

Municipality/Organization:

TOWN of ASHLAND

05

EPA NPDES Permit Number:

MAR011086

MaDEP Transmittal Number: W-036190

**Annual Report Number
& Reporting Period:**

DUE DATE MAY 1, 2005

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Received
DEC 2 12 2005

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

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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, 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.

it

is in the process of getting the DPW Director and Conservation Commission Agent up to speed on the General Permit requirements. There have been several substantial changes in personnel in the past 8 Manager, DPW Director, Water and Sewer Superintendent and Conservation Commission Agent.

ed a new sweeper and "vac" truck which will help maintain the town streets and drainage system. The Truck is in poor shape, but continues to do the job. An updated street to street inventory of catch ing put together to better organize the annual cleaning. Discussions have occurred about subcontracting Cleaning. I have had discussions with the DPW's labor force of the importance of tracking the basin cleaning.

cted MassHighway's Environmental Department (Henry Barbaro) for his assistance for advice. The m" Team which will be contacting as soon as the Conservation Commission Agent and the DPW ndle of Stormwater Management.

id Engineering firm which has submitted to the DEP the Town's Project Evaluation Form for the use II of the Stormwater Management Plan.

Town will have a program in place which will hopefully satisfy Federal and State requirements to the ity.

Minimum Control Measures

Public Outreach

	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 3
te	DPW/Conserv.	Educate the Public Via Sewer & Water Bills	Example brochures have been accumulated and designs are now being discussed.	Searching for Examples. Educate the Public Via Sewer & Water Bills, hand out during May 1 Earth Day, provide handouts for schools
il	DPW/Conserv	Educate the public	Use CATV and Town Website to inform public	Use CATV and Town Website to inform public. Working on it.
	Con. Com.	Inform the public	Set milestones for meeting BMP's	Re-establishing contact with SWC.
	SWC	Ensure ongoing public education	Stencil all CB's at Curb Inlets Stencil examples ordered and being tested in field for longevity	Stencil all CB's at Curb Inlets
ion	SWC	Educate the younger public	Educate school children and hold a grade five contest surrounding clean water importance. Example brochures have been accumulated and designs are now being discussed.	Looking into brochures.

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and Participation

	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 3
to	SWC	Involve local people in the development of the SWMP TBA	A “Stream Team” of volunteers has been formed, Earth Day '04 involves visiting out of sight areas around stream beds for clean up.	Elevated public involvement by use of Web Sites and Cable TV
	SWC	Public aids in SW education	Stencil examples ordered and being tested in field for longevity	Aim for 50% minimal CB markings
	Highway Superintendent	Review and Oversee stormwater issues	Finalize a town wide drainage plan and take a vigilant and proactive stance on checking outfalls for violations.	Technical Committee formed with other Town Departments – Building, Planning, DPW, and ConCom
it it	TC/SWC	Local involvement in SWMP creation	Minimal effort	
	SWC	Inform general public	Educate the public via water & sewer bills, hand out during May 1 Earth Day, provide handouts for schools.	TBA

Action and Elimination

	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 1 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 2
ap	Water & Sewer Department ----- DPW Director	Map MS4	Hired a consultant firm to develop Map. Mapping 50% to 90% complete	Seek funding for 5 year plan on stormwater management, maintenance and testing. Complete map and take a vigilante stance on checking outfalls.
	Water & Sewer Department ----- DPW Director/Com Agent	Town Adopts By-Law	Finished research and attended seminars on Stormwater including writing by-laws	Write Bylaws and prepare them for implementation
aw	DPW Director ----- DPW Director/Com Agent	Discourage Violations	Minimal effort:	Involve Town Counsel on developing by-law. Investigate illegal discharge and set fine schedule
n	TC ----- DPW Director/Com Agent	Develop Inspection Program	Minimal Effort; Classes to be attended Have estimates from CEI for in house training.	Research and properly train Staff
rs	SWC, TC & DPW -----	Detect Illicit Discharges	Minimal inspection due to limited staff. More active role expected in '04 – '05	More proactive schedule on checking all outfalls. Include DPW laborforce.

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rmwater Runoff Control

Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 3
Con. Com.	Adopt By-Law ----- Reviewing By-law.	Write Bylaws and prepare them for implementation	Reviewing By-law.
Con. Com.	Construction Activity -----		
Con. Com.	Construction Activity -----	Minimal Efforts	
in Planning Board	Construction Activity -----	Procedures are in place and involve the input of Engineers.	
Con. Com.	Discourage Violations -----	Vigilant stance is maintained between Director and Con. Com. Agent	

Stormwater Management in New Development and Redevelopment

	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 3
	Water & Sewer Department DPW Director and Con. Com. Agent	Town Adopt By-Law	Write Bylaws and prepare them for implementation	Reviewing Policy
Waters	Water & Sewer Department Planning Board Agent and Con.Com. Agent	Ensure Proper BMP's are in place	Formalize BMP requirements in Town Rules and Regulations	Formalize BMP requirements in Town Rules and Regulations
Term	Water & Sewer Department DPW, Planning and Con.Com. Agent	Ensure Longevity of BMP's	Formalize BMP requirements in Town Rules and Regulations	Formalize BMP requirements in Town Rules and Regulations

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and Good Housekeeping in Municipal Operations

	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 3
5	Highway Superintendent DPW Director	Prevent Sedimentation Entering MS4	Purchase new equipment to support goals of cleaning each basin on a 5-year rotation basis	Continue to clean critical basins and additional basins as well.
	Highway Superintendent DPW Director	Prevent Sedimentation Entering MS4	All Streets are swept at least once with highly traveled areas several times	Maintain Program
ng	Highway Superintendent DPW Director	Prevent Leachate Entering	Join local groups and organizations to share knowledge on proper handling and options for material disposal/reuse	Salt stored in shed, sweeping and cb cleaning separated.
le	Highway Superintendent DPW Director	Prevent Leachate Entering	Investigated options for handling material properly	Storing separate from other materials. Investigating proper disposal.
	Highway Superintendent DPW Director	Education Employees	Education progress on construction activities with in a wetland. Formal training program has yet to be established	Continuous training.

total Maximum Daily Load (TMDL) Waste Load Allocations (WLA) <<if applicable>>

	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 3
	Water & Sewer Department DPW Director	Identify Cat. 5 Inspection Points	Identify Cat 5 Outfalls	Hired Engineering Firm for Investigation.
g	Water & Sewer Department DPW Director	Detect Source	Hired Engineering Firm for Investigation	Hired Engineering Firm for Investigation
	DPW Director DPW Director	Enforce Illicit Discharge By-Law	Hired Engineering Firm for Investigation	Hired Engineering Firm for Investigation

Information Collected and Analyzed

Results & Accomplishments (OPTIONAL)

positions created/staffed	No	
expenditures	\$0	

Outreach, and Training

audiences reached by education program(s)	(# or %)	
committee established	Yes	
or supported	Yes	
distance or quantity of shoreline miles cleaned	1 mile	
Waste Collection Days	8	
	(#)	
participation	(%)	
	(tons or gal)	
requested	No	

In Place
 Prior to
 Phase II

Under
 Review

Drafted

Adopted

Status (indicate with "X")				
Detection & Elimination			X	
Best Management Control			X	
Stormwater Management				
Implementation Status (indicate with "X")				
Detection & Elimination				
Best Management Control				
Stormwater Management				

Charges

	50 %	
Number of outfalls	(#)	
Complete	50 %	
	50 %	
	50 %	
	50 %	
Completed	(#)	
Estimated	(#)	
	(est. gpd)	
	79 %	
Systems	21 %	

starts (>1-acre)	4	
construction starts adequately regulated for erosion and sediment control	100%	
and	(# or %)	
issued	0 %	
	\$0	
provided from public	0	

Stormwater Management

development/redevelopment projects adequately regulated for post-construction	(%)	
and	(# or %)	
stormwater recharged	(gpy)	

Stormwater Management

catch basin cleaning (non-commercial/non-arterial streets)	1 times/yr	
catch basin cleaning (commercial/arterial or other critical streets)	1 times/yr	
catch basins cleaned	(#)	
	(LF or mi.)	
debris removed from storm sewer infrastructure	20 tons	
debris disposal (landfill, POTW, compost, recycle for sand, beneficial use, etc.)	Recycle	
cost	(\$)	

street sweeping (non-commercial/non-arterial streets)	1 times/yr	
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street sweeping (commercial/arterial or other critical streets)	1 times/yr	
removed by sweeping	100 tons	
recycled (landfill, POTW, compost, beneficial use, etc.)	Larusso Corp.	
Material	(\$)	
Material purchased/leased	0	
Material specified in contracts	N	

on public land of: ("N/A" = never used; "100%" = elimination)		

and ratios	75% NaCl % CaCl ₂ % MgCl ₂ % CMA % Kac % KCl 25% Sand	
Material utilized	N	
Material used	Y	
Materiality spreaders used	N	
Material in typical year salt application	(lbs. or %)	
Material storage shed(s)	Y	
Material in or under construction	N	