

JSM

Municipality/Organization: Town of West Newbury, Ma. 01985  
EPA NPDES Permit Number: MAR 041231  
MaDEP Transmittal Number: W-21004703  
Annual Report Number & Reporting Period: MAR-05 - MAR 06

## NPDES PII Small MS4 General Permit Annual Report

**Part I. General Information**

Contact Person: Gary Bill                      Title: Highway Supt.  
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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: Gary J. Bill  
Printed Name: Gary J. Bill  
Title: Highway Supt.  
Date: 10/11/06

**Part II. Self-Assessment**

The Town of West Newbury is progressing well in achieving the goals stated in the original Notice of Intent for Phase II of NPDES. The Selectmen have been working on adopting By-Laws but as yet not met these goals.

In addition to the requirements and outline shown in our progress report the Planning Board in conjunction with other boards has approved new Rules and Regulations that contains positive requirements that will help reach our goals. Included are provisions for competent supervision of projects, site cleanup requirements, catch basin details, and sedimentation control details.

These changes reinforce other department's requirements to achieve the goals necessary to be in compliance with NPDES phase II .

Our maintenance efforts continue to be ongoing and new people and organizations are being brought on board to increase or effectiveness.

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 2006 (Reliance on non-municipal partners indicated, if any)	Planned Activities - Permit Year 2007
1A Revised	Public Education Seminars	Selectmen	1 every year alternatives school/Town	We are still working on getting approval working towards Spring	→ 2007
1B Revised	Flyers + Pamphlets	Selectmen + Health Dept	send out	recycling info sheet + ITem disposal sheet have been sent	since 2003 7x 1,550 flyers in 2007 we would like to add to the information distributed.
1C Revised	Stormwater info on the web page	Selectmen + Technology Comm.		still waiting for the technology comm to include stormwater recycling + hazardous waste items on the page	goal progress → 2007

1a. Additions

1A	Seminars			Include Town in the Merrimack Valley	Negotiating with Merrimack Valley Planning still 2007
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2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) - Permit Year 1 2006 (Reliance on non-municipal partners indicated, if any)	Planned Activities - Permit Year 2 2007
2A Revised	Q+A Sessions	Selectmen	1 Every year Alternative School/Public	To coincide with the Seminar mentioned in 1A	Still in the planning stage hopeful to organize something by 2007
2B Revised	Clean up & Monitor	Open Space Comm.	1/yr.	Had Earth Day this year 2006 Rubbish contained in	Urban locations will do again this year
2C Revised	Clean up & Monitor	W.N. Boy Scouts	1 or 2/yr.	Ongoing done this year	will be scheduled 2007
2D Revised	Shown below	New			
Revised					

2a. Additions

2D	Clean up & monitor	Highway Dept.	River to Swale cleanup	Inmate from Essex County Sheriff's office have been used to clean-up River side & roadways	Same for this Year
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3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) - Permit Year 1 2006 (Reliance on non-municipal partners indicated, if any)	Planned Activities - Permit Year 2 2007
3A Revised	Storm Drain System Map	Highway Dept.	Produce a map	Completed	
3B Revised	Adoption of This By-Law	Selectmen		Still working on this hope to have a draft by	Spring 2007

3a. Additions

3C	Catch basin decal	Highway	Put decals on all catch basins		Planned for 2007

4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) - Permit Year 1 2006 (Reliance on non-municipal partners indicated, if any)	Planned Activities - Permit Year 2 2007
4A Revised	Construction By-law	Selection	By-law	Add construction By-law together with # 3 B	still working on this Hoped for 2007
Revised					
Revised					
Revised					
Revised					
Revised					
Revised					

4a. Additions

4B	Updated Planning Board Regs	Planning Board	Regs to reflect upgrading of storm water structures & Enforcement	Done 2006	
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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 2006 (Reliance on non-municipal partners indicated, if any)	Planned Activities - Permit Year 2 2007
SA Revised	Enforcement of By-laws	Selection	Add Enforcement Regs. to the By-laws	When the By-laws are done we can use them to add Enforcement clauses to the Regs	hopeful 2007
Revised					
Revised					
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 2006 (Reliance on non-municipal partners indicated, if any)	Planned Activities - Permit Year 2
6A Revised	Municipal Operations + Maintenance Plans	Highway + Conservation	Extend to all Mun. facilities	Operation + maintenance plans for Man facilities are in place	To be reviewed and upgraded as needed every Year
6B Revised	Upgrade of Infiltrate Drainage System	Highway Super	1 street/yr	3 streets done 2006	3 streets planned 2007 includes bins, + swale cleanup, catch basin replacement + culvert replacement where needed.
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					

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) <i>o</i>	
Annual program budget/expenditures	(\$)	<i>o</i>

Education, Involvement, and Training

Estimated number of residents reached by education program(s)	(# or %)	<i>1,650 households</i>
Stormwater management committee established	(y/n)	
Stream teams established or supported	(# or y/n)	<i>working with</i>
Shoreline clean-up participation or quantity of shoreline miles cleaned	(y/n or mi.)	<i>All Beaches last year</i>
Household Hazardous Waste Collection Days		
▪ days sponsored	(#)	<i>Per year</i>
▪ community participation	(%)	<i>?</i>
▪ material collected	(tons or gal)	<i>? Sizeable</i>
School curricula implemented	(y/n)	

**Legal/Regulatory**

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

**Mapping and Illicit Discharges**

<b>Outfall mapping complete</b>						
Estimated or actual number of outfalls					(%) 100	Done
<b>System-Wide mapping complete</b>						
<b>Mapping method(s)</b>						
▪ Paper/Mylar					(%)	
▪ CADD					(%) 100	X
▪ GIS					(%)	
<b>Outfalls inspected/screened</b>					(# or %) 100	Yes
<b>Illicit discharges identified</b>					(#)	
<b>Illicit connections removed</b>					(#) (est. gpd)	None known
<b>% of population on sewer</b>					(%) 0	None
<b>% of population on septic systems</b>					(%) 100	

**Construction**

Number of construction starts (>1-acre)	(#)	No data
Estimated percentage of construction starts adequately regulated for erosion and sediment control	(%) / 100	11/1
Site inspections completed	(# or %) / 100	11/1
Tickets/Stop work orders issued	(# or %) / 100	no data
Fines collected	(# and \$)	
Complaints/concerns received from public	(#)	Very small # all checked + responded to

**Post-Development Stormwater Management**

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	(%) ~ 100
Site inspections completed	(# or %) ~ 90
Estimated volume of stormwater recharged	(gpy) ?

**Operations and Maintenance**

Average frequency of catch basin cleaning (non-commercial/non-arterial streets)	(times/yr)	1/yr
Average frequency of catch basin cleaning (commercial/arterial or other critical streets)	(times/yr)	1/yr
Total number of structures cleaned	(#)	417
Storm drain cleaned	(LF or mi.)	
Qty. of screenings/debris removed from storm sewer infrastructure	(lbs. or tons)	110 yds <sup>3</sup>
Disposal or use of screenings (landfill, POTW, compost, recycle for sand, beneficial use, etc.)		Taken
Cost of screenings disposal	(\$)	avg
Average frequency of street sweeping (non-commercial/non-arterial streets)	(times/yr)	Once/yr

Average frequency of street sweeping (commercial/arterial or other critical streets)	1/yr.
Qty. of sand/debris collected by sweeping	25 tons
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.)	Higley Yard
Cost of sweepings disposal	until needed
Vacuum street sweepers purchased/leased	
Vacuum street sweepers specified in contracts	

Reduction in application on public land of: ("N/A" = never used; "100%" = elimination)	
Fertilizers	(lbs. or %)
Herbicides	(lbs. or %)
Pesticides	(lbs. or %)

Hardly any use  
 Near wetlands  
 have maintenance plans in place  
 cover by Limbity uses or elimination of these products

Anti-/De-Icing products and ratios	75%
Pre-wetting techniques utilized	
Manual control spreaders used	
Automatic or Zero-velocity spreaders used	
Estimated net reduction in typical year salt application	
Salt pile(s) covered in storage shed(s)	
Storage shed(s) in design or under construction	

**WEST NEWBURY**  
**Dept. of Public Works**  
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# Fax

**To:** Anne Herrick **From:** Gary Bill

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**Fax:** 617-918-0560 **Pages:** (Incl.cover pg.) #

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**Phone:** **Date:**

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**Re:** NPDES PII Small MS4 General Permit **CC:**

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Annual Report

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**Urgent**     **For Review**     **Please Comment**     **Please Reply**     **Please Recycle**

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**● Comments:**

If you do not receive all pages please call me at 978-363-1100 X-127

Thank you,

Jodi Bertrand

Administrative Assistant