

**Municipality/Organization:** TOWN OF WEBSTER

**EPA NPDES Permit Number:** MAR041170

**MassDEP Transmittal Number:** W-21004707

**Annual Report Number  
& Reporting Period:**

April 1, 2006 – March 31, 2007

## NPDES PII Small MS4 General Permit Annual Report (Due: May 1, 2007)

**Part I. General Information**

**Contact Person:** DENNIS WESTGATE

**Title:** DIRECTOR OF PUBLIC WORKS

**Telephone #:** 508 949-3862

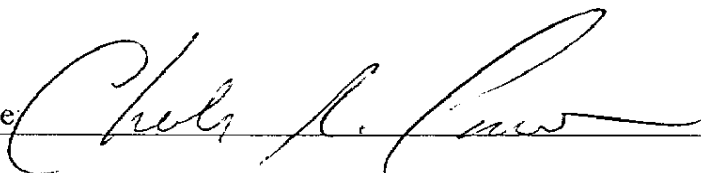
**Email:** WEBSTERPARKS@AOL.COM

**Mailing Address:** 23 CUDWORTH ROAD, WEBSTER, MA 01570

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:** CHARLES CORMIER

**Title:** CHAIRMAN, BOARD OF SELECTMEN

**Date:** April 30, 2007

Part I

1. Pu

BMP  
ID #

IA

Revised

IB

Revised

IC

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 Revised	Storm Drain Stenciling	Dennis Westgate	# of drains stenciled	All previous stenciling was repainted due to fading.	Continue to locate and stencil storm drains until all drains are identified. Then, repaint as needed.
2B Revised	Stream Cleanup and Monitoring	Dennis Westgate	# of participants & location of streams	Throughout the spring, summer, and fall, cleanup was done along the side of the French River in Webster. All materials collected were brought to the DPW garage where they were separated and either recycled or disposed of accordingly. Stream sampling was performed in various locations along the French River. A full report was filed at the DPW for future comparison.  (The French River Connection performed all cleanups.)	Continue to assist the French River Connection in cleaning the French River. Continue to monitor samples of the French River and compare to previous years.
2C Revised	Roadside Cleanup Day	Dennis Westgate	# of participants & miles of roadside cleaned	Webster observed "Earth Day" on April 29, 2006. 228 people participated, 75 businesses contributed and over 7 tons of trash was collected. The cleanup was town-wide covering approximately 120 miles of road.	Webster is planning "Earth Day" for May 5, 2007
2D Revised	Attitude Survey	Dennis Westgate	# of completed surveys	Not enough planning or funding was available to include a survey.	Meet with Town Administrator and Town Accountant to identify a funding source.
Revised					

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
3A Revised	Mapping Storm Water Outfalls	Dennis Westgate	# of outfalls connecting to streams	Constructed a new detention basin for Union Point, which was identified as the most significant source of stormwater entering the Lake. Total construction cost approximately \$148,000. Engineering has begun on the next site (drainage near Point Breeze) of the eight sites that were selected as the most significant sources of stormwater entering the Lake.	Reconstruct drainage near Point Breeze
3B Revised	DPW Employee Education	Dennis Westgate	# of employees educated about storm water	The DPW Director conducted several training seminars to Highway personnel. Information regarding BMP's is consistently given to Highway personnel. Tailgate meetings that include up-to-date methods for rebuilding drop-inlets and maintaining catch basins are conducted by the Highway Foreman.	Continue educating DPW employees.
3C Revised	Capital Planning/Budget	Dennis Westgate	Amount of money needed for future projects	Received a third \$168,000 from the State for sediment control. This money will be used to design, permit, and construct the next prioritized drainage issue identified above.	Continue to work with the State Representative and Senator to secure additional funding for sediment control. Find a funding source to circulate Snow & Ice pamphlet.
3D Revised	Assess current By-Laws/Amend to meet phase II req.	Dennis Westgate	By-Law language to prohibit illicit discharges	This task is yet to be completed.	Request the Town Administrator and Board of Selectmen implement a Stormwater Committee comprised of the DPW Director, and a member from the Planning Board, Conservation Commission, Zoning Board, and the Webster Lake Association. Draft By-Laws to prohibit illicit discharges.

Revised									
Revised									

**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
4A Revised	Site Plan Review	Dennis Westgate	# of sites reviewed prior to construction	Prior to approval and construction of any site, the Planning Board, Conservation Commission, Zoning Board, DPW Director, Water Superintendent, Sewer Superintendent, and the Town's Consulting Engineering firms, review all proposals. Inspection sheets are used to track the progress and compliance of all subdivisions. Last year, the Town received approximately 24 plans for Site Plan Review.	Continue reviewing sites prior to construction.
4B Revised	Building Permit Requirement	Dennis Westgate	# of building permits issued	449 building permits were issued between March 06 – March 07	Continue documenting building permits
4C Revised	Inspection	Dennis Westgate	# of sites inspected	During the construction of subdivisions, site visits are performed at least weekly and more often during crucial points of construction. Sign off sheets are used to identify compliance with approved specifications during every step of the construction process.	Continue Inspecting and document number of sites visited during the year.
4D Revised	Assess Planning Board regs./Amend to meet phase II req.	Dennis Westgate	Regulations to control runoff from construction projects	Stormwater Committee still needs to be implemented. In November of 2006, the Town hired a permanent Town Administrator. Therefore, it is not unreasonable to assume these needs will be met during the next permit year.	Create Stormwater Committee and address Planning Board regulations that will meet Phase II of the NPDES
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	Eliminating Curbs and Gutters	Dennis Westgate	# of curb cuts made in existing developments	The Town issued 45 curb cuts between March 06 and March 07	Continue to monitor curb cuts
5B Revised	Urban Forestry	Dennis Westgate	# of trees planted as a result of urban forestry initiatives	School Street Project is nearly complete. Some residents along this TIP funded project have indicated an interest in shade trees.	After completion of School Street Project, apply for funding through Urban Forestry Grants to replace some shade trees that were removed.
5C Revised	Zoning	Dennis Westgate	The amount of open space protected by zoning codes	The Town was successful in securing an area along the French River, for open space. The Selectmen formed an open space committee.	Identify, through the Zoning and Planning Boards, all open space within the Town. Identify and update Zoning Board regulations.
5D Revised	Assess Town regs./Amend to meet phase II req.	Dennis Westgate	Regulations to control post construction runoff	Efforts to control post construction runoff have been made by various Town Boards as well as the DPW Director. However, no written regulation currently exists.	Form the above mentioned Stormwater Committee and address regulation to meet Phase II of the NPDES.
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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
6A Revised	Parking Lot and Street Cleaning	Dennis Westgate	# of scheduled road cleanings	Completed annual town-wide street sweeping program. All streets within the Town received annual cleaning. Thereafter, the street sweeper went twice a week to a needs-based location. Catch basin cleaning program assisted complimented the street sweeping program.	Continue programs.
6B Revised	Road Salt Application and Storage <i>Road Salt/Sand/Mix Application and Storage</i>	Dennis Westgate	Quantity of salt applied to roadways & # of storage facilities Cubic Yards of Salt/Sand/Mix applied to roadways & location of storage	Applied: Total Material 2898 CY 1356 CY Salt 1542 CY Sand Salt & Mix stored in approved building Sand stockpiled outdoors	Continue collecting quantity of materials applied to roadways. New building for storing sand is identified on the Town's 5-year capital improvement plan. Apply for a BUD to dispose of street sweepings.
6C Revised	Drain System Cleaning Program	Dennis Westgate	# of storm drains cleaned regularly	Implemented the catch basin cleaning program with the street sweeping program. The majority of catch basin are cleaned and documented within a calendar year.	Continue program and improve efficiency, yearly. Investigate purchasing options for a vacuum truck capable of sucking out catch basins and jetting drainage lines.
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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
Revised					
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)**

(Since beginning of permit coverage unless specified otherwise by a \*\*, which indicates response is for period covering April 1, 2006 through March 31, 2007)

**Programmatic**

	(Preferred Units)	Response
Stormwater management position created/staffed	(y/n)	n
Annual program budget/expenditures **	(\$)	\$168,000.00
Total program expenditures since beginning of permit coverage	(\$)	\$133,500.00
Funding mechanism(s) (General Fund, Enterprise, Utility, etc)		State

**Education, Involvement, and Training**

Estimated number of property owners reached by education program(s)	(# or %)	8,643
Stormwater management committee established	(y/n)	n
Stream teams established or supported	(# or y/n)	y
Shoreline clean-up participation or quantity of shoreline miles cleaned **	(y/n or mi.)	y
Shoreline cleaned since beginning of permit coverage	(mi.)	3
Household Hazardous Waste Collection Days		
▪ days sponsored **	(#)	1
▪ community participation **	(# or %)	79 cars
▪ material collected **	(tons or gal)	1/2 Ton
School curricula implemented	(y/n)	n

**Legal/Regulatory**

	In Place Prior to Phase II	Reviewing Existing Authorities	Drafted	Draft in Review	Adopted
Regulatory Mechanism Status (indicate with "X")					
▪ Illicit Discharge Detection & Elimination		X			
▪ Erosion & Sediment Control		X			
▪ Post-Development Stormwater Management		X			
Accompanying Regulation Status (indicate with "X")					
▪ Illicit Discharge Detection & Elimination		X			
▪ Erosion & Sediment Control		X			
▪ Post-Development Stormwater Management		X			

**Mapping and Illicit Discharges**

	(Preferred Units)	Response
Outfall mapping complete	(%)	90%
Estimated or actual number of outfalls	(#)	185
System-Wide mapping complete (complete storm sewer infrastructure)	(%)	40%
Mapping method(s)		
▪ Paper/Mylar	(%)	40%
▪ CADD	(%)	10%
▪ GIS	(%)	0%
Outfalls inspected/screened **	(# or %)	40%
Outfalls inspected/screened (Since beginning of permit coverage)	(# or %)	40%
Illicit discharges identified **	(#)	18
Illicit discharges identified (Since beginning of permit coverage)	(#)	18
Illicit connections removed **	(#); and (est. gpd)	# 1
Illicit connections removed (Since beginning of permit coverage)	(#); and (est. gpd)	# 1
% of population on sewer	(%)	90%
% of population on septic systems	(%)	10%

**Construction**

	(Preferred Units)	Response
Number of construction starts (>1-acre) **	(#)	# 24
Estimated percentage of construction starts adequately regulated for erosion and sediment control **	(%)	100%
Site inspections completed **	(# or %)	100%
Tickets/Stop work orders issued **	(# or %)	0
Fines collected **	(# and \$)	\$0
Complaints/concerns received from public **	(#)	0

**Post-Development Stormwater Management**

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	(%)	100%
Site inspections (for proper BMP installation & operation) completed **	(# or %)	100%
BMP maintenance required through covenants, escrow, deed restrictions, etc.	(y/n)	Y
Low-impact development (LID) practices permitted and encouraged	(y/n)	Y

**Operations and Maintenance**

Average frequency of catch basin cleaning (non-commercial/non-arterial streets) **	(times/yr)	2
Average frequency of catch basin cleaning (commercial/arterial or other critical streets) **	(times/yr)	2
Qty of structures cleaned **	(#)	# 600
Qty. of storm drain cleaned **	(%, LF or mi.)	500 LF
Qty. of screenings/debris removed from storm sewer infrastructure **	(lbs. or tons)	25 TON
Disposal or use of screenings (landfill, POTW, compost, beneficial use, etc.) **	(location)	DPW

Basin Cleaning Costs		
• Annual budget/expenditure (labor & equipment)**	(\$)	—
• Hourly or per basin contract rate **	(\$/hr or \$ per basin)	—
• Disposal cost**	(\$)	—
Cleaning Equipment		
• Clam shell truck(s) owned/leased	(#)	# 1
• Vacuum truck(s) owned/leased	(#)	# 0
• Vacuum trucks specified in contracts	(y/n)	Y
• % Structures cleaned with clam shells **	(%)	100%
• % Structures cleaned with vector **	(%)	0%

	(Preferred Units)	Response
Average frequency of street sweeping (non-commercial/non-arterial streets) **	(times/yr)	2
Average frequency of street sweeping (commercial/arterial or other critical streets) **	(times/yr)	2
Qty. of sand/debris collected by sweeping **	(lbs. or tons)	100 Ton
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.) **	(location)	DPW
Annual Sweeping Costs		
• Annual budget/expenditure (labor & equipment)**	(\$)	—
• Hourly or lane mile contract rate **	(\$/hr. or \$/ln mi.)	—
• Disposal cost**	(\$)	—
Sweeping Equipment		
• Rotary brush street sweepers owned/leased	(#)	# 1
• Vacuum street sweepers owned/leased	(#)	# 0
• Vacuum street sweepers specified in contracts	(y/n)	Y
• % Roads swept with rotary brush sweepers **	%	100%
• % Roads swept with vacuum sweepers **	%	0%

Reduction (since beginning of permit coverage) in application on public land of:  
 ("N/A" = never used; "100%" = elimination)



▪ Fertilizers	(lbs. or %)	N/A
▪ Herbicides	(lbs. or %)	N/A
▪ Pesticides	(lbs. or %)	N/A
Integrated Pest Management (IPM) Practices Implemented	(y/n)	Y

	(Preferred Units)	Response
Average Ratio of Anti-/De-Icing products used ** (also identify chemicals and ratios used in specific areas, e.g., water supply protection areas)	% NaCl % CaCl <sub>2</sub> % MgCl <sub>2</sub> % CMA % Kac % KCl % Sand	44% 37% - - - - 53%
Pre-wetting techniques utilized **	(y/n or %)	Y
Manual control spreaders used **	(y/n or %)	Y
Zero-velocity spreaders used **	(y/n or %)	Y
Estimated net reduction or increase in typical year salt/chemical application rate	(±lbs/ln mi. or %)	- 10 lbs
Estimated net reduction or increase in typical year sand application rate **	(±lbs/ln mi. or %)	+ 72 lbs
% of salt/chemical pile(s) covered in storage shed(s)	(%)	100%
Storage shed(s) in design or under construction	(y/n or #)	Y
100% of salt/chemical pile(s) covered in storage shed(s) by May 2008	(y/n)	Y

**Water Supply Protection**

Storm water outfalls to public water supplies eliminated or relocated	# or y/n	✓
Installed or planned treatment BMPs for public drinking water supplies and their protection areas	# or y/n	✓
• Treatment units induce infiltration within 500-feet of a wellhead protection area	# or y/n	✓