

**Municipality/Organization:** Town of Mansfield  
**EPA NPDES Permit Number:** MAR 041126  
**MaDEP Transmittal Number:** W-039460  
**Annual Report Number  
& Reporting Period:** No. 5: April 1, 2007 – March 31, 2008

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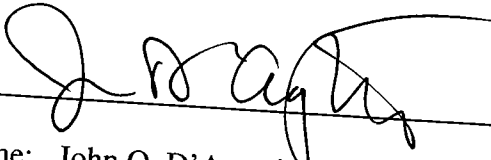
## NPDES PII Small MS4 General Permit Annual Report

### Part I. General Information

**Contact Person:** John D. Sullivan, Jr. **Title:** Town Engineer  
**Telephone #:** 508-261-7377 **Email:** jsullivan@mansfieldma.com

### 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:** John O. D'Agostino  
**Title:** Town Manager  
**Date:** April 30, 2008

## Part II. Self-Assessment

The Town of Mansfield has completed the required self-assessment, and has determined that our Municipality is in substantial compliance with all permit requirements.

In particular, we are implementing our recently updated by-laws that address illicit discharge to the storm drain system and stormwater management during and after construction. We note that during the first year, the Engineering Department reviewed our existing planning and zoning by-laws, and found a number of references for the "design" of drainage in accordance with DEP Stormwater Guidelines; but few references for "construction" and "post construction" runoff control. During the second year, the results of this review were discussed with other Departments. This was accomplished by means of an informal committee of the Department Heads from Planning, Building, Conservation, Health, DPW, and Engineering. After a number of meetings, a proposed General By-Law was drafted, which addressed both construction runoff and post-construction maintenance. The Committee felt that using a comprehensive General By-Law would better accomplish the goals of the Stormwater Program; rather than trying to make significant individual changes to Planning Board Regulations, Zoning By-Laws, and other Town regulations; and attempting to keep them all consistent with respect to post construction runoff control. The proposed by-law was presented to the Conservation Commission on March 14, 2005, and the Planning Board on 4/27/05. Also during the third year, a presentation was made to the Selectmen and the public. In addition, a presentation was made and comments obtained from the Canoe River Aquifer Advisory Committee and the Natural Resources Trust. The Canoe River Aquifer Advisory Committee was established in 1987 to educate the public about the need to protect the aquifer. The Natural Resources Trust of Mansfield was established in 1971 to acquire and preserve natural resources, wildlife areas and historic sites, and to educate the public on the wise use of natural resources. During the fourth year, a public hearing was held April 26, 2006 in preparation for the Annual Town Meeting. The various comments obtained were addressed, and the final Stormwater By-Law was accepted at the May 23, 2006 Session of the April 11, 2006 Annual Town Meeting. This by-law consists of two parts. Part A Illicit Discharges to the Municipal Storm Drain System with DPW being responsible. Part B covers Stormwater Management and Land Disturbance during and after construction with the Conservation Commission being responsible.

During this fifth year, we have successfully implemented these by-laws, and have reviewed and permitted two sites under the Stormwater Management By-Law's Land Disturbance Permit Requirements, that previously would not have been reviewed or addressed. The Town is also utilizing its new equipment that was purchased for the stormwater permit commitments. The Town's sewer camera equipment can now also be used to inspect drainage lines, and its vector truck can clean out historically clogged lines that will help minimize future flooding. The Town of Mansfield has committed manpower and funding in the implementation of its first 5-year plan to reduce pollutant discharged to its rivers and streams. The Town has also provided funding for the development of the next 5-year plan, and hopes to continue with improvement of its stormwater management program.

### 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 Activities – Permit Year 6
1-1	Identify existing programs to be included in SMP	Engineering	Identify number of existing programs	Completed: See Report No. 1	
1-2	Develop NPDES materials for homeowner education	Engineering	Number of pamphlets distributed	Completed: See Report No. 4.	
1-3	Distribute materials to identified programs	Engineering/ DPW	All identified programs receive materials	Completed: See Report No. 4.	
1-4	Implement Catch Basin Stenciling Program	DPW	Percentage of catch basins stenciled/ year	The stenciling of catch basins was continued with an additional 100 completed for a total of 335.	Continue with the catch basin stenciling program, and investigate the use of more permanent type markers.

## 2. Public Involvement and Participation

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 Activities – Permit Year 6
2-1	Sponsor Hazardous Waste Collection Day	Health	Funding passed Event held	The Household Hazardous Collection Day was held on April 7, 2007. It was advertised on the Town website, Cable 9 Bulletin Board, press releases in local newspapers (Sun Chronicle, Mansfield News & Mansfield Buzz), flyers in all Town buildings, and flyers sent home with all elementary school children. Funding of \$15,000 was passed at the 5/15/07 Annual Town Meeting for the Collection Day in April 2008.	The Household Hazardous Waste Collection Day was scheduled for April 5, 2008. An article has been placed on the May 2008 Annual Town Meeting warrant for funding in 2009.
2-2	Sponsor Recycle Center	DPW	Funding passed Recycle Center available	Funding passed at May 2007 Town Meeting as a DPW budget line item, and the Recycle Center/Compost Area was open Saturdays and Mondays for collections, including used motor oil. The center was advertised on the Town, DEP, and E-CALL website, by flyers and in the "Live Wire" publication sent out with electric bills.	Funding for Recycle Center included in DPW Budget for May 2008 Town Meeting Approval.
2-3	Identify existing volunteer environmental groups	Engineering	Number of groups identified	Documents previously prepared under 1-2, and distributed under 1-3. Met with the Canoe River Aquifer Advisory Committee on May 3, 2007, and provided an update on the stormwater program. They agreed to make available and distribute the stormwater summary and pamphlet through their organization. They requested and we provided our new vector truck at their 20 <sup>th</sup> Canoe River Awareness Day on May 12, 2007.	Continue to work with the Canoe River Aquifer Advisory Committee and the Natural Resources Trust of Mansfield for further public outreach.

**2a. Additions (as added in Report No. 1)**

2-4	Implementation and Review	Engineering	Number of notices	Published implementation information in the 2007 Annual Town Report describing the NPDES Program and the 5-Year Plan. Updated the Town website on the Stormwater Phase II Program, and a summary of the 4 <sup>th</sup> -Year's Annual Report. Obtained Town funding and contracted with a consultant (CDM) to assist with the development of the next 5-Year Permit.	Update Town's website detailing the 5 <sup>th</sup> -Year's Annual Report and the development of the 2 <sup>nd</sup> 5-year Stormwater Plan.
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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 5 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 6
3-1	Create GIS Base Map	Engineering/MIS	Stormwater map created	Completed: See Report No.1. Supports many future activities.	
3-2	Inspect outfalls, catch basins, and manholes	Engineering/DPW	Field data entered into GIS database	Completed. See Report No. 2. Inspected and incorporated stormwater structure into the GIS database. This included inspection of 2706 CB's, 1551 MH's, and 389 outfalls.	
3-3	Draft by-law prohibiting discharges into system	Engineering/Health	Present draft at Town Meeting for approval	Completed: See Report No. 4. Proposed by-law was accepted at the 5/23/06 session of the 4/11/06 Annual Town Meeting.	
3-4	Develop plan to identify non-stormwater discharges	Engineering/DPW	Implement plan in Permit Year 5	Implemented plan to identify non-stormwater discharges, including illegal dumping, by periodically reviewing the identified problem sites and cleaning the sites as necessary. Blocked off the Stearn's Ave site with boulders. No new illegal dump sites identified.	Continue with plan implementation.

# Attachment 1

## Implementation Schedule

(as included with N.O.I.)

