

Municipality/Organization: Dalton

EPA NPDES Permit Number: MA041004

MaDEP Transmittal Number: W-036254

**Annual Report Number
& Reporting Period:**

No. 4: March 06-March 07

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Ken Walto

Title: Town Manager

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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: Ken Walto

Title: Town Manager

Date: 4/30/07

Part II. Self-Assessment

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

Part III. Summary of Minimum Control Measures

The BMP, responsible party, and measurable goal information from the Town of Dalton's NOI have been transcribed here. A description of the progress made toward achieving the measurable goals during the prior year and what activities are planned for next year are included in the last two columns, respectively. Changes that revise/replace or add components to the storm water management program as reflected in the Annual Report are included where applicable.

The implementation schedule included within the NOI has been revised and is included.

1. Public Education and Outreach

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
1.1	Educational Brochures	Stormwater Committee	Develop and distribute brochures per attached plan	<ul style="list-style-type: none"> Developed brochure/factsheet on Stormwater Management & Erosion Control Bylaw Distributed brochure/factsheet at special town meeting Maintained a list of local contacts for stormwater outreach 	<ul style="list-style-type: none"> Distribute brochures in tax bills Distribute brochures to building permit and other permit applicants Develop and distribute a brochure/factsheet on IDDE Bylaw Continue development of the list of local contacts for stormwater outreach
Revised					
1.2	Educational Display	Local School	Create display for Town Hall and town library	<ul style="list-style-type: none"> Initiated plans with schools and libraries to work with students on educational display and arrange for display at a variety of locations. 	<ul style="list-style-type: none"> Prepare an educational display working with students and teachers for town hall/library/schools
Revised		HVA & Local School			

2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
2.1	Involve public in planning process	Select Board	Establish a Stormwater Committee	<ul style="list-style-type: none"> Established Stormwater Management Commission Conducted monthly meetings of Stormwater Management Commission Invited public to stormwater planning meetings 	<ul style="list-style-type: none"> Conduct monthly meetings of Stormwater Commission during Year 5 Invite public to stormwater planning meetings
Revised		Stormwater Management Commission			
2.2	Storm drain labeling	Housatonic Valley Association	Label storm drains in defined neighborhoods	<ul style="list-style-type: none"> Completed a storm drain labeling program developed for elementary children geared toward fourth grade through efforts conducted by HVA Conducted storm drain labeling on main roads and near elementary school. 	<ul style="list-style-type: none"> Continue to work with elementary schools in promoting stormwater education
Revised					
2.3	River clean-up	Housatonic Valley Association	Conduct semi-annual river clean-ups	<ul style="list-style-type: none"> None to date 	<ul style="list-style-type: none"> Conduct River clean-up activities on an as needed basis per community request or stormwater hotline report
Revised					

3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
3.1	Detect and eliminate illicit discharges	Public Works	See attached plan	<ul style="list-style-type: none"> Maintained stormwater hotline Drafted IDDE Plan Drafted mail and phone contact processes for property owners with potential illicit discharges Organized and held household hazardous waste collection days 	<ul style="list-style-type: none"> Respond to public input and water quality sampling results Implement mail and phone contact processes for property owners with potential illicit discharges Finalize inspection certification process Verify and update record log Organize household hazardous waste collection day(s)
Revised		Public Works & Board of Health			
3.2	Storm system map	Public Works	Map 20% of outfalls per year	<ul style="list-style-type: none"> Field verified and mapped approximately 20% of outfalls Field verified and mapped approximately 20% of storm sewer system Drafted map of remaining outfalls <p>(Utilizing GIS map developed by BRPC)</p>	<ul style="list-style-type: none"> Field verify outfalls and storm sewer system Complete stormwater mapping
Revised					
3.3	Prohibit non-stormwater discharges	Stormwater Committee	Develop bylaw	<ul style="list-style-type: none"> Assessed the status of local regulations, policies and resources that may be used in developing appropriate stormwater programs Developed draft IDDE Bylaw Identified enforcement authority for stormwater prohibition Defined penalties, fees, sanctions for non-compliance with stormwater prohibition 	<ul style="list-style-type: none"> Pass general IDDE bylaw prohibiting existing and future non-stormwater connections to the storm sewer system at Special Town Meeting June 2007
Revised		Stormwater Management Commission & Board of Health			

3. Illicit Discharge Detection and Elimination Continued

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
3.4 Revised	Illicit discharge training	Public Works/Stormwater Committee	See attached plan	<ul style="list-style-type: none"> • Planned opportunities for training in illicit discharge detection and elimination • Received training through EPA lead webcasts and published materials on NPDES Phase II including IDDE 	<ul style="list-style-type: none"> • Continue to provide training opportunities on illicit discharge detection and elimination • Develop educational brochure about the bylaw, program and requirements
3.5 Revised	Investigate non-stormwater discharges	Public Works	Collect data	<ul style="list-style-type: none"> • Ongoing investigation into sanitary connections • No sanitary connections have been identified • Collected and kept records of water quality sampling results (HVA) 	<ul style="list-style-type: none"> • Investigate dry-weather discharges within 24-48 hours – conduct upstream visual inspections • Conduct smoke or dye tests where necessary • Conduct field inspections of publicly reported problems • Collect and keep records of water quality sampling results (HVA) • Report potential illicit connection problems to DPW (HVA) • Investigate potential problems based on water quality sampling results • Disconnect sanitary connections immediately

4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
4.1 Revised	Regulate construction run-off	Stormwater Committee Stormwater Management Commission	Develop bylaw	<ul style="list-style-type: none"> Passed Stormwater Management and Erosion Control Bylaw regulating stormwater management and sediment and erosion control for all construction sites >= 1 acre Established Stormwater Management Commission with representatives from the Select Board, Planning Board, Conservation Commission, and Board of Health. Drafted Stormwater Management and Erosion Control regulations 	<ul style="list-style-type: none"> Pass bylaw and adopt regulations Adopt Stormwater Management and Erosion Control Regulations of the Stormwater Management Commission
4.2 Revised	Promote the use of BMPs	Permit granting boards Stormwater Management Commission	Develop training and review procedures	<ul style="list-style-type: none"> Planned opportunities for board members to receive site plan/BMP training (NEMO) 	<ul style="list-style-type: none"> Develop site plan review procedures in conjunction with Stormwater Management and Erosion Control Regulations Site plan/BMP training for Stormwater Management Commission Provide information on stormwater BMPs to developers and permit applicants
4.3 Revised	Enforce regulations	Building Inspector Board of Health & Building Inspector	Develop inspection and enforcement procedure	<ul style="list-style-type: none"> Stormwater Management Commission training on NPDES Phase II regulations and requirements Continued availability of the Berkshire Conservation Agent program to Con Com/permitting authorities to improve capacity for inspection and enforcement 	<ul style="list-style-type: none"> Develop site inspection / enforcement procedures Improve capacity of Building/Zoning inspectors enforcement in upland areas through training

4. Construction Site Stormwater Runoff Control Continued

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
4.4	Sanctions	Building Inspector	Define penalties, fees, sanctions for non-compliance	<ul style="list-style-type: none"> • Defined appropriate penalties, fees, and sanctions for non-compliance • Approved the use of sanctions for non-compliance 	<ul style="list-style-type: none"> • Determine cost of typical inspection process • Enforce the use of sanctions including appropriate penalties, fees for non-compliance
Revised		Stormwater Management Commission			
4.5	Incorporate public input	Public Works/Building Inspector	Set-up Stormwater hotline	<ul style="list-style-type: none"> • Reassessed a contact person/department • Advertised stormwater hotline through website 	<ul style="list-style-type: none"> • Reassess identified contact person/department • Continue advertisement of stormwater hotline
Revised		Public Works/Emergency Management/Fire Department			

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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
5.1	Regulate post-construction run-off	Stormwater Committee/Planning Board	Develop or amend bylaws	<ul style="list-style-type: none"> Passed Stormwater Management and Erosion Control Bylaw regulating stormwater management and sediment and erosion control control to control/reduce runoff in all new and re-development sites ≥ 1 acre Established Stormwater Management Commission with representatives from the Select Board, Planning Board, Conservation Commission, and Board of Health. Drafted Stormwater Management and Erosion Control regulations 	<ul style="list-style-type: none"> Pass bylaw and adopt regulations Adopt Stormwater Management and Erosion Control regulations of the Stormwater Management Commission
Revised		Stormwater Management Commission			
5.2	Promote the use of BMPs	Permit granting boards	Develop training and review procedures	<ul style="list-style-type: none"> Planned opportunities for board members to receive site plan/BMP training (NEMO) 	<ul style="list-style-type: none"> Develop site plan review procedures Recommend BMPs and Performance Standards for Subdivision/Special Permit regulations Provide site plan/BMP training to Stormwater Management Commission
Revised		Stormwater Management Commission			
5.3	Require operation and maintenance plans	Stormwater Committee/Permit granting boards	Develop bylaw and record keeping system	<ul style="list-style-type: none"> Placed requirement for O&M plans in draft regulations (see above) 	<ul style="list-style-type: none"> Encourage public reporting of problems and the use of stormwater hotline Develop a record-keeping system for O&M plans
Revised		Stormwater Management Commission			

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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
6.1 Revised	Reduce runoff from municipal operations	Public Works	Develop pollution prevention program	<ul style="list-style-type: none"> Developed SWPPP for Highway Garage (prior permit year) Established record-keeping for regular pollution prevention activities (prior permit year) 	<ul style="list-style-type: none"> Develop a pollution prevention program for municipal buildings and parks, including contracted activities
6.2 Revised	Maintain and inspect public properties	Public Works	Adopt operation and maintenance program	<ul style="list-style-type: none"> Cleaned and inspected catch basin at transfer station Conducted annual inspection of highway garage and transfer station in accordance with SWPPP 	<ul style="list-style-type: none"> Monitor transfer station catch basin quarterly Adopt Operation and Maintenance plans for municipal buildings and parks Inspect highway garage and transfer station annually in accordance with SWPPP
6.3 Revised	Municipal housekeeping training	Stormwater Committee	See attached plan	<ul style="list-style-type: none"> Pursued opportunities for municipal employees and board members to pursue pollution prevention training 	<ul style="list-style-type: none"> Provide opportunities for municipal employees and board members to pursue pollution prevention training

7. BMPs for Meeting Total Maximum Daily Load (TMDL) Waste Load Allocations (WLA) <<if applicable>>

This item is not applicable as Dalton does not have any MS4 discharges into a water body that has an approved total maximum daily load (TMDL).

Part IV. Summary of Information Collected and Analyzed

The Housatonic Valley Association (HVA) has conducted water quality monitoring of the East Branch of the Housatonic River during Year 4. HVA is currently in the process of summarizing water quality results and analyzing trends.

Part V. Program Outputs & Accomplishments (OPTIONAL)

Program outputs and accomplishments will be submitted under separate cover. The program will be assessed in the following categories: programmatic, education, involvement and training, legal/regulatory, mapping and illicit discharge, construction, post-development stormwater management, operations and maintenance, and water supply protection.