Stormwater Pollution Prevention Plan (SWPPP) for:
Transfer Station

TOWN OF STRATHAM

Prepared by:
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Prepared for:
The Town of Stratham
Department of Public Works

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EPA NPDES Permit Number NHR041000

Stormwater Pollution Prevention Plan for Stratham Transfer Station

Facility Name: Stratham Transfer Station
Facility Address: 25 Union Road, Stratham, NH 03885

Section 1: Stormwater Pollution Prevention Plan Overview

This Stormwater Pollution Prevention Plan (SWPPP) does the following:

- Identifies the SWPPP team, by name and title;
- Describes the facility, with information on location and activities, a site map, and a description of the stormwater drainage system;
- Identifies potential stormwater contaminants;
- Describes stormwater management control and best management practices (BMPs) needed to reduce pollutants in stormwater discharges; and
- Describes the facility's monitoring plan.

Section 2: Stormwater Management Program Team

SWMP Team Coordinator:

Position/Title:	Town Administrator
Name:	David Moore
Department:	Town Administration
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SWMP Team:

Position/Title:	DPW Director
Name:	Tim Stevens
Department:	Department of Public Works
Phone Number:	603-772-5550
Email Address:	DPWdirector@StrathamNH.gov

Position/Title:	Planning Project Assistant
Name:	Susan Connors
Department:	Planning Department
Phone Number:	603-772-7391 ext. 184
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Section 3: Site Description

The Stratham Transfer Station is located at 25 Union Road, Stratham, NH 03885, on parcel 10-077-000. The facility receives solid waste material and recyclables from Stratham residents. It is open to the public on Thursdays and Saturdays from April through November, and every first and third Saturdays of the month December through March. Waste from commercial carriers is prohibited at the station. Materials are hauled off site at least once per week for safe disposal, recycling or reuse as appropriate. Accepted waste materials include general household trash and mixed recyclables, glass, electronics (fluorescent light bulbs, televisions, etc.), large appliances (refrigerators and washing machines), scrap metal, brush (tree and shrub branches), yard waste (compost, chips and leaves), bulky or construction waste, propane tanks, and used heating oil. The facility additionally features a capped landfill that is lined, covered with topsoil and planted with grass, and equipped with outlet pipes to release gas generated during decomposition. Runoff from the section of the facility covered by impervious surface, where waste is collected, is directed to a channelized swale system. The swale begins with a stone/riprap portion before transitioning into a contoured grass swale that directs the flow of water towards a wetland located along Union Road. The Stratham Public Works Department is responsible for overseeing activities conducted at the facility and ensuring its maintenance.

A map of the facility is included as Figure 1 at the end of this SWPPP. The map identifies key sites, including the different waste materials storage areas and the location of the swale system.
Table 3-1 includes a list of activities that occur at the facility and the potential pollutants that may be associated with each activity.

Table 3-1: Facility activity list and potential pollutants associated with each activity.

Activity #	Description	Potential Pollutants
1	Compost and brush piles	Organic materials, nutrients
2	Storage of freon-containing appliances (refrigerators, AC units)	CFC leaks
3	Trash/recycling collection	Chemical spills or leaks from improperly sealed waste
4	Capped landfill	Leachate from decomposing waste
5	Used propane gas tank storage	Residual propane leaks, rust
6	Scrap metal storage	Heavy metals, residual oils and grease
7	Used heating oil storage	Oil leaks from improperly sealed containers

Section 4: Implementation

This section describes practices that are in place or that will be implemented to control pollutants that have the potential to contaminate stormwater. The following sub-sections describe the relevant management practices that will be implemented as identified in Section 2.3.7.2 (iv) in the MS4 permit. Unless otherwise stated, all measures will be implemented to be consistent with the schedule required in the MS4 permit, or no later than the end of year 5 of the permit if not otherwise described.

Section 4.1: Minimize or Prevent Exposure

Permit Language: *The permittee shall to the extent practicable either locate materials and activities inside, or protect them with storm-resistant coverings in order to prevent exposure to rain, snow, snowmelt and runoff (although significant enlargement of impervious surface area is not recommended).*

Materials do not need to be enclosed or covered if stormwater runoff from affected areas will not be discharged directly or indirectly to surface waters or to the MS4 or if discharges are authorized under another NPDES permit.

These site-specific practices will be implemented to minimize or prevent exposure of pollutants to stormwater runoff:

- The following materials are stored in containers that have fixed roofs or lids, preventing their exposure to rain or snowfall: large electronics (televisions, computer monitors), mercury-containing devices (compact and tube fluorescent bulbs, thermometers, thermostats, electrical switches, mercury button cell batteries) cardboard, general household waste, and general household recyclables (paper, plastics, aluminum cans);
- It is not practicable for all waste storage to be located inside or fully enclosed. The following solid waste items are therefore stored outside and transported offsite at least once a week, and more frequently as appropriate, to minimize exposure to precipitation: construction/bulky waste (sorted and placed into open-top containers), appliances (refrigerators, washing machines), glass, used heating oil, propane cylinders, brush, and compost or non-brush yard waste. Scrap metal is stored in an open container that is collected and emptied when full;
- The closed landfill area is capped and therefore covered with a liner and stabilized with soil and grass;
- CFC-containing appliances are not drained at this facility;
- Used heating oil is transported to and burned at the DPW facility, not at the transfer station;
- Best practices for spill prevention/response, runoff management, and other key topics will be discussed later in this document.

Section 4.2: Good Housekeeping

Permit Language: *The permittee shall keep clean all exposed areas that are potential sources of pollutants, using such measures as sweeping at regular intervals. Ensure that trash containers are closed when not in use, keep storage areas well swept and free from leaking or damaged containers; and store leaking vehicles needing repair indoors.*

The following list describes good housekeeping practices followed at this facility:

- All solid waste materials shall be collected at least once a week but more regularly if needed, and transported to an off-site facility by a contractor. The scrap metal container is only emptied when full;
- Used heating oil shall be collected and burned at the DPW facility;
- The facility shall be swept at least annually (usually in April when street sweeping occurs), or more as-needed, to minimize sediment and associated pollutants from entering the stormwater drainage system;
- Spillage of chemicals will be promptly cleaned and reported as required;
- Outdoor storage areas will be kept free of leaking or damaged containers, as well as wind-blown solid waste;
- Containers storing electronics, cardboard, general household waste and recyclables will be kept closed at all times;
- Hazardous waste items including paints, aerosols, batteries and solvents are not collected at this facility. Stratham participates in an annual Hazardous Household Waste event in Exeter where residents can safely dispose of many of the materials prohibited at the Stratham Transfer Station;
- The facility is always manned during operating hours by an experienced and certified Town employee, and the front gate is locked outside of operating hours;
- The grass on the capped landfill is mowed at least three times a year, but more regularly as-needed;
- Machinery use on the closed landfill is restricted.

Section 4.3: Preventative Maintenance

Permit Language: *The permittee shall regularly inspect, test, maintain, and repair all equipment and systems to avoid situations that may result in leaks, spills, and other releases of pollutants in stormwater to receiving waters. Inspections shall occur at a minimum once per quarter.*

The following is a list of preventative maintenance procedures practiced at this facility:

- Stormwater is directed and conveyed off the site via an open riprap/grass drainage swale that discharges to a roadside wetland;
- The riprap/grass drainage swale is kept clear of debris;
- All waste storage areas are properly sign-posted;
- Prohibited items are clearly listed on a sign at the entrance to the facility; and
- The capped landfill is monitored and tested by consultants on a regular basis.

Section 4.4: Spill Prevention and Response

Permit Language: *The permittee shall minimize the potential for leaks, spills, and other releases that may be exposed to stormwater and develop plans for effective response to such spills if or when they occur.* See Section 2.3.7.2 (iv) in the MS4 permit for additional details.

The following is a list of spill prevention and response procedures practiced at this facility:

- The Town has a written spill prevention and response policy that is consistent with the MS4 requirements described in Section 2.3.7.2 (iv);
- Spills will be contained as close to the source as possible with a dike of absorbent materials from the emergency spill kit, and a cover or dike will protect the drainage swale;
- The assigned spill response team leader will be advised immediately of all hazardous or regulated material spills, regardless of quantity;
- All spills will be evaluated to determine the necessary response;
- Staff are aware of spill prevention and response procedures;
- Spill response equipment is located at potential spill areas; and
- Outdoor drum and storage containers are checked for leaks.

Section 4.5: Erosion and Sediment Control

Permit Language: *The permittee shall use structural and non-structural control measures at the facility to stabilize and contain runoff from exposed areas and to minimize or eliminate onsite erosion and sedimentation. Efforts to achieve this may include the use of flow velocity dissipation devices at discharge locations and within outfall channels where necessary to reduce erosion.*

The section of the Transfer Station that is likely susceptible to erosion is the riprap/grass swale that facilitates drainage of stormwater runoff from the site. This sloped area could experience erosion if the swale is overwhelmed by runoff. The remainder of the site is either impervious cover or undeveloped land stabilized by intact vegetation (primarily grass).

Table 4.5-1 lists potential site erosion areas and measures that will be implemented.

Location #	Description	Erosion Control Measures
1	Grassy/vegetated slope between facility office and Union Road	Maintain riprap swale and contoured grass swale, and the grassy area between the two. Ensure it is kept free of debris and sediment that could cause blockages.

Section 4.6: Management of Runoff

Permit Language: *The permittee shall manage stormwater runoff from the facility to prevent or reduce the discharge of pollutants. This may include management practices which divert runoff from areas that are potential sources of pollutants, contain runoff in such areas, or reuse, infiltrate or treat stormwater to reduce the discharge of pollutants.*

The following management practices for runoff are used at this facility:

- Runoff from the paved area of the facility is directed towards a riprap swale that transitions into a contoured grass swale that discharges into a wetland along the road;
- The undeveloped areas around the facility are stabilized by intact vegetation (primarily grass) and are all sloped in a manner that ensures runoff from the transfer station does not enter nearby wetlands or surface waters;
- Impervious areas are uncurbed which encourages sheet flow runoff to vegetated areas. Overall, stormwater runoff is primarily directed towards the drainage swale.

Section 4.7: Salt Storage Piles

Permit Language: *For storage piles of salt or piles containing salt used for deicing or other purposes (including maintenance of paved surfaces) for which the discharge during precipitation events discharges to the permittee's MS4, any other MS4 or to a Water of the United States, the permittee shall prevent exposure of the storage pile to precipitation by enclosing or covering the storage piles. Such piles shall be enclosed or covered within two (2) years of the permit effective date. The permittee shall implement appropriate measures (e.g., good housekeeping, diversions, containment) to minimize exposure resulting from adding to or removing materials from the pile. The permittee is encouraged to store piles in such a manner as not to impact surface water resources, ground water resources, recharge areas, and wells.*

Salt storage piles are located at the Stratham DPW facility, not at this facility.

Section 4.8: Employee Training

Permit Language: *The permittee shall regularly train employees who work in areas where materials or activities are exposed to stormwater, or who are responsible for implementing activities identified in the SWPPP (e.g., inspectors, maintenance personnel), including all members of the Pollution Prevention Team. Training shall cover both the specific components and scope of the SWPPP and the control measures required under this Part, including spill response, good housekeeping, material management practices, any best management practice operation and maintenance, etc. EPA recommends annual training.*

Key staff will be regularly trained on stormwater related topics such as: stormwater system maintenance practices, spill response and cleanup procedures, and other key topics. Please refer to Stratham Stormwater Management Plan (SWMP) for additional details on employee training.

Stratham DPW will retain records on employee training including:

- The training date, title, and duration;
- Municipal attendee list; and
- Subjects covered during training.

Section 4.9: Maintenance of Control Measures

Permit Language: *The permittee shall maintain all control measures, required by this permit in effective operating condition. The permittee shall keep documentation onsite that describes procedures and a regular schedule for preventative maintenance of all control measures and discussions of back-up*

practices in place should a runoff event occur while a control measure is off-line. Nonstructural control measures shall also be diligently maintained (e.g., spill response supplies available, personnel trained).

The following is a list of stormwater control measure maintenance procedures practiced at this facility:

- All control measures required by this permit will be maintained in effective operating condition;
- This SWPPP will be supplemented by on-site documentation describing maintenance procedures and a schedule outlining preventative maintenance of all control measures;
- Stratham will work to develop backup procedures and practices in case a runoff event occurs while a control measure is offline.

Section 5.0: Inspection and Record Keeping

Section 5.1: Site Inspections

Stratham will conduct quarterly (Jan-Mar, Apr-Jun, Jul-Sep, Oct-Dec) inspections of the facility that will cover all areas exposed to stormwater, and all stormwater control measures. At least one of the inspections during a period when stormwater discharge is occurring. Additional inspections will occur on an as-needed basis if significant activities are exposed to stormwater. The inspections will contain the information included in the Stratham Transfer Station Site Inspection Form.

If control measures are discovered to need repair or be ineffective, whether as part of a routine inspection or otherwise, Stratham will repair or replace them as soon as practicable, and preferably before the next storm event.

Section 5.2: Record Keeping

Stratham will maintain records of all maintenance, inspection, training, and other activities required by Section 2.3.7.2 of the MS4 permit. Records will be maintained for at least five (5) years, as required by Section 4.2.1 of the MS4 Permit.

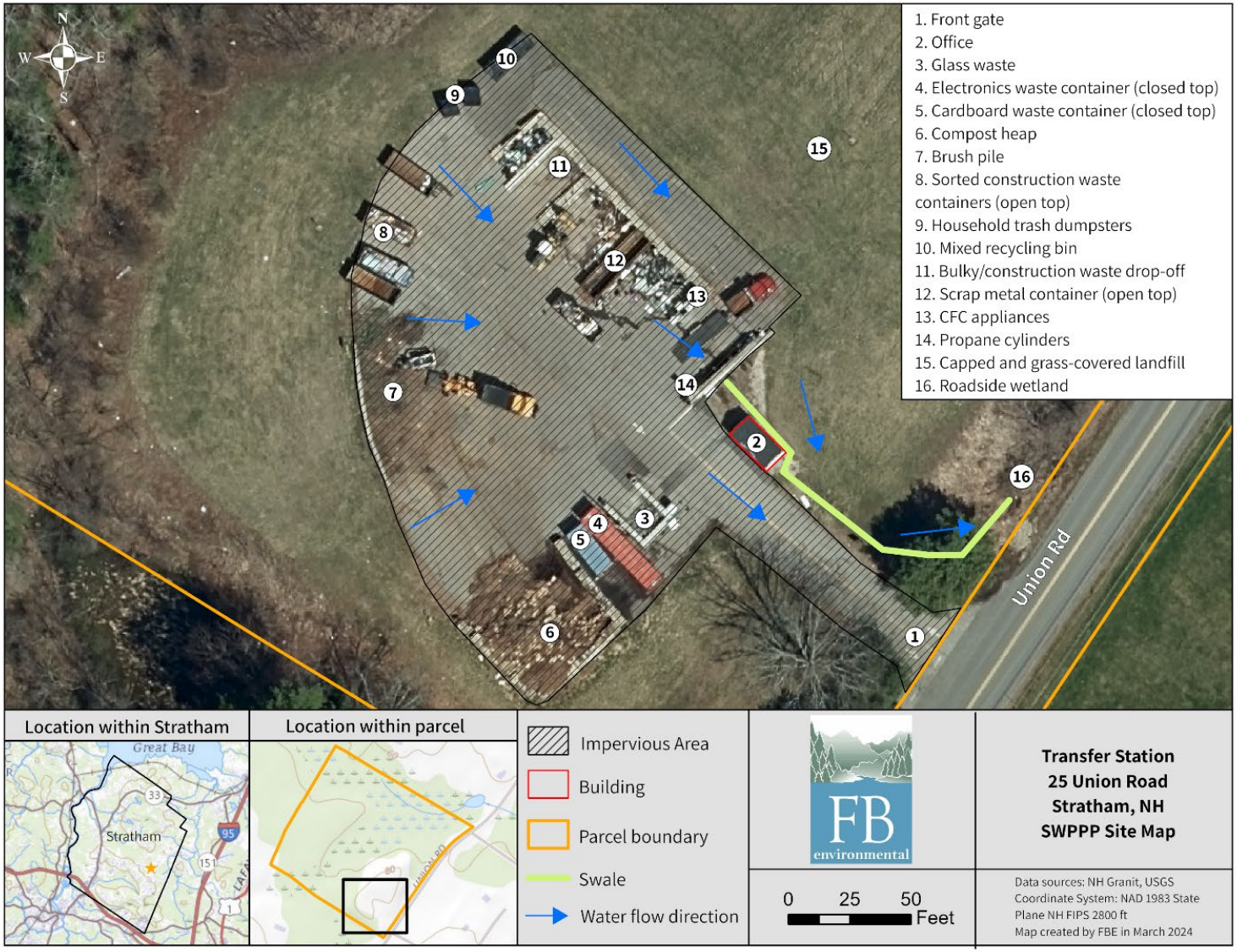

Figure 1: Transfer Station site map identifying key areas. Note: there are no floor drains that tie into the stormwater drainage system (Stratham does not have such a system), and there are no known stormwater outfalls.

TOWN OF STRATHAM

Incorporated 1716
Public Works Department 603-772-5550
70 Bunker Hill Avenue · Stratham, NH 03885

MS4 – SWPPP Facility Site Inspection Form
Stratham Transfer Station, 25 Union Road

Inspect all areas that are exposed to stormwater and all stormwater control measures at least once per calendar quarter. More frequent inspections may be required if significant activities are exposed to stormwater. **Inspections shall be performed when the facility is in operation. At least one of the quarterly inspections shall occur during a period when a stormwater discharge is occurring.**

Inspection Date:_____ Inspection Time:_____

Inspector(s):_____

Weather (include precipitation amount if any):_____

1. Stormwater Discharge Description (check one): ☐ None ☐ Light ☐ Moderate ☐ Heavy
2. Stormwater discharge notes, if any:

3. Have any previously unidentified discharges been identified as part of this inspection? ☐Yes ☐No
   If yes, describe:

4. Are any control measures in need of maintenance or repair? ☐Yes ☐No
   If yes, describe:

5. Are any control measures in need of replacement? ☐Yes ☐No
   If yes, describe:

6. Are any changes to the SWPPP needed based on this inspection? ☐Yes ☐No
   If yes, describe:

Please scan a copy of this inspection and email it to the Stratham Planning Office.
Keep the hard copy at the DPW office for at least five (5) years after the inspection date.