

TOWN OF DOUGLAS

Shirley M. Moczynski, *Chairman*
Richard E. Preston, *Vice Chairman*
Edward A. Therrien
Paula Brouillette
David A. Furno

OFFICE OF THE SELECTMEN
29 Depot Street • Douglas, MA 01516
508-476-4000

Michael J. Guzinski
Executive Administrator

April 27, 2006

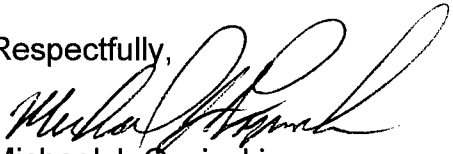
United States Environmental Protection Agency
Water Technical Unit
P.O. Box 8127
Boston, MA 02114

Re: **EPA NPDES Permit # MAR041106**
**Stormwater General Permit Notice of Intent for Discharges from
Small Municipal Separate Storm Sewers (MS4s)**

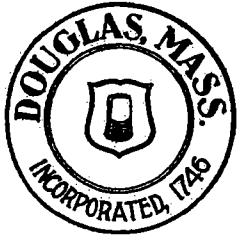
Dear Reviewer:

Enclosed please find the above referenced application. The Town of Douglas is pleased to work with the Department of Environmental Protection and Environmental Protection Agency in preserving our natural resources. If there are any issues or questions pertaining to this submittal, do not hesitate to contact our Town Engineer William Cundiff at 508-476-4000 ext. 108 to discuss. Thank you for your time and we look forward to working with you on this important project.

Respectfully,


Michael J. Guzinski
Executive Administrator

cc: William Cundiff
Department Of Environmental Protection



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April 27, 2006


Department of Environmental Protection
Division of Watershed Management
627 Main Street, 2nd Floor
Worcester, MA 01608

**Re: DEP Transmittal # W-040641
BRP WM 08A:NPDES Stormwater General Permit – Douglas, MA
Notice of Intent for Discharges from Small Municipal Separate Storm
Sewers (MS4s)**

Dear Reviewer:

Enclosed please find the first annual report for the above referenced permit. The Town of Douglas is pleased to work with the Department of Environmental Protection and Environmental Protection Agency in preserving our natural resources. If there are any issues or questions pertaining to this submittal, do not hesitate to contact our Town Engineer, William Cundiff at 508-476-4000 ext. 108 to discuss. Thank you for your time and we look forward to working with you on this important project.

Respectfully,


Michael J. Guzinski
Executive Administrator

cc: William Cundiff
United States Environmental Protection Agency

Municipality/Organization: Town of Douglas, MA

EPA NPDES Permit Number: MAR041106

MaDEP Transmittal Number: W-040641

**Annual Report Number
& Reporting Period:** No. 3: March 2005-March 2006

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: William J. Cundiff, P.E. **Title:** Town Engineer

Telephone #: 508-476-4000 ext 108 **Email:** WCundiff@DouglasMA.org

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: Michael Guzinski

Title: Executive Administrator

Date: April 27, 2006

Part II. Self-Assessment

The Town of Douglas has completed the required self-assessment and has determined that our municipality is in compliance with all the 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 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
2.1	Lawn & Garden Activities	Community Development / Wm. Cundiff	Cable Advertisements & Internet	Cable Advertisements have been running.	Developing the internet information and continuing with the Cable Advertisements.
2.2	Household Hazardous Waste	Community Development / Wm. Cundiff	Cable Advertisements & Internet	Cable Advertisements have been running.	Developing the internet information and continuing with the Cable Advertisements.
2.3	Pet Waste Management	Community Development / Wm. Cundiff	Cable Advertisements & Internet	Cable Advertisements have been running.	Developing the internet information and continuing with the Cable Advertisements.
2.4	Trash Management	Conservation Commission / Wm. Cundiff	Cable Advertisements & Internet	Cable Advertisements have been running.	Developing the internet information and continuing with the Cable Advertisements.
2.5	Classroom Education	School Dept. / Robert Melican	Number of Classes	Nothing completed this past year.	Planning and evaluating how to incorporate classroom education.
2.6	Stormwater Education Materials	Community Development / Wm. Cundiff	Cable Advertisements & Internet	Cable Advertisements have been running.	Developing the internet information and continuing with the Cable Advertisements.

1a. Additions

2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
3.1	Storm Drain Stenciling	Highway Dept. / John Furno	No. of Storm Drains Stenciled	Most catch basins have been labeled with a “stream discharges into river” stencil.	Maintain stenciling during catch basin cleaning, as needed.
3.2	Stream Cleanup & Monitoring	Conservation Commission / Wm. Cundiff	No. of Cleanup Events	No Cleanup has occurred this past year.	Maintaining a Stream Cleanup and monitoring program.
3.3	Adopt-A-Stream program	Conservation Commission / Wm. Cundiff	No. of Streams Adopted	No action on this item has occurred this past year.	Implementation of an Adopt-A-Stream program.
3.4	Community Hotlines	Highway Dept. / John Furno	No. of Calls Received	No Calls Received this year.	More advertisements on cable and internet to let people know what department to call.

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 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
4.1	Failing Septic System	Board of Health / Marlene Bacon	No. of Systems repaired	eight (8) systems have been identified to have failed since last report.	Continue identifying failed systems and monitoring the progress of the repairs.
4.2	Improper Wastewater Connection / Discharge	Community Development / Wm. Cundiff	Surveys Completed	Form is currently being developed for posting on the Town Website.	Complete form development and post form on website.
4.3	Sanitary Sewer Overflows	Sewer Dept. / Denis Croteau	No. of Overflows / repairs	No overflows identified this past year.	Continue system inspection on an annual basis. I/I evaluation required under State wastewater Permit. TV inspection & Manhole Inspections

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 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
5.1	Runoff Control	Community Development / Wm. Cundiff	Implementation of Requirements	Planning Board is establishing requirements for Runoff control thru Town Bylaws. Currently design standards require basic stormwater management such as post-developed flow be less than or equal to pre-developed stormwater flow.	Finalize new bylaw and Review submittals that fall under the authority of the bylaws.
5.2	Erosion Control	Community Development / Wm. Cundiff	Implementation of Requirements	Planning Board is establishing requirements for erosion control thru Town Bylaws. Currently design standards require basic erosion control measures such as erection of haybales, geotextile matting on sideslopes, establishment of vegetation as quickly as possible or similar mechanisms.	Finalize new bylaw and Review submittals that fall under the authority of the bylaws.
5.3	Sediment Control	Community Development / Wm. Cundiff	Implementation of Requirements	Planning Board is establishing requirements for Sediment control thru Town Bylaws. Currently design standards require basic sediment controls such as sediment forebays, deep sump catch basins or similar mechanisms.	Finalize new bylaw and Review submittals that fall under the authority of the bylaws.
5.4	Good Housekeeping	Community Development / Wm. Cundiff	Implementation of Requirements	Planning Board is establishing requirements for maintenance thru submittal and approval of short term and long term operation and maintenance plans for proposed stormwater management structures prior to project approval.	Finalize new bylaw and Review submittals that fall under the authority of the bylaws.

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 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
6.1	Structural BMPs	Community Development / Wm. Cundiff	Implementation of Requirements	Planning Board is establishing requirements for structural Best Management practices thru Town Bylaws.	Finalize new bylaw and Review submittals that fall under the authority of the bylaws
6.2	Non-Structural BMPs	Community Development / Wm. Cundiff	Implementation of Requirements	Planning Board is establishing requirements for non-structural Best Management practices thru Town Bylaws.	Finalize new bylaw and Review submittals that fall under the authority of the bylaws

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 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
7.1	Operation & Maintenance	Highway Dept. / John Furno	Implementation of Requirements	Inspected and cleaned catch basins, detention basins, swept streets, and minimized the use of road salt throughout the Town as part of the Towns Annual Maintenance program.	Establish an inventory of the Town-wide stormwater management structures and develop a formal inspection and maintenance plan. Continue implementing requirements as outlined in Section 7 of the original plan.

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 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
8.1	Upgrade of WWTP	Sewer Dept. / Denis Croteau	Completion of Construction	Construction of WWTP upgrade is presently at 90% complete.	Construction to be completed by June, 2006.
8.2	Implementation of Requirements	Community Development / Wm. Cundiff	Implementation of Requirements	Draft of Stormwater Bylaw has been compiled.	Prepare bylaw for Town Meeting approval.

7a. Additions

7b. WLA Assessment

Part IV. Summary of Information Collected and Analyzed

No water quality information has been collected. A capital request is being submitted for this coming fiscal year to collect and analyze outfall locations.

Part V. Program Outputs & Accomplishments (OPTIONAL)

Mapping and Illicit Discharges

Outfall mapping complete	(%)	50%
Estimated or actual number of outfalls	(#)	Unknown
System-Wide mapping complete	(%)	50%
Mapping method(s)		
▪ Paper/Mylar	(%)	0%
▪ CADD	(%)	0%
▪ GIS	(%)	50%
Outfalls inspected/screened	(# or %)	0
Illicit discharges identified	(#)	0
Illicit connections removed	(#)	0
	(est. gpd)	
% of population on sewer	(%)	10 %
% of population on septic systems	(%)	90 %