NPDES PII Small MS4 General Permit
Annual Report

Part I. General Information

Contact Person: Jeffrey J. Quick, A.I.A.  Title: Director, Division of Resource Management

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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: Jeffrey J Quick, A.I.A.

Title: Director, Division of Resource Management

Date: May 01, 2006
Part II. Self-Assessment

The Department of Correction (DOC) received correspondence from the Environmental Protection Agency (EPA) on May 28, 2004 determining the Notice of Intent (NOI) submission was administratively complete. From the time the NOI's were prepared and before they were submitted the DOC began a prioritization list of areas for investigation including but not limited to:

- Entry Points into the storm drainage system(s) maintained by the DOC.
- Documentation of discharges points on and off the DOC property.
- Coordination with Town(s) that are also MS4s
- Illicit connections identification (None were found).
- Investigation of infrastructure and identification of problem drainage areas.

Through the State of Massachusetts Clean State Program, three locations had oil-water separators to handle parking lot drainage and one was installed associated with a power plant three years before the Phase II program required a NOI to be submitted. Each DOC operation was critically evaluated to determine what repairs were necessary. In summary, the storm drainage systems operated by the DOC are not combined systems where sewer and storm water is discharged.

The DOC has held numerous training sessions with the DOC executive board, the Directors of Engineering and Environmental Health and Safety Staff. Training will continue through the summer and in the later part of the current fiscal year and next fiscal year as funding becomes available. Training included an introduction of the program, the importance of the program and goals that were set for the first 5 years of the permit program. Training funds have been identified and will continue through calendar year 2006.

Many of the second year milestones and goals have been met - others are still in progress. The major accomplishment is that the storm drains are being systematically cleaned and will continue through the summer of 2006.
### Part III. Summary of Minimum Control Measures

#### 1. Public Education and Outreach

<table>
<thead>
<tr>
<th>BMP ID #</th>
<th>BMP Description</th>
<th>Responsible Dept./Person Name</th>
<th>Measurable Goal(s)</th>
<th>Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any)</th>
<th>Planned Activities – Permit Year 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Publicize/Present SW Program to staff</td>
<td>Div. of Res. Management</td>
<td>Publicize and Present Program to</td>
<td>Conduct facility specific training with maintenance staff and other stakeholders in this program.</td>
<td>Continue with additional formal training as funding has been identified.</td>
</tr>
<tr>
<td>2</td>
<td>Distribute Printed Materials</td>
<td>Div. of Res. Management</td>
<td>Create and Post Material</td>
<td>Provide written updates and progress reports to management staff. Monthly and</td>
<td>Provide written updates and progress reports to management staff</td>
</tr>
<tr>
<td>3</td>
<td>Intrant Poster</td>
<td>Div. of Res. Management</td>
<td>Post Materials</td>
<td>Completed separate Intrant page. In addition, a newsletter that highlighted the Stormwater Phase II program was completed and distributed.</td>
<td>Intranet page within the DOC was completed. Periodic updates</td>
</tr>
<tr>
<td>4</td>
<td>Stenciling</td>
<td>Div. of Res. Management</td>
<td>Complete stenciling</td>
<td>Stenciling continues.</td>
<td>Complete another 20% or more of stenciling.</td>
</tr>
</tbody>
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#### 1a. Additions

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2. Public Involvement and Participation

<table>
<thead>
<tr>
<th>BMP ID #</th>
<th>BMP Description</th>
<th>Responsible Dept./Person Name</th>
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</tr>
</thead>
<tbody>
<tr>
<td>5</td>
<td>Form Stormwater Committee</td>
<td>Div. of Res. Management</td>
<td>Form Committee</td>
<td>Formed Stormwater Committee that is part of the DOC’s State Sustainability Council</td>
<td>Committee to meet every two to three months</td>
</tr>
<tr>
<td>Revised</td>
<td>No</td>
<td></td>
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<tr>
<td>6</td>
<td>Staff input</td>
<td>Div. of Res. Management</td>
<td>Solicit Input and Implement Ideas</td>
<td>Input has been received. Investigation and some locations prioritized. Repairs are necessary.</td>
<td>Continue with staff education</td>
</tr>
<tr>
<td>Revised</td>
<td>No</td>
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<tr>
<td>Revised</td>
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<td>Revised</td>
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2a. Additions

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3. Illicit Discharge Detection and Elimination

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<tr>
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<th>Planned Activities – Permit Year 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>8 Revised</td>
<td>Dry/Wet Weather Surveys</td>
<td>Div. of Res. Management</td>
<td>Document and Prioritize</td>
<td>Relining of sewer had occurred in 2000 for NCCI. Wet weather survey did not identify piping problem. Storm drains require minor repairs. Funding limited ability to make any repairs. Minor paving repairs completed.</td>
<td>Prioritize those catch basins that require repairs.</td>
</tr>
<tr>
<td>9 Revised</td>
<td>Correct Problems</td>
<td>Div. of Res. Management</td>
<td>Make Repairs and Document</td>
<td>No areas identified area that need repair.</td>
<td>Pending budget catch basin and piping repairs as needed</td>
</tr>
<tr>
<td>10 Revised</td>
<td>Policy for Enforcement</td>
<td>Div. of Res. Management</td>
<td>Prepare Policy</td>
<td>Stormwater Committee to be charged with preparation of policy. Policy in place that ties in sustainable practices with this BMP.</td>
<td>Update policy as needed. Review for improvements.</td>
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3a. Additions
4. Construction Site Stormwater Runoff Control

<table>
<thead>
<tr>
<th>BMP ID #</th>
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<th>Responsible Dept./Person Name</th>
<th>Measurable Goal(s)</th>
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<th>Planned Activities – Permit Year 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>11</td>
<td>Construction Management</td>
<td>Div. of Res. Management</td>
<td>As Necessary</td>
<td>No Activity</td>
<td>None Planned</td>
</tr>
</tbody>
</table>

4a. Additions
5. Post-Construction Stormwater Management in New Development and Redevelopment

<table>
<thead>
<tr>
<th>BMP ID #</th>
<th>BMP Description</th>
<th>Responsible Dept./Person Name</th>
<th>Measurable Goal(s)</th>
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<th>Planned Activities – Permit Year 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>12</td>
<td>Post Construction Activities</td>
<td>Div. of Res. Management</td>
<td>As Required</td>
<td>No Activity</td>
<td>None Planned</td>
</tr>
</tbody>
</table>

5a. Additions
6. Pollution Prevention and Good Housekeeping in Municipal Operations

<table>
<thead>
<tr>
<th>BMP ID #</th>
<th>BMP Description</th>
<th>Responsible Dept./Person Name</th>
<th>Measurable Goal(s)</th>
<th>Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any)</th>
<th>Planned Activities – Permit Year 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>13</td>
<td>Develop O&amp;M Plan</td>
<td>Div. of Res. Management</td>
<td>Worked on plan that has catch basins cleaned every 12 to 18 months.</td>
<td>Continue with evaluation of program</td>
<td></td>
</tr>
<tr>
<td>14</td>
<td>Execute O&amp;M Plan</td>
<td>Div. of Res. Management</td>
<td>Limited funding did not allow all work to be completed, although some major maintenance and improvements made.</td>
<td>Review and Execute O&amp;M Plan</td>
<td></td>
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<tr>
<td>15</td>
<td>Long Term Planning</td>
<td>Div. of Res. Management</td>
<td>Evaluated what is needed to implement O&amp;M plan.</td>
<td>Modify as necessary</td>
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6a. Additions

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7. BMPs for Meeting Total Maximum Daily Load (TMDL) Waste Load Allocations (WLA)  

| BMP ID # | BMP Description | Responsible Dept./Person Name | Measurable Goal(s) | Progress on Goal(s) – Permit Year 2  
(Relevance on non-municipal partners indicated, if any) | Planned Activities – Permit Year 3 |
<table>
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7a. Additions

|          |                             |                   |                                   |                                  |

7b. WLA Assessment
Part IV. Summary of Information Collected and Analyzed

At the NCCI, the location of the drain lines and outfall have been identified. The last year has been spent organizing information, compiling new information and sorting new information as it comes in. In summary, the DOC has a very good understanding of the drainage system. Some improvements completed this year were repairs of loading docks and associated loading/parking area. Catch basins were inspected but only a hand full were cleaned due to budget issues. The coming year will require new efforts for catch basin cleaning, repairs and other drain maintenance. Currently, inmate labor is used to pick-up litter and other roadside debris.

Of note the NCCI Facility constructed a sand and salt shed in 2001. A mild winter resulted in limited sand and salt usage.

Part V. Program Outputs & Accomplishments (OPTIONAL)

Programmatic

| Stormwater management position created/staffed | YES | Staff by DRM |
| Annual program budget/expenditures | ($) |

Education, Involvement, and Training

| Estimated number of residents reached by education program(s) | 100% | DOC Staff only |
| Stormwater management committee established | Yes |
| Stream teams established or supported | No |
| Shoreline clean-up participation or quantity of shoreline miles cleaned | NA |
| Household Hazardous Waste Collection Days | NA |
| - days sponsored | (#) |
| - community participation | (%) |
| - material collected | (tons or gal) |
| School curricula implemented | NA |
| Recycling efforts | 300 tons |
### Construction

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<tbody>
<tr>
<td>Number of construction starts (&gt;1-acre)</td>
<td>None</td>
</tr>
<tr>
<td>Estimated percentage of construction starts adequately regulated for erosion and sediment control</td>
<td>NA</td>
</tr>
<tr>
<td>Site inspections completed</td>
<td>NA</td>
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<tr>
<td>Tickets/Stop work orders issued</td>
<td>NA</td>
</tr>
<tr>
<td>Fines collected</td>
<td>NA</td>
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<tr>
<td>Complaints/concerns received from public</td>
<td>None</td>
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### Post-Development Stormwater Management

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<tbody>
<tr>
<td>Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control</td>
<td>NA - 0%</td>
</tr>
<tr>
<td>Site inspections completed</td>
<td>NA</td>
</tr>
<tr>
<td>Estimated volume of stormwater recharged</td>
<td>NA</td>
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### Operations and Maintenance

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<table>
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<tbody>
<tr>
<td>Average frequency of catch basin cleaning (non-commercial/non-arterial streets)</td>
<td>1 time / year</td>
</tr>
<tr>
<td>Average frequency of catch basin cleaning (commercial/arterial or other critical streets)</td>
<td>NA</td>
</tr>
<tr>
<td>Total number of structures cleaned</td>
<td>0</td>
</tr>
<tr>
<td>Storm drain cleaned</td>
<td>6-12</td>
</tr>
<tr>
<td>Qty. of screenings/debris removed from storm sewer infrastructure</td>
<td>(lbs. or tons) 3 cy</td>
</tr>
<tr>
<td>Disposal or use of sweepings (landfill, POTW, compost, recycle for sand, beneficial use, etc.)</td>
<td>X</td>
</tr>
<tr>
<td>Cost of screenings disposal</td>
<td>($)</td>
</tr>
<tr>
<td>Average frequency of street sweeping (non-commercial/non-arterial streets)</td>
<td>NA</td>
</tr>
<tr>
<td>-----------------------------</td>
<td>-----</td>
</tr>
<tr>
<td>Average frequency of street sweeping (commercial/arterial or other critical streets)</td>
<td>0/yr contract</td>
</tr>
<tr>
<td>Qty. of sand/debris collected by sweeping</td>
<td>(lbs. or tons)</td>
</tr>
<tr>
<td>Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.)</td>
<td>(location)</td>
</tr>
<tr>
<td>Cost of sweepings disposal</td>
<td>($)</td>
</tr>
<tr>
<td>Vacuum street sweepers purchased/leased</td>
<td>Contracted Services</td>
</tr>
<tr>
<td>Vacuum street sweepers specified in contracts</td>
<td>NO No</td>
</tr>
</tbody>
</table>

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<tr>
<th>Reduction in application on public land of: (&quot;N/A&quot; = never used; &quot;100%&quot; = elimination)</th>
<th>NA</th>
<th>NA</th>
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<tbody>
<tr>
<td>• Fertilizers</td>
<td>NA</td>
<td>NA</td>
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<tr>
<td>• Herbicides</td>
<td>NA</td>
<td>NA</td>
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<tr>
<td>• Pesticides</td>
<td>NA</td>
<td>NA</td>
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<tr>
<th>Anti-/De-Icing products and ratios</th>
<th>10% NaCl</th>
<th>0% CaCl₂</th>
<th>0% MgCl₂</th>
<th>0% CMA</th>
<th>0% Kac</th>
<th>0% KCl</th>
<th>90% Sand</th>
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| Pre-wetting techniques utilized | - |
| Manual control spreaders used | - |
| Automatic or Zero-velocity spreaders used | - |
| Estimated net reduction in typical year salt application | TBD |
| Salt pile(s) covered in storage shed(s) | Yes Yes |
| Storage shed(s) in design or under construction | NA NA |