TOWN OF DANVERS
Department of Public Works

ENGINEERING DIVISION

MAY 1 2009

FEDEX Tracking Number: 8690-9833-1230

Ms Glenda Velez - CIP
U.S. Environmental Protection Agency – Region I
1 Congress Street Suite 1100 (CIP)
Boston, MA 02114-2023

RE: TOWN OF DANVERS MA -Phase II NPDES Permit MA 041188
Submission of Sixth Annual Update Report

Dear Ms Herrick:

On behalf of the Town of Danvers, enclosed please find one original signature copy of the Year 6 NPDES Phase II Small MS4 Annual Report. Please note that the Town of Danvers is following the conditions of the existing permit MA 041188 until a new permit is issued.

Please be advised that one original signature copy of this report has been sent to Mr. Fred Civian at MADEP in Boston.

Should you have any questions or need any additional information concerning this matter, please do not hesitate to call me at 978-777-2668 ext. 637.

Very truly yours,

Richard P. Rodgers, P.E.
Town Engineer

Cc: David B. Lane, Director of Public Works
   Anthony J. Funari, Director of Operations
   Elaine Sistare, P.E., Camp, Dresser & McKee, Inc.
   Mr Fred Civian, MADEP Boston file
NPDES PII Small MS4 General Permit
Annual Report

Part I. General Information

Contact Person: Richard P. Rodgers          Title: Town Engineer
Telephone #: (978) 777-2668 ext. 637       Email: rrodgers@mail.danvers-ma.org

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: Wayne P. Marquis
Title: Town Manager
Date: 4/24/09
Part II. Self-Assessment

The Town of Danvers has completed the required self-assessment and has determined that our municipality is in compliance with all permit conditions.

Part III. Summary of Minimum Control Measures

The following sections numbered 1 through 7 detail the Best Management Practices (BMP’s) as outlined in the Notice of Intent submitted in July 2003 and as updated in the previous Annual Reports No. 1,2,3,4 and No. 5. Please note that the Town of Danvers is following the conditions of the existing permit until a new permit is issued. Asterisks (*) note those BMP’s that have revised schedules.

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 6 (Reliance on non-municipal partners indicated, if any)</th>
<th>Planned Action – Permit Year 7</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-1</td>
<td>Articles about SWMP in the “What’s in the Works” Newsletter (Newsletter was formerly called “Light Touch”)</td>
<td>Public Works</td>
<td>Article sent to all residents Yrs. 2-6</td>
<td>As in previous years, included article in “What’s in the Works” Newsletter summarizing the mandates of the Stormwater Management Plan.</td>
<td>Continue to include fact sheet with Stormwater Management Plan.</td>
</tr>
<tr>
<td>1-2</td>
<td>Continue to educate dog owners about picking up waste</td>
<td>Board of Health</td>
<td>Fact sheet in annual dog registration mailing during Yrs. 2-6</td>
<td>As in previous years, included notice with dog registration mailing.</td>
<td>Continue to include fact sheet with dog registration mailing.</td>
</tr>
<tr>
<td>1-3</td>
<td>Develop and offer education programs to schools</td>
<td>Public Works and Con Com.</td>
<td>Program developed and offered Yr 5</td>
<td>As in previous years, the Danvers High Environmental Club has been distributing flyers regarding stormwater education to houses on the streets that they are stenciling (see BMP 2-3). Continued website development which will include school and stormwater information. Additionally, worked with Holten-Richmond Middle School and educated them about responsible landscaping, which resulted with the creation of a school landscaped area and the student design of a corresponding educational brochure for distribution at Town events. Continue to provide materials to Danvers High School students so that they can create education flyers to homes (see BMP 2-3). Continued maintenance of Holten-Richmond landscaped area will be maintained by students.</td>
<td></td>
</tr>
<tr>
<td>1-4</td>
<td>Annual update of SWMP at a Selectmen’s meeting</td>
<td>Public Works</td>
<td>Annual update of SWMP given</td>
<td>Gave annual update at Selectman’s meeting. Give annual update of SWMP at Spring Selectmen’s meeting.</td>
<td></td>
</tr>
<tr>
<td>1-5 * (added)</td>
<td>Distribute educational materials</td>
<td>Public Works and Con. Com.</td>
<td>Distribution at annual events</td>
<td>Continued availability of educational materials, including newly purchased “Stormwater Matters” brochure from this year’s package from the Sudbury, Assabet, and Concord Rivers Watershed Community Council (SUASCO) at events including: Open House Days at Town Hall, AWWA Water Week at Water Treatment Plant, APWA Public Works Week at Public Works Garage, Earth Day Recycling at Town Hall and Hazardous Waste Day at former Sanitary Landfill/Transfer Station. Continued display and distribution of educational materials.</td>
<td></td>
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Distribute "Greenscapes" Newsletter

### 2. Public Involvement and Participation

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<tr>
<td>2-1</td>
<td>Form Stormwater Advisory Committee</td>
<td>Public Works, Con. Com., Planning, Health, Water/Sewer Commissioner</td>
<td>Committee form Yr 1, Meets twice annual thereafter</td>
<td>Held Advisory Committee meetings.</td>
<td>Hold Advisory Committee meetings twice within the year.</td>
</tr>
<tr>
<td>2-3</td>
<td>Provide stenciling materials</td>
<td>Public Works and Con. Com.</td>
<td>Materials provided Yr 2</td>
<td>Danvers Public High School students have completed some catch basin stencils (by the Environmental Club at Danvers High). The club also has been distributing flyers regarding stormwater education to houses on the streets they are stenciling (see BMP 1-3).</td>
<td>The Danvers High Environmental Club is continuing stenciling efforts during Spring and Summer 2009, including distributing flyers (see BMP 1-3) homes.</td>
</tr>
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### 3. Illicit Discharge Detection and Elimination

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Greenscapes Newsletter was available to all residents and promoted in all Town activities for Spring 2008. (Danvers has partnered with Salem Sound Coastwatch and Mass Bays Estuaries Program). Continue distribution of newsletter to all Danvers residents in May of 2009.

Town of Danvers, Massachusetts EPA NPDES Permit No. MA 041188/MADEP Transmittal No. W040672

NPDES PHII Small MS4 General Permit Annual Report No. 6
### 3-1 * 
Continue to conduct dry weather outfall screening

Public Works

Number of outfalls screened: None, task completed.

None, task completed.

### 3-2 
Update mapping of stormwater outfalls

Public Works

Maps updated: Reviewed all new development construction for compliance with the Stormwater Management Policies established by DEP. All were approved locally through Site Plan Approval, Order of Conditions and/or Subdivision Approval. No new or unmapped outfalls identified. Outfall piping network was updated in GIS.

If new or unmapped outfalls are discovered during the permit year, add the outfalls to Town GIS.

### 3-3 
Develop and implement plan to identify and remove illicit

Public Works and Board of Health

Number of connections removed: In 2008, the Town resolved health issue with Shady Oaks Trailer Park where the failed onsite septic sewer system was removed and the site was connected to the Town Sewer.

None, unless new data shows suspension of illicit connections.

### 3-4 
Continue to enforce inspection of sewer connection bylaw

Public Works

Number of inspections made: Bylaw enforced. All sewer service connections are inspected by the Town prior to backfilling. Danvers inspected 22 new sewer connections (commercial and residential developments)

Give annual update of SWMP at Spring Selectmen’s meeting.

### 3-5 
Implement employee educational program

Public Works

Annual training provided: DPW staff completed GIS Training Seminar (to train how to update data and mapping related to stormwater to the DPW Operations Division)

Provide storm drain discharge educational program of Town employees involved in maintenance of storm drainage system as part of annual training program.

### 4. Construction Site Stormwater Runoff Control

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NPDES PHI Small MS4 General Permit Annual Report No. 6
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<tr>
<th></th>
<th>ESC bylaw for construction sites &gt;1 acre</th>
<th>Planning</th>
<th>Develop draft bylaw in Yr 2, present to Town Meeting Yr 3</th>
<th>Enforce bylaws.</th>
<th>Enforce bylaws.</th>
</tr>
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<tr>
<td>4-2</td>
<td>Require waste management plan</td>
<td>Board of Health</td>
<td>Plan developed for each construction site</td>
<td>Dumpster regulations were adopted by the Board of Health and effective on January 2009. This regulation was created in response to complaints addressed through the nuisance provision. Permit applications will be sent out on July 1, 2009.</td>
<td>Consider starting inspection programs for commercial / permanent dumpsters, which may be expanded to temporary dumpsters.</td>
</tr>
<tr>
<td>4-3</td>
<td>Review site plans for stormwater impacts</td>
<td>Planning, Public Works and Con. Com.</td>
<td>Number of site plans reviewed</td>
<td>Planning Board reviewed 31 sites for stormwater related site plans.</td>
<td>Continue site plan review for stormwater impacts.</td>
</tr>
<tr>
<td>4-4</td>
<td>Provide public input for sites &gt; 1 acre</td>
<td>Planning and Con. Com.</td>
<td>Number of public comment periods held</td>
<td>Planning Board reviewed 3 site plans that required a public hearing for new construction (not all projects were &gt; 1 acre).</td>
<td>Continue to place a notice in the local newspaper during the planning phase of construction projects disturbing more than 1 acre to allow public review and comment.</td>
</tr>
<tr>
<td>4-5</td>
<td>Inspection of erosion and sediment controls</td>
<td>Planning, Building Inspector, Public Works and Con. Com.</td>
<td>Develop bylaw during Yr 2, Present to Town Meeting Yr 3</td>
<td>None, task complete.</td>
<td>None, task complete.</td>
</tr>
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5. Post-Construction Stormwater Management in New Development and Redevelopment

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<tr>
<td>5-1*</td>
<td>Develop bylaw to apply MA SW Policy to entire Town</td>
<td>Planning, Con. Com. and Public Works</td>
<td>Develop bylaw during Yr 2, Present to Town Meeting Yr 3</td>
<td>None, task complete.</td>
<td>None, task complete.</td>
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### 6. Pollution Prevention and Good Housekeeping in Municipal Operations

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<tr>
<td>6-1</td>
<td>Update sensitive receptor inventory</td>
<td>Con. Com.</td>
<td>Updated inventory</td>
<td>None, task completed in Year 1.</td>
<td>None, task complete.</td>
</tr>
<tr>
<td>6-2</td>
<td>Street Sweeping</td>
<td>Public Works</td>
<td>Sweeps streets annually</td>
<td>Swept all streets from starting in spring 2008 and continuing through first deicing event and maintained all records.</td>
<td>Continue to sweep all streets in the spring (multiple times).</td>
</tr>
<tr>
<td>6-3</td>
<td>Roadway deicing</td>
<td>Public Works</td>
<td>Continue to calibrate equipment annually</td>
<td>Calibrated equipment during Fall 2008. Held annual driver training day in preparation for the winter season (including salting procedure review).</td>
<td>Continue existing salting procedure.</td>
</tr>
<tr>
<td>6-4</td>
<td>Minimize impacts from vehicle washing</td>
<td>Public Works</td>
<td>Maintain vehicle washing controls</td>
<td>Continued to use commercial car wash for small vehicles or wash vehicles inside DPW garage. For vehicles washed outside, did not use soap. Maintained the oil/water separator in the store drain system (both inside and outside the DPW garage).</td>
<td>Continue practice and procedures followed in Year 5.</td>
</tr>
</tbody>
</table>
### 6-5 Minimize vehicle maintenance

**Public Works**

Continue to perform maintenance in garage

Purchased waste oil heater to reduce used motor oil storage. Conducted employee training on hazardous materials Spring 2008. Conducted vehicle maintenance inside the DPW garage. Maintained materials inventory.

Continue employee training on hazardous materials. Conduct vehicle maintenance inside the DPW garage. Maintain materials inventory.

### 6-6 Storm Drain maintenance

**Public Works**

Number of catch basins cleaned each year

Town hired contractor to clean and remove debris of approximately 1,200 (about 1/3) of Town's catch basins, and drain pipes as necessary.

Continue the use of the contractor for to clean and remove debris of 1/3 of the Town's catch basins and keep records.

### 6-7 Park and landscape maintenance

**Public Works – Parks Division**

Amount of herbicides / fertilizers used

Practiced green landscaping using products that were EPA approved and in accordance with the children's protection act. Kept maintenance records.

Conduct training of any new staff who has not received training to minimize application of herbicides, pesticides, and fertilizers during winter of the permit year, and then practice green landscaping continually throughout permit year. Keep maintenance records.

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

NONE REQUIRED; NO TMDLs in Danvers.

**Part IV. Summary of Information Collected and Analyzed**

Not applicable.