



TOWN OF MEDFIELD

Office of
BOARD OF SELECTMEN

TOWN HOUSE, 459 MAIN STREET
MEDFIELD, MASSACHUSETTS 02052-2009

(508) 359-8505

MICHAEL J. SULLIVAN
Town Administrator

April 30, 2007

United States Environmental Protection Agency
Water Technical Unit (WTU)
P.O. Box 8127
Boston, Massachusetts 02114

Massachusetts Department of Environmental Protection
Division of Watershed Management
627 Main Street
Worcester, Massachusetts 01608

RE: NPDES Phase II Small MS4 General Permit
Town of Medfield, Massachusetts Annual Report
MADEP Transmittal No. W-035871
EPA Permit Number MAR041131

To Whom It May Concern:

The Town of Medfield, Massachusetts is pleased to provide you with the attached National Pollutant Discharge Elimination System (NPDES) Phase II Small MS4 General Permit Annual Report for the period from March 2006 to March 2007. In general, the Town has developed a stormwater management program and will continue to implement activities in accordance with regulatory requirements and as available funding will allow.

Should you have any questions, please do not hesitate to call Ken Feeney at (508) 359-8505 x. 600.

Sincerely,

Michael Sullivan
Town Administrator

Municipality/Organization: Town of Medfield, MA

EPA NPDES Permit Number: MAR041131

MaDEP Transmittal Number: W-035871

**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 Feeney

Title: Department of Public Works

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Email: kfeeney@medfield.net

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:

Michael J. Sullivan

Printed Name: Michael Sullivan

Title: Town Administrator

Date: April 30, 2007

Part II. Self-Assessment

In general, the Town of Medfield's stormwater management activities for the fourth year of the General Permit (March 2006 through March 2007) were in conformance with the Notice of Intent (Massachusetts DEP form BRP WM 08A) and schedule submitted in July 2003. The Town has developed a Stormwater Management Plan with program priorities for 2003-2008 including:

1. Achieving regulatory compliance, particularly EPA and DEP Phase II NPDES permit requirements;
2. Incorporating storm water protection measures into municipal activities;
3. Focusing activities on target pollution reduction (e.g. Section 303.d. waters and protecting the Town's water supply);
4. Ensuring that the Program is current and innovative; and
5. Providing Program administration.

The Water Quality Stewardship element of the program will focus on the protection of the local water supply and addressing the State's Section 303.d waters located within the Town. To this end, staff will continue to develop and improve the Program activities to reduce storm water pollution to the maximum extent practicable and eliminate prohibited non-storm water discharges, while facilitating understanding and involvement in storm water management by various Town departments. Program priorities will also focus on increased efforts to reduce target pollutants and restore local water bodies.

The Town is committed to working with local watershed associations to advance their goals and objectives. Another high priority of staff will be to keep abreast of the latest technology and approaches to achieve storm water management. Program activities will also strive to encourage environmental stewardship and continue to build on partnerships with other agencies, neighboring towns, and the community for active participation in accomplishing the Program mission.

During Permit Year Four, The Town worked to map the connectivity of the storm drain system. They accomplished mapping approximately 50% of the system. The Town also continued to work on public outreach and participation.

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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
1 Revised	Partnership with local Watershed Associations	Con. Comm., DPW, BOH	Regular Meeting Attendance	Correspondence with the Charles River and Neponset River Watershed Associations	Continued updating, seek alternative funding opportunities (such as 604b and 319 grants).
2 Revised	Develop Brochures	DPW	Quarterly Mailings	Town funding was appropriated for herbicide and pesticide awareness mailings	Prepare and issue mailings
3 Revised	WEB Site Public Service Postings	IT Dept., DPW	WEB Site Publication & Maintenance	Association information transfer and data publication of data, local WEB updates	Association information transfer and data publication of data, local WEB updates
Revised					
Revised					
Revised					

1a. Additions

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
4	Water Quality Testing	DPW	2 Rounds of Water Quality Sampling of Priority Water Bodies	Catchbasin and manhole mapping and additional outfall Mapping	Complete storm drain mapping and stencil catchbasins. Dry weather and wet weather field screening of outfalls after mapping
Revised					
5	Community Cleanup Days	DPW	Annually	Conducted in Spring 2006	Scheduled for Spring 2007
Revised					

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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
6 Revised	Catch Basin/Outfall and Receiving Water Mapping	DPW	GIS Mapping	Catchbasin and manhole mapping and additional outfall Mapping	Complete storm drain mapping and stencil catchbasins. Dry weather and wet weather field screening of outfalls after mapping
4 Revised	Water Quality Testing	DPW	Testing of Priority Water Bodies	Screening to be performed after completion of outfall and catchbasin mapping	Dry weather and wet weather field screening of outfalls after mapping
7 Revised	Regulatory Review	DPW, Planning Board, BOH, Con. Comm.	Regulatory Revisions and Action	Finalized consolidated regulations and investigate areas for revisions	Review regulations as appropriate
8 Revised	Permit Enforcement	DPW, Planning Board, BOH, Con. Comm.	Local Construction Site Oversight and Enforcement	Ongoing to comply with local bylaws, state and federal requirements.	Ongoing to comply with local bylaws, state and federal requirements.
9 Revised	Misconnection/Illegal Dumping and Correction	DPW, BOH	Connectivity Mapping, Bylaw Enforcement and Fines	Continued GIS mapping and continued local bylaw enforcement	Complete GIS mapping and continue local bylaw enforcement

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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
7	Regulatory Review	DPW, Planning Board, BOH, Con. Comm.	Regulatory Revisions to Bylaws as Necessary	Finalized consolidated regulations of applicable stormwater and aquifer protection regulations	Revisit consolidated regulations and investigate areas for revisions
Revised					
8	Permit Enforcement	DPW, Planning Board, BOH, Con. Comm.	Local Construction Site Oversight and Enforcement	Ongoing to comply with local bylaws, state and federal requirements	Ongoing to comply with local bylaws, state and federal requirements
Revised					
10	Improved As-Built Review	DPW, Planning Board	Electronic As-Built Submittals on Town GIS System	Continued GIS mapping	Complete GIS mapping and develop protocol for submitting as-builts electronically
Revised					

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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
7	Regulatory Review	DPW, Planning Board, BOH, Con. Comm.	Regulatory Revisions to Bylaws as Necessary	Finalized consolidated regulations of applicable stormwater and aquifer protection regulations	Finalize consolidated regulations and investigate areas for revisions
Revised					
8	Permit Enforcement	DPW, Planning Board, BOH, Con. Comm.	Local Construction Site Oversight and Enforcement	Ongoing to comply with local bylaws, state and federal requirements	Ongoing to comply with local bylaws, state and federal requirements
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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
11	Improved Street Sweepings	DPW	Semi-annual Collections	Semi-annual Collections	Semi-annual Collections
Revised					
12	Improved Catch Basin Cleanings	DPW	Semi-annual Collections	Semi-annual Collections	Semi-annual Collections
Revised					
13	Household Hazardous Waste Days	DPW	Annual Collections	Annual Collection	Annual Collection
Revised					
14	Drain Stenciling	DPW	Aquifer Protection Area	Completed in 2005	
Revised					
Revised					
Revised					

6a. Additions

18	Employee Training	DPW	Seminar Attendance	Herbicide and pesticide impact training	Identify appropriate training through highway associations or other association

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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
6	GIS Mapping	DPW	GIS Mapping of Priority Waters and Drainage Patterns	Continued catchbasin and outfall mapping	Continue and complete catchbasin and outfall mapping
Revised					
4	Water Quality Testing	DPW	Semi-Annual Water Quality Testing	Screening to be performed after completion of outfall and catchbasin mapping	Dry weather and wet weather field screening of outfalls after mapping
Revised					
15	Stormwater Modeling	DPW	Needs Assessment for Category 5 Water Bodies	Continued GIS mapping of storm drain system	Continue and complete storm sewer system mapping
Revised					
16	Misc. Structural BMPs as Needed	DPW	i.e. Construction Improvements	None to date (scheduled for Permit Year Five as needed)	To be determined
Revised					
17	Misc. Non-Structural BMPs as Needed	DPW	i.e. Bylaw Enforcement, Fees and Fines	None to date (scheduled for Permit Year Five as needed)	To be determined
Revised					
Revised					

7a. Additions

7b. WLA Assessment

To date, the Town continues to focus on GIS mapping of the drainage system and receiving waters. The coming year will see a focus on the completion of the storm drain system connectivity mapping. Dry t weather sampling to be performed following the completion of the mapping program. WLA assessment will follow.

Part IV. Summary of Information Collected and Analyzed

The Town has reviewed the local, state and federal bylaws relative to stormwater and aquifer protection, and appears to be adequately regulated and in conformance with the Massachusetts Stormwater Management Policy. Minor revisions may be required for informing local project proponents of the Phase II one-acre NPDES requirement.

The Town continues the process of mapping its storm drainage system and has completed a stenciling program for catchbasins in the coming year. Field screening and sampling of outfalls for dry conditions will be initiated once the outfall locations have been determined. The immediate focus will be on the outfall pipes located the watershed areas of the Massachusetts Section 303d water bodies located in Town.

The Town has appropriated funds to provide notification regarding the potential impacts of herbicide and pesticide use on water bodies and will initiate updates to the public through water bill mailings and postings on the local WEB site. The Town will also work on alternatives to promote volunteerism.