

Municipality/Organization: NORTON

EPA NPDES Permit Number: MAR041145

MaDEP Transmittal Number: W-

Annual Report Number
& Reporting Period: _____

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Keith Silver

Title: Highway Superintendent

Telephone #: 508-285-0237

Email: highway@nortonmaus.com

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: James P Purcell

Title: Town Manager

Date: 11-6-06

COPY
mailed cert.
11-7-06
USEPA & MDEP

Part II. Self-Assessment

The Town of Norton has completed the required self-assessment and has determined that our municipality is in compliance with all permit conditions.

- Part 4.2.3 (BMP ID #2c)-The Town of Norton has not yet sponsored an annual stream clean up day, but the Highway Department crews clean around streams annually and when needed.**
- Part 4.3.3 (BMP ID #3a)-The Town of Norton was unsuccessful in the adoption of an illicit discharge by-law before Permit Year Three end. The SAC committee hopes to have it adopted by the 2007 Spring Town meeting.**
- Part 5.0 Failed to submit annual report on or before May 1st. Submitted report November 8th.**

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
1a	Non-Point Source Poster in public buildings	Highway Department	Post in all schools and municipal buildings	Non-point source posters created and Posted in all schools and municipal buildings.	Will start reviewing materials for Permit Year Five Non-point source posters.
1b	Develop pamphlet	Water & Sewer Department	Distribute information via mailings	The Water Department has mailed pamphlets to all Auto Repair Shops in the Town of Norton.	Will start reviewing materials for Permit Year Five mailings.
1c	Air Stormwater Message on local cable channel	Highway Department	Air one message for two weeks each quarter	Stormwater tips are aired on local cable access channel in the following order: Feb & Mar-ON, Apr & May-OFF, Jun & Jul-ON, Aug & Sep-OFF, Oct & Nov-ON, Dec & Jan-OFF.	Will continue with this procedure.
1d	Post stormwater protection information to town website	Highway Department	Add Stormwater Protection page to website	Stormwater protection information has been added to the town's website.	Stormwater protection page will stay on town's website.

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
2a	Establish Stormwater Advisory Committee	Selectmen	Meetings of SAC to be held bi-annually	A Stormwater Advisory Committee has been formed. Key town employees compose this committee.	Meeting of SAC will be held bi-annually.
2b	Establish Stormwater Hotline	Highway Department	Set up phone numbers and tracking response system.	A Stormwater hotline has been established through the Highway Department's voicemail (508-285-0237) and listed on cable and website.	Stormwater hotline will remain in effect.
2c	Co-sponsor stream cleanup day w/ local organizations	Highway Department	Annual Stream Clean-up day.	Have not yet sponsored an annual stream clean up day, but the highway department crews clean area's each year.	Will sponsor an Annual Stream Clean-up Day with local organization, or continue yearly clean with highway department crew.

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
3a	Develop illicit discharge By-law and adopt by Town	Stormwater Advisory Committee		The Stormwater Advisory Committee has developed an illicit discharge By-law and is trying to be adopted by Town before the end of Permit Year 4.	The Stormwater Advisory Committee has developed an illicit discharge By-law and will try to be adopted by Town before the end of Permit Year 4.
3c	Map outfalls, receiving waters, and storm drain system	Highway Department	Conduct field survey of outfalls and map	Field survey of outfalls conducted and map completed.	Keep outfalls, receiving water, and storm drain system map updated.
3d	Develop public education brochure	Highway Department	Develop public education brochure	In the process of developing public education brochure for dispersement.	Brochures will be dispersed.
3e	Town collection of motor oil and antifreeze	Highway Department	Collection hours provided twice per month	Town collection of motor oil and antifreeze on the 2 nd and 4 th Saturday of each month.	Will continue with this practice.

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
4a	Develop new By-laws for construction runoff	Planning/Con.Com	Present proposed By-law at Town meeting	A new by-law was developed for and Is implemented for construction runoff	Will continue to follow by-law for construction runoff.
4b	Develop site review procedures	Planning/Con.Com	Site review protocol adopted	Site review protocol is being followed by both departments.	Will continue this procedure.
4c	Develop Site Inspection protocol	Planning/Con.Com	Site inspection protocol adopted	Site inspection is being followed by both departments.	Will continue this procedure.

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 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities - Permit Year 4
5d	Review Planning and Zoning for Non-structural BMPs	Planning Department	Planning and Zoning guidelines reviewed.	Planning and Zoning for Non-structural BMPs have been reviewed and follow BMP.	Will continue with this procedure.

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
6a	Employee training program	Highway Department	Conduct annual employee training	Annual employee training has been conducted.	Annual employee training is done throughout the year each year.
6b	Vehicle maintenance/inspection program	Highway Department	Conduct program regularly	Vehicle maintenance/inspection program is in effect. All vehicles are maintained and inspected on a daily basis.	Vehicle maintenance/inspection program will stay in effect.
6c	Park vehicles in covered area	Highway Department	Vehicles parked in covered area	All vehicles are parked in garage bays.	All vehicles will remain parked in garage bays.
6d	Keep Spill Prevention Kits On-Site	Highway Department	Spill Prevention Kits on-site	Spill Prevention Kits are on-site at all times	Spill Prevention Kits will remain on site at all times.
6e	Stockpile prevention	Highway Department	Keep sand/salt in shed	All sand and salt are stored in shed.	All sand and salt will remain stored in sheds.

6a. Additions
