

Municipality/Organization: Salisbury, Massachusetts

EPA NPDES Permit Number: MA-041220

MA DEP Transmittal Number: W-035934

**Annual Report Number
& Reporting Period:** No. 4: March 06-March 07

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NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Mr. Donald R. Levesque **Title:** Director of Public Works

Telephone #: 978-463-0656 **Email:** dlevesque@salisbury.ma.gov

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: *Neil J. Harrington*

Printed Name: Neil Harrington

Title: Town Manager

Date: 4/26/07

Part II. Self-Assessment

The Town of Salisbury has had many budgetary limitations in the past several years. The Department of Public Works continues to have a realistic approach with dealing with Stormwater concerns. As indicated in Part III, the majority of our Year 4 goals were achieved or are presently being completed/implemented. Deviations from the proposed goals include:

1C-Repair Shop Brochures were not distributed, but were available at Public Works. The brochures will be re-distributed in year 5.

1D-Cable TV- Emergency notices were posted, however the stormwater video was not able to be presented on Cable TV due to formatting issues . In year 5, the DPW will look to obtain the video in the proper format.

1B-Tracking of cable messages was not able to be completed. Year 5 will include additional cable notices on stormwater.

2A- Although posted, no volunteers came forward for a Citizens Advisory Committee (CAC)

3E - Outfall sampling was identified, but the assistance from regional planning entities that was a key to the success was not able to be coordinated. Funding was also not available.

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
1A Revised	Posters	Town Manager	Posting all town buildings	Restocked signs Fall 06	Continue to restock signs as needed but at a minimum in Fall 07
1B Revised	Local cable	Town Manager	Post message monthly	.Posted emergency notifications during storm events. Tracking of messages was not able to be completed	Develop quarterly message posting on local cable information channel
1C Revised	Repair shop brochures	Town Manager	Distribute to impacted businesses, complete brochure	Inventory available	Obtain and re-distribute BMP Brochure
1D Revised	Town Website	Town Manager	Update quarterly	Created Town Website Stormwater page and periodically updated	Update website on a quarterly basis
1E Revised	Stormwater Education Video	Public Works Director	Obtain a regional education video and distribute to schools and provide to local access	Not completed	Coordinate with School Dept. and Cable to initiate distribution and programming
1F Revised	Public Info Mailer	Public Works Director	Obtain and distribute mailer	Obtained and distributed periodic public education stormwater brochure	Provide additional educational brochures periodically

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
2A	Citizen advisory Committee	Town Manager	Expand committee	CAC committee posted and no volunteers	Post for CAC committee Spring 2007
Revised					
2B	Waste oil collection	Public Works	Collect once per year	Continued annual collection of waste oil and maintained membership in Essex County Waste collection consortium	Continue annual collection and maintain consortium status
Revised					
2C	Paint collection	Public Works	Collect paint	Continue annual collection	Continue annual collection
Revised					
2D	Stenciling	Public Works	25% catch basins	Seek volunteers to initiate Program	Continue to seek and post vacancies for volunteers
Revised					
2E	Town cleanup	Public Works	Hold cleanup	Continue semi annual volunteer cleanup activities	Continue a minimum of semi-annual collection
Revised					

2a. Additions

2F	Town joined Greenscapes North Shore Coalition	Public Works	Maintain membership	Became a member	Maintain Membership
2G	Women in Transition	Public Works	Seasonal weekly clean ups	Maintained working relationship with the volunteer organization	Continue relationship with Women in Transition for clean ups

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
3A Revised	Outfall mapping	Public Works	Map outfalls	Ongoing outfall inventory with Merrimack Valley Planning Commission (MVPC)	Seek financial resources to initiate mapping stormwater outfall features, summer employee/inventory assessment
3B Revised	Review existing bylaws and regulations	Town Manager	Evaluate and recommend changes	Public Works submitted updated regulations to Board of Health for review approval of by law regulations	Continue internal review of local wetland bylaws and recommend improvements for Water Resource Protection.
3C Revised	Develop IDDE Plan	Public Works	Develop Plan of action	MVPC sampling program was not accomplished due to manpower and budgetary restraints	Educate town officials and residents to secure budgetary support of the program
3D Revised	IDDE By-law modifications	Public Works	Evaluate and recommend changes	No progress, however current BOH and wastewater bylaws do address illicit connections	Review concurrent regulatory requirements with IDDE plan creation
3E Revised	Test outfalls	Public Works	Test outfall	SEE 3A	SEE 3A

3a. Additions

3F	Stream Sampling for Contamination	Public Works	Sample streams for BOD and TSS	SEE 3A	SEE 3A

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
4A Revised	Review site inspection	Planning	Evaluate existing	No Year 4 Goal, however current review program is working satisfactorily	No Goal other than continued assessment/monitoring of existing inspection program
4B Revised	Modify Site Inspection Program	Planning	Recommend Modifications	Design Review Team (DRT) developed for all new construction	Assess improvements semi-annually at department head meeting
4C Revised	Review by-laws	Planning	Determine adequacy	Ongoing internal assessment of bylaws	Continue to evaluate and recommend any changes as needed
4D Revised	Modify by-laws	Planning	Recommend Modifications	See 4C	See 4C
Revised					
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
5A Revised	Site Inspectors	Planning	Evaluate existing	No specific year 4 goal, however final site assessments as required by local regulations are completed	Continue implementation of local requirements
5B Revised	Modify Site Inspection Policy/Procedures	Planning	Implement Modifications	Ongoing	Assess improvements semi-annually at department head meeting
5C Revised	Review by-laws	Planning	Evaluate existing	See 5B	Continue to evaluate and recommend any changes
5D Revised	Modify by-laws for Post Construction Site Runoff	Planning	Implement Modifications	See 4C	See 4C
5E Revised	By-law changes	Planning	Proposed Modifications	No changes recommended in Year 4	Present proposed changes to BOS as needed
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
6A Revised	Street sweeping	Public Works	Majority of town	Continued the expanded area of street sweeping Environmental areas swept more regularly	Continue current program
6B Revised	Catch basin cleaning	Public Works	Majority of town	Annual cleaning completed.	Continue current program
6C Revised	Public Facility site inspections and BMP practice review	Public Works Director	Perform Inspections at each Public Facility	Performed annual inspections	Continue to perform annual inspections and prepare inspectional document form
6D Revised	Training	Town Manager	Train Municipal employee	Provided annual training with appropriate educational information and videos as appropriate.	Continue to provide annual training with appropriate educational information and videos as appropriate.
6E Revised	Public Facility follow-up	Public Works Director	Perform follow-up inspections	Not required in Year 4	Continue to perform annual inspections and follow up if necessary
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

Salisbury Beach area **did not** have any beach closures during the recreational summer season (2006), based on water quality monitoring performed by the Salisbury Board of Health and the Massachusetts Division of Marine Fisheries.

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