

**Municipality/Organization:** Westport

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**EPA NPDES Permit Number:** MA041174

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**MassDEP Transmittal Number:** W-042447

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**Annual Report Number  
& Reporting Period:**

**April 1, 2006 – March 31, 2007**

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

### **Part I. General Information**

Contact Person: Michael J. Coughlin (new)

Title: Town Administrator

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Mailing Address: 816 Main Road, Westport, MA 02790

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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:

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Printed Name: Charlene R. Wood

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Title: Former Town Administrator

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Date: May 4, 2007

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## **Part II. Self-Assessment**

The Town of Westport has made considerable progress towards implementing the NPDES OII Small MS4 General Permit. The town of Westport is not in compliance with the schedule requirements of the permit.

### **BPM –2: Storm Water Management Committee**

The Board of Selectmen established a municipal Storm Water Management Program Committee to oversee the town's Phase II program. The committee is comprised of the following town officials: Town Administrator, Highway Surveyor, Board of Health Senior Agent and a representative from the Conservation Commission and the Planning Board. The committee has invited a representative of the Westport River Watershed Alliance to attend the meetings. The committee has met several times this year in an attempt to produce a new by-law and/or regulations. That project is nearing completion and should be resolved this year. Other interested groups or individuals are welcomed to attend all the meetings.

**Part III. Summary of Minimum Control Measures**

**1. Public Education and Outreach**

<b>BMP ID #</b>	<b>BMP Description</b>	<b>Responsible Dept./Person Name</b>	<b>Measurable Goal(s)</b>	<b>Progress on Goal(s) – Permit Year 4</b> (Reliance on non-municipal partners indicated, if any)	<b>Planned Activities – Permit Year 5</b>
Revised	Educational Flyer	Board of Selectmen	Flyer distribution	Flyers are currently in circulation.	Flyers were made available at town meetings and throughout the town.
Revised	Development of Stormdrain Maps	Highway Surveyor	Posting of Maps	Current map posted in Town Hall & Town Hall Annex	Map information continually being revised by BBAC and BBP and the town.
Revised					

**1a. Additions**

	Development of “Pooper Scooper” signs w/bags	Westport River Watershed Alliance	Install signs/bags at Head of Westport as part of s.319 grant	Completed	

## 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
Revised	Public Participation and Citizen Actions	Board of Selectmen	Invite Public participation	Stormwater Committee will encourage public participation by providing educational material to the general public	Stormwater Committee will continue to provide educational material to the general public.
Revised	Stormwater Management Committee	Board of Selectmen	Committee formed	New committee was established and has been very active	Host annual meeting in the Fall
Revised	Annual Selectmen's Meeting Review	SW Management Committee Chair	Review not completed	Meetings with Selectmen's representatives were held.	Public meeting with Selectmen is planned the fall of 2007
Revised	Storm Drain Stenciling	Board of Selectmen	Document catch basins Stenciled	On-going	On-going
Revised	Hazardous Material Collection	Board of Selectmen	Hazardous material collected	On-going at Landfill; Collection held April 21, 2007	On-going at Landfill. HHHWCD not scheduled in FY08
Revised					

### 2a. Additions

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### 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
Revised	Discharge Identification	Highway Surveyor	Discharge Inventory	Working with BBAC and BOH to identify all discharges and flows within Phase II	Produce new map of known discharges
Revised	Drainage Network Mapping	Highway Surveyor	Produce maps	Current map posted in Town Hall and Town	New map will be produced once data inventory completed
Revised	Illicit Discharge Identification	Highway Surveyor	Discharge Identification	On-going	On-going
Revised	Illicit Discharge Prohibition	Board of Health	Regulatory changes if needed	Some by-laws are in existence and new by-law and/or regulations being updated	On-going
Revised	BOH Training	Board of Health	Training provided	Completed	On-going
Revised	Public Information on Illicit Connections	Westport River Watershed Alliance		Completed	On-going

#### 3a. Additions




**4. Construction Site Stormwater Runoff Control**

<b>BMP ID #</b>	<b>BMP Description</b>	<b>Responsible Dept./Person Name</b>	<b>Measurable Goal(s)</b>	<b>Progress on Goal(s) – Permit Year 4</b> (Reliance on non-municipal partners indicated, if any)	<b>Planned Activities – Permit Year 5</b>
Revised	Conservation Comm. By-law review	Conservation Commission	Review of regulations, submission of needed changes to town meeting	Review is on-going	In 2005, the annual town meeting rejected a proposed Wetlands By-Law
Revised	Planning Board Subdivision Regulation Site Plan Review	Planning Board	Will be reviewed	On-going	Review will be on-going
Revised	Planning Board Subdivision Regulation Site Plan Review	Planning Board	Site Plan Zoning By-Law in existence and recently amended	Rules & Regulations to be updated	Review will be on-going
Revised					
Revised					
Revised					

**4a. Additions**


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

<b>BMP ID #</b>	<b>BMP Description</b>	<b>Responsible Dept./Person Name</b>	<b>Measurable Goal(s)</b>	<b>Progress on Goal(s) – Permit Year 4</b> (Reliance on non-municipal partners indicated, if any)	<b>Planned Activities – Permit Year 5</b>
Revised	Proposed By-laws/regulations	Conservation Commission	Review of regulations, submission of needed changes to town meeting	On-going	On-going
Revised	Planning Board Subdivision Review and change	Planning Board	Necessary regulation changes made and new by-laws established	On-going	On-going
Revised	Board of Health Regulations review and change	Board of Health	Necessary regulation changes will be proposed	None	On-going
Revised					
Revised					
Revised					

**5a. Additions**

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

<b>BMP ID #</b>	<b>BMP Description</b>	<b>Responsible Dept./Person Name</b>	<b>Measurable Goal(s)</b>	<b>Progress on Goal(s) – Permit Year 4</b> (Reliance on non-municipal partners indicated, if any)	<b>Planned Activities – Permit Year 5</b>
Revised	Highway Dept. Policy Guide	Highway Surveyor	Development of Policy Guide	None	Work with BBP to develop policy guide
Revised	Highway Dept. Annual Training	Highway Surveyor	Training on policy guide	None	Scheduled to be completed in Winter 2007
Revised	Highway Dept. Permit Filing	Highway Surveyor	Permits filed as needed	On-going	On-going
Revised					
Revised					
Revised					

**6a. Additions**


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

<b>BMP ID #</b>	<b>BMP Description</b>	<b>Responsible Dept./Person Name</b>	<b>Measurable Goal(s)</b>	<b>Progress on Goal(s) – Permit Year 4</b> (Reliance on non-municipal partners indicated, if any)	<b>Planned Activities – Permit Year 5</b>
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 **	(\$)	N/A
Total program expenditures since beginning of permit coverage	(\$)	Unknown
Funding mechanism(s) (General Fund, Enterprise, Utility, etc)		Donated

#### Education, Involvement, and Training

Estimated number of property owners reached by education program(s)	(# or %)	1,000
Stormwater management committee established	(y/n)	Y
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.)	
Household Hazardous Waste Collection Days		
▪ days sponsored **	(#)	1
▪ community participation **	(# or %)	Unknown #
▪ material collected **	(tons or gal)	Unknown
School curricula implemented	(y/n)	Y

#### 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	(%)	100
Estimated or actual number of outfalls	(#)	7
System-Wide mapping complete (complete storm sewer infrastructure)	(%)	100
Mapping method(s)		
▪ Paper/Mylar	(%)	
▪ CADD	(%)	
▪ GIS	(%)	100
Outfalls inspected/screened **	(# or %)	100
Outfalls inspected/screened (Since beginning of permit coverage)	(# or %)	7 Yrly
Illicit discharges identified **	(#)	0
Illicit discharges identified (Since beginning of permit coverage)	(#)	0
Illicit connections removed **	(# ); and (est. gpd)	0
Illicit connections removed (Since beginning of permit coverage)	(#); and (est. gpd)	0
% of population on sewer	(%)	N/A
% of population on septic systems	(%)	100

## Construction

	(Preferred Units)	Response
Number of construction starts (>1-acre) **	(#)	1
Estimated percentage of construction starts adequately regulated for erosion and sediment control **	(%)	100
Site inspections completed **	(# or %)	0
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	(%)	4
Site inspections (for proper BMP installation & operation) completed **	(# or %)	4
BMP maintenance required through covenants, escrow, deed restrictions, etc.	(y/n)	Unknown
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 **	(#)	200
Qty. of storm drain cleaned **	(%, LF or mi.)	100
Qty. of screenings/debris removed from storm sewer infrastructure **	(lbs. or tons)	300 yds
Disposal or use of screenings (landfill, POTW, compost, beneficial use, etc.) **	(location)	Compost

Basin Cleaning Costs		0
• Annual budget/expenditure (labor & equipment)**	(\$)	In-house
• Hourly or per basin contract rate **	(\$/hr or \$ per basin)	0
• Disposal cost**	(\$)	0
Cleaning Equipment		
• Clam shell truck(s) owned/leased	(#)	2
• Vacuum truck(s) owned/leased	(#)	0
• Vacuum trucks specified in contracts	(y/n)	0
• % Structures cleaned with clam shells **	(%)	200
• % Structures cleaned with vactor **	(%)	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)	Unknown
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.) **	(location)	Highway Dept.
Annual Sweeping Costs		In-house
• Annual budget/expenditure (labor & equipment)**	(\$)	In-house
• Hourly or lane mile contract rate **	(\$/hr. or In mi.)	N/A
• Disposal cost**	(\$)	N/A
Sweeping Equipment		
• Rotary brush street sweepers owned/leased	(#)	2 – Owned
• Vacuum street sweepers owned/leased	(#)	N/A
• Vacuum street sweepers specified in contracts	(y/n)	N/A
• % 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	N/A
Pre-wetting techniques utilized **	(y/n or %)	N
Manual control spreaders used **	(y/n or %)	Y
Zero-velocity spreaders used **	(y/n or %)	N
Estimated net reduction or increase in typical year salt/chemical application rate	(±lbs/l <sub>n</sub> mi. or %)	-670 tons
Estimated net reduction or increase in typical year sand application rate **	(±lbs/l <sub>n</sub> mi. or %)	
% of salt/chemical pile(s) covered in storage shed(s)	(%)	100
Storage shed(s) in design or under construction	(y/n or #)	N/A
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	N/A
Installed or planned treatment BMPs for public drinking water supplies and their protection areas	# or y/n	Y
<ul style="list-style-type: none"><li>• Treatment units induce infiltration within 500-feet of a wellhead protection area</li></ul>	# or y/n	Y