Year 1 Annual Report
New Hampshire Small MS4 General Permit
New Permittees
Reporting Period: May 1, 2018-June 30, 2019

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.

Part I: Contact Information

Name of Municipality or Organization: Veterans Affairs Medical Center - Manchester

EPA NPDES Permit Number: NHR042005

Primary MS4 Program Manager Contact Information

Name: Amanda Furtado Title: GEMS Program Manager

Street Address Line 1: 718 Smyth Road

Street Address Line 2:

City: Manchester State: NH Zip Code: 03104

Email: amanda.furtado@va.gov Phone Number: 603-624-4366

Fax Number:

Stormwater Management Program (SWMP) Information

SWMP Location (web address): https://www.manchester.va.gov/

Date SWMP was Last Updated: Sep 16, 2019

If the SWMP is not available on the web please provide the physical address and an explanation of why it is not posted on the web:

Part II: Self Assessment

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 1 Requirements

- ☒ Develop and begin public education and outreach program

Annual Requirements

- ☐ Annual opportunity for public participation in review and implementation of SWMP
- ☒ Comply with State Public Notice requirements
- ☒ 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

Use the box below to input additional details on any unchecked boxes above or any additional information you would like to share as part of your self assessment:

The SWMP completed in May 2019 but was not posted publicly until September 2019 (outside of the reporting period). This was because the need for revisions was identified. Once the revisions were made the SWMP was posted publicly with information on how the public could participate and provide comments.

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:

The Manchester VAMC outfalls discharge directly to the ground surface which is directed to a culvert that is part of the City of Manchester MS4. This ultimately discharges to Goldfish Pond. There are no impairments or TMDLs listed for Goldfish Pond.
A correction to the NOI and SWMP was made to reflect this change in September 2019.

Part IV: Minimum Control Measures

Part IV includes some of the metrics that will be required in upcoming annual reports. For this annual report, these metrics are optional for new permittees; please fill out any of the metrics below that you have started. Then, proceed to Part V.

MCM1: Public Education

Number of educational messages completed during the reporting period: 2

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

BMP:[Newsletter]

Message Description and Distribution Method:

Impacts of road salt and ice melt on the environment and steps to reduce impact included in Newsletter.

Targeted Audience: Employees

Responsible Department/Parties: GEMS Program Manager

Measurable Goal(s):

Develop and implement targeted public education program and distribute to audience within permit time frame.

Message Date(s): January 2019

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:[Cleanup Event]

Message Description and Distribution Method:

As part of Earth Day, the VAMC invited employees to participate in litter cleanup at the campus and surrounding residential neighborhood. This was to help bring awareness to pollution prevention and how litter can impact storm drains and catch basins.

Targeted Audience: Employees

Responsible Department/Parties: GEMS Program Manager

Measurable Goal(s):

Develop and implement targeted public education program and distribute to audience within permit time

frame.

Message Date(s): April 22, 2019

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 the reporting period:

The SWMP was not posted publicly until after the reporting period in September 2019 due to corrections being made. Once the SWMP was posted, contact information was included for any interested members of the public to provide comments. The annual report will also be posted publicly with contact information for the public to provide comments.

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

Describe any other public involvement or participation opportunities conducted during the reporting period:

MCM3: Illicit Discharge Detection and Elimination (IDDE)

Sanitary Sewer Overflows (SSOs)

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

Below, report on the total number of SSOs identified in the MS4 system and removed to date. At a minimum, report SSOs identified since 2013.

Total number of SSOs identified: 0

Total number of SSOs removed: 0

MS4 System Mapping

Describe the status of your MS4 map, including any progress made during the reporting period:

CCTV was completed in June 2019 of all the stormwater infrastructure. This is being used to update and finalize the MS4 map.

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.

- ○ 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 total outfalls screened:

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.

- ○ 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:

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.

- ○ The illicit discharge removal report is attached to the email submission
- ○ The illicit discharge removal report can be found at the following website:

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

Number of illicit discharges identified: 0

Number of illicit discharges removed: 0

Estimated volume of sewage removed: [UNITS]

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.

Total number of illicit discharges identified: 0

Total number of illicit discharges removed: 0

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

No illicit discharges were identified during CCTV of stormwater infrastructure conducted June 2019.

Employee Training

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

All new employees receive basic awareness training of what storm drains are, where they discharge, and how to report any spills that may impact stormwater. This is a mandated recurring training for all employees annually.

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: 20

Number of inspections completed: 46

Number of enforcement actions taken: 2

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

Ordinance Development

Describe the status of the post-construction ordinance required to be complete in year 2 of the permit term:

The post construction ordinance has been drafted.

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 required to be complete in year 2 of the permit term:

As-built drawings are required for all construction projects.

Street Design and Parking Lots Report

Describe the status of the street design and parking lots assessment due in year 4 of the permit term, including any planned or completed changes to local regulations and guidelines:

The VA is mandated to capture stormwater for any construction disturbing 5,000 square feet or more by EISA Section 438. Construction scope of work and and design is evaluated for green infrastructure opportunities during project review.

Green Infrastructure Report

Describe the status of the green infrastructure report due in year 4 of the permit term, including the findings and progress towards making the practice allowable:

Green infrastructure opportunities are part of sustainable design specifications and EISA Section 435 requirements that are included on applicable projects.

Retrofit Properties Inventory

Describe the status of the inventory, due in year 4 of the permit term, 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:

Two existing impervious areas have been identified for new projects, Specialty Care Addition and Clinical Care Addition, that will incorporate stormwater retention technologies.

MCM6: Good Housekeeping

Catch Basin Cleaning

Describe the status of the catch basin cleaning optimization plan:

Procedures have been drafted that include catch basin cleaning requirements.

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: 28

Number of catch basins cleaned: 3

Total volume or mass of material removed from all catch basins: [UNITS]

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

Total number of catch basins:

If applicable:

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

Street Sweeping

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

Written procedures for street sweeping are included in the SWMP.

Report on street sweeping completed during the reporting period using one of the three metrics below.

- (●) Number of miles cleaned: 1.7
- ( ) Volume of material removed: [UNITS]
- ( ) Weight of material removed: [UNITS]

Winter Road Maintenance

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

Written procedures for winter road maintenance and salt storage are included in the SWMP.

Inventory of Permittee-Owned Properties

Describe the status of the inventory, due in year 2 of the permit term, of permittee-owned properties, including parks and open spaces, buildings and facilities, and vehicles and equipment, and include any updates:

The Manchester VAMC is a single owned campus, non-traditional MS4. An inventory of the campus buildings and vehicles is maintained with the national VA capital asset inventory and local equipment inventory list.

O&M Procedures for Parks and Open Spaces, Buildings and Facilities, and Vehicles and Equipment

Describe the status of the operation and maintenance procedures, due in year 2 of the permit term, of permittee-owned properties (parks and open spaces, buildings and facilities, vehicles and equipment) and include maintenance activities associated with each:

Existing O&M Procedures include:
1) MCP 138-30 Pest Management for proper use, storage, and disposal of pesticides, including minimizing the use of these products where possible.
2) Spill Prevention Control and Countermeasure (SPCC) Plan for use, storage, leak detection/mitigation, fueling, and disposal of petroleum products, including employee training.

Stormwater Pollution Prevention Plan (SWPPP)

Describe the status of any SWPPP, due in year 2 of the permit term, 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 Manchester VAMC does not currently contain any operations that would require a SWPP.

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

Number of site inspections completed:

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 SWMP contains written procedures for operations and maintenance of stormwater treatment structures.

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:

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 2 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
- Continue public education and outreach program

Provide any additional details on activities planned for permit year 2 below:

In permit Year 2 the VAMC will:
1) Continue to provide public education and opportunities for participation in SWMP implementation
2) Further develop facility operations and maintenance procedures
3) Finalize construction site inspection procedures and post-construction development authority
4) Identify and document system vulnerability factors
5) Join the regional stormwater coalition

Part VI: Certification of Small MS4 Annual Report 2019

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: Amanda Furtado

Title: GEMS Program Manager

Signature: Amanda E. Furtado 237135 Digitally signed by Amanda E. Furtado 237135 Date: 2019.09.26 15:49:22 -04'00'

Date: 09/26/19

[Signatory may be a duly authorized representative]

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 the link 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