



# TOWN OF BOYLSTON

221 MAIN STREET  
BOYLSTON, MA 01505

THE OFFICE OF THE  
TOWN ADMINISTRATOR  
Suzanne C. Olsen

April 28, 2004

Thelma Murphy, Storm Water Coordinator  
United States Department of Environmental Protection  
Region 1  
One Congress Street, Suite 100  
Boston, MA 02114-2023

Massachusetts Department of Environmental Protection  
Division of Watershed Management  
627 Main Street  
Worcester, MA 01608

RE: Storm water Management Annual Report

Dear Thelma:

The Town of Boylston completed its application for permit and submitted it within the extended allowable time frame and to date have not received a notice of permit approval, however we do not wish to be out of compliance by not filing a timely annual report.

We have begun to apply our proposed phases of our plan as follows:

- ◆ **Public Education:**
  - Provided financial contribution to & Partnered with Suasco
  - Created cable network educational advertisements
  - Circulated Storm water Brochure through town
  - Made brochures are available in Town Hall
  - Signs posted at public parks for pet owners to properly dispose of waste
- ◆ **Public Participation**
  - Partnered with a Local organization
  - Traveling display at Town Hall for one month and now at Regional at High School
- ◆ **Illicit Discharge Detection & Elimination**
  - Drainage mapping preliminary information gathering in process

MAY 3 - 2004  
MUNICIPAL ASSISTANCE UNIT  
MAROYLO95

# TOWN OF BOYLSTON

221 MAIN STREET  
BOYLSTON, MA 01505

- ◆ Municipal Good Housekeeping
  - Employee training on going
  - Catch Basin cleaning is done annually or more frequently as deemed necessary
  - Street Sweeping is done annually
  - Recycling Program: Highway Dept. does receive waste oil for proper disposal on an annual basis

Very truly yours,



Suzanne C. Olsen  
Town Administrator  
Town of Boylston  
221 Main Street  
Boylston, MA 01505

CC: Massachusetts Department of Environmental Affairs  
Board of Selectmen  
Storm Water Management Committee  
Donald Parker, DPW Supt  
Joe McGrath, Cons Com  
Larry Solomini, Planning Board & Board of Health  
Chip Burkhardt, Consultant @ Woodard & Curran, Inc.



Suzanne Olsen  
<boylstonadmin@cha  
rter.net>

04/28/2004 02:14 PM

To: Thelma Murphy/R1/USEPA/US@EPA  
cc: Chip Burkhardt <cburkhardt@woodardcurran.com>  
Subject: Storm water Annual Report

Attached is our annual report, however brief because we have only recently (March 8, 2004) filed for and not yet received confirmation of our permit.

A hard copy is in the mail to you.

Respectfully,

Sue Olsen  
Town Administrator  
Town of Boylston  
(p) 508-869-0143  
(f) 508-869-6170



annual report yr 1.doc

APR 28 2004

MUNICIPAL ASSISTANCE UNIT



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- ◆ Illicit Discharge Detection & Elimination
  - Drainage mapping preliminary information gathering in process
- ◆ Construction Site Runoff Control

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