



# Haverhill

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April 28, 2008

United States Environmental Protection Agency  
1 Congress Street, Suite 1100 (CIP)  
Boston, MA 02114-2023  
Attn: Glenda Velez by email: [stormwater.reports@epa.gov](mailto:stormwater.reports@epa.gov)

Massachusetts Department of Environmental Protection  
One Winter Street -5<sup>th</sup> Floor  
Boston, MA 02108  
Attn: Fred Civian by email: [Frederick.Civian@state.ma.us](mailto:Frederick.Civian@state.ma.us)

Subject: Haverhill, Massachusetts Permit Number: MAR 041197  
Annual Stormwater Report No. 6

Dear Ms. Velez and Mr. Civian:

In accordance with the City of Haverhill's NPDES Stormwater Permit, we are providing this annual report for activities from March 2008 to March 2009.

## Self-Assessment

The Stormwater Committee began meeting in September 2007. The following is a brief summary of Stormwater activities undertaken during the sixth permit year:

- Finalize Illicit Discharge and Detection manual, which is included as an access database.
- Began Stormwater out fall inspections
- Haverhill Highway Department continued the street sweeping program. The City currently has 1,400 streets, with 212 centerline miles of streets. The City swept 408 miles.
- Highway Department collected waste oil on the last Saturday of the month from 9:00 AM -1:00 PM from September to June.
- The Conservation Commission enforces the 1997 Massachusetts Stormwater Management Policy and the new Stormwater Management Regulations for projects that are within its jurisdiction. Additionally, for projects that will disturb an acre or more, the Commission requires proof of EPA authorization under NPDES and copies of the



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- Stormwater Construction General Permit Notice of Intent. The Commission also requires a Stormwater Pollution Prevention Plan to be submitted before commencement of work.
- We continue to have a Household Hazardous Waste collection day twice per year. In calendar year 2007, we had 171 cars arrive in three hours. We collected 20,850 pounds of hazardous waste (2,500 gallons). Household Hazardous Waste collection days for 2009 are scheduled for May and October. See enclosed document "City of Haverhill WWTP-HHW collection event History," detailing the numbers of cars and pounds of waste collected from 1996 to 2008.
- The Stormwater Committee developed a draft Stormwater utility similar to Lewiston Maine. March 10, 2009, CDM City's consultant, met with the Mayor Fiorentini to present the Stormwater Utility Structure. Alternatives are being review to be presented to the City Council in the near future.

Until recently, the City's stormwater system plans were fragmented in many different plans. No real coordination of the Stormwater was conducted until the City contracted with CDM to create a Geographic Information System (GIS) storm water layer. The Stormwater Layer was completed and delivered to the City in June 2007. The principal components of the Stormwater Layer are as follows:

- The City has documented 4,316 catch basins.
- 604 Stormwater outfalls, which have been identified and renamed according to the City of Haverhill Illicit Discharge Detection and Elimination (IDDE) manual.
- 1,837 Stormwater manholes

The attached tables are the Best Management Practices (BMP's) listed in City of Haverhill's Notice of Intent, (NOI) and the City's progress in the sixth permit year. The City of Haverhill is committed to the Stormwater program and will make every effort possible to achieve the BMP's listed in the City's NOI.



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Should you have any question or comments please call my office at 978-374-2382 or email me [pjessel@haverhillwater.com](mailto:pjessel@haverhillwater.com).

Sincerely

Paul J. Jessel  
Collection System Supervisor

#### Enclosures

cc: James J. Fiorentini, Mayor City of Haverhill  
Joy Hilton US EPA, [hilton.joy@epa.gov](mailto:hilton.joy@epa.gov)  
Nihar Mohanty MassDEP, [nihar.mohanty@state.ma.us](mailto:nihar.mohanty@state.ma.us)  
Michael Stankovich, DPW Director  
Robert E. Ward, P.E. Deputy DPW Director Water/Wastewater  
John Pettis, III P.E., City Engineer  
William Pillsbury, Planning, Economic, and Board of Health Director  
Robert E. Moore, Jr., Environmental Health Technician  
Margaret Toomey, City Clerk  
John D'Aoust, Water Treatment Plant Manager  
Mary D'Aoust Water Treatment Chemist  
Bonnie Dufresne, Board of Health  
Les Godin, Health Inspector  
Highway Department



1. Public Education and Outreach

| BMP ID. | BMP   | Responsible Dept. / Person | Measurable Goal  | Progress on Goal(s) – Permit Year 6          | Planned Activities – Permit Year 6   |
|---------|---|----------------------------|--|--|--|
| #1-1    | Designate Stormwater Coordinator                                      | Mayor                      | Official Designation of Stormwater coordinator         | <b>Completed</b><br>Committee is established | Official designations of a Stormwater coordinator establish a reoccurring meeting date and time.   |
| #1-2    | Add Stormwater Information to City Website                            | Stormwater Coordinator     | Incorporation of Stormwater Page                       | <b>Completed</b><br>Stormwater web page      | Place Stormwater information onto the City's web page. The City's Stormwater Web page is <a href="http://www.ci.haverhill.ma.us/departments/stormwater/index.htm">http://www.ci.haverhill.ma.us/departments/stormwater/index.htm</a><br>Added request for catch basin cleaning and street sweeping onto the City's Web Site. <a href="http://www.ci.haverhill.ma.us/departments/water/cat_ch_basin.htm">http://www.ci.haverhill.ma.us/departments/water/cat_ch_basin.htm</a> |
| #1-3    | Coordinate Outreach with Initiatives of Local Watershed Organizations | Stormwater Coordinator     | Identification of groups annual contact                | <b>Completed</b>                             | Initiate discussions with Haverhill's Lake Alliance, Merrimack Valley Planning Commission  |
| #1-4    | Develop and Distribute Informational Brochures                        | Stormwater Coordinator     | Development and dissemination of 2 brochures.          | <b>Completed</b>                             | Complete brochures.  |
| #1-5    | Install and Maintain Signage  | Stormwater Coordinator     | New Signs at 5 locations. Develop List of future signs | <b>Completed</b>                             | Committee decided only CSO signs are required.   |
| #1-6    | Distribute Pet Waste Brochure with Dog Licenses                       | City Clerk                 | Brochure to all dog licensees                          | <b>Completed</b>                             | The City Clerk is now distributing pet waste brochure.   |

Summary of Minimum Control Measures (Continue)

2. Public Involvement and Participation

| BMP ID. | BMP  | Responsible Dept./Person      | Measurable Goal                        | Progress on Goal(s) – Permit Year 6 | Planned Activities – Permit Year 6   |
|---------|--|-------------------------------|--|-------------------------------------|--|
| #2-1    | Comply with State Public Notice Guidelines | City Clerk & Department Heads | Comply with State guidelines           | Completed                           | Continue Compliance  |
| #2-2    | Annual Household Hazardous Waste Day       | IPP Coordinator               | Annual collection day held             | Completed                           | Continue bi-annual household Hazardous Waste Day scheduled for <b>May 2008 and October 2008</b>  |
| #2-3    | Motor Oil Collection Days                  | Highway Dept.                 | Collection days held                   | Completed                           | Last Saturday of the month 9:00 AM to 1:00 PM Sept. to June  |
| #2-4    | Establish a Stormwater Hotline             | Stormwater Coordinator        | Establishment of hotline               | Completed                           | Establish email for general public, which is <a href="mailto:stormwater@cityofhaverhill.com">stormwater@cityofhaverhill.com</a> . Established and maintain hotline <b>978-374-2334</b> |
| #2-5    | Establish a Stormwater Committee           | Mayor                         | Establishment of Committee             | Completed                           | Designate and formally establish Stormwater Committee and schedule regular meetings  |
| #2-6    | Stencil Catch basins                       | Stormwater Coordinator        | Contact Groups stencil 50 CBs per year | Completed                           | Wastewater Division after cleaning catch basins will stencil each catch basin.   |

Summary of Minimum Control Measures (Continue)

3. Illicit Discharge Detection and Elimination

| BMP ID. | BMP  | Responsible Dept. /Person                           | Measurable Goal                           | Progress on Goal(s) – Permit Year 6   | Planned Activities – Permit Year 6  |
|---------|--|---|---|---|---|
| #3-1    | Map Outfalls and Receiving Waters                                    | City Engineer & Stormwater Coordinator              | Completed map                             | Completed June 2007   | Begin to identify Stormwater out falls.   |
| #3-2    | Review and Revise, if necessary. Stormwater Bylaw                    | Stormwater Coordinator                              | Completed review, modifications if needed | Completed Drafted “Stormwater Management and Erosion Control” ordinance with supporting Regulations | Part of Stormwater utility Ordinance. Finalize ordinance and pursue City Council adoption. Finalize regulations for promulgation by “Stormwater Management Authority”. Update supporting municipal rules and regulations (e.g. subdivision regulations) |
| #3-3    | Continue Dry-Weather Screening of Outfalls                           | Stormwater Coordinator                              | Complete first round of screening         | Started   | Continue sampling along tributaries to Merrimack River  |
| #3-4    | Develop Program for Detection and Elimination of Illicit Connections | Stormwater Coordinator, Board of Health, Wastewater | Develop procedures for removal            | Completed   | Finalize IDDE manual March 2008 see the complete manual.  |

Summary of Minimum Control Measures (Continue)

4. Construction Site Stormwater Runoff Control

| BMP ID. | BMP   | Responsible Dept./Person   | Measurable Goal                           | Progress on Goal(s) – Permit Year 6  | Planned Activities – Permit Year 6  |
|---------|---|--|---|--|---|
| #4-1    | Review Existing Ordinance Requiring Stormwater Plan for Sites Greater than 1 Acre. Make Changes as Necessary. | Stormwater Coordinator<br>Conservation Commission, City Eng., Planning Dept., Water & Wastewater | Completed review, modifications if needed | Included within drafted ordinance - See BMP ID#3-2   | See BMP ID#3-2  |
| #4-2    | Develop Procedure for Receipt and Consideration of Public Comment   | Stormwater Coordinator<br>Conservation Commission, City Eng., Planning Dept., Water & Wastewater | Completed review, modifications if needed | Completed – Included within drafted ordinance - See BMP ID#3-2                                     | See BMP ID#3-2 Established email hot line, which is <a href="mailto:stormwater@cityofhaverhill.com">stormwater@cityofhaverhill.com</a> phone hotline 978-374-2334 |
| #4-3    | Site Inspections of Stormwater Control and Material Management  | Stormwater Coordinator<br>Conservation Commission, City Eng., Planning Dept., Water & Wastewater | Regular inspections                       | Site Inspections are currently being conducted. Included within drafted ordinance – see BMP ID#3-2 | Continue ongoing inspections of subdivisions. see BMP ID#3-2  |

Summary of Minimum Control Measures (Continue)

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

| BMP ID. | BMP  | Responsible Dept./Person   | Measurable Goal                           | Progress on Goal(s) – Permit Year 6  | Planned Activities – Permit Year 6   |
|---------|--|--|---|--|--|
| #5-1    | Develop Ordinance Requiring Runoff Controls for New and Re-Development | Stormwater Coordinator<br>Conservation Commission, City Eng., Planning Dept., Water & Wastewater | Completed review, modifications if needed | Included within drafted ordinance - See BMP ID#3-2                                   | see BMP ID#3-2   |
| #5-2    | Recommend a BMP Manual   | Stormwater Coordinator<br>Conservation Commission, City Eng., Planning Dept., Water & Wastewater | Manual selected                           | Currently researching appropriate manuals<br>Drafted ordinance references MA manuals | Finalize ordinance references (e.g. Massachusetts Stormwater Management Handbooks (including Volume 2, Chapter 2: Structural BMP Specifications for the Massachusetts Stormwater Handbook), Massachusetts Erosion and Sediment Control Guidelines for Urban and Suburban Areas – A Guide for Planners, Designers, and Municipal Officials, and Massachusetts Nonpoint Source Pollution Management Manual |



**Summary of Minimum Control Measures (Continue)**

6. Pollution Prevention and Good Housekeeping in Municipal Operations

| BMP ID. | BMP  | Responsible Dept./Person                                 | Measurable Goal                           | Progress on Goal(s) – Permit Year 6                            | Planned Activities – Permit Year 6  |
|---------|--|--|---|--|---|
| #6-1    | Continue Catch Basin Cleaning Program                            | Wastewater Dept., Stormwater Coordinator, Planning Dept. | Continuation with current program         | <b>Completed</b>   | Continue with current program Catch basin cleaning program with a goal to clean 4,300 basins every 3-years. |
| #6-2    | Continue Street Sweeping Program                                 | Highway Department, Stormwater Coordinator               |   | <b>Completed</b>   | Continue with Current Program   |
| #6-3    | Adopt Operating Procedures for CB and Street Sweeping Residuals. | Highway Dept., Stormwater Coordinator                    | Completed review, modifications if needed |  | Develop appropriate procedures  |
| #6-4    | Minimize Salt Usage and Maintain Salt Storage Area               | Highway Department, Stormwater Coordinator               | Continuation with current program         | <b>Completed</b>   | Salt storage is covered and maintained  |
| #6-5    | Develop and Implement Inlet Cleaning at Ponds                    | Stormwater Coordinator                                   | Development of program                    | Began inventorying pond inlets where cleaning is likely needed | Develop and Identify what needs to be clean and where   |
| #6-6    | Develop and Implement Employee Training Program                  | Highway Dept., Stormwater Coordinator                    | 2 Hours annually of training per Employee |  |   |

CITY OF HAVERHILL WWTP - HHW COLLECTION EVENT HISTORY

| YEAR          | NUMBER OF CARS | NUMBER OF EVENTS | WASTE COLLECTED-LBS. |
|---------------|----------------|------------------|----------------------|
| 1996          | 170            | 1                | 21,300               |
| 1997          | 150            | 1                | 18,765               |
| 1998          | 420            | 3                | 29,943               |
| 1999          | 300            | 2                | 26,715               |
| 2000          | 220            | 2                | 27,355               |
| 2001          | 200            | 1                | 25,020               |
| 2002          | 170            | 1                | 21,267               |
| 2003          | 180            | 1                | 22,518               |
| 2004          | 169            | 1                | 21,142               |
| 2005          | 210            | 1                | 26,271               |
| 2006          | 387            | 2                | 30,374               |
| 2007          | 289            | 2                | 28,364               |
| 2008          | 240            | 2                | 27,692               |
| <b>TOTAL:</b> | <b>3105</b>    | <b>20</b>        | <b>327,226 lbs.</b>  |
| <b>AVE.</b>   | <b>155.25</b>  |                  | <b>16,361 lbs.</b>   |

