

**Year 4 Annual Report**  
**New Hampshire Small MS4 General Permit**  
**Reporting Period: July 1, 2021-June 30, 2022**

*\*\*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, 2021 and June 30, 2022 unless otherwise requested.*

**Part I: Contact Information**

Name of Municipality or Organization: Town of Pelham, NH

EPA NPDES Permit Number: NHR041025

**Primary MS4 Program Manager Contact Information**

Name: Dena Hoffman Title: Env. Regulation Compliance Specialist

Street Address Line 1: 6 Village Green

Street Address Line 2: n/a

City: Pelham State: NH Zip Code: 03076

Email: dhoffman@pelhamweb.com Phone Number: (603) 635-7811

**Stormwater Management Program (SWMP) Information**

SWMP Location (web address): [https://www.pelhamweb.com/sites/g/files/vyhlf4856/f/uploads/year\\_4\\_swmp\\_final.pdf](https://www.pelhamweb.com/sites/g/files/vyhlf4856/f/uploads/year_4_swmp_final.pdf)

Date SWMP was Last Updated: 6/29/2022

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.

### Year 4 Requirements

- Developed a report assessing current street design and parking lot guidelines and other local requirements within the municipality that affect the creation of impervious cover, made it available as part of the SWMP, and:

- ☒ No updates were recommended  
☐ Updates were recommended. The anticipated date or date of completion for updates is/was:

- Developed a report assessing local regulations to determine the feasibility of making green infrastructure practices allowable when appropriate site conditions exist, made it available as part of the SWMP, and:

- ☒ No updates were recommended  
☐ Updates were recommended. The anticipated date or date of completion for updates is/was:

- ☒ Identified a minimum of 5 permittee-owned properties that could potentially be modified or retrofitted with BMPs to reduce impervious cover

*Optional:* If you would like to describe progress made on any incomplete requirements listed above, provide an update on previous incomplete milestones, or provide any additional details, please use the box below:

### 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 website:
- ☒ Updated system map due in year 2 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:

We did not inspect all treatment structures in town because we are currently working on putting a comprehensive list together of these structures so that we can systematically inspect them and keep records of doing so. The list is being worked on and will be used in Year 5 for beginning the process of inspecting all treatment structures. Structures at Town facilities were inspected but ones throughout Pelham in residential neighborhoods were not. A handful of residential area treatment structures were inspected and maintained by the Pelham Highway Department. We also have not had a full staff at the Highway Department until April of 2022. With less workers and difficulty hiring and keeping workers around for longer than a month, it was harder to begin this work.

**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

- ☐ Completed the Salt Reduction Plan due in Year 3, updated if necessary
  - ☐ The Salt Reduction Plan is attached to the email submission
  - ☐ The Salt Reduction Plan 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:*

We do not have a chloride impairment.

### 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)

##### *Nitrogen Source Identification Report*



☐ Completed the Nitrogen Source Identification Report

- ☐ The Nitrogen Source Identification Report is attached to the email submission
- ☐ The Nitrogen Source Identification Report can be found at the following website:

*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:

We do not have a nitrogen impairment.

## Phosphorus Impairment

### Annual Requirements

*Public Education and Outreach\**

- ☒ Distributed an annual message in the spring (April/May) encouraging the proper use and disposal of grass clippings and encouraging the proper use of slow-release and phosphorus-free 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)

*Phosphorus Source Identification Report*

☒ Completed the Phosphorus Source Identification Report

- ☐ The Phosphorus Source Identification Report is attached to the email submission
- ☒ The Phosphorus Source Identification Report can be found at the following website:

[https://www.pelhamweb.com/sites/g/files/vyhlf4856/f/uploads/psir\\_6.29.2022.pdf](https://www.pelhamweb.com/sites/g/files/vyhlf4856/f/uploads/psir_6.29.2022.pdf)

*Potential structural BMPs*

Any structural BMPs already existing or installed in the regulated area by the permittee or its agents was tracked and the phosphorus 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 phosphorus 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:

Street sweeping will be done in the fall for Year 5, that has been decided upon already with the Highway Department. We are in the process of inventorying our structural BMPs.

**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:

We do not have a solids, oil and grease (Hydrocarbons), or metals impairment.

**Lake and Pond Phosphorus TMDL**

- ☐ Defined the scope of the Lake Phosphorus Control Plan (LPCP). *Please select one of the following:*
  - ☐ The PCP scope is the entire area within our jurisdiction discharging to the impaired waterbody
  - ☐ The PCP scope is the urbanized area portion of our jurisdiction discharging to the impaired waterbody
- ☐ Calculated baseline phosphorus, allowable phosphorus load, and phosphorus reduction requirement

*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:

We do not have a Lake and Pond Phosphorus TMDL.

*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:

We've added and taken out outfalls to update our records of structures. Receiving waters and impairments have not changed.

## 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:** 11

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: Algal Blooms

Message Description and Distribution Method:

We released a flyer informing the public about the danger of algal blooms, what to do when you see one, and how you can help prevent algal blooms from occurring. This is a one-sided flyer and tells readers to contact NHDES if they spot a bloom. The flyers were posted in the library (1), the town hall lobby (10), the planning department lobby (10), the Parks and Rec lobby, and on Pelham social media.

Targeted Audience: Residents

Responsible Department/Parties: Planning/zoning Department

Measurable Goal(s):

- Facebook: reach – 506, likes – 2, post clicks - 2
- Instagram: reach – 219 accounts (4% were not followers of TOP), likes – 7, re-shares - 4
- Twitter: reach – 150, likes – 1, post clicks – 5, profile clicks - 1

Message Date(s): August 3, 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: Septic Smart Tip: Don't Overload the Commode

Message Description and Distribution Method:

The Town posted to the social media pages about being septic smart. This specific graphic discussed not putting anything besides human waste and toilet paper down your toilets to prevent damage to your septic system. The image and caption were created by the team at NHDES and includes a YouTube link <https://www.youtube.com/watch?v=mcYAubOSEvc> that goes into further detail what should not be going down the toilet.

Targeted Audience: Residents and businesses

Responsible Department/Parties: Planning/zoning Department

Measurable Goal(s):

- Facebook: reach – 1051, likes – 2, link clicks – 44, impressions – 1173, engagement – 134, shares - 2
- Instagram: reach – 146, likes – 1, media engagements – 6
- Twitter: reach – 321, likes – 5, comments – 1, reposts - 6

Message Date(s): September 29, 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: Halloween Yard Waste DIYs**

Message Description and Distribution Method:

Two Halloween and yard waste related DIYs were posted on the Town social media pages. The first DIY details how to make a Halloween scarecrow using your yard waste as a stuffing. The second DIY describes how to make a falling leaf mobile, using fallen leaves from your yard. Both DIY posts have a paragraph that informs the reader that dumping yard waste can be detrimental to the environment and our local waterbodies. The DIY links can be found here: <https://thd.co/3muiHw1> <https://bit.ly/3uRRfvP>

Targeted Audience: Residents

Responsible Department/Parties: Planning/zoning Department

Measurable Goal(s):

- Facebook: reach – 742, post engagements – 16, reactions – 2, comments – 1, shares - 1
- Instagram: not posted
- Twitter: reach – 73, engagements - 4

Message Date(s): October 7, 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: Winter Maintenance for Homeowners**

Message Description and Distribution Method:

We released a winter maintenance for homeowners flyer on tips for decreasing your salt usage while continuing to stay safe this winter. It discussed the Green SnowPro program and salt alternatives to use in your driveway or walkway. The graphic also talked about how chloride can be detrimental to aquatic environments



and the animals that live in them if they become too saturated with chloride. It was posted on social media, posted in the library, 10 copies were placed in the Planning Lobby, and 10 copies were placed in the Town Hall lobby.

Targeted Audience: Residents

Responsible Department/Parties: Planning/zoning Department

Measurable Goal(s):

- Facebook: reach – 520, post impressions – 527, post engagement – 14, link clicks - 13
- Instagram: reach – 195, impressions – 213, likes – 4, shares - 1
- Twitter: impressions – 106, media engagements – 3, detail expands – 1

Message Date(s): November 15, 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:

We decided to address chloride as a supplementary educational post because it is still a relevant pollutant for New Hampshire residents to consider.

### **BMP: Recycling Christmas Trees**

Message Description and Distribution Method:

We released the Recycling Christmas Trees flyer from 2020 with a brand-new design. This flyer details other alternatives to tossing your real tree in the trash at the end of the Christmas season. Other ways include mulching it, creating a wildlife habitat, or finding a place that recycles trees. Two links were shared in this flyer to supplement the information given. <https://findthehomepros.com/how-to-convert-your-christmas-tree-to-a-bird-feeder/> and <https://arbordayblog.org/holiday/8-sustainable-ways-to-recycle-your-christmas-tree/>. It was posted on Town social media, 5 copies were placed in the Planning Department lobby, and 10 copies were placed in the Town Hall lobby.

Targeted Audience: Residents and businesses

Responsible Department/Parties: Planning/zoning Department

Measurable Goal(s):

- Facebook: Reach – 484, impressions – 492, post engagement – 13, likes – 4, link clicks – 1, other clicks - 1
- Instagram: impressions – 151, reach – 143, likes – 4, profile visits – 4, follows - 2
- Twitter: impressions – 75, engagements – 13, link clicks – 9, detail expands – 3, likes - 1

Message Date(s): December 2, 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: Dog Waste**

## Message Description and Distribution Method:

We sent out the dog waste informational mailer along with the Clerk's Office dog registration reminder mailers. This is the same flyer that was sent out last year to residents. The flyer details why it is important to properly clean up after your pets and gives a link to the Every Drop Pledge that was started in seacoast New Hampshire. Pet owners need reminders like these since pet waste is commonly found all over town. The Scoop the Poop! poster from Household Hazardous Waste Day was also shared on the town social media on February 8th, 2022. This poster also provides a link to the pledge and details why people should clean up after their pets.

Targeted Audience: Residents

Responsible Department/Parties: Planning/zoning Department

## Measurable Goal(s):

- Facebook: reach – 942, post impressions – 999, post engagement – 36, reactions – 19, link clicks – 2, shares – 3, other clicks - 8
  - Instagram: reach – 204, impressions – 228, likes – 9, shares – 2
  - Twitter: impressions - 69
- Scoop the Poop Pledges: 6

Message Date(s): February 2022

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 General Permit - Developers Webinar**

## Message Description and Distribution Method:

We posted advertising flyers in the Planning Department for developers and construction workers to learn about the 2022 Construction General Permit from the EPA's informational webinar. 3 flyers were posted in the Planning Department: 1 on the help desk glass, and 2 at the desks for those who are filling out paperwork. The flyer contained a link to register as well as a QR code for developers to scan to register more quickly.

Targeted Audience: Developers (construction)

Responsible Department/Parties: Planning/zoning Department

## Measurable Goal(s):

4 contractors were seen scanning the QR code for the webinar.

Message Date(s): February 10, 2022



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:

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### **BMP: DIY Weed Killers**

Message Description and Distribution Method:

We released a DIY recipe for creating an environmentally friendly weed killer rather than using herbicides for weeds. The recipe has only 3 ingredients, epsom salt, white vinegar, and Dawn dish soap or Dr. Bronner's castile soap. The goal of this post was to get residents to consider safer alternatives for the environment when practicing lawn care. This was only posted to the town social media pages.

Targeted Audience: Residents and businesses

Responsible Department/Parties: Planning/zoning Department

Measurable Goal(s):

- Facebook: Impressions – 1247, reach – 1229, engagement – 58, reactions – 20, link clicks – 4, shares – 7, other clicks - 4
- Instagram: impressions – 207, reach – 192, likes - 6
- Twitter: impressions – 95, engagements – 2, detail expands – 1, likes - 1

Message Date(s): March 16, 2022

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:

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### **BMP: Green Grass and Clear Water**

Message Description and Distribution Method:

The Town of Pelham and the Town of Merrimack joined forces to host UNH for a presentation on environmentally friendly lawn care practices for residents. The presentation covered soil tests, how to find the right kind of fertilizers for your lawn, and other things you would need to know about the environment's impacts from fertilizer runoff. This was advertised on town social media, flyers in town hall lobbies, sent out to the conservation commission, the Pelham Garden group, and the stormwater stakeholders, especially Long Pond Association. The zoom was recorded and shared with PTV.

Targeted Audience: Residents

Responsible Department/Parties: Planning/zoning Department

Measurable Goal(s):

Number of attendees from Pelham: 2



Number of Pelham resident signups: 10

Message Date(s): April 18, 2022

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:

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### **BMP: Car Washing Education**

Message Description and Distribution Method:

We released educational materials relating to washing your car with the environment in mind. The goal of this education was to encourage residents to use phosphate-free cleaners, less water, and wash over pervious surfaces rather than places where the water could runoff and collect pollutants. This helps with the phosphorus impairment educational requirements. Flyers were placed in the Town Hall lobby (5) and the Planning Department lobby (5). A post was made on Town social media.

Targeted Audience: Residents and businesses

Responsible Department/Parties: Planning/zoning Department

Measurable Goal(s):

- Facebook: Impressions – 649, reach – 630, engagement – 15, reactions – 1, link clicks – 2, other clicks - 3
- Instagram: impressions – 167, reach – 157, likes - 2
- Twitter: impressions – 92, engagements – 6, detail expands – 3, likes - 1

Message Date(s): May 17, 2022

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:

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### **BMP: Leave No Trace Brochure**

Message Description and Distribution Method:

The Town re-released the Leave No Trace informational brochure from 2021. The brochure was a new design of the flyer, with the same information as previous. Discussed in the brochure are decomposition rates of common litter items such as plastic bottles or cigarette butts and their impact on the environment. Brochures were placed in the Planning Department lobby (5), the Town Hall lobby (5), and the Parks and Rec lobby (5).

Targeted Audience: Residents

Responsible Department/Parties: Planning/zoning Department

Measurable Goal(s):

Brochures taken from Town Hall lobbies: 6

Message Date(s): June 3, 2022

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 public comment period was advertised on Town social media and the website on May 17, 2022. There is a comment box on the Stormwater page as well that is open year-round. At the Stormwater Stakeholder Group meeting on June 1, 2022, the floor was open to the public for any comments on the Stormwater Management Program. Zero comments were received through any of these three available channels.

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:**

Stormwater Stakeholder Group meetings were held on August 18, 2021, February 23, 2022, and June 1, 2022. Members of this group consisted of resident representatives of various pond associations and town employees from Planning and Highway.

On August 28, 2021, NRPC, Veolia, and the Town hosted a Household Hazardous Waste Day event where residents and nearby towns came to drop off hazardous household items to properly dispose of them. People waiting in the queue lines could look at information posters relating to pet waste, yard waste, septic maintenance, a DIY compost bin, and a DIY weed killer. Veolia handled the hazardous waste materials and NRPC took surveys from people who participated. 91 Pelham residents came through, 155 total people came to the event.

On September 25, 2021, at Muldoon Park in Pelham, NH, volunteers helped at an event called Beautify Muldoon Park Day. Residents raked, cutback, and cleared vegetation nearby the walking path of the park, weeded, planted bushes, picked up trash, and installed a dog waste bags dispenser. Volunteers were mostly Pelham residents, aging in range from 4 to 60s. The event was a great success in involving the public and helping beautify the park. There were 30 total volunteers and an 11u football team.

On Wednesday, October 20th, the Town teamed up with Liberty Utilities and Arbor Day Foundation to give



away free trees to Pelham residents who registered online. The online process involved learning about how planting trees can help reduce stormwater runoff impacts and energy usage. From 5pm to 8pm we handed out trees to residents in a drive through style event at Veterans Memorial Park and educators from Liberty Utilities taught residents about their trees and planting. A total of 88 trees were given away to residents.

In May of 2022, the Town hosted a storm drain mural design contest with the intent of educating the public and the participants on stormwater and impacts of dumping litter in storm drains. Two winners were picked and murals were painted at a storm drain on Common Street and at Pelham High School in May and June of 2022.

On June 4th, 2022, the Town of Pelham hosted Cleanup Day at Veterans Memorial Park where a total of 10 volunteers created rain gardens, weeded mulch beds, and picked up trash from 9am-12pm.

### **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**

*Optional: Provide additional status information regarding your map:*

The map was updated in June, 2022. It has updated structure locations.

#### **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:

[https://www.pelhamweb.com/sites/g/files/vyhlf4856/f/uploads/year\\_4\\_dry\\_weather\\_outfall\\_screening\\_data.pdf](https://www.pelhamweb.com/sites/g/files/vyhlf4856/f/uploads/year_4_dry_weather_outfall_screening_data.pdf)

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

Number of outfalls screened: 4

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



Percent of outfalls screened: 100

*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: 0

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

Percent of total catchments investigated: 0

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

Catchment investigations will begin in Year 5.

### **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:

[https://www.pelhamweb.com/sites/g/files/vyhlf4856/f/uploads/year\\_4\\_iddep\\_final\\_1.pdf](https://www.pelhamweb.com/sites/g/files/vyhlf4856/f/uploads/year_4_iddep_final_1.pdf)

*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: 2

Number of illicit discharges removed: 2

Estimated volume of sewage removed: 130 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: 2

Total number of illicit discharges removed: 2

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

The illicit discharge reports begin on page 156 of the IDDEP.

### **Employee Training**

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

The Town of Pelham held its annual IDDE employee training in April of 2022. Employees were trained through a combination PowerPoint Presentation and a NHDES-produced training video.

### **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: 12

Number of inspections completed: 50

Number of enforcement actions taken: 2

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

In addition to the 2 enforcement actions taken, there were 3 potential illicit discharge cases that were resolved as not a true complaint.

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

#### **Ordinance or Regulatory Mechanism**

Date update was completed (due in year 3): July, 2021

### **As-built Drawings**

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

Number of as-built drawings received: 3

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

### **Retrofit Properties Inventory**

Below, list the permittee-owned properties that could be modified or retrofitted with BMPs to mitigate impervious areas (at least 5):

Gibson Cemetery - 68 Old Bridge Street  
Highway Department - 33 Newcomb Field Parkway  
Transfer Station - 74 Newcomb Field Parkway  
Town Hall - 6 Village Green  
Police Department - 14 Village Green  
Library - 24 Village Green  
Fire Department - 36 Village Green  
Muldoon Park - 27 Muldoon Parkway  
Hobbs Community Center - 8 Nashua Road  
Veterans Memorial Park - 109 Veterans Memorial Parkway

## **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: 1,510

Number of catch basins cleaned: 1,510

Total volume or mass of material removed from all catch basins: 84 cubic yards ▼

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

Total number of catch basins: 1,233

*If applicable:*



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

N/A

### **Street Sweeping**

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

Number of miles cleaned: 108.22

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

- ☒ Volume of material removed: 84 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: 8

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

At Pelham High School, there was a catch basin frame that was sinking so they fixed the asphalt around the frame. At the Transfer Station, they cleaned out sediment and branches from a swale pipe and cleared the path of their outfall. At Gibson Cemetery, a catch basin had tree roots removed from the pipes and the basin itself.

## **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):

[https://www.pelhamweb.com/sites/g/files/vyhlf4856/f/uploads/wet\\_weather\\_screening\\_year\\_4.pdf](https://www.pelhamweb.com/sites/g/files/vyhlf4856/f/uploads/wet_weather_screening_year_4.pdf)

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 4 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 5 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 5 below:



**Part V: 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.

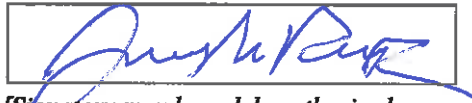
Name:

JOSEPH ROARK

Title:

INTERIM TOWN ADMINISTRATOR

Signature:



Date:

8/24/22

*[Signatory may be a duly authorized representative]*