



486 Chandler Street • Worcester, MA 01602-2597

Facilities Department • 508-929-8025 • Fax: 508-929-8180

April 28, 2005

U. S. Environmental Protection Agency  
Water Technical Unit  
P.O. Box 8127  
Boston, MA 02114

**Re: NPDES Phase II Small M4S General Permit Annual Report**

Dear EPA Staff,

*MAR043022*

Enclosed please find NPDES PII M4S General Permit Annual Report for Worcester State College, 486 Chandler Street, Worcester, MA. 01602, EPA NPDES Permit Number MAR043022, MaDEP Transmittal Number W-040406. This is the second report filed by the College and is for reporting year March 2004 to March 2005.

Please contact me at (508) 929-8052 or Robert Daniels, EH&S Officer for WSC, at (508) 929-8099 if you have any questions regarding this report.

Sincerely,

Sandra K. Olson

Director of Facilities

**Municipality/Organization: Worcester State College**

---

**EPA NPDES Permit Number: MAR043022**

---

**MaDEP Transmittal Number: W-040406**

---

**Annual Report Number**

**& Reporting Period:**

**No. 2: March 04-March 05**

---

## **NPDES PII Small MS4 General Permit Annual Report**

### **Part I. General Information**

**Contact Person: Robert Daniels**

**Title: Environ. Health and Safety Officer**

---

**Telephone #: 508-929-8099**

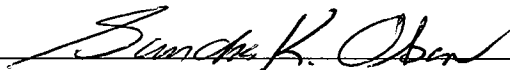
**Email: rdaniels@worchester.edu**

---

### 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: Sandra K. Olson**

---

**Title: Director of Facilities**

---

**Date: April 28<sup>th</sup>, 2005**

---

**Part II. Self-Assessment**

As of this Annual Report Update, Worcester State College received its NPDES Permit on July 16, 2004, Permit no. MA042022/MADEP Transmittal No. W040406.

The Self Assessment has been completed and Worcester State College is in compliance with all permit conditions.

**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  |
|----------|---------------------------------------|-------------------------------|--|--|---|
| 100      | Distribution of Educational Materials | Robert Daniels                | Obtain and distribute Storm Water Mgmt. Pamphlets by Fall of 2003. | Contacted, met, obtained and distributed 2 separate pamphlets supplied by the City of Worcester DPW for informing campus community of Storm Water Mgmt concerns. (enclosed)<br>-----<br>Complete | Continue to distribute pamphlets as supplied.<br><br>Start to collect information for designing a more site specific pamphlet.<br><br>Interact with on campus Water Watch group for additional outreach, assistance and interaction.<br>-----<br>Rather than design a campus specific pamphlet, we will include SW Management information on campus web-site.<br><br>Decided not to work with Water Watch group because not available all year round. |
| Revised  |                                       |                               |  |  |   |
| Revised  |                                       |                               |  |  |   |
| Revised  |                                       |                               |  |  |   |
| Revised  |                                       |                               |  |  |   |

|         |  |  |  |  |  |  |  |
|---------|--|--|--|--|--|--|--|
| Revised |  |  |  |  |  |  |  |
| Revised |  |  |  |  |  |  |  |

**1a. Additions**

|                 |                                       |                |   |   |  |
|-----------------|---------------------------------------|----------------|---|---|--|
| 100.1<br>(2005) | Distribution of Educational Materials | Robert Daniels | Design a SW Management information page on campus web-site that will be accessible by all students, faculty, administrators and general public. | Attended Share point workshop to better understand web-site design. | To be developed and launched by September 2006 |
|-----------------|---------------------------------------|----------------|---|---|--|

**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  |
|------------------|------------------------|-------------------------------|-----------------------------|---|---|
| 200 Revised      | Storm Drain Stenciling | Robert Daniels                | Stencil drains by Fall 2004 | Stated for Fall of 2004 project<br>On schedule- stencil design in discussion stages<br>-----<br>Stencil design determined by SW Management Team, project began April 2005 | Continue stenciling project to include new construction as a result of expansion and renovation<br><br>Stenciling to be completed by October 1, 2005. |
| -----<br>Revised | -----                  | -----                         | -----                       | -----   | -----   |
| -----<br>Revised | -----                  | -----                         | -----                       | -----   | -----   |
| -----            | -----                  | -----                         | -----                       | -----   | -----   |

**2a. Additions**

|              |                           |                |  |   |                                     |
|--------------|---------------------------|----------------|--|---|-------------------------------------|
| 200.1 (2005) | Campus Clean-up Day       | Rich Korcez    | Annually in April-May                                  | Incentive based springtime cleanup, involving the entire campus community. Rake, pick-up trash, plant flowers, beautify campus. | Will be held in April-May annually. |
| 200.2 (2005) | Lake Ellie Beautification | Peter Fenuccio | Summer of 2005<br>Pending budget and Con. Com approval | Dredge sediment, plant vegetation   | Will be complete                    |

**3. Illicit Discharge Detection and Elimination**

| BMP ID #       | BMP Description         | Responsible Dept./Person Name | Measurable Goal(s)                            | Progress on Goal(s) – Permit Year 1<br>(Reliance on non-municipal partners indicated, if any)   | Planned Activities – Permit Year 2  |
|----------------|-------------------------|-------------------------------|---|---|---|
| 301<br>Revised | Dye Testing             | Robert Daniels                | Begin Spring 2004, continue thru Fall of 2005 | Project has just been kicked-off, targeting easier drains first as this will allow for timely start of stenciling program.                                      | As above, new construction will need to be included. Anticipate keeping to Fall 2005 completion.<br><br>Project may continue through to spring 2006 due to on-going construction. |
| 302<br>Revised | Dry Weather Inspections | Robert Daniels                | Begin Summer of 2004                          | Currently establishing strategic checkpoints for most complete monitoring. Will establish points and checklist by June (dry season) of 2004. Checklist complete | Ongoing<br><br>Inspections started spring 2005 though fall 2005.  |
| Revised        |                         |                               |   |   |   |
| Revised        |                         |                               |   |   |   |

**3a. Additions**

|               |                         |                |                   |   |                              |
|---------------|-------------------------|----------------|-------------------|---|------------------------------|
| 303<br>(2005) | City sewer plans review | Robert Daniels | Begin Summer 2005 | Get city plans to determine if flow of SW off-site goes to CSO or Segregated Sewer overflow | Once determined keep records |
|               |                         |                |                   |   |                              |

4. Construction Site Storm water 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   |
|----------------|--|-------------------------------|--|--|--|
| 401<br>Revised | Develop Construction Site Run Off Plan | Robert Daniels                | Plan to be developed by Winter 2005                      | Contacted and obtained City of Worcester "Wetlands Protection Ordinance and Regulations"<br><br>Will be meeting with Massachusetts Dept of Capital Asset Management and Massachusetts State College Building Authority to establish appropriate guidelines and areas of responsibilities | Pull together necessary information for plan development and completion by winter 2005.<br>Construction Run-off Program will become part of the College's overall Storm Water Management Plan. |
| 402<br>Revised | Construction Run-Off Plan Training     | Robert Daniels                | Implementation Spring 2005<br>Implementation Spring 2006 | See above<br>Implementation date was mistakenly slated for implementation prior to development.  | Start developing training materials and program  |
| Revised        |  |                               |  |  |  |
| Revised        |  |                               |  |  |  |



|         |  |  |  |  |  |  |  |
|---------|--|--|--|--|--|--|--|
| Revised |  |  |  |  |  |  |  |
| Revised |  |  |  |  |  |  |  |

**4a. Additions**

|  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

**5. Post-Construction Storm water 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   |
|----------------|---|-------------------------------|--|--|---|
| 500<br>Revised | Develop a Post Construction Storm Water Management Plans an appendix to Construction Run-off plan | Robert Daniels                | Develop by Winter 2005                                   | The same information covered in #4 -- Construction Site Run-Off Control applies to this proposed appendix. Contacted and obtained City of Worcester "Wetlands Protection Ordinance and Regulations" Will be meeting with Massachusetts Dept of Capital Asset Management and Massachusetts State College Building Authority to establish appropriate guidelines and areas of responsibilities | Pull together necessary information for plan development and incorporate any applicable information as a result of meetings for completion by winter 2005. Construction Run-off Program will become part of the College's overall Storm Water Management Plan |
| 501<br>Revised | Implement Appendix to Construction Run-Off Plan   | Robert Daniels                | Implement for spring 2005<br>Implement by Spring of 2006 | Implementation date was mistakenly slated for implementation prior to development.   | Start developing training materials and program   |
| Revised        |   |                               |  |  |   |
| Revised        |   |                               |  |  |   |
| Revised        |   |                               |  |  |   |
| Revised        |   |                               |  |  |   |

|         |  |  |  |  |  |  |  |  |
|---------|--|--|--|--|--|--|--|--|
| Revised |  |  |  |  |  |  |  |  |
|---------|--|--|--|--|--|--|--|--|

**5a. Additions**

|  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |

**6. Pollution Prevention and Good Housekeeping in Municipal Operations**

| <b>BMP ID #</b> | <b>BMP Description</b>                            | <b>Responsible Dept./Person Name</b> | <b>Measurable Goal(s)</b> | <b>Progress on Goal(s) - Permit Year 1</b><br>(Reliance on non-municipal partners indicated, if any)  | <b>Planned Activities - Permit Year 2</b>   |
|-----------------|---|--------------------------------------|---------------------------|---|---|
| Revised         | Develop a training program for Facility Personnel | Robert Daniels                       | During Winter 2004        | Identified areas of focus: Parks and Open Space, Fleet Maintenance, Building Maintenance, Roadway drainage and Storm system maintenance and New Construction and Land disturbances due to renovation. | Continue gathering information on current processes and evaluate those practices and identify areas of improvement prior to completing actual training. |
| Revised         |   |                                      |                           |   |   |
| Revised         |   |                                      |                           |   |   |
| Revised         |   |                                      |                           |   |   |
| 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 |
|----------|-----------------|-------------------------------|--------------------|--|------------------------------------|
|          | N/A             |                               |                    |  |                                    |
| Revised  |                 |                               |                    |  |                                    |
| Revised  |                 |                               |                    |  |                                    |
| Revised  |                 |                               |                    |  |                                    |
| Revised  |                 |                               |                    |  |                                    |
| Revised  |                 |                               |                    |  |                                    |
| Revised  |                 |                               |                    |  |                                    |

7a. Additions

|  |  |  |  |  |
|--|--|--|--|--|
|  |  |  |  |  |
|  |  |  |  |  |

7b. WLA Assessment

**Part IV. Summary of Information Collected and Analyzed**

No further information to be added at this time.

**Part V. Program Outputs & Accomplishments (OPTIONAL)**

**Programmatic**

|   |       |  |
|---|-------|--|
| Storm water management position created/staffed | (y/n) |  |
| Annual program budget/expenditures              | (\$)  |  |
|   |       |  |
|   |       |  |

**Education, Involvement, and Training**

|   |               |  |
|---|---------------|--|
| Estimated number of residents reached by education program(s)           | (# or %)      |  |
| Storm water management committee established                            | (y/n)         |  |
| Stream teams established or supported                                   | (# or y/n)    |  |
| Shoreline clean-up participation or quantity of shoreline miles cleaned | (y/n or mi.)  |  |
| Household Hazardous Waste Collection Days                               |               |  |
| ▪ days sponsored  | (#)           |  |
| ▪ community participation   | (%)           |  |
| ▪ material collected  | (tons or gal) |  |
| School curricula implemented  | (y/n)         |  |

|  |  |  |  |  |  |
|--|--|--|--|--|--|
|  |  |  |  |  |  |
|  |  |  |  |  |  |

**Legal/Regulatory**

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

**Mapping and Illicit Discharges**

|  |            |
|--|------------|
| Outfall mapping complete               | (%)        |
| Estimated or actual number of outfalls | (#)        |
| System-Wide mapping complete           | (%)        |
| <b>Mapping method(s)</b>               |            |
| ▪ Paper/Mylar                          | (%)        |
| ▪ CADD                                 | (%)        |
| ▪ GIS                                  | (%)        |
| Outfalls inspected/screened            | (# or %)   |
| Illicit discharges identified          | (#)        |
| Illicit connections removed            | (#)        |
| % of population on sewer               | (est. gpd) |
| % of population on septic systems      | (%)        |
|  | (%)        |



|  |  |
|--|--|
|  |  |
|  |  |
|  |  |

**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)                | (times/yr)     |
| Average frequency of catch basin cleaning (commercial/arterial or other critical streets)      | (times/yr)     |
| Total number of structures cleaned   | (#)            |
| Storm drain cleaned  | (LF or mi.)    |
| Qty. of screenings/debris removed from storm sewer infrastructure                              | (lbs. or tons) |
| Disposal or use of sweepings (landfill, POTW, compost, recycle for sand, beneficial use, etc.) |                |
| Cost of screenings disposal  | (\$)           |



