Stormwater Pollution Prevention Plan (SWPPP)

for

Wilton Recycling Center

291 Gibbons Highway
Wilton, New Hampshire, 03086
603-654-6150

SWPPP Contact

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Original: October 2011

Prepared For:
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1.0 Introduction

The Wilton Recycling Center is subject to the National Pollutant Discharge Elimination System (NPDES) program due to stormwater discharges from the facility and its Standard Industrial Classification (SIC) Code of 5093 *Scrap and Waste Material Recyclers and Processors*. Per the NPDES program, the facility must obtain a Multi-Sector General Permit (MSGP) or individual permit from the Environmental Protection Agency (EPA). The 2021 MSGP provides coverage for several types of facilities through filing of a Notice of Intent (NOI), whereas the individual permit is typically used by those not eligible under the MSGP. As recycling facilities are covered under the MSGP, Wilton filed a NOI for coverage of the Wilton Recycling Center (**Appendix A**).

The 2021 MSGP requires the facility to develop a Stormwater Pollution Prevention Plan (SWPPP) that outlines stormwater control measures to be used on the site to minimize pollution in stormwater discharges and subjects the facility to visual, analytical, and/or compliance monitoring requirements. This SWPPP has been prepared in accordance with the 2021 MSGP and accompanying fact sheet prepared by EPA. The SWPPP should be updated when there is a significant change in design, construction, operation, or maintenance of the Recycling Center that affects the discharge or potential discharge of pollutants, or when a new MSGP is released.

This SWPPP will be made available in hardcopy at the Wilton Recycling Center to members of federal, state, or local agencies during normal working hours for review upon request. Copies of the SWPPP are accessible to all persons responsible for implementing and administering it. Access to an electronic version of the 2021 MSGP is available on EPA's website at: https://www.epa.gov/npdes/stormwater-discharges-industrial-activities-epas-2021-msgp.

1.1 SWPPP History

This SWPPP was originally prepared in October 2011, updated in September 2015 and April 2021. This facility was assigned a NPDES tracking number of NHR05C325 per correspondence with EPA (**Appendix B**) under the original 2011 NOI and more recently, NHR053122.

1.2 Sign of Permit Coverage

In order to maintain compliance with the 2021 MSGP, the Wilton Recycling Center must post a sign or other notice of permit coverage at a publicly accessible location at the site. The sign and lettering must be large enough to be readily viewed from the right-of-way and must be maintained sufficiently that it is legible and up to date. The sign must include the following:

- The following statement: "The Wilton Recycling Center is permitted for industrial stormwater discharges under the U.S. EPA's Multi-Sector General Permit (MSGP)";
- NPDES ID# NHR05C325 / NHR053122
- Contact Phone Number: (603) 654-6150
- The following statement: "To obtain the Stormwater Pollution Prevention Plan (SWPPP) for this facility or to report observed indicators of stormwater pollution, contact the Recycling Center Manager at (603) 654-6150 and EPA Region 1 at (617) 918-1577"

2.0 Facility Description and Contact Information

2.1 Facility Information

Name of Facility	Wilton Recycling Center
Address	291 Gibbons Highway
City, State, Zip Code	Wilton, NH 03086
County	Hillsborough
Telephone Number	(603) 654-6150
Latitude / Longitude	42.8375 º N, 71.7506 º W
NPDES ID	NHR05C325 / NHR053122
Primary SIC Code	SIC code 5093, Sector N, Subsector N2
Facility Area (acres)	3.3 acres

2.2 Discharge Information

Receiving Waterbody	Souhegan River
Assessment Unit ID	NHRIV700060902-13
Waterbody Impairment	E.coli
TMDL Completed?	Yes

2.3 Facility Operator and SWPPP Contact

Name(s)	Carol Burgess
Title	Recycling Center Manager
Address	291 Gibbons Highway
City, State, Zip Code	Wilton, NH 03086
County	Hillsborough
Telephone Number	(603) 654-6150

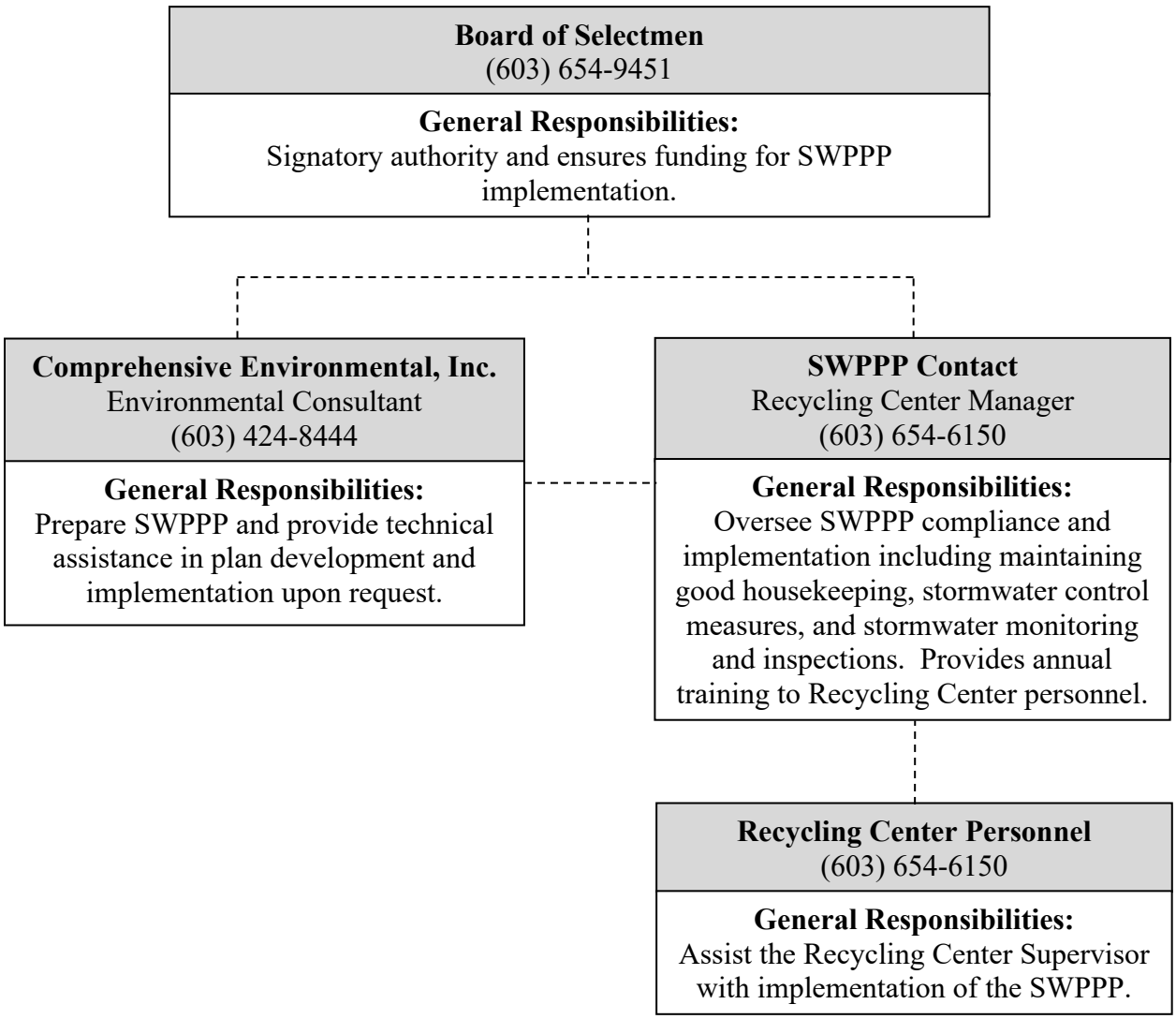
2.4 Facility Owner

Name(s)	Town of Wilton
Address	42 Main Street P.O. Box 83
City, State, Zip Code	Wilton, NH 03086
County	Hillsborough
Telephone Number	(603) 654-9451

2.5 Stormwater Pollution Prevention Team

The stormwater pollution prevention team is responsible for implementing the stormwater control measures, monitoring and inspection procedures, and other measures outlined in this SWPPP. Team members are shown on the following team organization chart (**Figure 1**) which outlines the responsibility of each team member.

Figure 1: Pollution Prevention Team Organizational Chart



2.6 Activities at the Facility

The Wilton Recycling Center, located at 291 Gibbons Highway operates as a recycling center and transfer station receiving solid wastes and recyclables generated within the Towns of Greenville, Lyndeborough, Mason, Temple and Wilton. The facility is generally used to process and store recyclables, solid wastes, and universal wastes (batteries, cathode ray tubes (CRTs) and

fluorescent light bulbs) for off-site disposal or reuse. The Wilton Recycling Center is located partially on top of the Town's inactive landfill and at the site of a decommissioned incinerator. The facility consists of approximately 3.3 acres of area exposed to stormwater and generally includes four enclosed buildings, several covered outdoor storage areas, open roll-off dumpsters, a waste oil disposal shed, outdoor storage areas, and a scale for weighing construction debris.

The recycling drop-off building consists of five drop-off stations for various glasses, aluminum and tin. The main building contains a small office and the tipping floor which houses a bailer and storage of two 55-gallon oil drums. Additional recyclable drop-off areas for cardboard, paper, and plastics drop into the tipping floor, as well as a chute for bagged waste products. Adjacent to the main building is an area used for temporary storage areas of universal wastes and a separate area for temporary storage of scrap metal. The remaining two buildings are used largely for storage of recyclables for collection such as plastics and baled paper.

Universal wastes including batteries and old CRT monitors are moved at the end of the day from the temporary storage area near the main building to a permanent storage area beneath a covered outdoor storage area located north of the main building. This structure is also used to house processed and sorted scrap metal for storage until it can be sold and moved offsite. An aboveground storage tank with secondary containment is located under the same structure and is used for fueling onsite vehicles and equipment. An adjacent area provides cover for two roll-off dumpsters used to store municipal household solid waste and large items to be sent to a landfill. Used fluorescent bulbs are moved at the end of the day from the same temporary storage area to a storage building located southeast of the main building.

A scrap metal roll-off dumpster under a covered lean-to structure provides storage for scrap metal, and a nearby roll-off dumpster is used for collection of demolition and construction debris. A scale located to the east is used to weigh vehicles to quantify tonnage of demolition and construction debris for disposal, and a small scale house is located adjacent to the covered outdoor storage area.

To the north of the main collection area is an enclosed trailer used for the collection of tires and a fenced area for collection of white goods (i.e. appliances). Further to the north are areas for collection of yard wastes, including brush and leaves. Finally, a small waste oil storage shed is located east of the main building, as well as a brine tank for use during winter operations.

2.7 Receiving Waters and Stormwater Outfalls

Stormwater from the eastern portion of the site is collected in a swale and pipe system located along the eastern boundary of the driveway area. Stormwater then flows into a headwall and pipe which connects to a catch basin behind the recycling drop-off building. This catch basin collects additional runoff from a portion of the driveway and from the vicinity of the recycling drop-off building before flowing northwesterly to an outfall along the Souhegan River. Stormwater from the north and western portions of the site is collected in a shallow catch basin located at a low spot adjacent to a storage trailer behind the main building. Runoff then flows northwesterly to a second outfall along the Souhegan River.

2.8 General Location Map and Site Map

The site is bordered by the Souhegan River along the western side, while Route 101/31 and private residential property runs along the eastern boundary. A wooded area abuts the site to the south and the former landfill is largely located on the northern two-thirds of the site. The facility plan is shown on **Figure 2** with the following site features:

1. Boundaries of the property and size of the property in acres;
2. Location and extent of significant structures and impervious surfaces;
3. Direction of stormwater flows, including flows with a significant potential to cause soil erosion;
4. Locations of all stormwater control measures;
5. Locations of nearby receiving waters;
6. Locations of stormwater conveyances;
7. Locations of potential pollutant sources;
8. Locations where significant spills or leaks have occurred;
9. Locations of areas prone to spills or leaks;
10. Locations of stormwater monitoring locations with unique identifier codes;
11. Locations of stormwater inlets and outfalls with unique identifier codes; and
12. Locations of each of the following areas:
    a. Fueling stations;
    b. Vehicle and equipment maintenance and/or cleaning areas
    c. Loading/unloading areas;
    d. Locations used for treatment, storage and/or disposal of wastes;
    e. Liquid storage tanks;
    f. Process and storage areas;
    g. Access roads and driveway areas;
    h. Transfer areas for substances in bulk;
    i. Machinery storage; and
    j. Areas receiving run-on from adjacent areas.

3.0 Potential Pollution Sources

3.1 Industrial Activity and Associated Pollutants

Table 1 (end of report) provides a list of industrial activities on the site exposed to stormwater and the associated pollutants and sources. Industrial activities are also shown on Figure 2. Structural and non-structural controls used to reduce stormwater impacts are discussed in Section 4.0.

3.2 Spills and Leaks

Table 2 outlines locations and associated outfalls where potential spills/leaks could occur.

Table 2 – Areas of the Site Where Potential Spills/Leaks Could Occur

Location	Outfall
Waste oil AST in oil disposal shed	Outfall 1
Brine solution AST adjacent to oil disposal shed	Outfall 1
Release from vehicle during transport of recyclables and/or wastes	Outfall 1
Compromised transport vehicle on the access roadway	Outfall 1 or 2
Fueling AST in universal waste storage area	Outfall 2
Waste appliances stored in the white goods fenced area	Outfall 2
Wood chipper and/or transfer truck near compost area	Outfall 2
Composter near compost area	Outfall 2
Compromised batteries	Outfall 2
Hydraulic oil, virgin oil, or degreaser stored on tipping floor	Outfall 2
2 compact tractors and baler stored on tipping floor	Outfall 2
Compact tractor stored in plastics storage building	Outfall 2

Areas that could be subject to significant spills or leaks include the waste oil AST in the disposal shed, brine solution AST adjacent to oil disposal shed, fueling AST in universal waste storage area, 55-gallon storage on the tipping floor, and any major release from an onsite vehicle fuel tank. Remaining areas store relatively low quantities of hazardous liquids, generally less than five gallons.

Significant spills are defined as releases of hazardous substances in excess of reportable quantities under Section 311 of the Clean Water Act and Section 102 of the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA). There have been no significant spills at the facility within the past three years. Per a site inspection conducted by Comprehensive Environmental Inc. (CEI) on April 20, 2021, minor oil and/or hydraulic stains were observed near the waste oil disposal shed on the tipping floor, however, were very minor in nature and leaks or drips at the facility are cleaned immediately using the absorbent materials stored in the universal waste storage area. A table to record future spills, if any, is included in **Appendix C**.

3.3 Salt Storage

A small brine solution AST, estimated at less than 55-gallons in capacity, is located adjacent to oil disposal shed. The brine solution is used to treat nearby area walkways and access areas using hand methods that cannot be treated by a typical salt treatment via vehicular spreader. Employees treat areas to minimize the risk of slip and fall incidents. At the time of inspection, the AST was approximately half full of solution and located away from vehicular traffic.

3.4 Non-Stormwater Discharges Documentation

Discharges of all non-stormwater flows are prohibited with the exception of certain flows described below:

- Discharges from emergency and/or unplanned fire-fighting activities;
- Fire hydrant flushings;
- Potable water, including water line flushings;
- Uncontaminated condensate from air conditioners, coolers, and other compressors and from the outside storage of refrigerated gases or liquids;
- Irrigation drainage;
- Landscape watering provided all pesticides, herbicides, and fertilizer have been applied in accordance with the approved labeling;
- Pavement wash waters with no detergents or hazardous cleaning products that do not come in contact with pollutants unless previously cleaned with dry clean-up methods;
- Routine external building washdown that does not use detergents;
- Uncontaminated groundwater or spring water;
- Foundation or footing drains where flows are not contaminated with process materials; and
- Incidental mist discharges which originate from cooling towers and which are deposited at an industrial facility (with certain requirements and restrictions).

CEI inspected two stormwater outfalls identified as Outfall #001 and Outfall #002 on Figure 2 on April 20, 2021 for the presence of dry weather flow, indicating the possibility of non-stormwater discharges. Outfall #001 exhibited substantial dry weather flow; however, this outfall receives intermittent surface water runoff from a stormwater swale located along the eastern side of the site which was observed to contain water presumably associated with groundwater discharges from nearby elevated areas along Gibbs Highway. Previous inspections completed by CEI on June 10, 2011 and June 23, 2015 did not indicate the presence of dry weather flow from the outfall, thus it is likely that this outfall discharges during all weather conditions during times of high groundwater. Outfall #002 was dry during the April 20, 2021 inspection.

Wet weather annual sampling for E.coli conducted on July 15, 2014 revealed elevated bacteria levels from Outfall #002. A follow-up site inspection and investigation of the on-site septic system leach field by the Town of Wilton indicated that the leach field has failed. In response, a new leach field was installed as shown on Figure 2.

4.0 Stormwater Control Measures

Stormwater control measures are used throughout the site to prevent pollutants from entering the Souhegan River. Each type of control measure used is described briefly below.

4.1 Minimize Exposure

Recyclables, universal waste, waste oil, scrap metal, and most general waste materials are stored either inside or under a covered storage area to minimize exposure to stormwater. All industrial equipment with the exception of the composter, wood chipper and daily use vehicles are stored and maintained indoors. Refer to Figure 2 for buildings and covered storage areas.

4.2 Good Housekeeping

Good housekeeping practices are used throughout the site to keep exposed areas of the site clean, and include:

- Maintaining a clean and orderly work area during daily operations;
- Regularly sweeping areas exposed to stormwater, particularly those near waste, recyclables, and construction and demolition drop-off points and storage areas;
- Orderly storage and labeling of all materials as outlined in Section 4.4;
- Regular pickup and disposal of landfill designated waste materials (e.g., windblown litter) as needed (at least weekly);
- Scheduled pickup and disposal of recyclable material, bulky wastes and universal wastes as needed; and
- Routine inspections during daily operations and formal quarterly inspections outlined in Section 6.2 for leaks and condition of drums, tanks and containers.

4.3 Maintenance

Maintenance of equipment and control measures is performed to help prevent leaks, spills, and other possible releases of pollutants. Equipment maintenance is performed indoors whenever possible. Machinery such as the balers and compact tractors are checked for leaks during routine daily operations. If a leak is noticed, the equipment is immediately removed from use and stored inside a building on an impervious surface until the leak can be repaired.

Structural controls such as catch basins and swales are also maintained periodically to be effective. Catch basins are monitored for sediment accumulation and periodically cleaned as needed to maintain proper stormwater flow. The stormwater swale along the eastern edge of the property is also kept free of debris, and periodically maintained to facilitate free flow during storm events.

Maintenance of nonstructural controls also includes annual employee training, facility oversight to guide residents depositing rubbish and recyclables, supervision of truck traffic on and offsite, and general maintenance and repair of facility components necessary to sustain proper operation.

4.4 Spill Prevention and Response

Spill prevention and response procedures are used to minimize the potential for leaks, spills and other releases.

4.4.1 Prevention Measures

Prevention measures and procedures used for specific industrial activities are described below:

General Liquid Storage and Handling

The bulk of onsite oil-based liquid is stored in 2 ASTs and 2 55-gallon drums as shown in **Table 3**. Approximately 55-gallons of brine is also stored in a small AST. Additional liquid storage in smaller quantities, such as antifreeze, degreaser, cleaning solvents and lubricants are stored either indoors or under cover. The facility employs a number of controls and procedures to prevent and quickly respond to spills from these areas. The following items are examples of practices used at the facility:

- Properly labeling of all containers such that personnel can quickly respond to a spill;
- Using funnels and drip pans when transferring materials between containers, including waste oil brought to the facility;
- Fueling of vehicles and transfer of product on impervious surfaces using funnels;
- Checking containers and equipment for leaks or conditions that could lead to spills or contact with stormwater during routine operations;
- Keeping all containers closed and sealed at all times when they are not in use;
- Storing containers inside or under cover to limit stormwater contact;
- Preventing ignition sources from coming near flammable materials;
- Not mixing different types of materials;
- Ensuring spill clean-up procedures are understood by all personnel and that employees receive proper annual training;
- Ensuring spill kit equipment is accessible to facilitate rapid response to spills or leaks; and
- Cleaning up all spills promptly.

Table 3 – Large Capacity Storage Containers (Greater than 55 Gallons)

Material	Size	Type of Storage	Destination in the Event of a Spill
Used Oil	500 gallon	AST	Secondary containment structure. Overflow to stormwater swale, then Outfall 1
Fuel	300 gallon	AST	Secondary containment structure. Localized low spot. Overflow to northernmost catch basin, then Outfall 2
Hydraulic Oil	55 gallon	Drum	Tipping floor. Overflow to northernmost catch basin, then Outfall 2
Virgin Oil	55 gallon	Drum	Tipping floor. Overflow to northernmost catch basin, then Outfall 2
Brine solution	Up to 55-gallons	AST	Overflow to stormwater swale, then Outfall 1

Universal Waste Storage

Bulk universal waste such as CRT computer screens, televisions, and batteries stored in the Universal Waste covered storage area while used fluorescent bulbs are stored inside a storage shed. Universal wastes are stored, packaged, and labeled in accordance with universal waste regulations. Upon receipt of new universal wastes, materials are temporarily stockpiled near public drop-off areas. Materials are transported from the temporary storage area to the dedicated universal waste storage area at the end of each workday.

Vehicle and Equipment Storage and Maintenance

Vehicles and equipment are stored and maintained indoors on impervious surfaces wherever possible to minimize the likelihood of spills reaching the on-site stormwater system and surface waters. This equipment includes several compact tractors and baler machinery. The exceptions are the outdoor composter, wood chipper, and general site vehicles. All vehicles and equipment are inspected daily for signs of leakage as part of routine facility operations.

4.4.2 Spill Response Measures

Spill Response Equipment

The facility is equipped with two spill response kits, consisting of absorbent material such as Speedi-dry. Kits are located near the fuel storage AST and within the building housing the tipping floor as shown on Figure 2. Additional examples of spill response equipment available to on-site personnel to use during cleanup efforts are shown in **Table 4**.

Table 4 – Spill Response Equipment

Safety Equipment	Spill Response Equipment and Supplies	
• Gloves • Boots • Safety goggles • Fire extinguishers	• Overpack drums and containers • Plastic bags • Shovels	• Push brooms • Duct tape • Granular absorbent

Spill Response Procedures

In the event of a spill, personnel must immediately identify the character, source, amount, and destination of released material. Spills may generally be classified as follows:

1. **Minor Spill** – Minor spills are small in nature that personnel can easily respond to using available spill control materials and training. Spills of this nature occur on an impervious surface with no release to ground or surface waters. Examples include drips or small overfill from fuel or oil ASTs, an overturned container of antifreeze, etc.

2. **Moderate Spill** – Moderate spills are spills that personnel may or may not be able to respond to without assistance depending on the circumstances.

Spills of this nature may take place outside, or have the potential for entering surface waters or soils if immediate action is not taken. Examples include rupture of a partially full 55-gallon drum or ruptured fuel or hydraulic line in a compact tractor.

3. **Emergency Spill –** Emergency spills are spills that personnel cannot respond to without outside assistance. Spills of this nature are either very large or consist of a release to a surface water. Examples include a ruptured fuel or oil AST or large spill from equipment into the surface water swale or catch basin.

Personnel should respond to spills as follows:

Minor Spill Response Procedures

Step 1 – Remove unnecessary people from the spill area;
Step 2 – Assess the spill;
Step 3 – Collect the necessary spill response equipment and put on safety equipment;
Step 4 – Stop the spill source by up righting containers, plugging holes, placing leaking containers into compatible larger ones, etc.;
Step 5 – Clean up spilled material by placing absorbent material down gradient of the spill flow path, confining the spill to the smallest area possible and soaking up the spill using absorbent materials;
Step 6 – Collect, label, store, and properly dispose of used absorbent;
Step 7 – Add an entry to the Spills and Leaks Log in **Appendix C**; and
Step 8 – Notify the appropriate agency as outlined in Section 4.4.3.

Moderate and Emergency Response Procedures

Step 1 – Immediately contact the local Fire Department by calling 911;
Step 2 – Take measures to limit the spill from spreading or entering environmental resources such as soil, surface water or groundwater without endangering personal welfare.

4.4.3 Spill Notification Procedures

Depending on the type and severity of the spill, personnel must notify applicable agencies as outlined in **Table 5**. Notifications must be made immediately (once the spill is contained and the situation no longer poses a threat to human health and the environment) unless otherwise noted.

Personnel performing reporting must be prepared to provide the following information at the time of notification:

- Name and telephone number of the contact person;
- Name and address of the site;
- Type and amount of material spilled;
- Date, time and duration of spill;

- Possible dangers to health or the environment;
- Distance to the nearest surface water or catch basin;
- Cause of the incident and how the incident was detected;
- Description of emergency response actions taken;
- How the spill was cleaned up;
- Contact information for the cleanup contractor, if applicable; and
- Other agencies notified of the spill.

Depending on the release, additional follow-up reports may be required as outlined in applicable state regulations, including but not limited to Env-Or 300 and/or Env-Or 600.

Table 5 – Spill Notification Requirements

Type of Oil or Fuel Discharge/Emergency	NH Dept. of Environmental Services (NHDES)	National Response Center (NRC)
Telephone Number	603-271-3899	800-424-8802
From an AST or leak into an interstitial space	X	
Into surface water or groundwater	X	
25 gallons or more onto land	X	
Onto land that is not immediately cleaned up	X	
Resulting in vapors threatening to human health	X	
Violating soil cleanup standards	X (60 days[1])	
Violating groundwater standards from a water supply well	X	
Resulting in violation of groundwater standards	X (60 days[1])	
Resulting in Non-Aqueous Phase Liquid (NAPL)	X	
Causing a sheen on surface waters	X	X
Violating water quality standards	X	X
Deposited below the surface of water	X	X

[1]60 days after obtaining knowledge that a violation has occurred

4.5 Erosion and Sediment Controls

The Recycling Center consists mostly of paved and gravel surfaces. Potential sediment erosion areas include the leaf and yard clippings drop-off area, the compost pile, sediment accumulated on the driveway, roadways and the piped outlets. Outfalls are monitored as part of the inspection program outlined in Section 6.0 to determine if excess erosion is present. Controls used to stabilize exposed areas and contain runoff to minimize onsite erosion and potential offsite discharges of sediment include:

- Leaf and yard clippings are dropped off on a pervious area that contains the material;
- Compost is processed and stored on a pervious grassed area that does not drain into the stormwater outfalls;
- Catch basins and swales are cleaned as needed to remove sediment and maintain capacity

and effectiveness; and
- Outfalls are equipped with riprap pads to reduce erosion and sedimentation potential. Riprap pads are periodically cleaned to remove sediment accumulation.

4.6 Management of Runoff

Stormwater runoff from a portion of the Recycling Center is collected by two catch basins towards the western edge of the facility and one swale along the eastern edge. The swale collects and conveys stormwater through a pipe to the southernmost catch basin (CB-1), which then discharges to a separate outfall along the river. The northernmost catch basin (CB-2) discharges directly to an outfall along the Souhegan River. An additional catch basin (CB-3) collects stormwater from a portion of the upper parking lot and discharges onto a concrete pad on the lower area adjacent to the decommissioned incinerator, ultimately flowing into CB-2. See Figure 2 for more detail. These outfalls do not discharge directly to the river, and instead release approximately thirty to fifty feet short of the river. This allows some infiltration and vegetative treatment of stormwater. Additionally, both outfalls are equipped with riprap for erosion control protection as outlined in the previous section.

Remaining runoff is collected in localized low spots or shed off the paved surfaces to adjacent pervious surfaces where it infiltrates into the ground. The swale also provides limited infiltration during low flow events.

4.7 Salt Storage Piles

Salt is not stored at this facility, however, the facility does store approximately 55-gallons of brine solution in an onsite AST. Winter maintenance operations are performed by the Wilton Department of Public Works, and solid salt crystals applied to roadway areas are stored at an off-site location.

4.8 MSGP Sector-Specific Non-Numeric Effluent Limits

The MSGP outlines several sector-specific requirements, which apply to Subsector N2 – Source-Separated Recycling Facilities. These requirements apply to:
- Inbound recyclable material control;
- Outdoor storage;
- Indoor storage and material processing; and
- Vehicle and equipment maintenance.

Compliance with these limits at the Wilton Recycling Facility is described below.

4.8.1 Inbound Recyclable Material Control

All providers of recyclables and waste are guided to the proper deposit location by clear and easily visible signage throughout the facility. Recycling Center personnel are present at material collection areas at all times to reduce the chance of accepting non-recyclable or hazardous materials with traditional waste or recyclables, as well as answer questions or educate facility

users. Personnel are available to assist with disposal of used oil to minimize the likelihood of stormwater contamination. Collection areas are clearly labeled, and personnel inspect areas during routine operations on a daily basis to ensure that materials are appropriately stored and separated. Recycling Center employees are also familiar with materials not suitable for disposal at the facility. Site personnel also oversee pickup of recycled materials to ensure drivers take all necessary precautions. A household hazardous waste collection day is offered once a year for residents to dispose of their hazardous materials and to minimize improper disposal of these materials.

4.8.2 Outdoor Storage

Drop-off stations for traditional recyclables and wastes are situated outside under roofed areas. Most materials are stored indoors or under cover as outlined in the following section.

Materials that are not stored under cover include yard wastes such as branches and grass clippings, however, these are stored on a pervious surface that generates little stormwater runoff. White goods such as old refrigerators are stored in a fenced area on a pervious surface until a sufficient quantity is obtained for transport offsite (typically once a year). Runoff from this area is collected in a low spot on the pervious surface where it infiltrates; therefore it does not reach the discharge. Baled aluminum and tin cans are stored outdoors on a pervious surface, limiting contact with stormwater runoff from paved surfaces and generating minimal stormwater runoff.

The access road to the property is equipped with a gate and is locked at the end of each day to prevent vehicle access. Town personnel routinely patrol the property to look for signs of disturbance during routine operations.

4.8.3 Indoor Storage and Material Processing

Recyclables stored indoors include general waste, aluminum and tin cans, glass, paper, cardboard, waste oil, and baled recyclables. Additional materials are stored below a roofed structure, including bulk waste, scrap metals, and universal wastes. Baler equipment and compact tractors are also stored indoors to minimize the impact of a discharge from oil, fuel, hydraulic fluid, etc. All storage material processing areas are inspected on a daily basis as part of routine facility operations, and Recycling Center personnel are present at material collection locations to ensure that proper loading and disposal practices are followed.

The tipping floor currently pitches outside to a gravel and paved area that drains to a catch basin. To reduce the possibility of discharging contaminated wash water to the stormwater system, Recycling Center personnel no longer wash the floor. Instead, personnel use dry methods, such as sweeping the floor and using granular absorbent material to clean up spills such as oil and hydraulic fluid. Free liquids are minimized through an inspection program to reduce the likelihood of offsite contamination. Recycling Center personnel also receive annual training on best management practices, pollution prevention practices, spill response, etc. as outlined in Section 4.9.

4.8.4 Vehicle and Equipment Maintenance

Vehicle washing is not performed at the Wilton Recycling Center. Maintenance occurs indoors whenever possible, or at an offsite facility if required. Hydraulic fluids and lubricants are stored indoors. Vehicles and equipment are checked for leaks daily during routine operations. If a leak is noticed, the equipment is immediately removed from use and stored inside until maintenance can be performed as outlined in Section 4.3. In addition to normal preventative maintenance of vehicles and equipment, facility inspections are also used to identify if any significant maintenance issues are present.

Equipment fueling takes place near the covered storage of universal waste. Fueling is performed on an impervious surface with spill cleanup materials stored nearby in the event of a release. Recycling Center personnel are familiar with proper spill cleanup procedures (outlined in Section 4.4.2 and receive annual training as outlined in Section 4.9.

4.9 Employee Training

Employee training must be conducted on an annual basis to inform Recycling Center personnel and Pollution Prevention Team on some or all of the following topics based on their specific position and job responsibilities:

- Applicable Pollution Control Laws, Rules and Regulations
- Contents and goals of the SWPPP;
- Types of waste stored at the facility and locations, including:
    - General wastes;
    - Recyclables;
    - Universal wastes;
    - Hazardous wastes;
    - General yard wastes; and
    - Scrap metal and white goods.
- Good housekeeping, including:
    - Basic cleanup procedures
    - Proper disposal locations
    - Location of cleanup equipment
- Materials handling, storage and pollution prevention techniques, including:
    - General facility practices;
    - Proper material handling, including general, universal, and hazardous wastes;
    - Material storage methods and locations; and
    - Waste container filling methods and procedures.
- Spill prevention and response procedures including:
    - Storage locations;
    - Inspection frequency and procedures;
    - Spill pathways and scenarios;
    - Spill prevention procedures; and
    - Spill discovery and response.
- Facility inspections and monitoring, including:

    - Inspection and monitoring procedures;
    - Frequency; and
    - Reporting and documentation requirements.
- Stormwater visual monitoring, including:
    - Outfall locations;
    - Visual sampling schedule; and
    - Results of stormwater visual examinations and monitoring.
- Other Topics as Deemed Necessary.

Records of employee training will be maintained. An employee training form is provided in **Appendix D**.

4.10 Non-Stormwater Discharges

Currently, there are no non-stormwater discharges from the Wilton Recycling Center. Refer to Section 3.4 for more discussion of non-stormwater discharges.

4.11 Waste, Garbage and Floatable Debris

Controls and procedures used to minimize discharges of waste, garbage, and floatable debris include: indoor or covered storage of recyclable and waste materials and general maintenance and good housekeeping techniques. Stormwater catch basins and swales are cleaned as needed to reduce offsite discharge of pollutants. The site is surrounded by trees and brush on all sides which helps to trap windblown debris before it can leave the site. Additionally, the eastern side of the site slopes steeply up to Gibbons Highway which minimizes offsite migration of windblown debris, and the western side of the site is lined by a fence which also helps to trap debris. These areas are then cleaned as needed to remove foreign debris for proper disposal. Other control devices are outlined in previous sections.

4.12 Dust Generation and Vehicle Tracking of Industrial Materials

The bulk of incoming traffic to the site is residential automobiles generating little dust. At the close of business each day, areas frequented for disposal are swept clean to help minimize dust and debris in these areas. General vehicular traffic is limited to paved areas, thus reducing dust generated from pervious areas. Inbound and outbound dumpster and waste pickup vehicles are generally confined to paved areas swept clean of dirt and debris to remove sediment from the area. The site is surrounded by vegetation that acts as a wind break, helping to minimize airborne dust transfer offsite. Additionally, the eastern side of the site slopes steeply up to Gibbons Highway which minimizes offsite migration of dust and debris.

4.13 Numeric Effluent Limitations

As per the 2021 MSGP, this facility does not currently have any required effluent limitations.

4.14 Additional Controls to Address Impaired Waters

The Wilton Recycling Center discharges to the Souhegan River, further defined as waterbody segment number NHRIV700060902-13. As outlined in the New Hampshire 2018 Section 305(b) and 303(d) Surface Water Quality Report, this segment is covered under the New Hampshire Statewide Total Maximum Daily Load (TMDL) for Bacteria Impaired Waters, prepared in September of 2010. This segment of the Souhegan River is subject to an E.coli reduction of 35% for a single sample, however complies with geometric mean requirements.

In order to reduce bacteria loads to applicable waterbodies, this TMDL recommends a watershed-based approach for reducing bacteria loads to the river. As such, some items apply to the Wilton Recycling Center and others do not. Among the items that apply to the facility, the TMDL recommends that applicable facilities prepare a SWPPP under the MSGP. This document fulfills this TMDL recommendation. The TMDL also outlines septic systems as a potential source of bacteria to the river. As outlined previously, the leach field at the Wilton Recycling Center was found to have failed and has since been replaced. Maintenance, including periodic pumping, is ongoing as needed.

According to the final TMDL, facilities should implement the requirements of the NPDES Municipal Separate Storm Sewer System (MS4) General Permit. Wilton is not subject to the requirements of the 2003 MS4 Permit. However, many of the control measures outlined previously fall under the Pollution Prevention and Good Housekeeping requirements of the Phase II program. Other items not applicable to the Recycling Center include combined sewer overflows (CSOs), pet waste, wildlife waste, agriculture, beach, boat, or marina best management practices (BMPs).

Many of the stormwater exposure pathways at the site already use best management practices to reduce pollutants in stormwater discharges by minimizing contact between materials and stormwater and through storage, good housekeeping, and preventive practices. A summary of the stormwater pollutant sources and existing management practices to prevent stormwater pollution is provided in Table 1 at the end of this report.

To date, there are no additional State or Federally identified additional control measures required by the facility to maintain compliance with SWPPP or TMDL requirements.

5.0 Schedules and Procedures for Monitoring

Stormwater monitoring requirements under the MSGP include visual examination and five types of analytical monitoring as described in Section 5.2.

5.1 Required Visual Examination

Stormwater visual monitoring will be conducted as part of the quarterly facility inspections for each year of the permit term. Visual examination requires the operator to examine a sample of stormwater runoff collected in the first half hour of discharge and to note any color, odor, sheen, suspended solids and other visual characteristics. All facilities covered by the MSGP are required to perform visual examination on a quarterly basis. Procedures and criteria for visual examination are provided in Section 6.2. A summary of monitoring requirements is included in **Table 6**.

Table 6 – Summary of Visual Monitoring Requirements

Description	Quarterly Visual Monitoring, Outfalls #001 and #002
Pollutants/Parameters to be Observed	Clarity, color, odor, sheen, foam, solids, or other obvious indicators of stormwater pollution
Monitoring Schedule	Quarterly
Rainfall Event Requirements	Rainfall event to be sampled must be preceded by three days of dry weather. If possible, collect samples from a rain event generating at least ½" of rain over 24 hours. Samples should be collected within the first 30 minutes of the event to capture first flush. If this is not possible, collect samples as soon as possible after the first 30 minutes and document reason sample could not be collected within the first 30 minutes.
Procedures	Refer to **Appendix E**
Reporting	Maintain copies with the SWPPP in **Appendix F**

5.2 Required Analytical Monitoring

Specific inspection and monitoring requirements for the Recycling Center are discussed further in Section 6.0. General applicability of the six types of analytical monitoring provisions under the MSGP and the applicability to the facility is outlined below:

1. *Quarterly indicator monitoring* – required quarterly monitoring of pH, Total Suspended Solids (TSS), and Chemical Oxygen Demand (COD) throughout the permit term at each outfall at the Recycling Center.
2. *Quarterly benchmark monitoring* – not required at the Recycling Center since it is classified as Sector N2 – Source-separated Recycling Facilities;
3. *Annual effluent limitations monitoring* – not required at the Recycling Center, since it is classified as Sector N2 – Source-separated Recycling Facilities;
4. *State- or Tribal-specific monitoring* – requirements do not place any additional limitations on the facility;

5. *Impaired waters monitoring* – requirements apply to facilities discharging to a receiving water designated as an "impaired water" without a TMDL. Facilities discharging to impaired waters with TMDLs are only required to perform monitoring if requested by EPA. As outlined previously, the Wilton Recycling Center discharges to the Souhegan River, a TMDL waterbody impaired for E.coli. To date, the EPA regional office has not informed the facility of additional monitoring requirements. Therefore E.coli sampling is not required; and
6. *Other monitoring as required by EPA* – does not currently apply to the facility.

A summary of monitoring requirements is included in **Table 7.**

Table 7 – Summary of Analytical Monitoring Requirements

Description	**Quarterly Indicator Monitoring, Outfalls #001 and #002**
Pollutants/Parameters to be Sampled	TSS, pH, COD
Monitoring Schedule	Quarterly starting Q3 2021
Rainfall Event Requirements	Rainfall event to be sampled must be preceded by three days of dry weather. If possible, collect samples from a rain event generating at least ½" of rain over 24 hours. Samples should be collected within the first 30 minutes of the event to capture first flush. If this is not possible, collect samples as soon as possible after the first 30 minutes and document reason sample could not be collected within the first 30 minutes.
Procedures	Refer to **Appendix G**
Reporting	Submit quarterly reports to EPA using Net-DMR, EPA's electronic DMR tool. Refer to **Appendix H**

5.3 Hazardous Substance Reporting Requirements

If a permitted stormwater discharge contains a hazardous substance or oil in an amount equal to or higher than the reporting quantity in 40 CFR 110, 117, and 302, the discharger must:

- Notify the National Response Center;
- Modify the Storm Water Pollution Prevention Plan within 14 calendar days to provide a release description, including dates and circumstances; and
- Provide written description of the release to EPA within 14 calendar days.

Facilities with more than one anticipated discharge of this type per year must submit notification for the first event of the calendar year and describe the events and identify measures to reduce the releases in the Pollution Prevention Plan.

6.0 Inspections

The Wilton Recycling Center conducts two types of inspections:

1. Informal daily inspections; and
2. Quarterly inspections and sampling.

6.1 Informal Daily Inspections

Recycling Center personnel "informally" inspect the facility on a daily basis as part of routine operations. These "informal" inspections ensure that storage areas and loading/unloading areas are functioning properly and orderly for the facility to operate smoothly, but do not require written documentation of the areas inspected. Areas that require improvement are addressed immediately or reported to the Recycling Center Supervisor if additional work is required. These daily routine inspections help maintain neat and safe operations.

6.2 Quarterly Inspections and Sampling

Qualified recycling center personnel are required to perform and document routine quarterly inspections for areas where industrial materials or activities are exposed to stormwater, as well as stormwater control measures to comply with the permit. The equipment and facility areas located outdoors are particularly important to focus on for maintenance and inspection efforts. Existing pollution control measures must be evaluated for whether they are adequate or if additional measures are needed. All quarterly inspections should be documented using the Routine Inspection Checklist and Maintenance Report form provided in **Appendix I**.

Additionally, the Wilton Recycling Center must perform and document quarterly visual examination of stormwater discharges and complete quarterly indicator monitoring from Outfalls #001 and #002 as identified on Figure 2 during daylight hours. Both quarterly stormwater discharge assessments will be conducted during each season (spring, summer, fall and winter) following the monitoring requirements in Table 6. The Quarterly Visual Stormwater Discharge Assessment Form in **Appendix F** will be used to document visual assessments. The Discharge Monitoring Report (DMR) form provided in **Appendix H** will be used to document and submit the results of all indicator monitoring for submittal to EPA via the Net-DMR online tool.

If adverse weather conditions such as frozen conditions prevent collection of a sample during the quarter, a substitute sample must be collected during the next available storm event. Retain documentation why a substitute sample is required to be included with SWPPP records. At least one quarterly sampling inspection must be taken during a period with a measurable snowmelt discharge from the facility.

As required, all documents will be stored on-site and made available to federal, state or local agencies upon request.

6.3 Inspection and Sampling Schedule

Informal inspections are performed on a daily basis as part of routine facility operations. Routine quarterly site inspections and quarterly visual stormwater discharge assessments are typically performed per the following schedule on **Table 8**:

Table 8 – Facility Inspection and Sampling Schedule

Date	Type of Quarterly Inspection	Sampling Required
January 1 thru March 31	• Routine Facility Inspection • Visual Stormwater Discharge Assessment • Indicator Monitoring	Visual assessment of snowmelt discharge
April 1 thru June 30	• Routine Facility Inspection • Visual Stormwater Discharge Assessment • Indicator Monitoring	Visual assessment of stormwater discharge
July 1 thru September 30	• Routine Facility Inspection • Visual Stormwater Discharge Assessment • Indicator Monitoring	Visual assessment of stormwater discharge
October 1 thru December 31	• Routine Facility Inspection • Visual Stormwater Discharge Assessment • Indicator Monitoring	Visual assessment of stormwater discharge

6.4 Corrective Actions

6.4.1 Conditions Requiring Review and Revision

If any of the following conditions occur at the facility, personnel must review and revise the SWPPP, including the selection, design, installation, and implementation of stormwater control measures to ensure that the condition is eliminated and prevented in the future:

- An unauthorized release or discharge (e.g., spill, leak or non-stormwater discharge not authorized by a NPDES permit) occurs at the facility;
- Control measures are not stringent enough for the discharge to meet water quality standards or non-numeric effluent limits;
- A required control measure was not installed, installed incorrectly, or not being operated or maintained properly; and/or
- Quarterly visual stormwater discharge assessments indicate evidence of stormwater pollution.

Additionally, the SWPPP must be reviewed to determine if modifications are necessary should construction or a change in design, operation, or maintenance at the facility significantly change the nature of pollutants discharged via stormwater from the facility, or significantly increase the quantity of pollutants discharged.

6.4.2 Corrective Action Deadlines and Report

If corrective action is needed, personnel must immediately take all reasonable steps necessary to minimize or prevent discharge of pollutants until a permanent solution is installed and made operational, including cleaning up any contaminated surfaces so that material will not discharge in subsequent storm events. Within 24 hours of discovering any of the conditions outlined above, a Corrective Action Report provided in **Appendix J** must be completed with the following information:

- Description of the condition triggering the need for corrective action review;
- Date the problem was identified;
- Immediate actions taken to correct the condition; and
- Additional actions to be taken within 14 days.

Corrective actions taken within 24 hours of becoming aware of an adverse condition do not need to be submitted to EPA, however must be documented for inclusion in the annual report (**Appendix K**).

If it is determined that additional actions are necessary beyond those implemented thus far, additional corrective action(s) proposed to eliminate or further investigate a deficiency must be documented within 14 days of the discovery and implemented before the next storm event if possible, or as soon as practicable. If it is infeasible to complete corrective actions within 14 days, work must be completed as soon as practicable after the 14-day timeframe but no longer than 45 days after discovery. If the completion of corrective action will exceed the 45 day timeframe, you may take the minimum additional time necessary to complete the corrective action, provided that you notify the EPA Regional Office of your intention to exceed 45 days, your rationale for an extension, and a completion date, which you must also include in your corrective action documentation.

If the event triggering the review is a permit violation, its correction does not remove the original violation. Additionally, failing to take corrective action is an additional permit violation. EPA will consider the appropriateness and promptness of the proposed and implemented corrective actions in determining enforcement responses to permit violations.

7.0 Documentation to Support Eligibility Considerations under Other Federal Laws

7.1 Endangered Species

The SWPPP must contain documentation to ensure that stormwater discharges from the Wilton Recycling Center will not likely jeopardize endangered or threatened species. As part of the 2021 NOI submittal, the U.S. Fish and Wildlife Service (FWS) online Information, Planning, and Consultation System was consulted to determine whether any endangered animals may be present within the Recycling Center's area of impact, also known as the Action Area. Based on the online information, two Endangered Species Act animal may be present: the Northern Long-eared Bat *(Myotis septentrionalis)* and the Small Whorled Pogonia *(Isotria medeoloides)*. No critical habitat or National Marine Fisheries Species (NMFS) were identified within the action area. A copy of the United Stated Department of the Interior Fish and Wildlife Service consultation letter is provided in **Appendix L**.

Under the 2015 MSGP, only the Northern Long-eared Bat was present and thus the facility was classified under Criterion A – No listed species or critical habitat within the action area because as noted in EPA's online guidance for determining threatened and endangered species eligibility:

> "if, after following NMFS and FWS guidance, the only listed species potentially present is the northern long-eared bat, and your facility will not be conducting discharge-related activities under your 2015 MSGP coverage, you are eligible for MSGP coverage under Criterion A and a Criterion C Eligibility Form is not required".

However, under the 2021 MSGP, the Small Whorled Pogonia may now be present, and as such, the Town must complete the Endangered Species Protection section of the NOI. This has been completed as shown in Appendix A.

7.2 Historic Properties

MSGP applicants must determine whether any stormwater discharges or related activities have the potential to affect a property listed on the National Register of Historic Places. As this existing facility was previously covered under the 2008 MSGP, the Recycling Center has already addressed historic properties. Per previous correspondence with the New Hampshire Division of Historical Resources, stormwater discharges from the Wilton Recycling Center have a "No Potential to Cause Effects". Historic places correspondence and determination under the 2008 Permit is provided in **Appendix M**.

Furthermore, based on online database information from the National Register of Historic Places accessed on April 21, 2021, there are no historic properties impacted by stormwater discharges from the Recycling Center. Additionally, no new surface or subsurface stormwater control measures are proposed onsite.

Therefore this facility is classified as Criterion A – No subsurface stormwater controls.

8.0 SWPPP Certification and Modifications

A SWPPP Certification statement must be signed and dated by a person who meets the MSGP signatory requirements. As the Wilton Recycling Center is operated by a municipality, the SWPPP, including any changes to the SWPPP documenting corrective actions taken (Section 6.4) and all reports submitted to EPA, must be signed by a ranking elected official, or by a duly authorized representative of such a person. A SWPPP Certification Form is provided in **Appendix N**. All other changes to the SWPPP and required compliance documentation as outlined below in Section 9.0 must be signed and dated by the person preparing the change or documentation.

This SWPPP is a "living" document and will be modified and updated as necessary in response to corrective actions. A log for modifications, provided in **Appendix O**, is updated as changes are made.

9.0 Reporting and Recordkeeping Requirements

9.1 Quarterly Reporting Requirements

Facilities must submit a Discharge Monitoring Report (DMR) form (**Appendix H**) quarterly to EPA that reports sampling results of the TSS, pH, and COD. Reports must be submitted electronically via EPA's Net-DMR website.

9.2 Annual Reporting Requirements

Facilities must submit an Annual Report (**Appendix K**) to EPA electronically by January 30th for each year of permit coverage containing information generated from the past calendar year. The following information must be included:

- A summary of the past year's routine facility inspection documentation required;
- A summary of the past year's quarterly visual assessment documentation;
- A summary of the past year's indicator monitoring; and
- A summary of the past year's corrective action documentation. If a corrective action is not yet completed at the time of submission of your annual report, describe the status of any outstanding corrective action(s). Also describe any incidents of noncompliance in the past year or currently ongoing.

9.3 Additional Applicable Reporting Requirements

In addition to the Annual Reporting requirements above, the facility is also subject to the standard permit reporting provisions outlined below. The following reports must be submitted to the EPA Region 1 Office as applicable, with additional reference to the 2021 MSGP provided:

- 24-hour reporting (see Appendix B, Subsection 12.F) – Report any noncompliance which may endanger health or the environment. Any information must be provided orally within 24 hours from the time personnel become aware of the circumstances;
- 5-day follow-up reporting to the 24 hour reporting (see Appendix B, Subsection 12.F) – A written submission must also be provided within five days of the time personnel become aware of the circumstances;
- Reportable quantity spills (see Part 2.1.2.4) – Provide notification, as required under Part 2.1.2.4, as soon as personnel have knowledge of a leak, spill, or other release containing a hazardous substance or oil in an amount equal to or in excess of a reportable quantity;
- Planned changes (see Appendix B, Subsection 12.A) – Provide notice to EPA promptly, no fewer than 30 days prior to making any planned physical alterations or additions to the permitted facility that qualify the facility as a new source or that could significantly change the nature or significantly increase the quantity of pollutants discharged;
- Anticipated noncompliance (see Appendix B, Subsection 12.B) – Provide advance notice to EPA of any planned changes in the permitted facility or activity which is anticipated to result in noncompliance with permit requirements;
- Compliance schedules (see Appendix B, Subsection 12.F) – Reports of compliance or noncompliance with, or any progress reports on, interim and final requirements contained

in any compliance schedule of this permit must be submitted no later than 14 days following each schedule date;
- Other noncompliance (see Appendix B, Subsection 12.G) – Report all instances of noncompliance not reported in the annual report, compliance schedule report, or 24-hour report at the time monitoring reports are submitted; and
- Other information (see Appendix B, Subsection 12.H) – Promptly submit facts or information if personnel become aware that they failed to submit relevant facts in the NOI, or that incorrect information was submitted in the NOI or in any report.

9.4 Recordkeeping Requirements

All inspection, monitoring and certification records will be kept with the facility SWPPP and updated as needed to demonstrate full compliance with conditions of the MSGP. The following applicable records must be kept along with a copy of the permit for a period of at least 3 years from the date that coverage under the permit expires or is terminated:

- A copy of the 2021 MSGP or access to an electronic copy (electronic copy readily available on EPA's website at https://www.epa.gov/npdes/stormwater-discharges-industrial-activities-epas-2021-msgp;
- A copy of the NOI submitted to EPA (copy of the NOI in **Appendix A**) along with any correspondence exchanged with the EPA specific to coverage under this permit (not applicable);
- A copy of the acknowledgment received from EPA assigning the NPDES ID (copy of the letter received from EPA assigning the permit number under the original SWPPP, dated November 3, 2011 in **Appendix B**);
- Descriptions and dates of any incidences of significant spills, leaks, or other releases that resulted in discharges of pollutants to waters of the United States, through stormwater or otherwise; the circumstances leading to the release and actions taken in response to the release; and measures taken to prevent the recurrence of such releases (log provided in **Appendix C**);
- Records of employee training, including date training received (**Appendix D**);
- Documentation of maintenance and repairs of control measures, including the date(s) of regular maintenance, date(s) of discovery of areas in need of repair/replacement, and for repairs, date(s) that the control measure(s) returned to full function, and the justification for any extended maintenance/repair schedules;
- All inspection reports, including the Routine Facility Inspection Checklist and Maintenance Report (**Appendix I**), Quarterly Visual Discharge Assessment Form (**Appendix F**), and DMR Form for the Quarterly Indicator Monitoring (**Appendix H**) ;
- Description of any deviations from the schedule for visual assessments and/or monitoring, and the reason for the deviations (e.g., adverse weather or it was impracticable to collect samples within the first 30 minutes of a measurable storm event) (**Appendix E** and **Appendix G**); and
- Description of any corrective action taken at your site, including triggering event and dates when problems were discovered and modifications occurred.

Table 1 – Industrial Activities, Pollutant Sources, and Management Practices

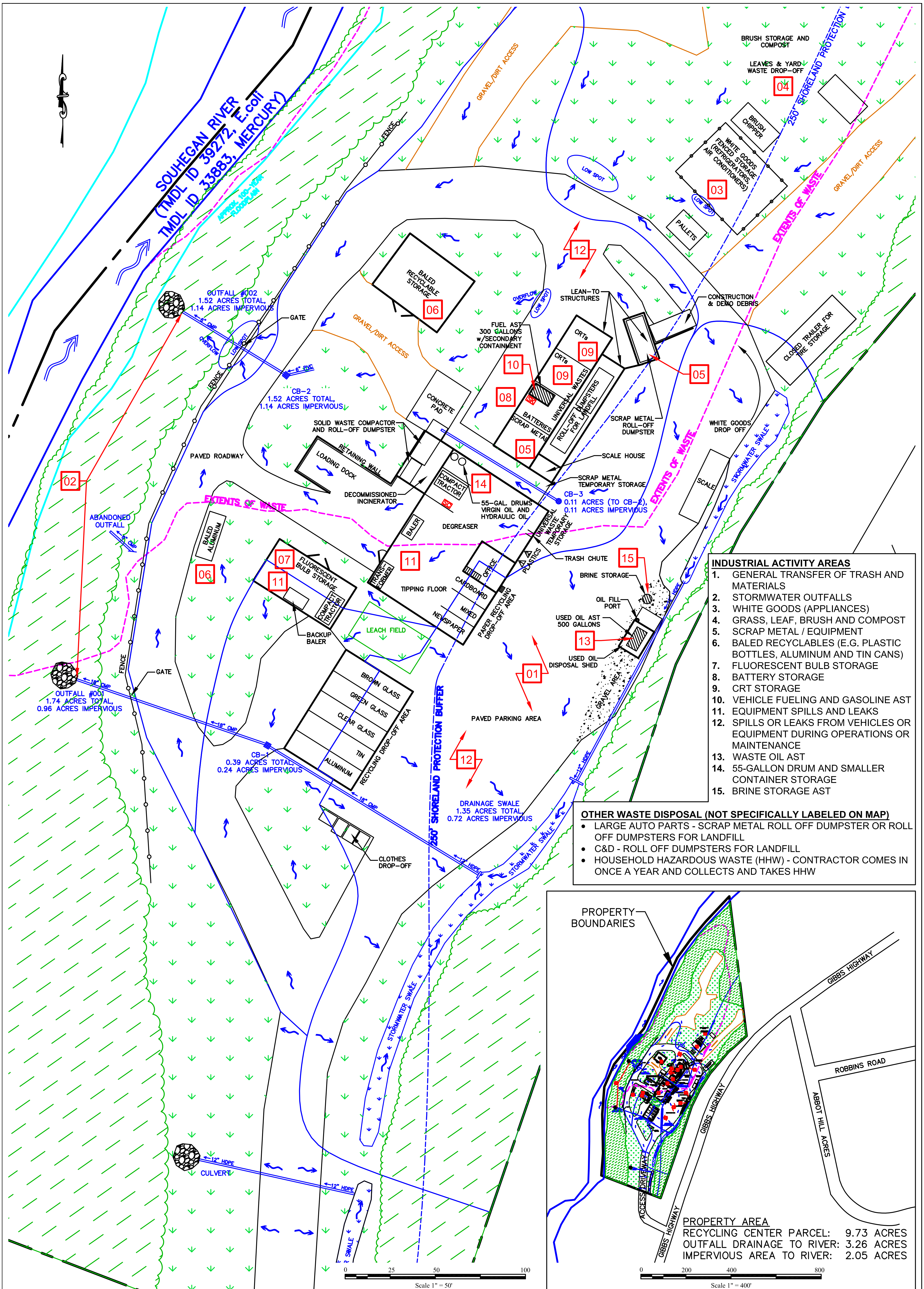
#	Industrial Activity	Pollutant Source[1]	Associated Pollutants[1]	Existing Management Practices	Description of New Management Practice Options
1	General transfer of trash and materials	Stormwater runoff contacting pollutants associated with general site operations	Biochemical Oxygen Demand (BOD)	Waste and recyclable materials are collected and stored under cover in one of several buildings. The exception is white goods, yard waste material, and construction debris (see below). Residential waste and bulk material is picked up as needed (approximately daily) while recyclable materials are transferred offsite as additional storage is needed.	1. Conduct daily trash and debris cleanups at active facility areas, such as drop-off and storage areas ; and 2. Remove windblown debris from the surrounding area at least weekly.
2	Stormwater outfalls	General stormwater runoff	Sediment from bank erosion	Riprap flow dissipation structures.	1. Inspect riprap as part of routine maintenance operations for pollutants and/or excess sediment and remove as necessary.
3	White goods (appliances)	Corroded or leaking appliances, runoff from appliance staging and/or storage area	Refrigerants (chlorofluorocarbons such as Freon®), heavy metals	White goods are stored on a pervious sand and gravel surface in the designated fenced storage area at the northern end of the site. White goods are stockpiled near the scrap metal dumpster and generally transferred to the fenced area at the conclusion of each day. No fluid draining is conducted at the site.	No additional stormwater control measures recommended.
4	Grass, leaf, brush and compost	Stormwater runoff from yard waste areas	BOD, sediment	Residential collection for grass and leaves at the northern portion of site. Composting takes place on a pervious surface at the northern end of the site near the yard waste storage areas.	No additional stormwater control measures recommended.
5	Scrap metal/equipment	Stormwater runoff from scrap metal open roll-off container	Heavy metals, other chemical residues	Scrap metals and equipment are stored in an open top roll-off container below a covered lean-to structure.	No additional stormwater control measures recommended.
6	Baled recyclables (e.g., plastic bottles, aluminum and tin cans)	Stormwater runoff contacting baled recyclables stored outside	BOD	Baling operation is indoors. Paper and plastic bales are stored inside one of the storage buildings onsite. Aluminum bales are generally stored outside behind the recycling collection area on a pervious surface. Aluminum bales are exposed to stormwater at all times, while other bales are exposed only during transfer operations.	1. Do not store bales with visible residues outdoors; and 2. Consider covering the aluminum bale storage area to reduce contact with stormwater as an additional pollutant reduction measure.
7	Fluorescent bulb storage	Stormwater runoff contacting broken bulbs when stored outside	Mercury	Fluorescent bulbs are generally stored inside a covered storage shed. Bulbs are transferred from the temporary storage area to this shed at the conclusion of each day.	1. Inspect all bulbs for cracks or breaks prior to storage and do not store damaged bulbs; and 2. Conduct daily inspections at the bulb storage area for broken bulbs. Remove and properly dispose of bulbs if observed.
8	Battery storage	Corroded, leaking or otherwise compromised batteries	Battery acid	Batteries are stored on pallets under cover in the designated Universal Waste storage area. Batteries are transferred from the temporary storage area to the designated storage area at the conclusion of each day.	1. Collect only rechargeable batteries for recycling; 2. Inspect all batteries for leaks prior to storage and do not store damaged batteries; and 3. Conduct daily inspections at the battery storage area for leaks. Remove and clean up leaking batteries if observed.
9	CRT storage	Stormwater runoff contacting broken CRT when stored outside	Lead, heavy metals	CRTs are generally stored under cover in the designated Universal Waste storage area. CRTs are transferred from the temporary storage area to the designated storage area at the conclusion of each day.	1. Inspect all CRTs for breakage prior to storage; and 2. Conduct daily inspections at the CRT storage area for broken units. Remove and properly dispose of CRTs if observed.

[1] Pollutant sources and associated pollutants obtained from EPA Industrial Stormwater Fact Sheet for Sector N: Scrap Recycling and Waste Recycling Facilities. EPA-833-F-06-029, December 2006.

Table 1 (continued) – Industrial Activities, Pollutant Sources, and Management Practices

#	Industrial Activity	Pollutant Source[1]	Associated Pollutants[1]	Existing Management Practices	Description of New Management Practice Options
10	Vehicle fueling and gasoline AST	Spills and leaks during fuel transfer, spills due to topping off tanks, runoff from fueling areas exposed to stormwater or wash water, leaking vehicle tanks	Fuel and fuel additives	The 300 gallon gasoline AST is stored under cover in the Universal Waste storage area. The AST is equipped with a plastic secondary containment structure capable of containing at least 110% of the contents of the tank. Fueling operations are conducted on an adjacent concrete area. The concrete area has cracks present that could allow a fuel spill to infiltrate underneath the concrete pad.	1. Conduct daily informal inspections to ensure AST and nearby area is free of leaks; 2. Patch cracks in the concrete pad; and 3. Consider constructing a berm around the area to divert runoff away from the area.
11	Equipment spills and leaks	Spills and leaks from balers and wood chipper	Hydraulic fluids, oils, fuel and fuel additives, grease, accumulated particulate matter, heavy metals	Facility vehicles are inspected for leaks and are maintained on a regular basis. The tipping floor is cleaned using dry methods such as sweeping so that wash water no longer discharges to the onsite stormwater system.	1. Inspect vehicles and equipment daily for evidence of spills and leaks; and 2. Promptly clean up all spills and leaks with absorbent material. Properly dispose of all material used during spill cleanup.
12	Spills or leaks from vehicles or equipment during operations or maintenance	General operations and maintenance, such as fluid replacement, battery changes, etc. Corroded hoses, seals or gaskets. Damaged batteries	Liquids, including fuel, fuel additives, transmission fluid, brake fluid, antifreeze, motor oil, lubricants, differential fluid, hydraulic oil, battery acid. Also heavy metals and grease	Vehicles and equipment are maintained either inside or offsite.	1. Promptly clean up all spills and leaks with absorbent material. Properly dispose of all material used during spill cleanup.
13	Waste oil AST	Spills during transfer of used oil from waste containers to AST, leaking pipes, valves or seals, runoff from these areas	Used oil	Waste oil is currently stored in a 500 gallon AST, located in a covered storage shed which serves as secondary containment. Waste oil is transferred by site personnel into the oil tank as part of routine facility operations. The concrete pad is actually two pieces with a joint that could allow an oil spill to infiltrate underneath the concrete pad.	1. Conduct daily informal inspections to ensure appliances are stored neatly and are free of leaks; 2. Promptly clean up all spills and leaks with absorbent material. Properly dispose of all material used during spill cleanup; and 3. Patch joint between the concrete pads.
14	55-gallon drum and smaller container storage	Corroded, leaking or overturned container	Virgin oil, hydraulic oil, antifreeze, degreaser	55-gallon drums include hydraulic oil and virgin oil. Drums are stored on pallets on the tipping floor.	1. Conduct daily informal inspections to ensure containers and nearby area is free of leaks.
15	Brine storage AST	Leaking or overturned container, spill during transfer	Brine solution	Brine solution is stored in a plastic storage container approximately 55-gallons in capacity.	1. Conduct daily informal inspections to ensure container and nearby area is free of leaks.

[1] Pollutant sources and associated pollutants obtained from EPA Industrial Stormwater Fact Sheet for Sector N: Scrap Recycling and Waste Recycling Facilities. EPA-833-F-06-029, December 2006.



SOUHEGAN RIVER
(TMDL ID 39272, E.coli
TMDL ID 33883, MERCURY)
APPROX. 100-YEAR FLOODPLAIN
OUTFALL #002
1.52 ACRES TOTAL,
1.14 ACRES IMPERVIOUS
6" CMP
OVERFLOW
LOW SPOT
GATE
6" PVC
FENCE
CB-2
1.52 ACRES TOTAL,
1.14 ACRES IMPERVIOUS
GRAVEL/DIRT ACCESS
BALED RECYCLABLE STORAGE
06
02
PAVED ROADWAY
SOLID WASTE COMPACTOR AND ROLL-OFF DUMPSTER
RETAINING WALL
LOADING DOCK
CONCRETE PAD
DECOMMISSIONED INCINERATOR
COMPACT TRACTOR
14
55-GAL. DRUMS VIRGIN OIL AND HYDRAULIC OIL
SC
BALER
DEGREASER
EXTENTS OF WASTE
ABANDONED OUTFALL
BALED ALUMINUM
BRUSH STORAGE AND COMPOST
LEAVES & YARD WASTE DROP-OFF
04
250' SHORELAND PROTECTION
BRUSH CHIPPER
WHITE GOODS FENCED STORAGE (REFRIGERATORS, AIR CONDITIONERS)
03
PALLETS
12
LEAN-TO STRUCTURES
CONSTRUCTION & DEMO DEBRIS
FUEL AST 300 GALLONS w/SECONDARY CONTAINMENT
CRTs
09
10
08
SK
BATTERIES
SCRAP METAL
UNIVERSAL WASTES
ROLL-OFF DUMPSTERS FOR LANDFILL
05
SCRAP METAL ROLL-OFF DUMPSTER
WHITE GOODS DROP OFF
CLOSED TRAILER FOR TIRE STORAGE
SCALE HOUSE
SCRAP METAL TEMPORARY STORAGE
CB-3
0.11 ACRES (TO CB-2),
0.11 ACRES IMPERVIOUS
SCALE
STORMWATER SWALE
UNIVERSAL WASTE TEMPORARY STORAGE
TRASH CHUTE
PLASTICS
OFFICE
15
BRINE STORAGE
OIL FILL PORT
USED OIL AST 500 GALLONS
13
USED OIL DISPOSAL SHED
GRAVEL AREA
HDPE
07
FLUORESCENT BULB STORAGE
11
COMPACT TRACTOR
BACKUP BALER
TRANS-FORMER
TIPPING FLOOR
CARDBOARD
MIXED
NEWSPAPER
PAPER RECYCLING DROP-OFF AREA
LEACH FIELD
BROWN GLASS
GREEN GLASS
CLEAR GLASS
TIN
ALUMINUM
RECYCLING DROP-OFF AREA
01
PAVED PARKING AREA
OUTFALL #001
1.74 ACRES TOTAL,
0.96 ACRES IMPERVIOUS
18" CMP
CB-1
0.39 ACRES TOTAL,
0.24 ACRES IMPERVIOUS
250' SHORELAND PROTECTION BUFFER
DRAINAGE SWALE
1.35 ACRES TOTAL,
0.72 ACRES IMPERVIOUS
12" HDPE
CLOTHES DROP-OFF
CULVERT
SWALE
0 25 50 100
Scale 1" = 50'
PROPERTY BOUNDARIES
GIBBS HIGHWAY
ROBBINS ROAD
ABBOT HILL ACRES
ACCESS DRIVEWAY
0 200 400 800
Scale 1" = 400'

INDUSTRIAL ACTIVITY AREAS

1. GENERAL TRANSFER OF TRASH AND MATERIALS
2. STORMWATER OUTFALLS
3. WHITE GOODS (APPLIANCES)
4. GRASS, LEAF, BRUSH AND COMPOST
5. SCRAP METAL / EQUIPMENT
6. BALED RECYCLABLES (E.G. PLASTIC BOTTLES, ALUMINUM AND TIN CANS)
7. FLUORESCENT BULB STORAGE
8. BATTERY STORAGE
9. CRT STORAGE
10. VEHICLE FUELING AND GASOLINE AST
11. EQUIPMENT SPILLS AND LEAKS
12. SPILLS OR LEAKS FROM VEHICLES OR EQUIPMENT DURING OPERATIONS OR MAINTENANCE
13. WASTE OIL AST
14. 55-GALLON DRUM AND SMALLER CONTAINER STORAGE
15. BRINE STORAGE AST

OTHER WASTE DISPOSAL (NOT SPECIFICALLY LABELED ON MAP)

- LARGE AUTO PARTS - SCRAP METAL ROLL OFF DUMPSTER OR ROLL OFF DUMPSTERS FOR LANDFILL
- C&D - ROLL OFF DUMPSTERS FOR LANDFILL
- HOUSEHOLD HAZARDOUS WASTE (HHW) - CONTRACTOR COMES IN ONCE A YEAR AND COLLECTS AND TAKES HHW

PROPERTY AREA

RECYCLING CENTER PARCEL:	9.73 ACRES
OUTFALL DRAINAGE TO RIVER:	3.26 ACRES
IMPERVIOUS AREA TO RIVER:	2.05 ACRES

LEGEND

- PROPERTY LINE
- EDGE OF PAVEMENT
- EDGE OF GRAVEL/DIRT
- EXTENTS OF WASTE
- RIVER
- FEMA 100 YR FLOOD
- 250' SHORELINE BUFFER
- SUBWATERSHEDS
- DRAIN PIPE
- BUILDINGS
- FLOW DIRECTION
- CATCH BASIN
- SK SPILL KIT
- LIQUID STORAGE
- ABOVEGROUND STORAGE TANK
- ## INDUSTRIAL ACTIVITY

WILTON RECYCLING CENTER
291 GIBBONS HIGHWAY
WILTON, NH 03086

PERMIT NO.
DES-SW-TP-96-032

FIGURE 2:
FACILITY DIAGRAM

COMPREHENSIVE ENVIRONMENTAL INCORPORATED
21 DEPOT STREET
MERRIMACK, NH 03054

Appendix A
Wilton Recycling Center Notice of Intent

Appendix B
Receipt of Permit Number from EPA

U.S. ENVIRONMENTAL PROTECTION AGENCY (EPA)
NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES)
EPA's NOI PROCESSING CENTER

11/03/2011
Company: TOWN OF WILTON
ATTN: DANIEL E DONOVAN
PO BOX 83 42 MAIN STREET
WILTON, NH 03086

Facility: WILTON RECYCLING CENTER
291 GIBBONS HIGHWAY
WILTON, NH 03086

Permit Number: NHR05C325

Dear DANIEL E DONOVAN:

This email/letter acknowledges that you have submitted a complete Notice of Intent form to be covered under the NPDES General Permit for Stormwater Discharges for Multi-Sector General Permit Activity (Multi-Sector General Permit). Coverage under this permit begins at the conclusion of your sixty-day waiting period, on 01/02/2012.

As stated above, this letter acknowledges receipt of a complete Notice of Intent. However, it is not an EPA determination of the validity of the information you provided. Your eligibility for coverage under the Permit is based on the validity of the certification you provided. Your signature on the Notice of Intent certifies that you have read, understood, and are implementing all of the applicable requirements. An important aspect of this certification requires that you correctly determine whether you are eligible for coverage under this permit.

As you know, the Multi-Sector General Permit requires you to have developed and begun implementing a Stormwater Pollution Prevention Plan (SWPPP) and outlines important inspection and record keeping requirements. You must also comply with any additional location-specific requirements applicable to your state or tribal area. A copy of the Multi-Sector General Permit must be kept with your SWPPP. An electronic copy of the Permit and additional guidance materials can be viewed and downloaded at http://www.epa.gov/npdes/stormwater.

For tracking purposes, the following number has been assigned to your Notice of Intent Form: NHR05C325.

If you have general questions regarding the stormwater program or your responsibilities under the Multi-Sector General Permit, please call

EPA Region 1

Thelma Murphy (617) 918-1615

If you have questions about your Notice of Intent form, please call the EPA NOI Processing Center at 1-866-352-7755 (toll free) or send an inquiry via the online form at http://www.epa.gov/npdes/noicontact.

Next time, you can use the eNOI system (http://www.epa.gov/npdes) to apply for a Notice of Intent.

EPA NOI Processing Center
Operated by Avanti Corporation
1200 Pennsylvania Ave., NW
Mail Code: 4203M
Washington, DC 20460
1-866-352-7755

Appendix C
Spill Reporting Log

Wilton Recycling Center - Spill Reporting Log

291 Gibbons Highway, Wilton NH

Date	Name of Person Recording the Incident	Location	Type of Material	Estimated Quantity	Source, If Known	Reason for Spill/Leak	Destination of Material	Amount of Material Recovered	Preventative Measures Taken

Appendix D
Annual Training Log Attendance Roster

Annual Training Log Attendance Roster

Wilton Recycling Center
291 Gibbons Highway, Wilton NH

Location_____ **Date**_____

Trainer Name(s)_____

Name	Signature

Appendix E
Field Procedures for Quarterly Visual Examination

Quarterly Visual Stormwater Discharge Assessment Procedures

Stormwater samples may be collected in any clean, clear container. Separate containers should be used for each outfall. Outfall sample collection will take place according to the following protocol:

Step 1. Hold sample bottle below outlet pipe; place in the center of stormwater flow and fill.

Step 2. Close all lids tightly;

Step 3. Record information on the Quarterly Visual Stormwater Discharge Assessment form, including:

a. Sample collection date and time;

b. Name and signature of person collecting the sample;

c. Flow depth; and

d. Erosion present at outfall.

Step 4. Bring sample inside and perform visual assessment. Record information on the Quarterly Visual Stormwater Discharge Assessment form, including:

a. Visual assessment date and time;

b. Name and signature of person performing the assessment; and

c. Sample clarity, color, odor, deposits, etc.

Step 5. Record any additional observations or deviations in the sampling procedures while collecting the sample, including:

a. Weather conditions;

b. Nature of the discharge, such as runoff, snowmelt, etc.;

c. Time since the previous measurable storm event in days; and

d. Any additional observations as per the field sheet instructions.

Step 6. Repeat steps 1 through 5 for the remaining outfall;

Step 7. Retain a copy of the assessment for facility records.

At the conclusion of the storm event, document the storm duration and rainfall total.

Appendix F
Quarterly Visual Stormwater Discharge Assessment Form

Wilton Recycling Center - Quarterly Visual Stormwater Discharge Assessment Form

Instructions

The Wilton Recycling Center Storm Water Pollution Prevention Team must perform quarterly visual examination of stormwater discharges at each of two outfalls.
See Section 6.2 of the facility's SWPPP for additional information. Fill in the following information:

Weather Conditions: _____.

Nature of Discharge (Runoff / Snowmelt / Other): _____.

Time Since Previous Storm Event (days): _____.

Duration of the Storm Event (hours): _____.

Rainfall Total (inches): _____.

Location	Sample Collection Date & Time	Person Collecting the Sample	Pipe Flow Depth (inches)	Erosion at Outfall	Visual Assessment Date & Time	Person Assessing the Sample	Sample Appearance / Clarity / Color	Sample Odor	Sample Deposits
Outfall #001. Flow Observations (collect sample at outlet pipe)	Date Time	Name Signature	◯ _____ Depth	__ Little or No Erosion __ Minor Erosion __ Major Erosion	Date Time	Name Signature	__ Clear __ Cloudy/Milky __ Dark (Tea) __ Sheen __ Sediment __ Other *	__ None __ Chemical __ Petroleum __ Other *	__ None __ Grease/Oil __ Paper/Trash __ Foam __ Sediment __ Other *
Outfall #002. Flow Observations (collect sample at outlet pipe)	Date Time	Name Signature	◯ _____ Depth	__ Little or No Erosion __ Minor Erosion __ Major Erosion	Date Time	Name Signature	__ Clear __ Cloudy/Milky __ Dark (Tea) __ Sheen __ Sediment __ Other *	__ None __ Chemical __ Petroleum __ Other *	__ None __ Grease/Oil __ Paper/Trash __ Foam __ Sediment __ Other *

Notes
1. Refer to Figure 2 - Site Plan in the Wilton Recycling Center Stormwater Pollution Prevention Plan for outfall locations

Location	Expected Source of Any Observed Contamination, Additional Sampling Observations, and/or Comments
Outfall #001.	
Outfall #002.	

Notes
1. Sample must be collected within the first 30 minutes of a storm event. If this was not possible, collect the sample as soon as possible thereafter and document why the sample could not be collected within the first 30 minutes.

Certification of Quarterly Visual Stormwater Discharge Assessment

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 gathered and evaluated the information contained herein. Based on my inquiry of the person or persons who manage the system, or those persons responsible for gathering the information, the information contained 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.

Print Name: _____ **Title:** _____

Signature: _____ **Date:** _____

Appendix G
Field Procedures for Quarterly Indicator Monitoring

Quarterly Indicator Monitoring Procedures

Stormwater samples for TSS and COD must be collected in laboratory-provided bottles, such as those provided by ChemServe of Milford, New Hampshire. Samples tested for pH can be evaluated using field kits and/or field meter. Quarterly indicator monitoring outfall sample collection will take place according to the following protocol:

Step 1. Hold sample bottles for TSS and COD below outlet pipe; place in the center of stormwater flow and fill.

Step 2. Close all lids tightly;

Step 3. If using field kits of meter, record result for pH;

Step 4. Document weather observations; including the following (note observations may be recorded on a hardcopy of EPA's Discharge Monitoring Report (DMR) Form:

a. Duration of rainfall event;

b. Rainfall amount; and

c. Time since previous measurable storm event.

Step 5. Repeat steps 1 through 5 for the remaining outfall;

Step 6. Complete applicable chain of custody form as provided by the selected laboratory. Bring all samples to the laboratory for analysis.

Step 7. Upon receipt of laboratory results, complete EPA's DMR Form via the Net-DMR platform and submit results to EPA. Note that on page 4 of 7 of the DMR, columns 3.j. through 3.o. can be left blank.

Appendix H
Discharge Monitoring Report (DMR) Form

Appendix M - Discharge Monitoring Report (DMR) Form

Part 7.2 requires you to use the electronic DMR system to prepare and submit your Discharge Monitoring Report (DMR) form. However, if you are given approval by the EPA Regional Office to use a paper DMR form, and you elect to use it, you must complete and submit the following form.

NPDES FORM 6100-29	EPA	UNITED STATES ENVIRONMENTAL PROTECTION AGENCY WASHINGTON, DC 20460 MSGP INDUSTRIAL DISCHARGE MONITORING REPORT (DMR) FORM	OMB No. 2040-0300 Exp. Date: 3/31/2024

A. Approval to Use Paper NOI Form

1. Have you been granted a waiver from electronic reporting from the EPA Regional Office*? ☐ YES ☐ NO

If yes, check which waiver you have been granted, the name of the EPA Regional Office staff person who granted the waiver, and the date of approval:

Waiver granted: ☐ The owner/operator's headquarters is physically located in a geographic area (i.e., ZIP code or census tract) that is identified as under-served for broadband Internet access in the most recent report from the Federal Communications Commission.

☐ The owner/operator has issues regarding available computer access or computer capability

Name of EPA staff person that granted the waiver:

Date approval obtained: / /

*** Note: Note: You are required to obtain approval from the applicable EPA Regional Office prior to using this paper DMR form. If you have not obtained a waiver, you must file this form electronically using the NetDMR at http://www.epa.gov/netdmr/**

1. NPDES ID:

2. Reason(s) for Submission (Check all that apply):

- ☐ Submitting monitoring data (Fill in all Sections).
- ☐ Reporting no discharge for all discharge points for this monitoring period (Fill in Sections A, B, C, D, E.1, and G).
- ☐ Reporting that your site status has changed to inactive and unstaffed and there are no industrial materials or activities exposed to stormwater (Fill in Sections A, B, C, D, and F.4 (include date of status change in comment field).
- ☐ Reporting that your site status has changed to active and/or there are industrial materials or activities exposed to stormwater (Fill in all Sections and include date of status change in comment field in Section F.4).

1. Operator Information:

Operator Name:

Mailing Address:

Street:

City: State: ZIP Code: -

Phone: - - Ext.

E-mail:

2. DMR Preparer (Complete if DMR was prepared by someone otherthan the certifier):

First Name, Middle Initial, Last Name

Organization:

Phone: - - Ext.

E-mail:

D. Facility Information

1. Facility Name:

2, Facility Address:

Street/Location:

City: State: ZIP Code: -

County or Similar Government Subdivision:

E. Discharge Information

1. Identify monitoring period: ☐ Check here if proposing alternative monitoring periods due to irregular stormwater runoff. Identify alternative monitoring schedule and indicate for which alternative monitoring period you are reporting monitoring data:

☐ Quarter 1 (January 1 – March 31)	☐ Quarter 1:	From / To /
☐ Quarter 2 (April 1 – June 30)	☐ Quarter 2:	From / To /
☐ Quarter 3 (July 1 – September 30)	☐ Quarter 3:	From / To /
☐ Quarter 4 (October 1 – December 31)	☐ Quarter 4:	From / To /

2. Are you required to monitor for cadmium, chromium, lead, nickel, silver, or zinc in freshwater? ☐ YES (Skip to 3) ☐ NO (Skip to 4)

3. What is the hardness level of the receiving water? (mg/L)

4. Does your facility discharge into any saltwater receiving waters? ☐YES ☐NO

EPA	UNITED STATES ENVIRONMENTAL PROTECTION AGENCY WASHINGTON, DC 20460 MSGP INDUSTRIAL DISCHARGE MONITORING REPORT (DMR) FORM	OMB No. 2040-0300

F. Monitoring Information **Note: Make additional copies of this form as necessary.**

1. Nature of Discharge: ☐ Rainfall (Complete line items 2.a., 2.b., & 2.c.) ☐ Snowmelt

2.a. Duration of the rainfall event (hours): ☐☐ 2.b. Rainfall amount (inches): ☐☐.☐ 2.c. Time since previous measurable storm event (days): ☐☐☐

3.a. Discharge Point ID (list the same 3-digit discharge points identified on the NOI form	3.b. Check if Any Discharge Points are Substantially Identical to Other Discharge Points Listed	3.c. Check if No Discharge	3.d. Monitoring Type IM, BM, ELG, S/T, I, O*	3.e. Parameter	3.f. Quantity or Concentration	3.g. Units	3.h. Results Description	3.i. Collection Date	3.j. Exceedance solely attributable to natural background pollutant levels per Part 5.2.6.1	3.k. Exceedance due to run-on per Part 5.2.6.2	3.l Exceedance due to an abnormal event per 5.2.6.3	3.m Exceedance but discharge does not result in any exceedance of water quality standards per Part 5.2.6.5	3.n Aluminum Exceedance demonstrated to not result in an exceedance of your facility-specific criteria per Part 5.2.6.4.a	3.o Copper Exceedance demonstrated to not result in an exceedance of your facility-specific criteria per Part 5.2.6.4.b
	☐ Substantially identical to discharge point: _____	☐									☐	☐	☐	☐
	☐ Substantially identical to discharge point: _____	☐									☐	☐	☐	☐
	☐ Substantially identical to discharge point: _____	☐									☐	☐	☐	☐
	☐ Substantially identical to discharge point: _____	☐									☐	☐	☐	☐

* IM - Indicator monitoring; BM - Benchmark monitoring; (ELG) - Annual effluent limitations guidelines monitoring; (S/T) - State- or tribal-specific monitoring; (I) - Impaired waters monitoring; (O) - Other monitoring as required by EPA

4. Comment and/or Explanation of Any Violations (Reference all attachments here)

G. 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 gathered and evaluated 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.

First Name, Middle, Last Name

Title:

Signature: _____ Date: / /

E-mail:

Instructions for Completing EPA Form 6100-29

Discharge Monitoring Report (DMR) for Stormwater Discharges Associated with Industrial Activity Under the NPDES Multi-Sector General Permit

OMB No. 2040-0300

Who Must Submit A Discharge Monitoring Report to EPA?

Facilities covered under EPA's NPDES Stormwater Multi-Sector General Permit (MSGP or permit) that are required to monitor pursuant to Parts 4.2 and 8 of the permit must submit Discharge Monitoring Reports (DMRs) consistent with the reporting requirements specified in Part 7.1 of the permit.

Completing the Form

Obtain and read a copy of the 2021 MSGP, viewable at https://www.epa.gov/npdes/stormwater-discharges-industrial-activities To complete this form, type or print, using uppercase letters, in the appropriate areas only. Please place each character between the marks. Abbreviate if necessary to stay within the number of characters allowed for each item. Use only one space for breaks between words, but not for punctuation marks unless they are needed to clarify your response. Please submit original document with signature in ink - do not send a photocopied signature. **Photocopy your DMR form for your records before you send the completed original form to the appropriate address.**

Section A. Approval to Use Paper DMR Form

You must indicate whether you have been granted a waiver from electronic reporting from the EPA Regional Office. Note that you are not authorized to use this paper DMR form unless the EPA Regional Office has approved its use. Where you have obtained approval to use this form, indicate the waiver that you have been granted, the name of the EPA staff person who granted the waiver, and the date that approval was provided. See https://www.epa.gov/npdes/contact-us-stormwater for a list of EPA Regional Office contacts.

Section B. Permit Information

Provide the NPDES ID (i.e., NOI tracking number) assigned to the facility for which this DMR is being submitted.

Indicate your reason(s) for submitting this DMR by checking all boxes that apply. The reasons for submission are defined as follows:

- *Submitting monitoring data*: For each storm sampled, submit one DMR form with data for all discharge points sampled. Select this reason even if you only have monitoring data for some of your discharge points (i.e., some discharge points did not discharge). If you select this reason you are required to complete all Sections of the form.
- *Reporting no discharge for all discharge points for this monitoring period*: Indicates that there were no discharges from all discharge points during this monitoring period. If you select this reason you are only required to complete Sections A, B, C, D, E.1, and G.
- *Reporting that your site status has changed to inactive and unstaffed* and there are no industrial materials or activities exposed to stormwater: Indicates that your facility is currently inactive and unstaffed and there are no industrial materials or activities exposed to stormwater (See Part 4.2.1.3 of the permit for more information). If you select this reason you are only required to complete Sections A, B, C, D, and F.4 (include date of status change in comment field).
- *Reporting that your site status has changed from inactive to active* and/or there are industrial materials or activities exposed to stormwater: Indicates that your facility is currently active (See Part 4.2.1.3 of the permit for more information). If you select this reason you are required to complete all Sections of the form and include date of status change in the comment field in Section F.4.

Section C. Facility Operator Information.

Provide the legal name of the person, firm, public organization, or any other entity that operates the facility for which this DMR is being submitted. An operator of a facility is the legal entity that controls the operation of the facility. Refer to Appendix A of the permit for the definition of "operator". Provide the operator's mailing address, phone number, and e-mail. The operator information in this Section should match the operator information provided on your NOI form.

Provide the name, organization, phone number, an e-mail address for the person who prepared this DMR form.

Section D. Facility Information

Enter the official or legal name and complete street address, including city, state, ZIP code, and county or similar government subdivision of the facility. If the facility lacks a street address, indicate the general location of the facility (e.g., Intersection of State Highways 61 and 34). Complete facility information must be provided for permit coverage to be granted. The facility information in this Section should match the facility information provided on your NOI form.

Section E. Discharge Information.

Indicate the appropriate monitoring period (Quarter 1, 2, 3, or 4) covered by the DMR. "Alternative" monitoring periods can apply to facilities located in arid and semi-arid climates, or in areas subject to snow or prolonged freezing. To use alternative monitoring periods, you must provide a revised monitoring schedule here. If using alternative monitoring periods, identify the first day of the monitoring period through the last day of the monitoring period for each of the four periods. The dates should be displayed as month (Mo) / day (Day). See Parts 4.1.6 and 4.1.7 of the permit for more information.

If you are submitting benchmark monitoring data, identify if your facility is required to collect benchmark samples for one or more hardness-dependent metals (i.e., cadmium, lead, nickel, silver, and zinc). If you select "yes" to this question provide the hardness level of the receiving water (in mg/L)). If you select "no" to this question, you must identify if your facility discharges into any saltwater receiving waters.

Instructions for Completing EPA Form 6100-29

Discharge Monitoring Report (DMR) for Stormwater Discharges Associated with Industrial Activity Under the NPDES Multi-Sector General Permit

OMB No. 2040-0300

Section F. Monitoring Information

For the reported monitoring event indicate whether the discharge was from a rainfall or snowmelt event. If you select "rainfall" then indicate the duration (in hours) of the rainfall event, rainfall total (in inches) for that rainfall event, and time (in days) since the previous measurable storm event in line items 2.a-c. For both rainfall and snowmelt monitoring, you must identify the date of collection for the monitoring event in column 3.i. of the table. If the discharge occurs during a period of both rainfall and snowmelt, check both the rainfall and snowmelt boxes and report the appropriate rainfall information in item 2.a-c. To report multiple monitoring events in the same reporting period, copy this form and enter each monitoring event separately with data for all discharge points sampled.

Identify all the discharge points from your facility that discharge stormwater. Each discharge point must be assigned a unique 3-digit number (e.g., 001, 002, 003), and should match the discharge points identified on your NOI form.

If any discharge points are substantially identical, check the box in 3.b and identify the discharge point that the discharge point in 3.a is substantially identical to. In 3.d – k, you only need to provide benchmark monitoring data for one of the discharge points if it is substantially identical.

For any discharge point for which there was no discharge during the monitoring period, check the box in 3.c.

In 3.d, identify the type of monitoring using the specified codes, in parentheses, below:

- (IM) – Indicator monitoring
- (BM) – Benchmark monitoring
- (ELG) – Annual effluent limitations guidelines monitoring;
- (S/T) – State- or Tribal-specific monitoring;
- (I) – Impaired waters monitoring; or
- (O) – Other monitoring as required by EPA.

In 3.e, enter each "parameter" (or "pollutant") monitored. For BM and ELG monitoring, use the same parameter name as in Part 8 of the permit.

In 3.f., enter a sample measurement value for each parameter analyzed and required to be reported. Enter "ND" (i.e., not detected) for any sample results below the method detection limit or "BQL" (i.e., below quantitation limit) for sample results above the detection limit but below the quantitation limit.

In 3.g., enter the units for sample measurement values (i.e., "mg/L" for milligrams per liter) for each parameter analyzed and required to be reported. For monitoring results reported as ND or BQL this space will be left blank and the units will be reported in Column 3.f.

3.h. must be completed for any monitoring results reported as ND or BQL in the "Quality or Concentration" column. For ND, report the laboratory detection level and units in this column. For BQL, report the laboratory quantitation limit and units in this column.

In 3.i. identify the sampling date for each parameter monitoring result reported on this form.

3.j. *Exceedance solely attributable to natural background pollutant levels:* Check box if following the first 4 quarters of benchmark monitoring (or sooner if the exceedance is triggered by less than 4 quarters of data) you have determined that the exceedance of the benchmark is attributable solely to the presence of that pollutant in the natural background for that discharge point and any substantially identical discharge points, or for impaired waters monitoring, the presence of the pollutant is caused solely by natural background, provided that all of the conditions in Part 5.2.6.1 are met.

3.k *Exceedance due to run-on:* Check box if you can demonstrate and obtain EPA agreement that run-on from a neighboring source (e.g., a source external to your facility) is the cause of the exceedance, provided that the conditions in Part 5.2.6.2 are met.

3.l. *Exceedance due to an abnormal event:* Check box if one single sampling event is abnormal and you have immediately documented per Part 5.3 that the single event was abnormal and met all other conditions in Part *5.2.6.3.*

3.m. *Exceedance but discharge does not result in any exceedance of water quality standards per Part 5.2.6.5: Check box if you can* demonstrate through an analysis that an exceedance triggering AIM requirements does not result in any exceedance of applicable water quality standards, *provided that all the conditions in Part 5.2.6.5 are met.*

3.n *Aluminum exceedance demonstrated to not result in an exceedance of your facility-specific criteria per Part 5.2.6.4.a:* Check box if you can demonstrate through an analysis that an aluminum exceedance does not result in an exceedance of your facility-specific criteria using the national recommended water quality criteria in-lieu of the applicable MSGP benchmark threshold.

3.o *Copper exceedance demonstrated to not result in an exceedance of your facility-specific criteria per Part 5.2.6.4.b:* Check box if you can demonstrate through an analysis that a copper exceedance does not result in an exceedance of your facility-specific criteria using the national recommended water quality criteria in-lieu of the applicable MSGP benchmark threshold.

Where violations of the permit requirements are reported, include a brief explanation to describe the cause and corrective actions taken, and reference each violation by date. Also, this section should include any additional comments such as are required when changing site status from inactive and unstaffed to active or vice versa. Attach additional pages if you need more space.

Attach additional copies of Section F as necessary to address all discharge points and parameters.

Section G. Certification Information

DMRs must be signed by a person described below, or by a duly authorized representative of that person.

For a corporation: By a responsible corporate officer. For the purpose of this Section, a responsible corporate officer means:

(i) a president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy- or decision-making functions for the corporation, or (ii) the manager of one or more manufacturing, production, or operating facilities, provided, the manager is authorized to make management decisions which govern the operation of the regulated facility including having the explicit or implicit duty of making major capital investment recommendations, and initiating and directing other comprehensive measures to assure long-term environmental compliance with environmental laws and regulations; the manager can ensure that the necessary systems are established or actions taken to gather complete and accurate information for permit application requirements; and where authority to sign documents has been assigned or delegated

Appendix I
Routine Facility Inspection Checklist and Maintenance Report

Wilton Recycling Center – Routine Facility Inspection Checklist and Maintenance Report (conducted quarterly)

Note: Existing control measures must be evaluated for whether they are adequate or if additional measures are needed. Complete both pages once per quarter and retain all records onsite.

Date: _____ **Time:**_____

Weather: _____
(temperature, sunny, rainy, windy, etc.)

Item	Control Measure	YES	NO	Comments or Needed Improvement
1	Is the facility generally clean, orderly, and free of debris and litter?			
2	Are all runoff locations (e.g., pipe discharges, swale) or pervious areas (non-paved) free of erosion or sediment buildup?			
3	Are the recyclable collection areas and waste disposal areas free of significant drips or leaks from vehicles and equipment operation?			
4	Are areas near large storage tanks (e.g. used oil shed and vehicle fuel storage tank) free of leaks and are tanks in good condition?			
5	Are all white goods and scrap equipment free of leaks and is the area around these materials free of spills and stains?			
6	Are waste and recyclable materials regularly picked up and transported offsite?			
7	Is the area around outdoor recyclable bales free of drips, spills, and stains?			
8	Are recyclable paper bales stored indoors or under cover?			
9	Are all vehicle washing or maintenance activities (if observed during inspection) conducted indoors?			
10	Does equipment such as compact tractors, bailers, compactors, etc. appear in good condition and free of leaks?			
11	Are liquids such as antifreeze, hydraulic oil and virgin oil stored inside, closed, labeled, and free of drips, spills, and stains?			
12	Are all batteries stored in the Universal Waste area, intact, free of leaks and labeled?			
13	Are all fluorescent bulbs and CRTs stored in the Universal Waste area, intact and labeled?			
14	Is emergency equipment such as fire extinguishers and spill response equipment available and in the proper locations?			

Wilton Recycling Center – Routine Facility Inspection Checklist (conducted quarterly)

Note: Existing pollution control measures must be evaluated for whether they are adequate or if additional measures are needed. Complete both pages once per quarter and retain all records onsite.

Date: _____ **Time:**_____

Weather: _____
(temperature, sunny, rainy, windy, etc.)

Observation	YES	NO	Comments or Needed Improvement
Are there any stormwater discharges occurring at the time of the inspection? If so, describe evidence of pollutants within stormwater discharges. Also, describe physical conditions of and around outfalls.			
Are there any control measures needing maintenance or repairs? (If so, complete Corrective Action Report in Appendix J.)			
Are there any other incidents of noncompliance observed?			
Are there any additional control measures needed to comply with permit requirements?			

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 gathered and evaluated the information contained therein. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information contained 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: _____

Title: _____

Date: _____

(signature)_____

Appendix J
Corrective Action Report

Wilton Recycling Center – Corrective Action Report

Note: Complete this section for each specific condition requiring a corrective action or a review determining that no corrective action is needed. For spills and leaks, complete Spill Reporting Log in Appendix B.

Date: _____

Description of Condition (describe condition triggering need for corrective action): _____

Immediate actions (describe immediate actions taken to correct condition): _____

Actions Taken within 14 Days (describe actions taken within 14 days of discovery): _____

14 Day Infeasibility (if applicable, document why it is infeasible to complete installations or repairs within 14 days and describe schedule): _____

45 Day Extension (if applicable, document rationale sent to EPA for extension of 45 day timeframe): _____

Appendix K
Annual Report

Appendix I - Annual Report Form

Part 7.2 requires you to use the NPDES eReporting Tool, or "NeT", to prepare and submit your Annual Report. However, if you are given a waiver by the EPA Regional Office to use a paper annual report form, and you elect to use it, you must complete and submit the following form.

NPDES FORM 6100-28	EPA	UNITED STATES ENVIRONMENTAL PROTECTION AGENCY WASHINGTON, DC 20460 ANNUAL REPORT FOR STORMWATER DISCHARGES ASSOCIATED WITH INDUSTRIAL ACTIVITY UNDER THE NPDES MULTI-SECTOR GENERAL PERMIT	OMB No. 2040-0300 Exp. Date: 3/31/2024

A. Approval to Use Paper Annual Report Form

1. Have you been granted a waiver from electronic reporting from the EPA Regional Office*? ☐ YES ☐ NO

If yes, check which waiver you have been granted, the name of the EPA Regional Office staff person who granted the waiver, and the date of approval:

Waiver granted: ☐ The owner/operator's headquarters is physically located in a geographic area (i.e., ZIP code or census tract) that is identified as under-served for broadband Internet access in the most recent report from the Federal Communications Commission.

☐ The owner/operator has issues regarding available computer access or computer capability

Name of EPA staff person that granted the waiver:

Date approval obtained: / /

*** Note: You are required to obtain approval from the applicable EPA Regional Office prior to using this paper annual report form. If you have not obtained a waiver, you must file this form electronically using the NPDES eReporting Tool (NeT) at https://www.epa.gov/npdes/stormwater-discharges-industrial-activities**

B. Permit Information

1. NPDES ID:

C. Facility Information

1. Facility Name:

2. Facility Phone: - - Ext.

3. Facility Mailing Address:

Street:

City: State: ZIP Code: -

County or Similar Government Subdivision:

4. Point of Contact:

First Name, Middle Initial, Last Name

D. General Findings

1. Provide a summary of your past year's routine facility inspection documentation, including dates (see Part 3.1.6 of the permit). In addition, if you are an operator of an airport facility (Sector S) that is subject to the airport effluent limitations guidelines, and are complying with the MSGP Part 8.S.8.1 effluent limitation through the use of non-urea-containing deicers, provide a statement certifying that you do not use pavement deicers containing urea (e.g., "Urea was not used at [name of airport] for pavement deicing in the past year and will also not be used in 2021." (Note: Operators of airport facilities that are complying with Part 8.S.8.1 by meeting the numeric effluent limitation for ammonia do not need to include this statement.)

2. Provide a summary of your past year's quarterly visual assessment documentation, including dates (see Part 3.2.3 of the permit).

3. Provide a summary of your past year's corrective action and/or advanced implementation measures (AIM) documentation (See Part 5.1.3 of the permit). (Note: If corrective action is not yet completed at the time of submission of this annual report, you must describe the status of any outstanding corrective action(s).) Note that you must modify your SWPPP based on the corrective actions and deadlines required under Part 5. Also describe any incidents of noncompliance in the past year or currently ongoing, or if none, provide a statement that you are in compliance with the permit.

E. Certification Information

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 gathered and evaluated 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.

First Name, Middle, Last Name

Title:

Signature:

Date: / /

E-mail:

Instructions for Completing EPA Form 6100-28
Annual Report for Stormwater Discharges
Associated with Industrial Activity Under the NPDES Multi-Sector General Permit

This Form Replaces Form 6100-28 (06/15) OMB No. 2040-0300

Who Must File an Annual Report

Operators must submit an Annual Report to EPA electronically, per Part 7.4, by January 30th for each year of permit coverage containing information generated from the past calendar year.

Completing the Form

To complete this form, type or print, using uppercase letters, in the appropriate areas only. Please place each character between the marks. Abbreviate if necessary to stay within the number of characters allowed for each item. Use only one space for breaks between words, but not for punctuation marks unless they are needed to clarify your response. Please submit original document with signature in ink - do not send a photocopied signature.

Section A. Approval to Use Paper Annual Report Form

You must indicate whether you have been granted a waiver from electronic reporting from the EPA Regional Office. Note that you are not authorized to use this paper form unless the EPA Regional Office has approved its use. Where you have obtained approval to use this form, indicate the waiver that you have been granted, the name of the EPA staff person who granted the waiver, and the date that approval was provided. See https://www.epa.gov/npdes/contact-us-stormwater for a list of EPA Regional Office contacts.

Section B. Permit Information

Provide the NPDES ID (i.e., NOI tracking number) assigned to your facility.

Section C. Facility Information

Enter the official or legal name, phone number, and complete street address, including city, state, ZIP code, and county or similar government subdivision, for the facility that is covered by the NPDES ID identified in Section B. If the facility lacks a street address, indicate the general location of the facility (e.g., Intersection of State Highways 61 and 34). Also provide a point of contact name for the facility.

Section D. General Findings

To complete this section you must provide the following information in your annual report:

1. A summary of your past year's routine facility inspection documentation, including inspection dates, required by Part 3.1.6 of the permit.
2. A summary of your past year's quarterly visual assessment documentation, including visual assessment dates, required by Part 3.2.3 of the permit.
3. Information copied or summarized from the corrective action and/or advanced implementation measures (AIM) documentation required per Part 5.1.3 (if applicable). If corrective action and/or advanced implementation measures are not yet completed at the time of submission of this Annual Report, you must describe the status of any outstanding corrective action(s)/advanced implementation measures. You must also describe any incidents of noncompliance in the past year or currently ongoing, or if none, provide a statement that you are in compliance with the permit.

Section E. Certification Information

The Annual Report must be signed by a person described below, or by a duly authorized representative of that person.

For a corporation: By a responsible corporate officer. For the purpose of this Section, a responsible corporate officer means:

(i) a president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy- or decision-making functions for the corporation, or (ii) the manager of one or more manufacturing, production, or operating facilities, provided, the manager is authorized to make management decisions which govern the operation of the regulated facility including having the explicit or implicit duty of making major capital investment recommendations, and initiating and directing other comprehensive measures to assure long-term environmental compliance with environmental laws and regulations; the manager can ensure that the necessary systems are established or actions taken to gather complete and accurate information for permit application requirements; and where authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures.

For a partnership or sole proprietorship: By a general partner or the proprietor, respectively; or

For a municipality, state, federal, or other public agency: By either a principal executive officer or ranking elected official. For purposes of this Part, a principal executive officer of a federal agency includes (i) the chief executive officer of the agency, or (ii) a senior executive officer having responsibility for the overall operations of a principal geographic unit of the agency (e.g., Regional Administrator of EPA). Include the name and title of the person signing the form and the date of signing.

A person is a duly authorized representative only if:

1. The authorization is made in writing by a person described above;
2. The authorization specifies either an individual or a position having responsibility for the overall operation of the regulated facility or activity such as the position of plant manager, operator of a well or a well field, superintendent, position of equivalent responsibility, or an individual or position having overall responsibility for environmental matters for the company, (A duly authorized representative may thus be either a named individual or any individual occupying a named position.) and
3. The written authorization is submitted to the Director.

An unsigned or undated Annual Report form will be considered incomplete.

Paperwork Reduction Act Notice

This collection of information is approved by OMB under the Paperwork Reduction Act, 44 U.S.C. 3501 et seq. (OMB Control No. 2040-0300). Responses to this collection of information are mandatory (40 CFR 122.26). An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. The public reporting and recordkeeping burden for this collection of information is estimated to be 1 hour per response. Send comments on the Agency's need for this information, the accuracy of the provided burden estimates and any suggested methods for minimizing respondent burden to the Regulatory Support Division Director, U.S. Environmental Protection Agency (2821T), 1200 Pennsylvania Ave., NW, Washington, D.C. 20460. Include the OMB control number in any correspondence. Do not send the completed form to this address.

Instructions for Completing EPA Form 6100-28
Annual Report for Stormwater Discharges
Associated with Industrial Activity Under the NPDES Multi-Sector General Permit

This Form Replaces Form 6100-28 (06/15) OMB No. 2040-0300

Submitting Your Form	**For Overnight/Express Mail Delivery:**
If you have been granted a waiver from your Regional Office to submit a paper Annual Report form, you must send your Annual Report form by mail to one of the following addresses: **For Regular U.S. Mail Delivery:** Stormwater Notice Processing Center Mail Code 4203M, ATTN: 2020 MSGP Reports U.S. EPA 1200 Pennsylvania Avenue, NW Washington, DC 20460	Stormwater Notice Processing Center William Jefferson Clinton East Building - Room 7420 ATTN: 2020 MSGP Reports U.S. EPA 1201 Constitution Avenue, NW Washington, DC 20004 Visit this website for instructions on how to submit electronically: https://www.epa.gov/npdes/stormwater-discharges-industrial-activities

Appendix L
Endangered Species Documentation

United States Department of the Interior

FISH AND WILDLIFE SERVICE
New England Ecological Services Field Office
70 Commercial Street, Suite 300
Concord, NH 03301-5094
Phone: (603) 223-2541 Fax: (603) 223-0104
http://www.fws.gov/newengland

In Reply Refer To: April 21, 2021
Consultation Code: 05E1NE00-2021-SLI-2607
Event Code: 05E1NE00-2021-E-08080
Project Name: Wilton NH Recycling Center

Subject: List of threatened and endangered species that may occur in your proposed project location or may be affected by your proposed project

To Whom It May Concern:

The enclosed species list identifies threatened, endangered, proposed and candidate species, as well as proposed and final designated critical habitat, that may occur within the boundary of your proposed project and/or may be affected by your proposed project. The species list fulfills the requirements of the U.S. Fish and Wildlife Service (Service) under section 7(c) of the Endangered Species Act (Act) of 1973, as amended (16 U.S.C. 1531 *et seq.*).

New information based on updated surveys, changes in the abundance and distribution of species, changed habitat conditions, or other factors could change this list. Please feel free to contact us if you need more current information or assistance regarding the potential impacts to federally proposed, listed, and candidate species and federally designated and proposed critical habitat. Please note that under 50 CFR 402.12(e) of the regulations implementing section 7 of the Act, the accuracy of this species list should be verified after 90 days. This verification can be completed formally or informally as desired. The Service recommends that verification be completed by visiting the ECOS-IPaC website at regular intervals during project planning and implementation for updates to species lists and information. An updated list may be requested through the ECOS-IPaC system by completing the same process used to receive the enclosed list.

The purpose of the Act is to provide a means whereby threatened and endangered species and the ecosystems upon which they depend may be conserved. Under sections 7(a)(1) and 7(a)(2) of the Act and its implementing regulations (50 CFR 402 *et seq.*), Federal agencies are required to utilize their authorities to carry out programs for the conservation of threatened and endangered species and to determine whether projects may affect threatened and endangered species and/or designated critical habitat.

A Biological Assessment is required for construction projects (or other undertakings having similar physical impacts) that are major Federal actions significantly affecting the quality of the human environment as defined in the National Environmental Policy Act (42 U.S.C. 4332(2)(c)). For projects other than major construction activities, the Service suggests that a biological evaluation similar to a Biological Assessment be prepared to determine whether the project may affect listed or proposed species and/or designated or proposed critical habitat. Recommended contents of a Biological Assessment are described at 50 CFR 402.12.

If a Federal agency determines, based on the Biological Assessment or biological evaluation, that listed species and/or designated critical habitat may be affected by the proposed project, the agency is required to consult with the Service pursuant to 50 CFR 402. In addition, the Service recommends that candidate species, proposed species and proposed critical habitat be addressed within the consultation. More information on the regulations and procedures for section 7 consultation, including the role of permit or license applicants, can be found in the "Endangered Species Consultation Handbook" at:

http://www.fws.gov/endangered/esa-library/pdf/TOC-GLOS.PDF

Please be aware that bald and golden eagles are protected under the Bald and Golden Eagle Protection Act (16 U.S.C. 668 *et seq.*), and projects affecting these species may require development of an eagle conservation plan (http://www.fws.gov/windenergy/eagle_guidance.html). Additionally, wind energy projects should follow the wind energy guidelines (http://www.fws.gov/windenergy/) for minimizing impacts to migratory birds and bats.

Guidance for minimizing impacts to migratory birds for projects including communications towers (e.g., cellular, digital television, radio, and emergency broadcast) can be found at: http://www.fws.gov/migratorybirds/CurrentBirdIssues/Hazards/towers/towers.htm; http://www.towerkill.com; and http://www.fws.gov/migratorybirds/CurrentBirdIssues/Hazards/towers/comtow.html.

We appreciate your concern for threatened and endangered species. The Service encourages Federal agencies to include conservation of threatened and endangered species into their project planning to further the purposes of the Act. Please include the Consultation Tracking Number in the header of this letter with any request for consultation or correspondence about your project that you submit to our office.

Attachment(s):

- Official Species List

Official Species List

This list is provided pursuant to Section 7 of the Endangered Species Act, and fulfills the requirement for Federal agencies to "request of the Secretary of the Interior information whether any species which is listed or proposed to be listed may be present in the area of a proposed action".

This species list is provided by:

New England Ecological Services Field Office
70 Commercial Street, Suite 300
Concord, NH 03301-5094
(603) 223-2541

Project Summary

Consultation Code: 05E1NE00-2021-SLI-2607
Event Code: 05E1NE00-2021-E-08080
Project Name: Wilton NH Recycling Center
Project Type: Regulation Promulgation
Project Description: Wilton NH Recycling Center, 2021 MSGP SWPPP
Project Location:

Approximate location of the project can be viewed in Google Maps: https://www.google.com/maps/@42.83744985,-71.75048906604974,14z

Counties: Hillsborough County, New Hampshire

Endangered Species Act Species

There is a total of 2 threatened, endangered, or candidate species on this species list.

Species on this list should be considered in an effects analysis for your project and could include species that exist in another geographic area. For example, certain fish may appear on the species list because a project could affect downstream species.

IPaC does not display listed species or critical habitats under the sole jurisdiction of NOAA Fisheries[1], as USFWS does not have the authority to speak on behalf of NOAA and the Department of Commerce.

See the "Critical habitats" section below for those critical habitats that lie wholly or partially within your project area under this office's jurisdiction. Please contact the designated FWS office if you have questions.

---

1. NOAA Fisheries, also known as the National Marine Fisheries Service (NMFS), is an office of the National Oceanic and Atmospheric Administration within the Department of Commerce.

Mammals

NAME	STATUS
Northern Long-eared Bat *Myotis septentrionalis* No critical habitat has been designated for this species. Species profile: https://ecos.fws.gov/ecp/species/9045	Threatened

Flowering Plants

NAME	STATUS
Small Whorled Pogonia *Isotria medeoloides* No critical habitat has been designated for this species. Species profile: https://ecos.fws.gov/ecp/species/1890	Threatened

Critical habitats

THERE ARE NO CRITICAL HABITATS WITHIN YOUR PROJECT AREA UNDER THIS OFFICE'S JURISDICTION.

Appendix M
Historic Properties Determination

Please mail the completed form and required material to:

New Hampshire Division of Historical Resources
State Historic Preservation Office
Attention: Review & Compliance
19 Pillsbury Street, Concord, NH 03301-3570

RECEIVED
JUN 15 2011

DHR Use Only	
R&C #	3026
Log In Date	6/15/11
Response Date	6/23/11
Sent Date	6/27/11

Request for Project Review by the New Hampshire Division of Historical Resources

☐ This Project is funded by the **American Recovery and Reinvestment Act of 2009**

☒ This is a new submittal ☐ This is additional information relating to DHR Review #:

GENERAL PROJECT INFORMATION

Project Title Wilton Recycling Center

Project Location 291 Gibbons Highway (Route 101/31), Wilton, NH 03086

Tax Map & Lot # Tax Map D, Lot #4, Book 1066, Page 41

NH State Plane - Feet Geographic Coordinates: Easting 961762.456 Northing 122989.736
(see RPR Manual and R&C FAQ's for help accessing this data)

Lead Federal Agency EPA NPDES SWPPP MSGP for Industrial Facilities (U.S. Environmental Protection Agency, National Pollutant Discharge Elimination System, Stormwater Pollution Prevention Plan, Multi-Sector General Permit)
(Agency providing funds, licenses, or permits)
Permit or Job Reference #

State Agency and Contact (if applicable) N/A

Permit or Job Reference #

APPLICANT INFORMATION

Applicant Name Town of Wilton

Street Address 42 Main Street, PO Box 83 Phone Number 603-654-9451

City Wilton State New Hampshire Zip 03086 Email

CONTACT PERSON TO RECEIVE RESPONSE

Name/Company Nick Cristofori, Comprehensive Environmental, Inc.

Mailing Address 21 Depot Street Phone Number 603-424-8444 x303

City Merrimack State New Hampshire Zip 03054 Email ncristofori@ceiengineers.com

Thank You

Please refer to the Request for Project Review manual for direction on completing this form. Submit one copy of this project review form for each project for which review is requested. ✓ Include a self-addressed stamped envelope to expedite review response. Project submissions will not be accepted via facsimile or e-mail. This form is required. Review request form must be complete for review to begin. Incomplete forms will be sent back to the applicant without comment. Please be aware that this form may only initiate consultation. For some projects, the Division of Historical Resources (DHR) may require additional information to complete our review. All items and supporting documentation submitted with a review request, including photographs and publications, must be retained by the DHR as part of its review records. Items to be kept confidential should be clearly identified.

For questions regarding the DHR review process, please visit our website at: www.nh.gov/nhdhr/review or contact the R&C Specialist at 603.271.3558.

PROJECT BOUNDARIES AND DESCRIPTION

PROJECTS CANNOT BE PROCESSED WITHOUT THIS INFORMATION

REQUIRED

☒ Attach the relevant portion of a 7.5' USGS Map (photocopied or computer-generated) ***indicating the defined project boundary.***

☒ Attach a detailed written description of the proposed project. Include: (1) a narrative description of the proposed project; (2) site plan; (3) photos and description of the proposed work if the project involves rehabilitation, demolition, additions, or alterations to existing buildings or structures; and (4) a photocopy of the relevant portion of a soils map (if accessible) for ground-disturbing projects.

Architecture

Are there any buildings or structures within the project area? ☒ Yes ☐ No

If yes, submit all of the following information:

Approximate age(s): Not applicable. No historic properties listed on the National Register of Historic Places.

☐ Photographs of ***each*** building located within the project area along with a photo key. Include streetscape images if applicable. (Digital photographs are accepted. All photographs must be clear, crisp and focused)

☐ DHR file review conducted on April 18, 2011 Provide file review results in project narrative.

Please note that as part of the review process, the DHR may request an architectural survey or other additional information.

Archaeology

Does the proposed undertaking involve ground-disturbing activity? ☐ Yes ☒ No

If yes, submit all of the following information:

☐ Project specific map and/or preliminary site plan that fully describes the project boundaries and areas of proposed excavation.

☐ Description of current and previous land use and disturbances.

☐ Any available information concerning known or suspected archaeological resources within the project area.

Please note that as part of the review process, the DHR may request an archaeological survey or other additional information.

DHR COMMENT

This Space for Division of Historical Resources Use Only

☐ No Potential to cause Effects ☐ Additional information is needed in order to complete our review

☐ No Adverse Effect ☑ No Historic Properties Affected ☐ Adverse Effect

Comments: _____

If plans change or resources are discovered in the course of this project, you must contact the Division of Historical Resources as required by federal law and regulation.

Authorized Signature: E K Murphy Date: 6/23/11

Appendix N
SWPPP Certification Form

SWPPP Certification Form

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 gathered and evaluated 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.

Name: _____ Title: _____

Signature: _____ Date: _____

Appendix O
SWPPP Modification Form

SWPPP Modification Form

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 gathered and evaluated 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.

Description of Modification	Author
Original Document	Date: October, 2011
Updated SWPPP document to comply with the 2015 US EPA NPDES MSGP for Stormwater Discharges Associated with Industrial Activity. Changes made throughout all sections and appendices.	Name: Nick Cristofori, CEI Title: P.E., Project Engineer Signature: Date: September 2, 2015
Updated SWPPP document to comply with the 2021 US EPA NPDES MSGP for Stormwater Discharges Associated with Industrial Activity. Changes made throughout all sections and appendices.	Name: Nick Cristofori, CEI Title: P.E., Project Engineer Signature: Date: April 21, 2021
	Name: Title: Signature: Date:
	Name: Title: Signature: Date: