

**Municipality/Organization:**     **Town of Sandown**

---

**EPA NPDES Permit Number:**   **NHR041032**

---

**MaDEP Transmittal Number:**   **W-**

---

**Annual Report Number  
& Reporting Period:**                **No. 1: March 2013-March 2014**

---

## **NPDES PII Small MS4 General Permit Annual Report**

### **Part I. General Information**

Contact Person: Arthur Genualdo

Title: DPW Director

---

Telephone #: (603) 887-3484

Email: [Townofsandown@sandown.us](mailto:Townofsandown@sandown.us)

---

#### 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, 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.

Signature:

---

Printed Name:   Arthur Genualdo

---

Title: Public Works Director

---

Date:

---

## **Part II. Self-Assessment**

The Town of Sandown, NH has completed the self assessment and determined that our municipality is in compliance with all permit conditions except the following provisions:

### Part III. Summary of Minimum Control Measures

#### 1. Public Education and Outreach

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 11 (Reliance on non-municipal partners indicated, if any)	Enter any revised info here
PE-1	Public Awareness – Video	Health Officer/ Ed Mencis	12 showings/yr	Continue to show video	Continue to show video
Revised					
PE-2	Educational Flyer	DPW Director/ Arthur Genualdo	# Flyers Distributed (2600/yr)	Flyer posted on website and distributed by transfer station attendants	Flyer posted on website and distributed by transfer station attendants
Revised					
PE-3	Web Page Linked to Main Page	Town Administrator/ Lynne Blaisdell	10% of main page visitors	Continue to update web page with more information and links	Continue to update web page with more information and links
Revised					
PE-4	Elementary School Programs	Selectman Tom Tombarello	1 project/yr	Continue to highlight and provide information at Town Library	Continue to highlight and provide information at Town Library
Revised	Town Library Information Kiosk	Selectman Hans Nicolaisen			
Revised					
Revised					

#### 1a. Additions


## 2. Public Involvement and Participation

<b>BMP ID #</b>	<b>BMP Description</b>	<b>Responsible Dept./Person Name</b>	<b>Measurable Goal(s)</b>	<b>Progress on Goal(s) – Permit Year 11</b> (Reliance on non-municipal partners indicated, if any)	<b>Enter any revised info here</b>
PP-1	Town Board Coordination	Selectmen/ Tom Tombarello	# Participants/ # Meetings	Wells Village Road culvert will be replaced in 2013	W ells Village Road culvert was delayed due to abutter notifications – culvert scheduled for 2014
Revised		Selectman Hans Nicolaisen			
PP-2	Town Deliberative Session	DPW Director/ Arthur Genuardo	Discuss & Pass Warrant Article	Road Improvement Plan 2013 passed that corrects stormwater & drainage problems on Fremont Rd and Wells Village Rd culvert area.	Voters did not pass 2014 Road Improvement Plan - only serious road hazards can be addressed this year
Revised			Costs allocated via the yearly budget		
PP-3	Coordinate w/State Hwy Dept.	DPW Director/ Arthur Genuardo	# Participants/ # Meetings	Wells Village Rd culvert to be replaced in 2013	W ells Village Road culvert was delayed due to abutter notifications – culvert scheduled for 2014
Revised			Routine meetings		
PP-4	Coordinate w/Adjacent Towns	DPW Director/ Arthur Genuardo		No current projects with adjacent towns	No current projects with adjacent towns
Revised					
PP-5	Waste Oil Disposal	DPW Director/ Arthur Genuardo	Annual Volume – 5%/yr. incr.		Continued use of waste oil heater
Revised					
Revised					

### 2a. Additions

PP-6	Exotic Species Program	Selectmen/ Steve Brown ----- Selectman Hans Nicolaisen	# Participants/ # Monitorings Control of Fanwort and milfoil at Phillips Pond	<b>Progress on Goal(s) Permit Year 11</b>  Continued monitoring of the pond by the pond association	<b>Enter any revised info here</b>  Through grant funding, Phillips Pond Association with NHDES will treat areas of the pond for exotic weeds
PP-7	Local Water Quality Monitoring for Showell Pond and Phillips Pond	Selectmen/ Steve Brown ----- Selectman Hans Nicolaisen	# Participants to monitor pond's cyanobacteria levels # months of absence of Blooms at Showell Pond & Phillips Pond	Continued monitoring and work with NHDES on both ponds	Continued monitoring and work with NHDES on both ponds

### 3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 11 (Reliance on non-municipal partners indicated, if any)	Enter any revised info here
ID-1	Update MS4 Plan	DPW Director/ Arthur Genuardo	Confirm Outfalls/ Update plan	All catch basins cleaned and updated GPS info on new basins from subdivisions in 2012	All catch basins cleaned and updated GPS info on new basins from subdivisions in 2013
Revised					
ID-2	Identify Illicit Connections/Discharge	DPW Director/Arthur Genuardo Health Officer /Ed Mencis	# inspections & repairs/ yr	No illicit connections or discharges found during 2012	No illicit connections or discharges found during 2013
Revised					
ID-3	Failing Septic Systems	Health Officer/ Ed Mencis	# inspections & repairs/yr	Continue inspection of all repairs and replacements	
Revised					
ID-4	Illegal Dumping	DPW Director/ Arthur Genuardo	# Dumps reported & cleaned	No violations reported for 2012	No violations reported for 2013
Revised					
ID-5	Community Outreach	DPW Director/ Arthur Genuardo	# pamphlets distributed	The Conservation Commission hosted a presentation by the NH Department of Environmental Services on what homeowners can do to mitigate storm water damage	Continue to provide brochures at Town Hall and Town Library on what homeowners can do to mitigate stormwater damage.
Revised					
Revised					

#### 3a. Additions


#### 4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 11 (Reliance on non-municipal partners indicated, if any)	Enter any revised info here
CS-1	Sediment Control	Conservation Comm/ Paul Carey	# Sites/Methods implemented	The Conservation Commission hosted a presentation by the NH Department of Environmental Services on what homeowners can do to mitigate storm water damage	Conservation Commission works with the Planning Board to enforce the erosion control ordinance
Revised					
CS-2	Erosion Control	Conservation Comm/ Paul Carey	# Sites/Methods implemented	The Conservation Commission hosted a presentation by the NH Department of Environmental Services on what homeowners can do to mitigate storm water damage	Conservation Commission works with the Planning Board to enforce the erosion control ordinance
Revised					
CS-3	SWPP Review	Planning Board/ Mark Traeger	# Plans Reviewed	No new actions were taken in 2012	Town requires submission of SWPP at preconstruction conference, together with proof of notice of intent filing
Revised					
CS-4	Construction Runoff Regs for Runoff Control	Planning Board/ Mark Traeger	Subdivision Regulations Updated	No new actions were taken in 2012	No new actions taken in 2013
Revised					
Revised					
Revised					

#### 4a. Additions


## 5. Post-Construction Stormwater Management in New Development and Redevelopment

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 11 (Reliance on non-municipal partners indicated, if any)	Enter any revised info here
PC-1	Runoff Control in Site Plan Regs.	Planning Board/ Mark Traeger	Annual Review/Reduction in loopholes	No new actions were taken in 2012	No new actions taken in 2013
Revised					
PC-2	Buffer Zone	Conservation Commission/ Paul Carey	Establish new BMPs	The voters of Sandown voted down a new wetland ordinance that included buffer zones.	No new actions taken in 2013
Revised					
PC-3	Inspection Program in Site Plan	Planning Board/ Mark Traeger	# inspections/problems fixed	The Planning Board is working with the town's building inspector to enforce the erosion control ordinance.	The Planning Board is working with the town's building inspector and health office to enforce the erosion control ordinance.
Revised					
PC-4	Catch Basins	DPW Director/ Arthur Genuardo	Inventory & clean out Basins	All catch basins cleaned, 100% tracking and identification with GPS	All catch basins cleaned, 100% tracking and identification with GPS
Revised					
Revised					
Revised					



## 5a. Additions

--	--	--	--	--	--

## 6. Pollution Prevention and Good Housekeeping in Municipal Operations

<b>BMP ID #</b>	<b>BMP Description</b>	<b>Responsible Dept./Person Name</b>	<b>Measurable Goal(s)</b>	<b>Progress on Goal(s) – Permit Year 11</b> (Reliance on non-municipal partners indicated, if any)	<b>Enter any revised info here</b>
MG-1	Road Salt Reduction	DPW Director/ Arthur Genuardo	Total Salt volume/yr	Continued use of molasses as an additive to reduce salt & sand amounts during plowing	Continued use of molasses as an additive to reduce salt & sand amounts during plowing
Revised					
MG-2	Spill Control & Reduction	Fire Dept/ Chief Wilfred Tapley	# Vehicle & non-vehicle releases	Continue to review procedures for spill control & reduction; update if necessary	Continue to review procedures for spill control & reduction; update if necessary
Revised					
MG-3	Fertilizer/Pesticide Reduction	Conservation Commission/ Paul Carey	Lawn care Specialist Training	The Conservation Commission hosted a presentation by the NH Department of Environmental Services on what homeowners can do to mitigate storm water damage that included reducing fertilizer use.	Continue to highlight and provide information at Town Library and Town Hall
Revised					
MG-4	Employee Training	DPW Director/ Arthur Genuardo	Workshops Attended	Employees attend 2 day NRRA conference yearly which covers hazardous waste, recycling and BMP's of waste management	Employees attend 2 day NRRA conference yearly which covers hazardous waste, recycling and BMP's of waste management
Revised					
Revised					
Revised					

**6a. Additions**


**7. BMPs for Meeting Total Maximum Daily Load (TMDL) Waste Load Allocations (WLA) <<if applicable>>**

<b>BMP ID #</b>	<b>BMP Description</b>	<b>Responsible Dept./Person Name</b>	<b>Measurable Goal(s)</b>	<b>Progress on Goal(s) – Permit Year 11</b> (Reliance on non-municipal partners indicated, if any)	<b>Enter any revised info here</b>
QI-1	E.Coli Monitoring	Health Officer/ Ed Mencis	Tracking Philips Lake Outfall	Continue monitoring State testing of Phillips Pond bathing waters	Continue monitoring State testing of Phillips Pond bathing waters
Revised					
Revised					
Revised					
Revised					
Revised					
Revised					

**7a. Additions**


**7b. WLA Assessment**

N/A

#### Part IV. Summary of Information Collected and Analyzed

Town beach monitoring is in place and baseline data collected to determine ‘normal’ & ‘worst-case’ (e.g., immediately after heavy rains) *e. coli* levels.

#### Part V. Program Outputs & Accomplishments (OPTIONAL)

##### Programmatic

Stormwater management position identified (Road Agent)	Yes	Yes

##### Education, Involvement, and Training

Estimated number of residents reached by education program(s)	2600	2600
Stormwater management committee established	Haz Mit Adopted	Haz Mit Adopted
Stream teams established or supported	yes	yes
Shoreline clean-up participation or quantity of shoreline miles cleaned	yes	yes
Household Hazardous Waste Collection Days		
▪ days sponsored	2	2
▪ community participation	Regional – Sandown included	Regional – Sandown included
▪ material collected	Not known (regional)	Not known (regional)
School curricula implemented		

## Legal/Regulatory

	In Place Prior to Phase II	Under Review	Drafted	Adopted
Regulatory Mechanism Status (indicate with “X”)				
▪ Illicit Discharge Detection & Elimination		X		
▪ Erosion & Sediment Control				X
▪ Post-Development Stormwater Management				X
Accompanying Regulation Status (indicate with “X”)				
▪ Illicit Discharge Detection & Elimination			X	
▪ Erosion & Sediment Control				X
▪ Post-Development Stormwater Management				X

## Mapping and Illicit Discharges

Outfall mapping complete	100%	100%
Estimated or actual number of outfalls		
System-Wide mapping complete	100%	100%
Mapping method(s)		
▪ Paper/Mylar	100%	100%
▪ CADD		
▪ GIS	100%	100%
Outfalls inspected/screened	100%	100%
Illicit discharges identified	0	0
Illicit connections removed	N/A	N/A
% of population on sewer	0	0
% of population on septic systems	100	100

## Construction

Number of construction starts (>1-acre)	Approx. 89	24 SFD 2013
Estimated percentage of construction starts adequately regulated for erosion and sediment control	95%	95%
Site inspections completed (estimated between Planning Board, Engineer, Bldg Insp., Conservation)	100%	100%
Tickets/Stop work orders issued	0	0
Fines collected	0	0
Complaints/concerns received from public	1	0

### Post-Development Stormwater Management

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	30%	0 *
Site inspections completed		0 *
Estimated volume of stormwater recharged	Not known	Not known
* We do not have post-construction Stormwater control regulations		

### Operations and Maintenance

Average frequency of catch basin cleaning (non-commercial/non-arterial streets)	Twice/year	Twice/year
Average frequency of catch basin cleaning (commercial/arterial or other critical streets)	Twice/year	Twice/year
Total number of structures cleaned	162	162
Storm drain cleaned	Regularly	Same
Qty. of screenings/debris removed from storm sewer infrastructure	Not known	Not known
Disposal or use of sweepings (landfill, POTW, compost, recycle for sand, beneficial use, etc.)	Compost	Compost
Cost of screenings disposal	No cost	No cost

Average frequency of street sweeping (non-commercial/non-arterial streets)	N/A	N/A
Average frequency of street sweeping (commercial/arterial or other critical streets)	Once/year	Once/year

Qty. of sand/debris collected by sweeping	3 tons	3 tons
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.)	Landfill	Landfill
Cost of sweepings disposal	No cost	No cost
Vacuum street sweepers purchased/leased	N/A	N/A
Vacuum street sweepers specified in contracts	N/A	N/A

Reduction in application on public land of: (“N/A” = never used; “100%” = elimination)		
▪ Fertilizers	N/A	
▪ Herbicides	N/A	
▪ Pesticides	N/A	

Anti-/De-Icing products and ratios	% NaCl % CaCl <sub>2</sub> % MgCl <sub>2</sub> % CMA % Kac % KCl % Sand	
Pre-wetting techniques utilized	N/A	N/A
Manual control spreaders used	Yes	Yes
Automatic or Zero-velocity spreaders used	No	NO
Estimated net reduction in typical year salt application	5-10%	5-10%
Salt pile(s) covered in storage shed(s)	Yes	Yes
Storage shed(s) in design or under construction	No	No