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Municipality/Organization: Town of Spencer Hwy Dept.

EPA NPDES Permit Number: MAR041162

MaDEP Transmittal Number: W-

Annual Report Number
& Reporting Period: _____

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Warren Ramsey


Title: U/F Superintendent

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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.

Signature: 

Printed Name: Warren Ramsey

Title: U/F Superintendent

Date: 11/28/05

Part II. Self-Assessment

Part III. Summary of Minimum Control Measures

1. Public Education and Outreach

BMP ID #	BMP Description	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
Revised	Household Hazardous Waste Day	U/F Dept Mary Williams	Bi-Annual Event	Events took place May 21, 2005 and Sept. 24, 2005	Bi-annual events
Revised	Water body restoration	Water Dept. Bruce Guyan	On going	Seven Mile River: Smithville Rd. to Rt. 9 first leg completed but will need to be Repeated due to flooding	Seven Mile River: Smithville Rd. to Cooney Rd.
Revised	Catch Basin Stenciling Program	Hwy. Dept. Dean Fritze	Complete urbanized area	Urbanized area in progress	Outlying Areas
Revised	Public Service Announcements	Hwy. Dept. Mary Williams	Develop Announcements	Develop and begin to implement program	Full implementation
Revised					
Revised					

1a. Additions

2. Public Involvement and Participation

BMP ID #	BMP Description	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
	Household Hazardous Waste Day	U/F Dept. Mary Williams	Bi-annual event	Events took place on May 21, 2005 and September 24, 2005	Bi-Annual event
Revised					
	Water body Restoration	Water Dept. Bruce Guyan	Seven Mile River (Ongoing)	Smithville Rd. to Rt. 9 (completed but will need to be redone due to flooding)	Seven Mile River Smithville Rd. to Cooney Rd.
Revised					
	Catch Basin Stenciling Program	Hwy. Dept. Dean Fritze	Complete urbanized area	In progress (in house so far)	Outlying areas
Revised					
Revised					
Revised					

2a. Additions

3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	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
Revised	Identify and map outfalls in urban area	Hwy. Dept. Dean Fritze	Develop storm sewer system map	Urban area in progress	Map remainder of town
Revised	Develop Discharge By-law	Dept. of inspectional Services Karen Cullen	Prepare Draft	Deliver Draft to ZBA	Schedule adoption of MA DEP by-law by end of year two
Revised	Screening of urban outfalls	Hwy. Dept. Dean Fritze	Screen identified outfalls in urban area	Address urban area	Identify and begin screening of outlying areas
Revised					
Revised					
Revised					

3a. Additions

4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	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
	Spencer will develop a by-law modeling MA DEP by-law	Conservation Committee	Draft by-law Wetland and Riverfront areas	Submit draft by end of year one	Adopt by-law by end of year two
Revised		Judith Lochner			
	Spencer will develop a by-law modeling MA DEP by-law	Building and inspectional Services	Draft by-law Non-wetland and Non-riverfront areas	Submit draft by end of year one	Adopt by-law by end of year two
Revised		Karen Cullen			
Revised					
Revised					
Revised					
Revised					

4a. Additions

5. Post-Construction Stormwater Management in New Development and Redevelopment

BMP ID #	BMP Description	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
	Spencer will develop a by-law modeling MA DEP by-law	Conservation Committee	Draft by-law	Submit draft by end of year one	Adopt by-law by end of year two
Revised		Judith Lochner			
	Spencer will develop a by-law modeling MA DEP by-law	Building and Inspectional Services	Draft by-law Non-wetland and Non-riverfront	Submit draft by end of year one	Adopt by-law by end of year two
Revised		Karen Cullen			
Revised					
Revised					
Revised					
Revised					

5a. Additions

6. Pollution Prevention and Good Housekeeping in Municipal Operations

BMP ID #	BMP Description	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
	Catch basin and outfall cleaning	HWY. Dept.	Clean each structure twice a year	Completed annual catch basin program	On-going program
Revised		Dean Fritze			
	Street sweeping	HWY. Dept.	Main St weekly; urban area monthly; complete town annually	Completed annual street sweeping program	On-going program
Revised		Dean Fritze			
	Minimize salt and sand use	HWY. Dept.	Monitor salt and sand use	Develop expectations	Maintain expectations
Revised		Dean Fritze			
Revised					
Revised					
Revised					

6a. Additions

7. BMPs for Meeting Total Maximum Daily Load (TMDL) Waste Load Allocations (WLA) <<if applicable>>

BMP ID #	BMP Description	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
Revised					
Revised					
Revised					
Revised					
Revised					
Revised					
Revised					

7a. Additions

7b. WLA Assessment

Part IV. Summary of Information Collected and Analyzed

Part V. Program Outputs & Accomplishments (OPTIONAL)

Programmatic

Stormwater management position created/staffed	(y/n)	NO
Annual program budget/expenditures	(\$)	0

Education, Involvement, and Training

Estimated number of residents reached by education program(s)	(# or %)	
Stormwater management committee established	(y/n)	NO
Stream teams established or supported	(# or y/n)	NO
Shoreline clean-up participation or quantity of shoreline miles cleaned	(y/n or mi.)	3 miles
Household Hazardous Waste Collection Days		
▪ days sponsored	(#)two	
▪ community participation	(%)	
▪ material collected	(tons or gal)	
School curricula implemented	(y/n)	NO

Legal/Regulatory

	In Place Prior to Phase II	Under Review	Drafted	Adopted
Regulatory Mechanism Status (indicate with "X")				
▪ Illicit Discharge Detection & Elimination				
▪ Erosion & Sediment Control				
▪ Post-Development Stormwater Management				
Accompanying Regulation Status (indicate with "X")				
▪ Illicit Discharge Detection & Elimination				
▪ Erosion & Sediment Control				
▪ Post-Development Stormwater Management				

Mapping and Illicit Discharges

Outfall mapping complete	30(%)	
Estimated or actual number of outfalls	50(#)	
System-Wide mapping complete	30(%)	
Mapping method(s)		
▪ Paper	100(%)	
▪ CADD	(%)	
▪ GIS	(%)	
Outfalls inspected	(# or 100 %)	
Illicit discharges identified	(#)	
Illicit connections removed	(#) (est. gpd)	
% of population on sewer	50(%)	
% of population on septic systems	50(%)	

Construction

Number of construction starts (>1-acre)	(#)	
Estimated percentage of construction starts adequately regulated for erosion and sediment control	(%)	
Site inspections completed	(# or %)	
Tickets/Stop work orders issued	(# or %)	
Fines collected	(# and \$)	
Complaints/concerns received from public	(#)	

Post-Development Stormwater Management

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	(%)	
Site inspections completed	(# or %)	
Estimated volume of stormwater recharged	(gpy)	

Operations and Maintenance

Average frequency of catch basin cleaning (non-commercial/non-arterial streets)	2(times/yr)	
Average frequency of catch basin cleaning (commercial/arterial or other critical streets)	2(times/yr)	
Total number of structures cleaned	1000(#)	
Storm drain cleaned	(LF or mi.)	
Qty. of screenings/debris removed from storm sewer infrastructure	(lbs. or tons)	
Disposal or use of sweepings (, compost, construct training area for Fire Dept		
Cost of screenings disposal	(\$)	

Average frequency of street sweeping (non-commercial/non-arterial streets)	2(times/yr)	
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Average frequency of street sweeping (commercial/arterial or other critical streets)	6(times/yr)	
Qty. of sand/debris collected by sweeping	(2500 tons)	
Disposal of sweepings (compost, construct fire dept. training area)	(S. Spencer Road)	
Cost of sweepings disposal	(\$)	
Vacuum street sweepers purchased/leased	(#)	
Vacuum street sweepers specified in contracts	(y/n)	

Reduction in application on public land of: (“N/A” = never used; “100%” = elimination)		
▪ Fertilizers	NA	
▪ Herbicides	NA	
▪ Pesticides	NA	

Anti-/De-Icing products and ratios	25% NaCl % CaCl ₂ % MgCl ₂ % CMA % Kac % KCl 75% Sand	
Pre-wetting techniques utilized	No	
Manual control spreaders used	Yes	
Automatic or Zero-velocity spreaders used	No	
Estimated net reduction in typical year salt application	(lbs. or %)	
Salt pile(s) covered in storage shed(s)	Yes	
Storage shed(s) in design or under construction	Na	