

Municipality/Organization: Town of Acton

EPA NPDES Permit Number: MAR041238

MaDEP Transmittal Number: W-

**Annual Report Number
& Reporting Period:** No. 1: May 07-May 08

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

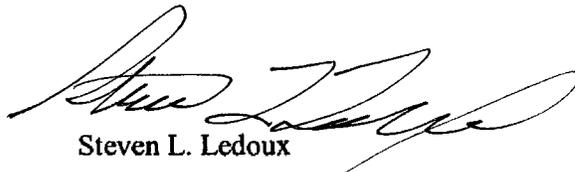
Contact Person: Doug Halley **Title:** Health Director

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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:



Printed Name: Steven L. Ledoux

Title: Town Manager

Date: 5/30/08

Part II. Self-Assessment

The Town of Acton has completed the required self-assessment and have determined that the Town is in compliance conditions:

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 5 (Reliance on non-municipal partners indicated, if any)	Planned Action Permit Year 5
PE-1	Partner w/Local Organization	Board of Health Health Director	Provide financial contribution to Partner w/ SUASCO WCC	Continued commitment of participation in the SUASCO Watershed Community Council's "Storm Water Community Assistance Program" for Storm Water Phase II Permit Year 5 from July 2007 to June 2008.	Continue to participate in Watershed Community Council's "Storm Water Community Assistance Program" for Phase II Permit Year 5 from July 2007 to June 2008.
Revised					
PE-2	Develop Public Education Brochures/Flyers	Board of Health Health Director	Prepare/Distribute Storm Water Awareness Survey	Continue outreach to commercial facilities regarding Stormwater issues.	Continue outreach to commercial facilities regarding Stormwater issues.
Revised					
PE-3	Structural BMP Education	Board of Health Health Director	No Goal Established for Year One	Prepare Power Point presentation on storm water BMP's.	Present Power Point presentation on storm water BMP's.
Revised					

PE-4	Incorporate Storm Water into Public Meetings – Provide electronic media outlet.	Health Director	Create a permanent committee to formulate Stormwater educational strategy	Develop posters and digital materials detailing storm water issues and recommended solutions.	Display posters and digital materials in public areas and on Board of Health Web page.
Revised					

1a. Additions

PE-5	Incorporate Stormwater Education into School Lesson Plans	School Curriculum Director/ Health Director	Work with A/B School System to implement Lesson Plan developed by SUASCO	Provide posters to school system as a follow up to previous curriculum.	Provide storm water speakers to the 5 th grade classes.
PE-6	Outreach program	Health Department	Storm water campaign	Develop a media storm water campaign	Launch the media storm water campaign

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
PP-1	Partner with Local Organization	Board of Health Health Director	Provide financial contribution to partner with SUASCO WCC	On March 22, 2007 the SUASCO WCC provided the deliverables for Year 4 from July 2007 to June 2008.	Continue commitment to participate in the SUASCO WCC's "Storm Water Community Assistance Program" for Storm Water Phase II Permit Year 5 from July 2008 to June 2009.
Revised					

PP-2	ID Storm Drains	Board of Health Health Director	Place storm water markers on catch basin drains	Place storm water markers in West Acton and East Acton in conjunction with Acton's Stream Team	Continue to place storm water markers throughout the town in combination with environmental groups.
Revised					
PP-3	Media outreach	Health Director	Distribute press releases on storm water marking program	Sent press release to Beacon regarding storm water marking activities.	Continue distributing press releases on storm water activities.
Revised					

PP-4	Organize Public Meetings/Panels	Board of Health Health Director	Place display provided by SUASCO at one location throughout the year.	Participate at ABRHS Science Fair with a Stormwater Display.	Continue to participate in ABRHS Science Fair.
Revised					
PP-5	Illicit Discharge Educational Materials	Board of Health Health Director	Develop educational materials for a FOG program	Worked with Earth Tech to develop an educational FOG program flyer, as well as, a water conservation provide.	Distribute FOG and water conservation flyers.
Revised					

2a. Additions

PP-6	<i>Stream Clean-up program</i>	Health Director & Stream Team	<i>Organize annual clean-up teams</i>	Stream Team volunteers conducted a clean-up of streams on April 26 th which was covered by the local newspaper.	Continue Stream Team annual clean-up day.
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PP-7	<i>Citizen Involved Storm Water Programs</i>	SUASCO	Participate in SUASCO activities	Received SUASCO Outstanding Municipality Award.	Continue to participate in SUASCO activities.
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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
ID-1	Drainage Mapping	Board of Health Health Director	Identify areas where drainage information is insufficient.	Field verified and tagged existing catch basins in the Kelly's Corner drainage area.	Continue the identification and tagging of drainage areas throughout the town.
Revised					
ID-2	Develop monitoring programs in conjunction with local watershed organizations	Health Director	Team with the Organization of the Assabet River	Contract OAR to sample, analyze and report two sampling sites on the Assabet River and Nashoba Brook.	Continue the contract with OAR.
Revised					
ID-3	Perform Illicit Discharge Detection Campaign	Board of Health Health Director	Identify State or Federal program that can assist in illicit discharge detection.	Worked with a volunteer from the Senior Community Service Employment Program to provide a statistical analysis of 20 years of quarterly stream monitoring to determine the impacts of the introduction of a sewer system in an area previously identified with problem septic systems.	Continue to seek State of Federal programs that can assist in identifying potential problem areas.
Revised					

ID-4	Identify and prioritize locations of potential Illicit Discharges	Board of Health Health Director	Use Geographic Information System to correlate risk properties with protected resources	Mapped all facilities with 25 gallons or 25 pounds of hazardous materials and their proximity to water bodies.	Continue to identify and prioritize locations with potential illicit discharges.
Revised					

3a. Additions

ID-5	Delineate watershed open space	Board of Health Health Director	Use Geographic Information System to delineate watershed open space.	Mapped watershed open space for each of the 11 identified watershed areas within Acton.	Continue defining and delineating watershed open space.
ID-6	Conduct Inflow/Infiltration Investigation of Sewer System	Health Director	Use sewer TV inspections to identify and correct I/I problems	Conducted I/I investigation of sewer sub-areas serviced by the Railroad Street and prospect Street pump station. Followed with correction orders for properties with identified problems	Continue to use sewer TV inspections to identify and correct I/I problems.
ID-7	Identify and participate in regional, state or federal monitoring programs	Health Director	Engage the public with monitoring programs	Participated in World Water Monitoring Day.	Continue participation in World Water Monitoring Day.

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
CS-1	Develop/Implement watershed regulatory strategy	Planning Board Town Planner	Develop/Implement watershed regulatory improvement plan	Developed a five point regulatory improvement plan to be disbursed to regulatory bodies.	Work with regulatory bodies to implement the regulatory improvement plan.
Revised					

4a. Additions

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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
PC-1	Develop/Implement Protection for the Municipal Storm Drain System	Health Director	Develop Town Bylaw or regulation for Municipal Storm Drain Protection.	Developed Chapter U regulating discharges to Municipal Storm Drain System to be submitted for public comment.	Receive comments for proposed Town Bylaw for discharges to the Municipal Storm Drain System.
Revised					

5a. Additions

PC-2	Develop/Implement Protection for the Stormwater	Health Director	Develop Town Bylaw or regulation for Stormwater Protection	Developed Chapter V regulating activities that have potential impact to the Stormwater to be submitted for public comment.	Receive comments for proposed Town Bylaw for activities with potential impact to Stormwater.
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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
GH-1	Reporting	Public Works Director - Health Director	Create a method to record storm water activities for Good Housekeeping and all (MCM's)	6.1.1 Department of Public Works recorded all Stormwater Management Activities. 6.1.2 DPW reassessed eligibility criteria. 6.1.3 DPW provided a yearly report as required.	6.1.1 Record all storm water management activities. 6.1.2 Reassess eligibility criteria 6.1.3 Provide yearly report as required in the General Permit Part II.F.
Revised					
GH-2	Audit Current Town Facilities	Public Works Director Of Public Works	Audit wastewater facilities impact to abutting Assabet River.	Wastewater Treatment Facility conducted annual Slope, Stability & Erosion Report. Preventative maintenance performed on gravity sewer lines by "Jet Vac" Process.	Wastewater Treatment Facility will continue annual audit and submit a report.
Revised					
GH-3	Operation and Management Program	Public Works Director of Public Works	Begin tracking records for catch basins cleaned	Health Department in conjunction with DPW tracked catch basins cleaned.	Continue to track records for outfalls cleaned, continue to track records for catch basins cleaned, begin measurable schedule for street sweeping.
Revised					

GH-4	Best Management Practice	Public Works Director of Public Works	Implement a sand reduction initiative for the Snow and Ice Removal Program.	Developed a treated salt program which virtually eliminated sand from being applied to roadways during the winter. Program also successfully reduced the tons of salt per mile.	Continue to use treated salt and monitor the results.
Revised					
GH-5	Watershed Improvement	Acton Water District	Nashoba Brook/Suasco Basin Watershed Protection.	Developed initiatives that promoted watershed protection and water conservation.	Continue watershed initiatives.
Revised					

6a. Additions

GH-6	Stream and Wetland Management	CMMCP	Ensure clear streamways and removal of debris from wetlands	CMMCP contracted to visually inspect streams and wetlands and remove debris from wetlands and streams.	Continue stream and wetland management.

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	Planned Activities – Permit Year 5
TMDL-1	Check Current Impairment List.	Board of Health Health Director	There are No completed studies for receiving waters in Acton.	Monitored the CWRMP/MEPA process of Assabet communities.	Check list annually to determine new implementation requirements.
Revised					

7a. Additions

Part IV. Summary of Information Collected and Analyzed

1. **Stream Monitoring Program**
 - a. Four rounds of fecal coliform testing in 2006 were conducted at locations in the Fort Pond Brook and Nashoba Brook Watersheds as shown on the map. (see attachment "A")
2. **Groundwater Well Monitoring Program**
 - a. Monthly rounds of water level and nitrate testing in 2006 were conducted within selected watersheds as shown on the map. (See attachment "B")
3. **North Acton Recreational Area (NARA) Pond Monitoring**
 - a. Weekly Ecoli testing was conducted between May and September at NARA to ensure swimming water quality. (See attachment "C")
4. **Household Hazardous Waste Day Collection**
 - a. Residential participation at the May and September Household Hazardous Waste Day Collections was mapped by watershed. (See attachment "D")
5. **Hazardous Material Storage Monitoring Program**
 - a. The Health Department inspects all commercial facilities that store more than 25 pounds or 25 gallons of hazardous materials or wastes to ensure materials are being stored in proper secondary containment and that releases to the environment are not occurring (see attachment "E").