Town required submission of As-Built drawings for all projects that were subject to site plan review. The Town has updated and adopted new stormwater management regulations for new development and redevelopment under the Town's Subdivision and Site Plan Review Regulation to reduce water quality impacts. These ordinances are consistent with the latest version of Elements C and D of the Southeast Watershed Alliance's Model Stormwater Standards for Coastal Watershed Communities as required in Section 2.3.6 of the 2017 NH Small MS4 General Permit. These regulations will generally apply to such projects that disturb one or more acres in size and discharge into the Town's MS4 system. Such updated ordinances include (1) Assure post construction runoff from new development is controlled by appropriate retention or treatment and there are provisions for the long term maintenance of BMP's as stipulated in MS4 Permit. (2) Assure that post construction runoff from disturbed areas of redevelopment sites are controlled by appropriate retention and treatment, and there are provisions for the long-term maintenance of BMP's with options for off-site mitigation to meet pollution removal equivalents and exceptions for such projects disturbing areas greater than one acre involving the maintenance of existing roads, but not for projects that increase the amount of impervious areas on-site. (3) Require the submission of "as-built" drawings from developers within no less than 2 years from the time of construction completion. (4)

Require all new development and redevelopment projects to have measures in place for long-term operations and maintenance. (5) Require such projects to be subject to an annual certification, inspection and enforcement program after completion to assure compliance.

Street Design and Parking Lots Report

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

The Street Design and Parking Lot Guideline Report will be prepared by the Planning Department with assistance from others, as needed, including the Town's engineering consultant, Public Works Department and Facilities Department and Highway Safety Committee. The project will involve the following elements:

1. Assessing current street design standards and parking guidelines that affect the creation of impervious cover in Newmarket and evaluate whether these standards can be modified to support low impact design options.
2. If so, specific recommendations will be presented to the Planning Board to incorporate these standards into the Town's Subdivision and Site Ordinance and along with a suggested schedule for implementation.
3. The results of these evaluations and recommendations shall be finalized in a written report and presented to the Planning Board for implementations and the status of implementation will be reported to EPA in the annual report.

Green Infrastructure Report

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

The Planning Department will work with the Town's engineering consultant, Public Works Department, Facilities Department and Building Official to:

1. Form an in-house committee to assess local development regulations, zoning and building codes to determine the feasibility of promoting green infrastructure practices. Such practices include green roofs, rain gardens, curb extensions, planter gardens, porous and pervious pavements, and other infiltration and best management practices for stormwater management, including water harvesting devices such as rain barrels and cisterns, and the use of stormwater for non-potable uses.
2. The assessment will identify any impediments to use of these practices and what changes in local regulations are needed to make them allowable.
3. The report shall include recommendations for implementation, including a schedule.
4. In its annual report to EPA, the Town will report its findings and progress towards making such techniques allowable.

Retrofit Properties Inventory

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

| |
|--|
| |
|--|

MCM6: Good Housekeeping

***Catch Basin Cleaning**

Describe the status of the catch basin cleaning optimization plan:

The Town is optimizing their catch basin cleaning plan in accordance with MS4 guidelines and recommendations.

If complete, attach the catch basin cleaning optimization plan or the schedule to gather information to develop the optimization plan:

- ☐ The catch basin cleaning optimization plan or schedule is attached to the email submission
- ☐ The catch basin cleaning optimization plan or schedule can be found at the following website:

*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: 140

Number of catch basins cleaned: 145

Total volume or mass of material removed from all catch basins: 200 tons

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

Total number of catch basins: 285

If applicable:

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

When catch basins are found to be more than 50% full during two consecutive routine inspections or cleaning events, those catch basins are then cleaned twice per year.

***Street Sweeping**

Describe the status of the written procedures for sweeping streets and municipal-owned lots:

The Town has an established schedule as follows: Four miles of downtown is swept once a week and all Town roads are swept annually by early April. This amounts to approximately 250 miles a year. The Town also has an established procedure for managing the street sweeping and catch basin cleanings. A street sweeping software application is used to keep track of the mileage completed. The Town will be developing a written

procedure based on this schedule and noting the weekly sweeping schedule for Main Street.

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

Number of miles cleaned: 250

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

☐ Volume of material removed: [] [Select Units]

☒ Weight of material removed: 100 tons

O&M Procedures and Inventory of Permittee-Owned Properties

Below, check all that apply.

The following permittee-owned properties have been inventoried:

- ☒ Parks and open spaces
- ☒ Buildings and facilities
- ☒ Vehicles and equipment

The following O&M procedures for permittee-owned properties have been completed:

- ☐ Parks and open spaces
- ☐ Buildings and facilities
- ☐ Vehicles and equipment

Winter Road Maintenance

Describe the status of the written procedures for winter road maintenance including the storage of salt and sand:

The Town has an established snow and ice control policy for all Town roads and sidewalks.

Stormwater Pollution Prevention Plan (SWPPP)

Describe the status of any SWPPP for permittee-owned or operated facilities including maintenance garages, public works yards, transfer stations, and other waste handling facilities where pollutants are exposed to stormwater:

The Town plans to complete SWPPPs in Year 4 of the permit term as required for New Permittees.

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

Number of site inspections completed: 0

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

O&M Procedures for Stormwater Treatment Structures

Describe the status of the written procedure for stormwater treatment structure maintenance:

The Town has on file O&M plans for all stormwater treatment structures constructed within the MS4. These O&M plans are site specific to the projects and systems that were installed. The Town will utilize these existing O&M plans when completing their O&M procedure manual in accordance with MS4 permit.

Part V: Additional Information

***Monitoring or Study Results**

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

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

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

Additional Information

Optional: Enter any additional information relevant to your stormwater management program implementation during the reporting period. Include any BMP modifications made by the MS4 if not already discussed above:

COVID-19 Impacts

Optional: If any of the above year 3 requirements could not be completed due to the impacts of COVID-19, please identify the requirement that could not be completed, any actions taken to attempt to complete the requirement, and reason the requirement could not be completed below:

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

Yes, I agree ☒

- Identify and develop inventory of all known locations where SSOs have discharged to the MS4 in the last 5 years
- Identify each outfall and interconnection discharging from MS4, classify into the relevant category, and priority rank each catchment for investigation
- Develop written IDDE plan including a procedure for screening and sampling outfalls
- Develop written procedures to require the submission of as-built drawings and ensure the long term operation and maintenance of completed construction sites and add these procedures to the SWMP
- Develop written operations and maintenance procedures for parks and open space, buildings and facilities, and vehicles and equipment and added these procedures to the SWMP
- Develop an inventory of all permittee owned facilities in the categories of parks and open space, buildings and facilities, and vehicles and equipment and added this inventory to the SWMP
- Complete a written program for MS4 infrastructure maintenance to reduce the discharge of pollutants
- Develop written SWPPPs, included in the SWMP, for all of the following permittee owned or operated facilities: maintenance garages, public works yards, transfer stations, and other waste handling facilities where pollutants are exposed to stormwater
- Enclose or cover storage piles of salt or piles containing salt used for deicing or other purposes

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
- Continue public education and outreach program
- Sweep all curbed roadways at least once within the reporting period
- Provide training within the reporting period to employees involved in IDDE program
- Clean catch basins in accordance with catch basin cleaning procedures to ensure that no catch basin is greater than 50% full

Provide any additional details on activities planned for permit year 4 below:

***Part VI: Certification of Small MS4 Annual Report 2021**

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:

Stephen R. Fournier

Title:

Town Manager

Signature:

*[Signatory may be a duly authorized
representative]*

Date:

Note: When prompted during signing, save the document under a new file name.

Annual Report Submission

Please submit the form electronically via email to EPA by clicking on one of the links below or using the email address listed below. Please ensure that all required attachments are included in the email and not attached to this PDF.

EPA: stormwater.reports@epa.gov

Paper Signature:

If you did not sign electronically above, you can print the signature page by clicking the button below.

Print Signature Page

Optional: If you did not sign electronically above, you may lock the form by clicking the "Lock Form" button below which will prompt you to save the locked version of the form. Save this locked version under a new file name.

Lock Form