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: [Signature]

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

<table>
<thead>
<tr>
<th>BMP ID #</th>
<th>BMP Description</th>
<th>Responsible Dept./Person Name</th>
<th>Measurable Goal(s)</th>
<th>Progress on Goal(s) – Permit Year 4 (Reliance on non-municipal partners indicated, if any)</th>
<th>Planned Activities – Permit Year 5</th>
</tr>
</thead>
<tbody>
<tr>
<td>1A Revised</td>
<td>Posters</td>
<td>Town Manager</td>
<td>Posting all town buildings</td>
<td>Restocked signs Fall 06</td>
<td>Continue to restock signs as needed but at a minimum in Fall 07</td>
</tr>
<tr>
<td>1B Revised</td>
<td>Local cable</td>
<td>Town Manager</td>
<td>Post message monthly</td>
<td>Posted emergency notifications during storm events. Tracking of messages was not able to be completed</td>
<td>Develop quarterly message posting on local cable information channel</td>
</tr>
<tr>
<td>1C Revised</td>
<td>Repair shop brochures</td>
<td>Town Manager</td>
<td>Distribute to impacted businesses, complete brochure</td>
<td>Inventory available</td>
<td>Obtain and re-distribute BMP Brochure</td>
</tr>
<tr>
<td>1D Revised</td>
<td>Town Website</td>
<td>Town Manager</td>
<td>Update quarterly</td>
<td>Created Town Website Stormwater page and periodically updated</td>
<td>Update website on a quarterly basis</td>
</tr>
<tr>
<td>1E Revised</td>
<td>Stormwater Education Video</td>
<td>Public Works Director</td>
<td>Obtain a regional education video and distribute to schools and provide to local access</td>
<td>Not completed</td>
<td>Coordinate with School Dept. and Cable to initiate distribution and programming</td>
</tr>
<tr>
<td>1F Revised</td>
<td>Public Info Mailer</td>
<td>Public Works Director</td>
<td>Obtain and distribute mailer</td>
<td>Obtained and distributed periodic public education stormwater brochure</td>
<td>Provide additional educational brochures periodically</td>
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### 2. Public Involvement and Participation

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<thead>
<tr>
<th>BMP ID #</th>
<th>BMP Description</th>
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<th>Planned Activities — Permit Year 5</th>
</tr>
</thead>
<tbody>
<tr>
<td>2A</td>
<td>Citizen advisory Committee</td>
<td>Town Manager</td>
<td>Expand committee</td>
<td>CAC committee posted and no volunteers</td>
<td>Post for CAC committee Spring 2007</td>
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<tr>
<td>Revised</td>
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<tr>
<td>2B</td>
<td>Waste oil collection</td>
<td>Public Works</td>
<td>Collect once per year</td>
<td>Continued annual collection of waste oil and maintained membership in Essex County Waste collection consortium</td>
<td>Continue annual collection and maintain consortium status</td>
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<td>Revised</td>
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<tr>
<td>2C</td>
<td>Paint collection</td>
<td>Public Works</td>
<td>Collect paint</td>
<td>Continue annual collection</td>
<td>Continue annual collection</td>
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<tr>
<td>Revised</td>
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<tr>
<td>2D</td>
<td>Stenciling</td>
<td>Public Works</td>
<td>25% catch basins</td>
<td>Seek volunteers to initiate Program</td>
<td>Continue to seek and post vacancies for volunteers</td>
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<tr>
<td>Revised</td>
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<tr>
<td>2E</td>
<td>Town cleanup</td>
<td>Public Works</td>
<td>Hold cleanup</td>
<td>Continue semi annual volunteer cleanup activities</td>
<td>Continue a minimum of semi-annual collection</td>
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<td>Revised</td>
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#### 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

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<th>Planned Activities – Permit Year 5</th>
</tr>
</thead>
<tbody>
<tr>
<td>3A</td>
<td>Outfall mapping</td>
<td>Public Works</td>
<td>Map outfalls</td>
<td>Ongoing outfall inventory with Merrimack Valley Planning Commission (MVPC)</td>
<td>Seek financial resources to initiate mapping stormwater outfall features, summer employee/inventory assessment</td>
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<tr>
<td>Revised</td>
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<tr>
<td>3B</td>
<td>Review existing bylaws and regulations</td>
<td>Town Manager</td>
<td>Evaluate and recommend changes</td>
<td>Public Works submitted updated regulations to Board of Health for review approval of by law regulations</td>
<td>Continue internal review of local wetland bylaws and recommend improvements for Water Resource Protection</td>
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<tr>
<td>Revised</td>
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<tr>
<td>3C</td>
<td>Develop IDDE Plan</td>
<td>Public Works</td>
<td>Develop Plan of action</td>
<td>MVPC sampling program was not accomplished due to manpower and budgetary restraints</td>
<td>Educate town officials and residents to secure budgetary support of the program</td>
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<tr>
<td>Revised</td>
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<tr>
<td>3D</td>
<td>IDDE By-law modifications</td>
<td>Public Works</td>
<td>Evaluate and recommend changes</td>
<td>No progress, however current BOH and wastewater bylaws do address illicit connections</td>
<td>Review concurrent regulatory requirements with IDDE plan creation</td>
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<tr>
<td>Revised</td>
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<tr>
<td>3E</td>
<td>Test outfalls</td>
<td>Public Works</td>
<td>Test outfall</td>
<td>SEE 3A</td>
<td>SEE 3A</td>
</tr>
<tr>
<td>Revised</td>
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## 3a. Additions

<table>
<thead>
<tr>
<th>3F</th>
<th>Stream Sampling for Contamination</th>
<th>Public Works</th>
<th>Sample streams for BOD and TSS</th>
<th>SEE 3A</th>
<th>SEE 3A</th>
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</thead>
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</table>
### 4. Construction Site Stormwater Runoff Control

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<thead>
<tr>
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<th>Progress on Goal(s) – Permit Year 4 (Reliance on non-municipal partners indicated, if any)</th>
<th>Planned Activities – Permit Year 5</th>
</tr>
</thead>
<tbody>
<tr>
<td>4A</td>
<td>Review site inspection</td>
<td>Planning</td>
<td>Evaluate existing</td>
<td>No Year 4 Goal, however current review program is working satisfactorily</td>
<td>No Goal other than continued assessment/monitoring of existing inspection program</td>
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<tr>
<td></td>
<td>Revised</td>
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<tr>
<td>4B</td>
<td>Modify Site Inspection Program</td>
<td>Planning</td>
<td>Recommend Modifications</td>
<td>Design Review Team (DRT) developed for all new construction</td>
<td>Assess improvements semi-annually at department head meeting</td>
</tr>
<tr>
<td></td>
<td>Revised</td>
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<tr>
<td>4C</td>
<td>Review by-laws</td>
<td>Planning</td>
<td>Determine adequacy</td>
<td>Ongoing internal assessment of bylaws</td>
<td>Continue to evaluate and recommend any changes as needed</td>
</tr>
<tr>
<td></td>
<td>Revised</td>
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<tr>
<td>4D</td>
<td>Modify by-laws</td>
<td>Planning</td>
<td>Recommend Modifications</td>
<td>See 4C</td>
<td>See 4C</td>
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#### 4a. Additions

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5. Post-Construction Stormwater Management in New Development and Redevelopment

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<tr>
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<th>Planned Activities – Permit Year 5</th>
</tr>
</thead>
<tbody>
<tr>
<td>5A</td>
<td>Site Inspectors</td>
<td>Planning</td>
<td>Evaluate existing</td>
<td>No specific year 4 goal, however final site assessments as required by local regulations are completed</td>
<td>Continue implementation of local requirements</td>
</tr>
<tr>
<td>Revised</td>
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<tr>
<td>5B</td>
<td>Modify Site Inspection Policy/Procedures</td>
<td>Planning</td>
<td>Implement Modifications</td>
<td>Ongoing</td>
<td>Assess improvements semi-annually at department head meeting</td>
</tr>
<tr>
<td>Revised</td>
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<tr>
<td>5C</td>
<td>Review by-laws</td>
<td>Planning</td>
<td>Evaluate existing</td>
<td>See 5B</td>
<td>Continue to evaluate and recommend any changes</td>
</tr>
<tr>
<td>Revised</td>
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<tr>
<td>5D</td>
<td>Modify by-laws for Post Construction Site Runoff</td>
<td>Planning</td>
<td>Implement Modifications</td>
<td>See 4C</td>
<td>See 4C</td>
</tr>
<tr>
<td>Revised</td>
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<tr>
<td>5E</td>
<td>By-law changes</td>
<td>Planning</td>
<td>Proposed Modifications</td>
<td>No changes recommended in Year 4</td>
<td>Present proposed changes to BOS as needed</td>
</tr>
<tr>
<td>Revised</td>
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5a. Additions

|                              |                              |                              |                              |                              |                              |

|                              |                              |                              |                              |                              |                              |
6. Pollution Prevention and Good Housekeeping in Municipal Operations

<table>
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<tr>
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<th>Planned Activities – Permit Year 5</th>
</tr>
</thead>
<tbody>
<tr>
<td>6A Revised</td>
<td>Street sweeping</td>
<td>Public Works</td>
<td>Majority of town</td>
<td>Continued the expanded area of street sweeping. Environmental areas swept more regularly.</td>
<td>Continue current program</td>
</tr>
<tr>
<td>6B Revised</td>
<td>Catch basin cleaning</td>
<td>Public Works</td>
<td>Majority of town</td>
<td>Annual cleaning completed.</td>
<td>Continue current program</td>
</tr>
<tr>
<td>6C Revised</td>
<td>Public Facility site inspections and BMP practice review</td>
<td>Public Works Director</td>
<td>Perform Inspections at each Public Facility</td>
<td>Performed annual inspections</td>
<td>Continue to perform annual inspections and prepare inspectional document form</td>
</tr>
<tr>
<td>6D Revised</td>
<td>Training</td>
<td>Town Manager</td>
<td>Train Municipal employee</td>
<td>Provided annual training with appropriate educational information and videos as appropriate.</td>
<td>Continue to provide annual training with appropriate educational information and videos as appropriate.</td>
</tr>
<tr>
<td>6E Revised</td>
<td>Public Facility follow-up</td>
<td>Public Works Director</td>
<td>Perform follow-up inspections</td>
<td>Not required in Year 4</td>
<td>Continue to perform annual inspections and follow up if necessary</td>
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6a. Additions

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

<table>
<thead>
<tr>
<th>BMP ID #</th>
<th>BMP Description</th>
<th>Responsible Dept./Person Name</th>
<th>Measurable Goal(s)</th>
<th>Progress on Goal(s) – Permit Year 1 (Reliance on non-municipal partners indicated, if any)</th>
<th>Planned Activities – Permit Year 2</th>
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</thead>
<tbody>
<tr>
<td>Revised</td>
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7a. Additions

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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.