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Massachusetts Department of Environmental Protection
Bureau of Resource Protection - Watershed Management

W035320
Transmittal Number

BRP WM 08A NPDES Stormwater General Permit
Notice of Intent for Discharges from Small Municipal Separate Storm Sewer Systems (MS4s)

Facility ID (if known)

A. Instructions

Important: When filling out forms on the computer, only the tab to move your cursor - do not click the return

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:

David G. Cressman

Name

1099 Main St.

Mailing Address

Tewksbury

City/Town

978-640-4300

Telephone Number

MA

State

dcressman@town.tewksbury.ma.us

Email (if available)

2. Municipality Name

Town of Tewksbury

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:

Tewksbury State Hospital

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

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



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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

Receiving Water:	No. of Outfalls	Listed as Impaired?	Impairment
<u>Ames Pond</u> Name	<u>1</u> Number	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<u>Noxious aquatic plants</u> Specify
<u>Long Pond</u> Name	<u>2</u> Number	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<u>Nutrients, Noxious aquatic plants</u> Specify
<u>Round Pond</u> Name	<u>1</u> Number	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<u>Noxious aquatic plants</u> Specify
<u>Trull Brook</u> Name	<u>4</u> Number	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<u>Unknown toxicity</u> Specify
_____ Name	_____ Number	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____ Specify

D. Stormwater Management Program Summary

1. Public Education:

<u>1A</u> BMP ID #	<u>SuAsCo Watershed Community Council (WCC), Water Billing Department</u> Responsible Dept./Person Name	<input type="checkbox"/> flyer distributed to a minimum of 75% of residents <input type="checkbox"/> compiled and considered Tewksbury and multi-watershed wide "survey" results Specify Measurable Goal
<u>1B</u> BMP ID #	<u>SuAsCo Watershed Community Council (WCC), Tewksbury School Superintendent</u> Responsible Dept./Person Name	<input type="checkbox"/> develop and distribute lesson plan to implement at the Grade level <input type="checkbox"/> lesson plan is taught in one more Grade 5 classrooms in the community Specify Measurable Goal
<u>1C</u> BMP ID #	<u>SuAsCo Watershed Community Council (WCC), Water Billing Department</u> Responsible Dept./Person Name	<input type="checkbox"/> flyer distributed to a minimum of 50% of businesses in Tewksbury such as auto shops and gas stations, commercial and retail operations with parking lots, lawn care companies, restaurants, construction and development companies <input type="checkbox"/> storm water logo displayed on half of the businesses receiving the flyer Specify Measurable Goal



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D. Stormwater Management Program Summary (Cont.)

1D

BMP ID #

Hold a Storm Water Media Campaign

Specify Best Management Practice

SuAsCo Watershed Community Council (WCC),
Town Manager

Responsible Dept./Person Name

media information packet delivered to the local media
 4 press releases generated and issued to local media and major media outlets

Specify Measurable Goal

1E

BMP ID #

Show a Storm Water Video on Local Cable Stations and at Local Meetings

Specify Best Management Practice

SuAsCo Watershed Community Council (WCC),
Assistant to Town Manager

Responsible Dept./Person Name

show storm water video at a minimum of one public meeting
 air storm water video at least once on local cable station

Specify Measurable Goal

2. Public Participation:

2A

BMP ID #

Circulate Storm Water Traveling Display in Community

Specify Best Management Practice

SuAsCo Watershed Community Council (WCC),
Town Engineer

Responsible Dept./Person Name

storm water display circulates around the community for a minimum of 3 months in permit year #1

storm water display is posted at a minimum of 3 different public locations in the community in permit year #1

storm water display is also used in future permit years for posting in public places or at storm water events

Specify Measurable Goal

2B

BMP ID #

Hold a Storm Water Poster Contest for 5th Grade Students

Specify Best Management Practice

SuAsCo Watershed Community Council (WCC),
Tewksbury School Superintendent

Responsible Dept./Person Name

storm water display is also used in future permit years for posting in public places or at storm water events

Specify Measurable Goal

2C

BMP ID #

Hold Storm Water Photo Contest for High School Students

Specify Best Management Practice

SuAsCo Watershed Community Council (WCC),
Tewksbury School Superintendent

Responsible Dept./Person Name

photo contest is held and entries are received, judged and displayed

Specify Measurable Goal

ent
aquatic plants
s, Noxious aqua
aquatic plants
n toxicity
uted to a minimum
ents
nd considered
multi-watershed
results
urable Goal
d distribute less
ent at the Grade
is taught in one
classrooms in the
urable Goal
ited to a minimum
esses in
as auto shops
, commercial a
with parking lo
anies, restauran
l development
logo displayed
esses receiving
urable Goal



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D. Stormwater Management Program Summary (Cont.)

2D

BMP ID #

Hold a Local Storm Water Summit
Specify Best Management Practice

SuAsCo Watershed Community Council (WCC), Community Development Director
Responsible Dept./Person Name

hold local or multi-community Storm Water Summit advertise to encourage Storm Water Summit community attendance

Specify Measurable Goal

2E

BMP ID #

Participate in the SuAsCo Storm Water Super Summit and Conduct an Evaluation and Assessment of Public Awareness of Storm Water
Specify Best Management Practice

SuAsCo Watershed Community Council (WCC), Town Engineer
Responsible Dept./Person Name

municipal participation in the Storm Water Super Summit Storm Water Self Test distributed to a minimum of 75% of residents compiled and considered municipal and multi-watershed-wide "self test" results

Specify Measurable Goal

3. Illicit Discharge Detection and Elimination:

3A

BMP ID #

Capital Planning/Budgeting
Specify Best Management Practice

DPW
Responsible Dept./Person Name

Estimate costs for purchases and maintenance; Capital requests for future purchases

Specify Measurable Goal

3B

BMP ID #

DPW Employee Training
Specify Best Management Practice

DPW, Town Engineer
Responsible Dept./Person Name

80% of employees trained each year

Specify Measurable Goal

3C

BMP ID #

Mapping Known Stormwater Outfalls
Specify Best Management Practice

Engineering
Responsible Dept./Person Name

Creation of a map with known outfalls. Put data in an electronic format (i.e., AutoCad, GIS, etc.)

Specify Measurable Goal

3D

BMP ID #

Mapping Stormwater Outfalls
Specify Best Management Practice

Engineering and DPW Personnel
Responsible Dept./Person Name

Investigate 25% of town per year Identify unknown stormwater outfalls

Specify Measurable Goal

3E

BMP ID #

Failing Septic Systems
Specify Best Management Practice

Board of Health
Responsible Dept./Person Name

Review Title 5 Reports to identify problems Use current reporting system to follow through with rectifying failing systems

Specify Measurable Goal

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D. Stormwater Management Program Summary (Cont.)

3F

BMP ID #

Sampling Programs
 Specify Best Management Practice

Board of Health
 Responsible Dept./Person Name

up to 24 Stations sampled 3 times
per year
 Specify Measurable Goal

3G

BMP ID #

Stormwater By-Law
 Specify Best Management Practice

Board of Selectmen, Planning
Board, Health Department,
Engineering
 Responsible Dept./Person Name

Draft by-law and work with Boards
to achieve acceptable language for
passage
 Specify Measurable Goal

4. Construction Site Runoff Control:

4A

BMP ID #

Site Plan Review
 Specify Best Management Practice

Planning Board
 Responsible Dept./Person Name

Add stormwater runoff control
verification to check list for
approval
Site inspections will be performed
and enforcement mechanisms
developed
 Specify Measurable Goal

4B

BMP ID #

Runoff By-Law
 Specify Best Management Practice

Planning Board
 Responsible Dept./Person Name

Draft and present; adjust until
accepted
Inspection procedures and
enforcement rules to be developed
 Specify Measurable Goal

4C

BMP ID #

Building Permit Requirement
 Specify Best Management Practice

Building Department,
Engineering
 Responsible Dept./Person Name

Process developed and checklist
designed to include NPDES
permits
Developers providing necessary
copies to the Town
 Specify Measurable Goal

4D

BMP ID #

Inspection Reports
 Specify Best Management Practice

Building Inspector,
Conservation Commission,
Sewer Inspectors
 Responsible Dept./Person Name

Train all inspectors (Plumbing,
Sewer, Building)
Create inspection reports
Inspection of all sites greater than
1 acre
 Specify Measurable Goal

320
 Title Number



ID (if known)

Community

Stormwater

Goal

Known

distributed

residential

watershed

Goal

Changes and

Goal

lined each

Goal

Known

GIS, etc.

Goal

run per year

Goal

to identify

system to

Goal



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D. Stormwater Management Program Summary (Cont.)

4E

BMP ID #

Construction Inspection
Specify Best Management Practice

Engineering
Responsible Dept./Person Name

Create Inspection Reports
Perform and track inspections
Specify Measurable Goal

4F

BMP ID #

Erosion Control Measures
Specify Best Management Practice

Conservation Commission
Responsible Dept./Person Name

Create Inspection Reports
Perform and track inspections
Specify Measurable Goal

4G

BMP ID #

Ordinances for Construction Controls
Specify Best Management Practice

Planning Board
Responsible Dept./Person Name

Draft and present; adjust until accepted
Specify Measurable Goal

4H

BMP ID #

Spill Prevention Plans
Specify Best Management Practice

Board of Health/DPW, Planning Board
Responsible Dept./Person Name

File with Site Plan Application
Specify Measurable Goal

5. Post Construction Runoff Control:

5A

BMP ID #

Training for Municipal Employees and Commission Members
Specify Best Management Practice

Planning Board
Responsible Dept./Person Name

80% of members/employees attend training each year
Review existing policy for update
Specify Measurable Goal

5B

BMP ID #

Design Standards
Specify Best Management Practice

Planning Board and DPW
Responsible Dept./Person Name

80% of members/employees attend training each year
Review existing policy for update
Specify Measurable Goal

5C

BMP ID #

Post-Construction By-Law
Specify Best Management Practice

Planning Board
Responsible Dept./Person Name

Review Current by-laws
Draft and present; adjust until accepted
Specify Measurable Goal

5D

BMP ID #

Zoning By-Laws
Specify Best Management Practice

ZBL
Responsible Dept./Person Name

Review Current by-laws
Draft and present; adjust until accepted
Specify Measurable Goal



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5E

BMP ID #

Sub-Division Regulations
Specify Best Management Practice

Planning Board

Responsible Dept./Person Name

Review Current by-laws

Draft and present; adjust until accepted

Directly connected impervious road surfaces in new development and redevelopment areas will be reduced by 20% (relative to the traditional scenario in which curbs and gutters are sused) over the course of the 5 year permit.

Specify Measurable Goal

6. Municipal Good Housekeeping:

6A

BMP ID #

CB/Drain System/Parking Lot Cleaning
Specify Best Management Practice

DPW

Responsible Dept./Person Name

Clean 50% of Catch Basins annually

Clean 100% of parking lots annually

Clean 50% of streets annually

Specify Measurable Goal

6B

BMP ID #

Training of all Municipal Employees
Specify Best Management Practice

Board of Health/DPW

Responsible Dept./Person Name

80% of employees trained housekeeping activities

successfully implemented

Specify Measurable Goal

6C

BMP ID #

Capital Planning and Budgeting
Specify Best Management Practice

DPW

Responsible Dept./Person Name

Capital planning for funds to purchase a tight tank for vehicle washing in Winter 2006

Specify Measurable Goal

6D

BMP ID #

Stormwater Pollution Prevention Plan (SPPP)
Specify Best Management Practice

DPW

Responsible Dept./Person Name

Compliance with town's SPPP

Specify Measurable Goal

6E

BMP ID #

Housekeeping Policies
Specify Best Management Practice

Board of Health/DPW

Responsible Dept./Person Name

publication of housekeeping document

Performance of items in document

Specify Measurable Goal



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<u>6F</u> BMP ID # <u>Hazardous Material Storage</u> Specify Best Management Practice	<u>DPW</u> Responsible Dept./Person Name	Inspection Reports of Storage areas Review of current storage procedures Specify Measurable Goal
<u>6G</u> BMP ID # <u>Used Oil Recycling</u> Specify Best Management Practice	<u>DPW</u> Responsible Dept./Person Name	DPW will participate in Town recycling program DPW will track amount of oil recycled Specify Measurable Goal
<u>6H</u> BMP ID # <u>Vehicle Maintenance and Washing</u> Specify Best Management Practice	<u>DPW</u> Responsible Dept./Person Name	Purchase tight tank Install and train employees on use Specify Measurable Goal
<u>6I</u> BMP ID # <u>Road Salt Application and Storage</u> Specify Best Management Practice	<u>DPW</u> Responsible Dept./Person Name	Maintain Storage shed/area keep pile covered Specify Measurable Goal
<u>6J</u> BMP ID # <u>Spill Response and Prevention</u> Specify Best Management Practice	<u>DPW</u> Responsible Dept./Person Name	develop plans describing spill prevention and control procedure by the end of year 1 Conduct annual spill prevention and response training session for all municipal employees Specify Measurable Goal
<u>6K</u> BMP ID # <u>Illegal Dumping and Storage</u> Specify Best Management Practice	<u>Board of Health</u> Responsible Dept./Person Name	Investigate as reported Specify Measurable Goal

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D. Stormwater Management Program Summary (cont.)

6L

BMP ID #

Landscaping and Lawn Care
 Specify Best Management Practice

DPW/Recreation Department
 Responsible Dept./Person Name

In the first year, develop a pollution prevention workshop for all municipal employees responsible for grounds maintenance and landscaping at public facilities. Once per year, hold an additional workshop for new employees and crew managers. Achieve a 25% reduction in fertilizer and pesticide use after year 3.

Specify Measurable Goal

6M

BMP ID #

Hazardous Waste Collection
 Specify Best Management Practice

Board of Health
 Responsible Dept./Person Name

Annual Collection Day, as funded
Record and track amount collected
 Specify Measurable Goal

7. BMPs for Meeting TMDL:

7A

BMP ID #

Ames Pond
 Specify Best Management Practice

Conservation Commission
 Responsible Dept./Person Name

Coordinate meeting with pond owner and MRWC to discuss further study. Propose options to pond owner for further study

Specify Measurable Goal

7B

BMP ID #

Long Pond
 Specify Best Management Practice

Board of Health
 Responsible Dept./Person Name

Develop sampling protocol for testing tributaries. Implement sampling protocol.#1 Develop response based on sampling

Specify Measurable Goal

7C

BMP ID #

Round Pond
 Specify Best Management Practice

Conservation Commission
 Responsible Dept./Person Name

Develop Study Protocol. Seek funding to conduct study. If funded, conduct study. If funded, develop response plan

Specify Measurable Goal

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Facility ID (if known)

Volume of Storage

Storage

Measurable Goal

Volume in Town

Amount of oil

Measurable Goal

Employees on

Measurable Goal

Address/area

Measurable Goal

Preventing spill
 of procedure

Prevention
 g sessions

Measurable
 Goal

Measurable
 Goal



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D. Stormwater Management Program Summary (Cont.)

7D
BMP ID #

Trull Brook
Specify Best Management Practice

DPW, Engineering,
Conservation, Board of Health
Responsible Dept./Person Name

Meet w/ MRWC to discuss and
review earlier review
Develop plan for further study.
Seek funding for study.
If funded, conduct study.
If funded, develop response plan
Specify Measurable Goal

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.

David G. Cressman
Printed Name

David G. Cressman
Signature

7/20/03
Date