A. Instructions

Submission of this Notice of Intent constitutes notice that the entity named at item B1. of this form intends to be authorized by the DEP General Permit issued jointly with EPA for stormwater discharges from the small municipal separate storm sewer system (MS4), in the location identified at item B2. of this form. Submission of the Notice of Intent also constitutes notice that the party identified at item B1. has read, understands and meets the eligibility conditions of Part I.B. of the NPDES Small MS4 General Permit, agrees to comply with all applicable terms and conditions of the NPDES Small MS4 General Permit, and understands that continued authorization to discharge is contingent on maintaining eligibility for coverage. In order to be granted coverage, all information required on BRP WM 08A, including the Stormwater Management Program Summary and Time Frames form, must be completed. Please read the permit and make sure you comply with all requirements, including the requirement to develop and implement a stormwater management program.

B. Applicant Information

1. Small MS4 Operator/Owner Information:

   Town of Millis
   Name: Charles Aspinwall
   900 Main Street
   Mailing Address
   Millis City/Town
   508-376-7040 Telephone Number
   MA State
   Email (if available)

2. Municipality Name

   Millis
   City/Town

3. Legal Status:

   ☑ Federal
   ☑ City/Town
   ☐ State
   ☐ Tribal
   ☐ Private
   ☐ Other public entity: Specify Public Entity

4. Other regulated MS4(s) within municipal boundaries:

   None

5. Based on the instructions provided in Part I of the NPDES Small MS4 General Permit, have the eligibility criteria for "listed species" and critical habitat been met?

   ☑ yes  ☐ pending  ☐ no
B. Applicant Information (cont.)

6. Based on the instructions provided in Part I of the NPDES Small MS4 General Permit, have the eligibility criteria for protection of historic properties been met?

☐ yes  ☐ pending  ☐ no

C. Names of (Presently Known) Receiving Waters

<table>
<thead>
<tr>
<th>Receiving Water:</th>
<th>No. of Outfalls</th>
<th>Listed as Impaired?</th>
<th>Impairment</th>
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<tbody>
<tr>
<td>Charles River</td>
<td>6</td>
<td>☐ Yes ☒ No</td>
<td>Specify</td>
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<td></td>
<td>9</td>
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Note:
Section C may be duplicated to accommodate a larger list of receiving waters.
C. Names of (Presently Known) Receiving Waters (continued)

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<thead>
<tr>
<th>Name</th>
<th>Number</th>
<th>Yes/No</th>
<th>Specify</th>
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<tbody>
<tr>
<td>Stream crossing W. Main St. to Bogastow Brook</td>
<td>2</td>
<td>☒</td>
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<tr>
<td>Stream crossing Rosenfeld Rd. to Richard's Pond</td>
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<td>☒</td>
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<tr>
<td>Wetland Tributary to Richardson Pond</td>
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<tr>
<td>Stream Crossing Island Rd. to Bogastow Brook</td>
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D. Stormwater Management Program Summary

1. Public Education:

1A
BMP ID #

Distribute Brochures & Fact Sheets to Residents & Businesses
Specify Best Management Practice

Dept. of Public Works (DPW)
Responsible Dept./Person Name
Number of Articles & Copies of Materials.
Specify Measurable Goal

1B
BMP ID #

Develop and Broadcast Stormwater Presentation on Local Cable Network
Specify Best Management Practice

DPW & Town Selectmen
Responsible Dept./Person Name
Cable TV tapes of presentations. Show annually during permit term.
Specify Measurable Goal

1C
BMP ID #

Send out Stormwater Press Releases
Specify Best Management Practice

DPW
Responsible Dept./Person Name
Copies of Articles.
Specify Measurable Goal

2. Public Participation:

2A
BMP ID #

Establish a Stormwater Telephone Hotline
Specify Best Management Practice

DPW
Responsible Dept./Person Name
Record number of phone calls to hotline, copies of articles.
Specify Measurable Goal

2B
BMP ID #

Mark Storm Drains with Stencils During Cleaning
Specify Best Management Practice

DPW
Responsible Dept./Person Name
10% of Storm Drains Marked by Year 1.
Specify Measurable Goal
### D. Stormwater Management Program Summary (Cont.)

#### 2C
**BMP ID #**

**Conduct River, Stream, and Pond Cleanups**
Specify Best Management Practice

**DPW & Volunteers**
**Responsible Dept./Person Name**
Cleaner streams as documented by before and after photographs.
Specify Measurable Goal

#### 3. Illicit Discharge Detection and Elimination:

#### 3A
**BMP ID #**

**Make Annual Household Hazardous Waste Collections Available to Residents**
Specify Best Management Practice

**DPW & Board of Health (BOH)**
**Responsible Dept./Person Name**
Document Quantity of Tickets Sold.
Specify Measurable Goal

#### 3B
**BMP ID #**

**Develop Primary Town Storm Drain System Map**
Specify Best Management Practice

**DPW**
**Responsible Dept./Person Name**
80% of system mapped on GIS.
Specify Measurable Goal

#### 3C
**BMP ID #**

**Identify Illicit Floor Drain Connections at Businesses**
Specify Best Management Practice

**DPW**
**Responsible Dept./Person Name**
26 illicit connections identified and removed, 2 from the storm drain system and/or waterways in Millis.
Specify Measurable Goal

#### 3D
**BMP ID #**

**Complete Storm Drain Map**
Specify Best Management Practice

**DPW**
**Responsible Dept./Person Name**
Map All Outfalls by Year 4
Specify Measurable Goal

#### 3E
**BMP ID #**

**Develop Illicit Discharge Prohibition Ordinance**
Specify Best Management Practice

**DPW & BOH**
**Responsible Dept./Person Name**
Bylaw at Town meeting by end of year 2.
Specify Measurable Goal

#### 3F
**BMP ID #**

**Develop Illicit Discharge Detection and Elimination Plan and Implement Activities**
Specify Best Management Practice

**DPW, BOH, Consultant**
**Responsible Dept./Person Name**
Plan – Yr 2, All outfalls examined by year 4. Sources traced and results documented within one year of discovery.
Specify Measurable Goal
D. Stormwater Management Program Summary (Cont.)

3G
BMP ID #
Incorporate Information on Illicit Discharges into Public Education and Outreach Topics
Specify Best Management Practice

DPW & BOH
Responsible Dept./Person Name

Copies of Materials.
Specify Measurable Goal

3H
BMP ID #
Setup and Advertise a Hotline for Illicit Discharges
Specify Best Management Practice

DPW & BOH
Responsible Dept./Person Name

Log of Complaints and Action Taken.
Specify Measurable Goal

4. Construction Site Runoff Control:

4A
BMP ID #
Develop Erosion Control Regulation
Specify Best Management Practice

Building Inspector (BI) & DPW
Responsible Dept./Person Name

Bylaw at Town Meeting by End of Yr 2.
Specify Measurable Goal

4B
BMP ID #
Establish a Procedure for the Receipt of Information Submitted by the Public
Specify Best Management Practice

BI & DPW
Responsible Dept./Person Name

Record number of phone calls to hotline, copies of articles.
Specify Measurable Goal

4C
BMP ID #
Develop & Adopt Design Standards Guidance for Erosion Controls
Specify Best Management Practice

Planning Board (PB), DPW, Conservation Commission (Con. Com.) & Consultant
Responsible Dept./Person Name

Inspection checklist and documented inspections.
Specify Measurable Goal

5. Post Construction Runoff Control:

5A
BMP ID #
Develop BMP Regulation
Specify Best Management Practice

BI & DPW
Responsible Dept./Person Name

Bylaw at Town Meeting - Yr 2.
Specify Measurable Goal

5B
BMP ID #
Develop and Implement Inspection Program
Specify Best Management Practice

BI & DPW
Responsible Dept./Person Name

Copies of maintenance reports received annually, plus records of inspections completed and results.
Specify Measurable Goal
### D. Stormwater Management Program Summary (cont.)

<table>
<thead>
<tr>
<th>5C</th>
<th>BMP ID #</th>
<th>Develop BMP Design Standards</th>
<th>PB, DPW, Con. Com. &amp; Consultant</th>
<th>Improved Bylaws - Yr 4</th>
<th>Specify Measurable Goal</th>
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<tbody>
<tr>
<td></td>
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<td>Specify Best Management Practice</td>
<td>Responsible Dept./Person Name</td>
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</table>

6. Municipal Good Housekeeping:

<table>
<thead>
<tr>
<th>6A</th>
<th>BMP ID #</th>
<th>Clean Catch Basins</th>
<th>DPW</th>
<th>Clean all Basins - Ongoing</th>
<th>Specify Measurable Goal</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Specify Best Management Practice</td>
<td>Responsible Dept./Person Name</td>
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</table>

<table>
<thead>
<tr>
<th>6B</th>
<th>BMP ID #</th>
<th>Sweep Streets in Town</th>
<th>DPW</th>
<th>Priority plan of sweeping based on water quality impact. Volume of sweepings collected.</th>
<th>Specify Measurable Goal</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Specify Best Management Practice</td>
<td>Responsible Dept./Person Name</td>
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</table>

<table>
<thead>
<tr>
<th>6C</th>
<th>BMP ID #</th>
<th>Store Road Salt Under Cover and Clean Loading Area</th>
<th>DPW</th>
<th>Minimize Stormwater Contact with Salt.</th>
<th>Specify Measurable Goal</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Specify Best Management Practice</td>
<td>Responsible Dept./Person Name</td>
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</table>

<table>
<thead>
<tr>
<th>6D</th>
<th>BMP ID #</th>
<th>Calibrate Salt Spreading Equipment</th>
<th>DPW</th>
<th>Prevent over-application of salt as shown with calibration records.</th>
<th>Specify Measurable Goal</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Specify Best Management Practice</td>
<td>Responsible Dept./Person Name</td>
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</table>

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<thead>
<tr>
<th>6E</th>
<th>BMP ID #</th>
<th>Use Low Salt Applications at Designated Areas</th>
<th>DPW</th>
<th>Use less salt at Norfolk county line than at other roadways as demonstrated with application rate.</th>
<th>Specify Measurable Goal</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Specify Best Management Practice</td>
<td>Responsible Dept./Person Name</td>
<td></td>
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</table>

<table>
<thead>
<tr>
<th>6F</th>
<th>BMP ID #</th>
<th>Use IPM Practices for Application of Pesticides in Town</th>
<th>DPW</th>
<th>Copy of IPM Plan.</th>
<th>Specify Measurable Goal</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Specify Best Management Practice</td>
<td>Responsible Dept./Person Name</td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>6G</th>
<th>BMP ID #</th>
<th>Use Licensed Applicators for Fertilizers and Insecticides in Town</th>
<th>DPW</th>
<th>Record quantities of fertilizers and pesticides purchased annually.</th>
<th>Specify Measurable Goal</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Specify Best Management Practice</td>
<td>Responsible Dept./Person Name</td>
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</table>
## D. Stormwater Management Program Summary (cont.)

<table>
<thead>
<tr>
<th>BMP ID #</th>
<th>Description</th>
<th>Responsible Dept./Person Name</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>6H</td>
<td>Ensure Compliance with SPCC Plan for the Highway Garage Specify Best Management Practice</td>
<td>DPW</td>
<td>Prevent releases of oil at the Highway Garage through weekly inspections, annual training, and annual plan evaluation. Specify Measurable Goal</td>
</tr>
<tr>
<td>6J</td>
<td>Use Filter Socks for Excavation and Hydrant Waters Specify Best Management Practice</td>
<td>DPW</td>
<td>Prevent discharge of sediments during dewatering and hydrant flow testing activities. Specify Measurable Goal</td>
</tr>
<tr>
<td>6K</td>
<td>Evaluate Pollution Prevention BMPs for the Fueling Station at the Highway Garage Specify Best Management Practice</td>
<td>DPW</td>
<td>As-built sketches or plans and photos. Specify Measurable Goal</td>
</tr>
<tr>
<td>6L</td>
<td>Evaluate BMPs at the Highway Garage to Prevent Sedimentation to the Adjacent Waterway from Site Runoff and Road Material Storage Specify Best Management Practice</td>
<td>DPW</td>
<td>As-built sketches or plans and photos. Specify Measurable Goal</td>
</tr>
<tr>
<td>6M</td>
<td>Develop an Inspection and Maintenance Plan Specify Best Management Practice</td>
<td>DPW</td>
<td>Written Policy – Yr 3, Records of inspections and maintenance. Specify Measurable Goal</td>
</tr>
<tr>
<td>6N</td>
<td>Ensure Water Quality Improvements are Considered for Flood Projects Specify Best Management Practice</td>
<td>DPW</td>
<td>Records of Flood Control Projects. Specify Measurable Goal</td>
</tr>
</tbody>
</table>
**D. Stormwater Management Program Summary (cont.)**

<table>
<thead>
<tr>
<th>6O</th>
<th>BMP ID #</th>
<th>Conduct Town Employee Training</th>
<th>DPW Responsible Dept./Person Name</th>
<th>Attendance Sheet &amp; Copy of Program Specify Measurable Goal</th>
</tr>
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</table>

7. BMPs for Meeting TMDL: N/A

<table>
<thead>
<tr>
<th>BMP ID #</th>
<th>Specify Best Management Practice</th>
<th>Responsible Dept./Person Name</th>
<th>Specify Measurable Goal</th>
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</table>

**E. Certification**

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, I certify that the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Charles Aspinwall
Printed Name

Signature

Town Administrator

Date 7/28/03
<table>
<thead>
<tr>
<th>BMP ID #</th>
<th>PERMIT YEAR ONE</th>
<th>PERMIT YEAR TWO</th>
<th>PERMIT YEAR THREE</th>
<th>PERMIT YEAR FOUR</th>
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Completed in 1991

Ongoing Under Existing Operations

Town of Millis, MA