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**Municipality/Organization:** Town of Groveland

**EPA NPDES Permit Number:** MA041195

**Ma DEP Transmittal Number:** W-035834

**Annual Report Number  
& Reporting Period:**

No. 6: March 2008-March 2009

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## NPDES PII Small MS4 General Permit Annual Report

### Part I. General Information

**Contact Person:** William H. Darke

**Title:** Chairman – Board of Selectmen

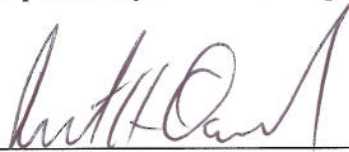
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#### Certification:

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:**

William H. Darke

**Title:**

Chairman - Board of Selectmen

**Date:**

March 17, 2010

## Part II. Self-Assessment

- Stormwater Committee received \$21,250 in funding for 2008. Funding used towards fulfilling NPDES PII requirements. Committee had some carry over funding into 2009.
- A compost site located at the Highway Department received a permit from MA DEP for 2009. All catchbasin screenings and debris and all street sweepings are to be used for compost. The compost is to be used as loam for town property and road sides.
- Use of NaCl and liquid Ice-Ban for roadways for 08/09. Sand only used for steep hills.

**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 6 (Reliance on non-municipal partners indicated, if any)</b>	<b>Planned Activities – Future</b>
1A Revised	Public Education Seminars	Board of Selectmen	Number per year	Stormwater Committee met several times. Cammett Engineering contracted to assist in fulfilling requirements. All meetings open to the public.	Committee to continue meetings
1B Revised	Storm water education flyers	Board of Selectmen	Number of flyers dist. per year	No additional informational flyers mailed out.	Plan another mailing for 2010
1C Revised	Storm water web page	Board of Selectmen	Number of web page visits	Stormwater Committee informational web page being maintained.	Continue monitoring and maintenance
1D Revised	Local cable station campaign	Board of Selectmen	Number of times shown	DVD informational video run on local cable.	Run on local cable

**1a. Additions**


## 2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 6 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Future
2A Revised	Comment & Q&A at seminars	Board of Selectmen	Document concerns & respond	Stormwater Committee meetings open to the public.	Encourage public involvement.
2B Revised	Volunteer cleanup & monitoring	Board of Selectmen	# of volunteers & accomplishments	None to date	Determine groups to hold “Stream cleanup days”. It is anticipated the Boy Scouts will volunteer.
2C Revised	Local business partnerships	Board of Selectmen	# per year & accomplishments	None to date	

### 2a. Additions

2D	Storm Drain Stenciling	Board of Selectmen	Number of drains stenciled	All storm drains stenciled during summer 2007	Drain stenciling will be refreshed during 2010.

### 3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 6 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Future
3A Revised	Storm Drain System Map	Board of Selectmen	Identify & remove illicit discharges	Storm Drain System Map complete	Data to be added to GIS system.
3B Revised	Ordinance prohibiting illicit discharges	Board of Selectmen	Adoption of ordinance	Bylaw being reviewed.	Bylaw to be adopted at Fall Town Meeting.
3C Revised	Plan to detect illicit discharges	Board of Selectmen	# of illicit discharges identified	Ongoing subdivision review by consulting engineer and ongoing observation by DPW personnel	Ongoing subdivision review by consulting engineer and ongoing observation by DPW personnel

### 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 6 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Future
4A Revised	Ordinance for erosion & sediment control at construction sites	Board of Selectmen	Adoption of ordinance	Bylaw in place.	

**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 6 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Future
5A	Enforce MA DEP WPA Storm water management policy on sites > 1ac.	Board of Selectmen	Adoption of Site Plan review Zoning By-Law	All new subdivisions and site plans comply with MA DEP WPA Stormwater Management Policy	Maintain conformance
	Revised				

**5a. Additions**

5B	Ordinance for post stormwater management	Board of Selectmen	Adoption of ordinance	Bylaw in place.	
5C	Low Impact Development stormwater management incorporated into subdivision regulations	Planning Board	Adoption of new regulations	Regulations being reviewed with intentions of being adopted in 2010.	

**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 6 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Future
6A Revised	Develop municipal O&M plan	Office of the Road Commissioner	# of structures/streets cleaned, amount of employee training	Main arterials are swept and catchbasins cleaned twice/year. Non-arterials are swept and catchbasins cleaned once/year.	Maintain O&M
6B Revised	Upgrade inadequate drainage systems	Office of the Road Commissioner	Number of upgrades per year	Catch Basin Replacement <ul style="list-style-type: none"> <li>• Washington St. (2)</li> <li>• Uptack Rd. (2)</li> <li>• Murray Ct. (8 new with 900 lf of pipe)</li> <li>• Benham St (3 new with 200 lf of pipe)</li> </ul> Storm drain cleaning: <ul style="list-style-type: none"> <li>• Center St. (200 lf)</li> </ul>	Maintain O&M

**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 6 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Future
Revised					

**7a. Additions**


**7b. WLA Assessment**

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

**Part V. Program Outputs & Accomplishments (OPTIONAL)**

**Programmatic**

	(y/n)	Yes
Stormwater management position created/staffed		Funding left over from 2008
Annual program budget/expenditures	(\$)	

**Education, Involvement, and Training**

Estimated number of residents reached by education program(s)	(# or %)	2000
Stormwater management committee established	(y/n)	Yes
Stream teams established or supported	(# or y/n)	
Shoreline clean-up participation or quantity of shoreline miles cleaned	(y/n or mi.)	
Household Hazardous Waste Collection Days		
▪ days sponsored	(#)	
▪ community participation	(%)	
▪ material collected	(tons or gal)	
School curricula implemented	(y/n)	

**Legal/Regulatory**

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

**Mapping and Illicit Discharges**

Outfall mapping complete	(%)	100
Estimated or actual number of outfalls	(#)	
System-Wide mapping complete	(%)	100
Mapping method(s)		
▪ Paper/Mylar	(%)	
▪ CADD	(%)	100
▪ GIS	(%)	
Outfalls inspected/screened	(# or %)	
Illicit discharges identified	(#)	
Illicit connections removed	(#)	
	(est. gpd)	
% of population on sewer	(%)	
% of population on septic systems	(%)	

**Construction**

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

**Post-Development Stormwater Management**

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	(%)	
Site inspections completed	(# or %)	
Estimated volume of stormwater recharged	(gpy)	

**Operations and Maintenance**

Average frequency of catch basin cleaning (non-commercial/non-arterial streets)	(times/yr)	1
Average frequency of catch basin cleaning (commercial/arterial or other critical streets)	(times/yr)	2
Total number of structures cleaned	(#)	1000±
Storm drain cleaned	(LF or mi.)	200±
Qty. of screenings/debris removed from storm sewer infrastructure	(lbs. or tons)	150-200 CY
Disposal or use of sweepings (landfill, POTW, compost, recycle for sand, beneficial use, etc.)		Compost
Cost of screenings disposal	(\$)	



Average frequency of street sweeping (non-commercial/non-arterial streets)	(times/yr)	1
Average frequency of street sweeping (commercial/arterial or other critical streets)	(times/yr)	2
Qty. of sand/debris collected by sweeping	(lbs. or tons)	75± CY
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.)	(location)	Compost
Cost of sweepings disposal	(\$)	
Vacuum street sweepers purchased/leased	(#)	
Vacuum street sweepers specified in contracts	(y/n)	

Reduction 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*
*Only used by turf management professionals for town ballfields and parks		

Anti-/De-Icing products and ratios	% NaCl % CaCl <sub>2</sub> % MgCl <sub>2</sub> % CMA % Kac % KCl % Sand	90% NaCl 10% Sand (on hills)
<b>2 – 3000 gallon storage tanks at town garage holding Ice-Ban Magic</b>		
Pre-wetting techniques utilized	(y/n)	Yes (Ice-Ban)
Manual control spreaders used	(y/n)	No
Automatic or Zero-velocity spreaders used	(y/n)	100% Auto
Estimated net reduction in typical year salt application	(lbs. or %)	
Salt pile(s) covered in storage shed(s)	(y/n)	Yes
Storage shed(s) in design or under construction	(y/n)	