



Town of Hull
Department of Public Works

9 Nantasket Avenue
Hull, Ma. 02045
781-925-0900

Received
2/3/10

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January 29, 2010

Glenda Velez
5 Post Office Square
Office of Environmental Protection 06-1
Boston, MA. 02109-3912

RE: EPA NPDES Permit No: MAR041040
MADEP Transmittal No. W-046041
Annual Report

Dear Ms. Velez:

Attached please find the Town of Hull's Year 6 Annual Report under the NPDES Phase II Small MS4 Permit Program.

The Town of Hull is an NPDES Phase II Stormwater Program, Automatically Designated MS4 Community as shown on the attached EPA Boundary Map. The Town of Hull's Notice of Intent was approved by the EPA and DEP in January of 2004. This Annual Report covers the period from April 1, 2008 to March 31, 2009. Because the Department of Public Works did not have a permanent Director during much of this period, gathering the information for this report took much longer than anticipated. However, the town has continued to implement a program of managing stormwater runoff in accordance with the NPDES Program under the Clean Waters Act. Our progress during Year Six is outlined in this report.

Please do not hesitate to contact me if you have any questions or require anything further.

Very truly yours,

Joseph Stigliani
DPW Director

Enclosures (2)

Cc: Philip Lemnios, Town Manager
Anne Herbst, Conservation Administrator

Municipality/Organization: **Town of Hull**

EPA NPDES Permit Number: **MAR041040**

MassDEP Transmittal Number: **W-046041**

Annual Report Number **Year 6**
& Reporting Period: **April 1, 2008 – March 31, 2009**

NPDES PII Small MS4 General Permit Annual Report (Due: May 1, 2009)

Part I. General Information

Contact Person: **Joseph Stigliani**

Title: **Director, DPW**

Telephone #: **781-925-0900**

Email: **jstigliani@town.hull.ma.us**

Mailing Address: **9 Nantasket Ave, Hull, MA 021045**

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: **Philip Lemnios**

Title: **Town Manager**

Date: **1/29/10**

Part II. Self-Assessment

The Town of Hull has completed the required self-assessment and we have determined that our municipality is in compliance with all permit conditions, except as follows:

- #1 PartII Failed to submit the Year 6 Annual Report by May 12, 2009. Report submitted February 1, 2010.
- #2 Part III (1.2) The town has not yet developed a Stormwater, Watershed, and Water Quality Educational Curriculum.
- #3 Part III (1.9 and 2.7) The Town has not yet developed and implemented a storm drain stenciling 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 6 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 7
1.1 Revised	Stormwater Flyer to Community Residence	Stormwater Committee DPW	Development and Distribution of flyer	Stormwater Management flyer was developed and distributed to residents at the Town's HHW Collection, posted on the Town's Website, and made available at the DPW office and Town Hall. (Attachment 1)	Continue to review and update Stormwater Management Flyer and research ways to increase distribution of flyers.
1.2 Revised	Identify and expand on stormwater, watershed, and water quality education in the School System (combined with previous 1.8)	Stormwater Committee, DPW, School Dept.	Implementation of curriculum, flyer and survey distribution.	No progress was made due to staff changes at DPW.	The DPW Director will work with the School Dept. to phase in an appropriate environmental curriculum and/or make this information available on Hull's cable channel, the school's "Public Information Station" and the public library.
1.3 Revised	Stormwater flyer and survey to community businesses	Stormwater Committee, Conservation Commission, Board of Health	Distribution or make available to all residents and businesses.	The Town has developed a Stormwater Management flyer that is available to all residents and businesses. (also see 1.4)	The Town will investigate ways to ensure that all residents and businesses are made aware of these materials.
1.4 Revised	Identify and coordinate with local media sources to publicize press releases, meetings, and events	Stormwater Committee and DPW Director	Identify all local media sources, and maintain record of distribution.	Beginning in year 4, the Town has been issuing press releases to educate the public about the need for proper storm-water management. (Attachment 2)	The Town will continue to issue press releases about storm water management, and will also use the Town's Website, Cable TV channels, and any other means available to distribute this information.

1.5	Coordinate with local watershed groups on providing a series of lectures to community residents	Stormwater Committee, local watershed groups (i.e., WRWA & SPWA)	Record number of meetings and attendance at all such meetings if possible.	The Town has been working with the Straits Pond Watershed Association to inform the Association and public about storm water management issues. (Attachment 3)	The Town will seek to expand this outreach to other watershed and environmental groups and associations.
Revised				This BMP was determined to be inappropriate and deleted from plan.	
1.6	Consider posting signs at publicly accessible stormwater outfalls				
Revised					

1.7	Develop a Stormwater Awareness Package	Stormwater Committee, Board of Selectmen, Conservation Commission	Materials to be included in package compiled. Number of packages distributed.	The DPW Director has reviewed and selected materials that could be used to prepare the Stormwater Awareness Package.	A Stormwater Awareness Package will be developed and made available with notice on the Town's website, the Town's cable channel, and the schools' "Public Information Station."
Revised	Combine with 1.2	Combine with 1.2	Combine with 1.2		
1.8	Meet with local school officials annually to identify past activities and upcoming curriculum. Identify organizations that offer stormwater education resources.	Stormwater Committee, School Department	School Department official contacted, meeting conducted. Each school has designated contact. Organizations identified and contacted.	See BMP 1.2	See BMP 1.2
Revised					
1.9	Develop Storm Drain Stenciling Program	DPW, Stormwater Committee, Conservation Commission, local watershed groups	Program developed, volunteers organized, basins identified and stenciled	In a previous reporting term, the DPW director identified sources for the stencils as well as volunteer groups that may do the stenciling and events when the stencils can be applied. No additional progress was made this term due to vacancy in the DPW director's position	Due to the amount of time that has transpired since work first began on this BMP, it is necessary to re-evaluate this proposal, and if appropriate identify sources for stencils and identify volunteer groups for stenciling.

I.10	<p>Make the Stormwater Management Plan available to the general public</p>	<p>Town Manager, Stormwater Committee</p>	<p>Develop a Plan. Make the Plan available at Town Hall, Library, and in schools as an environmental education resource. Consider putting the plan on the website.</p>	<p>The Town's Stormwater Management Plan, Notice of Intent, and Annual Reports are available at the DPW Office. Stormwater Annual Reports are also available at the Hull Public Library.</p>	<p>The Town will investigate, and if possible, implement other means available to inform the public about the availability of the Town's Stormwater Management Plan and related materials. (also see 1.11)</p>
Revised					
1.11	<p>Consider developing a Stormwater Management Web page informing citizens about SWMP, waste disposal options, stormwater "friendly" practices, volunteering opportunities, and the status of local beaches <i>Use website to post SWMP and annual report</i></p>	<p>DPW, Conservation Commission, Stormwater Committee, Board of Health, Surf Riders Association</p>	<p>Web page developed. Consider links to other websites such as WRWA, MA DEP, and USEPA.</p>	<p>Website developed which will include separate page for "Stormwater Management" with links to stormwater management related sites is in process of being added to DPW Web site. Current web site contains information and links for recycling, drainage, water conservation and other related information.</p> <p>(Attachment 4)</p>	<p>The Town will periodically update the website and add new links and information as it becomes available. (also see 1.10)</p>
Revised					

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 – Permit Year 7
2.1	Research possible resources available to the Town to assist in developing a storm-water public participation and outreach program	Town Manager, Conservation Commission, Stormwater Committee	Research performed. Possible resources identified and inventoried. Resources contacted.	In year six the DPW met with a number of other Town Departments and local environmental groups to discuss and encourage public participation, outreach, and awareness of proper stormwater management. Community groups and committees the Town has interacted with include the SPWA, WREC, HBC, HGC, HSTC, BMC and WRC. (See attachment for Committee names)	The Town will continue to collaborate with local groups and organizations to increase public awareness of the need for proper stormwater management. The Town will evaluate the effectiveness of these activities and determine if a formal Stormwater Public Participation and Outreach Program is necessary.
Revised				(Attachment 5)	
2.2	Start a local Stormwater Committee to assist in developing and implementing plan	Town Manager, DPW, Conservation Commission	Committee established, meetings conducted, plan developed, activities conducted.	In addition to the local groups noted in 2.1 above, representatives of the Town Departments serving on the Stormwater Committee have been meeting on a regular basis to discuss stormwater issues. These meetings are often conducted in conjunction with other meetings for related issues (i.e. Pre-disaster Mitigation/Community Rating System, Beach Management Committee), as well as at biweekly Public Safety Department Head Meetings.	Because of personnel changes during the last two years, the Town of Hull no longer employs several of the original members of the Stormwater Committee. The Town will evaluate the make up of the Committee and appoint/re-appoint members as determined necessary.
Revised				(Attachment 6 and 7)	

2.3	Stormwater Plan Annual Meeting	Stormwater Committee	Annual meetings planned, noticed, conducted, minutes prepared. Number of attendees. Comments received, considered. (Plan Development, Final Plan, and Annual Report).	Although those Town employees responsible for storm water management in Hull met on a number of occasions, there was no official "Annual Meeting" in permit year six.	Request Selectmen / Town Manager officially designate appropriate personnel to the Stormwater Management Committee. The Town will hold a Stormwater Plan Annual Meeting. Following the appointment or reappointment of members of the new Stormwater Management Committee an annual meeting will be held and strategies to increase and encourage public participation and a awareness of stormwater management.
Revised					
2.4	Stormwater Traveling Exhibit	Stormwater Committee, School Department, local watershed groups	Consider working with schools and other organizations to develop exhibit. Displayed in several public locations. Prospects identified for future displays.	See BMP 2.6	See BMP 2.6
Revised					
2.5	Identify and coordinate with neighboring communities in the watershed who are implementing Storm-water Management Plans.	Town Manager, Board of Selectmen, Storm Water Committee	Communities identified and contacted. Coordination meeting. Multi-town programs planned and implemented.	The Town meets with representatives from other South Shore Communities regularly by attendance at Plymouth County Highway, South Shore Recycling Cooperative, Mass Tree Wardens Association, and other such group meetings. In addition the Hull DPW Director is in frequent contact with representatives of the neighboring Towns of Hingham and Cohasset concerning joint projects such as the replacement of the Straits Pond Culvert and Tide Gate, recycling, and storm water management.	The Town will continue to contact neighboring towns to gauge their interest in collaborating on Phase II tasks.

2.6	Coordinate with the School Department to promote stormwater awareness projects in the schools and then displaying these projects to the public.	Town Manager, Conservation Commission, Stormwater Committee, School Department, DPW Director, local watershed groups.	School Dept. contacted and meeting scheduled. Possible projects identified. Projects completed and displayed in public buildings.	The DPW Director has discussed this with representatives of the School Department and is in process of preparing information that will be made available to the School Department.	Since it has been determined that the Traveling Stormwater Exhibit originally proposed in part 2.4 of this plan would not be appropriate, we will investigate the possibility of having "Environmental awareness displays" as school projects.
2.7	Develop Storm drain Stenciling Program	DPW, Stormwater Committee, WRWA, SPWA, Conservation Committee	Program developed, volunteers organized, basins identified and stenciled.	(See 1.9)	(See 1.9)
Revised					
2.8	Coordinate with WRWA, SPWA, Surf Riders Association, Weir River Estuaries, and others to implement water quality monitoring and review results.	DPW, Stormwater Committee, Conservation Commission, High School, local watershed groups, Board of Health.	Meeting conducted, activities scheduled, conducted. Results reviewed, potential actions identified, implemented.	The Town has partnered with the SPWA in an on-going water quality monitoring program which involves water quality monitoring of Straits Pond. Portions of the monitoring and field survey results have been attached.	The Town will contact additional groups and organizations in an effort to broaden the current program of water quality monitoring.
Revised					
2.9	Identify and coordinate with potential volunteers, to include "neighborhood watch" groups, Boy and Girl Scout organizations, school groups/clubs, local and regional environmental advocates.	DPW, Conservation Commission, Stormwater Committee	Groups identified. Contact established, meetings conducted. Activities scheduled, conducted. Number of volunteers participating.	See BMP 2.8	See BMP 2.8

Revised	<i>Combined with 2.8</i>	<i>Combined with 2.8</i>	<i>Combined with 2.8</i>	
2.10	Sponsor and support neighborhood, town wide, and beach clean up projects.	DPW, Town Manager, Conservation Commission, Stormwater Committee, CZMA, local watershed groups, Board of Health.	Groups identified. Contact established, meetings conducted. Activates scheduled, conducted. Number of events sponsored/supported, amount of material collected, number of volunteers participating.	Clean up events sponsored or supported in year six include regular beach clean ups in accordance with the Town's formal "Beach Management Plan", the annual "Coast Sweep" clean up, and numerous neighborhood and local beach clean ups. The Town also sponsors an annual Beach Grass Planting Day. The Beach Management Plan was submitted with last years Annual Report. The Basics of Beach Cleaning Sheet and Beach Grass Planting Day notice have been attached.
2.11	Identify stormwater projects important to Hull Citizens (i.e. Straits Pond and Estuary Park projects) and assist in promoting and coordinating volunteer efforts on these projects.	DPW, Conservation Commission, Town Manager and Board of Selectmen, Weir SPWA, Weir River Estuaries.	Projects identified, inventoried, and promoted. Local watershed groups are assisted. Number of volunteers assisting in projects.	In future years, the Town will continue to support clean up projects and work with the Beach Management Committee to update the current Beach Management Plan.
Revised			(Attachment 9)	The Town will continue to collaborate with local groups and organizations and will work to develop an inventory of these projects and the number of volunteers involved.
			(Attachment 10)	

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 – Permit Year 7
3.1	Consider implementation of a GIS system to include the Storm Sewer System. <i>Map and assess condition of storm-water system components. Verify outfall locations as identified in the Harbor Management Plan. Conduct as outfall survey.</i>	DPW	Mapping completed, consider integration of asset management system Mapping completed, consider integration of asset management system. Number of outfalls, verified. Survey of outfalls completed. Investigations identified, prioritized, conducted.	Stormwater mapping using the GIS system and implementation of a formal storm drain maintenance record keeping program (CB/MH cleaning, sewer jet truck, and street sweeping) were initiated in previous permit year. Storm drain maintenance logs and drainage repair and improvement records have been kept for the period. A sample of each of the logs for Permit Year Six is attached.	Incorporate stormwater system assessment into the Town's "Standard Operating Procedures for Stormwater Systems" and "Seawall Maintenance and Monitoring" programs, and maintain records of all such inspections and assessments. The Town will review and evaluate the information gathered in Phase 1 of the "Stormwater Mapping and Assessment" program, and determine the most cost effective way to advance this goal.
3.2	Verify outfall locations as identified in the Harbor Management Plan. Conduct an outfall survey. <i>Combined with 3.1</i>	DPW Combined with 3.1	Number of outfalls verified. Survey of outfalls completed. Investigations identified, prioritized, conducted. Combined with 3.1	(Attachment 11) Outfalls have been verified and have been included on the GIS mapping database; however the town has not started recording the inspections to complete the outfall survey.	See BMP 3.1
3.3	Adopt by-law to effectively prohibit illicit discharges into the storm system.	DPW, Storm-water Committee, Conservation Commission	Review of model ordinance to ensure compliance with existing laws and regulations. Draft language and legal review. Conduct informational meetings as necessary. Submit to warrant, schedule for vote at town Meeting. Article voted, accepted.	The Town of Hull currently has both a "Stormwater Bylaw" and "Stormwater Regulations" which are enforced by the Conservation Commission, that prohibit illicit discharges into storm drain systems. (Attachments 12 and 13)	The Town will continue to enforce the "Stormwater By Law" and "Stormwater Regulations".

Revised	3.4	Develop a program to record and investigate suspected illicit discharges.	DPW, Board of Health, Sewer Department, and Conservation Commission.	<p>Program developed. Suspected illicit connections investigated. Sources identified and scheduled for removal. Enforcement actions taken or referred to other entity such as police, Health Department, MA DEP or USEPA.</p>	<p>The DPW staff have been trained to look for illicit discharges when cleaning catch basins and other drain structures, and the town continues to respond to and investigate citizen complaints. Most complaint investigations involve a number of Town Departments including DPW, Board of Health, Conservation Commission, and Sewer Department. Illicit discharges are most likely to be detected during Seawall Maintenance and Monitoring Plan, which is attached. (Attachment 14)</p>	<p>The Town will continue to investigate all suspected illicit discharges, and maintain a written record of all such investigations as well as any required follow up and resolution. The Town will consider incorporating illicit discharge detection into the Town's Seawall Monitoring and Maintenance Plan.</p>
Revised	3.5	Inform public employees, businesses, and the general public of hazards associated with illegal discharges and improper disposal of waste.	DPW, Stormwater Committee, WRWA	<p>Ensure that educational materials developed include illicit discharge awareness. Materials developed and distributed.</p>	<p>In year six the DPW Director presented information on stormwater management and the NPDES program to all Department Heads on several occasions, and issued a press release on stormwater management. In addition, the Town will hand out a Stormwater Management brochure at the 2009 Household Hazardous Products Collection. Stormwater education material is available on the town's Webpage and Cable Channel, including a Stormwater Management information brochure, Household Hazardous Waste Disposal Information, and Non Toxic Cleaning Alternatives. (See Attachments 1 and 4)</p>	<p>The Town will develop educational materials which specifically address detection and reporting of illicit discharges and distribute these materials to municipal employees, businesses and the general public. The Town will develop illicit discharge screening forms and reporting procedures, and incorporate them into the seawall, outfall, and drain structure inspection programs.</p>

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 – Permit Year 7
4.1	Review, revise (if necessary), and implement the existing Stormwater By-law to require erosion and sediment controls.	Town Planner, DPW, Conservation Commission, Stormwater Committee	Review of model ordinance and existing stormwater by-law. Ensure compliance with existing laws and regulations. Review of stormwater management plans. Conduct informational meeting. Modify existing by-law if necessary.	The Town has both a “Stormwater By-Law” and “Stormwater Regulations” which require sedimentation and erosion controls for construction projects in Town. (See Attachments 12 and 13)	The Town will continue to enforce the Stormwater By-Law and regulations to ensure proper sedimentation and erosion controls are used on construction projects in Town.
Revised					
4.2	Ensure that construction site operators disturbing one acre or more implement erosion and sediment controls	Building Officials, Town Planner, DPW, Conservation Commission	Inspection schedule established. Inspections conducted. Deficiencies noted and corrected.	The Conservation Commission, Building Department and DPW all monitor construction sites over one acre for sedimentation and erosion control. There were no new projects over one acre in the permit year.	The Conservation Commission, DPW, and Building Department will all continue to monitor sediment and erosion controls on all projects disturbing one acre or more.
Revised					
4.3	Ensure construction site operators disturbing one acre or more control construction wastes, and other wastes that may cause adverse impacts to water quality during construction	Building Officials, Town Planner, DPW, Stormwater Committee, Conservation Commission	Ensure stormwater by-law includes language to control construction wastes. Inspections conducted. Deficiencies noted and corrected.	The Conservation Commission, Building Department, DPW, and Board of Health all monitor construction sites over one acre for construction waste. There were no new projects over one acre in the permit year. A breakdown of Building Permits issued in Year Six is attached.	The Town will continue to ensure that any development or redevelopment projects that disturb one acre or more control construction wastes.
Revised					

(Attachment 15)

4.4	Develop procedures for site plan review which incorporate consideration of potential water quality impacts	Building Officials, Town Planner, DPW, Stormwater Committee, Conservation Commission	Ensure stormwater by-law includes language for site plan review. Consider providing guidance documents or other outreach materials for developers.	DPW reviews permit applications for water quality. New developments are required to install BMP's as part of the development. Plans are reviewed for storm water quality. Town works with applicants to develop designs that will help the Town to achieve better storm-water quality.	The Town will ensure that any development or redevelopment projects that disturb one or more acres go through a site review process. All procedures will follow the adopted soil erosion and sediment control plan.
Revised	4.5	Building Officials, town Planner, DPW, Conservation Commission	Inspection schedule established. Inspections conducted. Deficiencies noted and corrected.	DPW also does inspections on sites of high concern and then reports to the Building Department who is responsible for enforcement. Conservation Administrator also does inspections, specifically in resource areas in coastal banks and wetlands. Conservation Administrator also review plans for sites in resource areas.	The Town will ensure (via inspections) that any development or redevelopment projects implement erosion and sediment controls. All enforcement methods will follow the adopted soil-erosion and sediment control by-law.
Revised	4.6	Building Officials, Town Planner, DPW, Stormwater Committee, Conservation Commission	Develop a form for the public to provide information. Designate municipal official responsible for receiving, reviewing, and responding to information. Track deficiencies and corrections. Post form on town website.	DPW, Conservation Commission, and Building Department typically received most of the complaints relating to storm water. Complaints are reported to the agencies that did not receive the complaint, and the appropriate agencies visit the complaint site. The DPW visits sites where complaints were reported. DPW, Conservation Administration, and the Building Inspector work in conjunction to solve the community's stormwater issues and complaints. Complaints are recorded in the work order reporting system and hand written work orders are input and categorized into the drainage section of the work order reporting form.	Continue to report and track complaints using the DPW Work Order tracking system. Notify other Departments that may have jurisdiction. Maintain record of complaints and corrective actions taken.
Revised	(Attachment 16)				

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 – Permit Year 7
5.1	Identify structural and non-structural best management practices (BMP's) appropriate for the community	Town Planner, DPW, Conservation Commission, Stormwater Committee	Incorporate by reference state specific standards (i.e. acceptable practices under Wetlands Protection Act). Identify standard practices which are not acceptable in the community. Consider developing guidance documents or other outreach materials for developers outlining BMP selection and guidance on proper operation and maintenance.	Task completed.	Task completed.
Revised					
5.2	Adopt by-law to require post-construction runoff controls.	Town Planner, DPW, Conservation Commission, Stormwater Committee	Review of model ordinance to ensure compliance with existing laws and regulations. Draft language and legal review. Conduct informational meetings as necessary. Submit to warrant, schedule for vote at Town Meeting. Article voted, accepted.	The Town currently has a Storm Water By-Law and Regulations entitled “Standards and Specifications for Stormwater Management Systems” that require post construction inspection and maintenance of all storm water BMP's.	The Town will continue to enforce the existing By-Law and regulations to ensure continued compliance with BMP inspection and maintenance requirements.
Revised					

5.3	Ensure all new development and redevelopment projects that disturb one acre or more require long term operation and maintenance of post-construction runoff controls.	Town Planner, DPW, Conservation Commission, Stormwater Committee	Ensure proposed by-law or regulations, language and enforceable mechanism for long term operation and maintenance of post-construction runoff controls.	In Year Six there were not development/redevelopment sites that disturbed one acre or more of land. Also see 5.2 above.	The Town will continue to ensure (via inspection) that any development or redevelopment projects that disturb one acre or more implement long term operation and maintenance of post-construction runoff controls. All enforcement methods will follow the adopted storm water by-law and regulations.
Revised					

5a. Additions

5.4	Acquire land for conservation and preservation as open space	Town Manager, Conservation Commission.	Acres preserved and to remain undeveloped	The Town continues to pursue acquisition of private property for preservation and open space, and also works with non-municipal partners such as the Hull Land Conservation Trust in support of continued acquisition.	The Town will continue to pursue acquisition and preservation of open space and conservation land.

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 – Permit Year 7
6.1	Review and expand upon the current public street and parking lot sweeping program. Consider tracking streets and curb miles swept and the quantity of material collected.	DPW, Storm-water Committee	Continue existing program and maintain records on areas swept including, a breakdown of beach sand and road sand.	In Year Six the Town swept all Town roadways and municipal parking lots and drives at least once, and environmentally sensitive areas, beach locations, low lying areas and the business districts more than once. Logs were maintained on dates and amounts including a breakdown of sand types.	Sweeping will continue at least once annually, and more frequently for environmentally sensitive, beach, low lying and business areas. Logs will continue to be maintained and the Town will issue periodic press releases to advise residents of when and where sweeping will take place.
Revised				(Attachment 17)	
6.2	Consider including pollution prevention training for equipment operators	DPW, Storm-water Committee	Consider including pollution prevention training for equipment operators. Evaluate the existing level of awareness of equipment operators. Consider incorporating Health and Safety training with stormwater awareness training.	In house training is done to educate staff. During crew meetings, DPW director provides staff stormwater management education. There are pollution prevention (spill containment) supplies on all vehicles and in the DPW on-the-job training on how to use these items to prevent pollution. Additionally, the Fire Department is trained and available to respond to any hazardous material spills within the municipality.	The Town will continue with pollution prevention training for equipment operators. The town is also pursuing funds to set up an emergency Response Trailer to expedite responses to hazardous material spills.
Revised	Include pollution prevention, environmental awareness, and spill response training for equipment operators	DPW, Storm water Committee, Fire Department, and Police Department	Provide pollution prevention, environmental awareness and spill response training for equipment operators and other town staff as appropriate. Evaluate the existing level of awareness of equipment operators.		

6.3	Review and expand upon the current storm system inspection and maintenance program	DPW, Conservation Commission, Stormwater Committee	Continue existing program. Identify the system and all public structures tributary to the system. Conduct a catch basin sediment accumulation pilot program. Establish a routine inspection and maintenance program. Maintain records of inspections conducted, number of basins cleaned, approximate volume of material collected. Note areas that accumulate more sediment and consider more frequent inspection, cleaning or further investigation.	In year six the DPW inspected and cleaned almost all of the 3,000 catch basins and manholes at least once, and those in problem areas more than once. The Town maintains a record of storm drain cleaning and jetting of lines and records the amount of material removed. Inspections and maintenance of the Town's stormwater infrastructure were conducted in accordance with the Town's "Standard Operating Procedures" program. (Attachment 18)	Storm water system inspections and maintenance activities, including record keeping, will continue as outlined. In addition, the DPW will investigate, and if possible repair some of the older, less efficient drain systems in the Village, Point Allerton, and Beach areas.
6.4	Identify, as necessary, structural modifications to the storm sewer system in conjunction with future roadway improvements	DPW, Conservation Commission and Town Manager	Evaluate system improvement needs in conjunction with planned roadway improvements.	The DPW Director and Conservation Administration and Town Manager have met regularly during the year to discuss stormwater system improvements that might be incorporated into future roadway reconstruction. Specifically discussed was the need to reconstruct Atlantic and Nantasket Avenues and the need for improved stormwater systems for these roadways.	The Town will continue to identify stormwater improvements necessary as part of planned roadway reconstruction and repair projects, particularly in environmentally sensitive areas such as around the Straits Pond ACEC.
6.5	Provide spill response and storm-water/environmental awareness training to mechanics and equipment operators	DPW, Fire Department, Police Department	Develop training program. Identify staff for training. Conduct initial and annual refresher training. Maintain training roster for each session, and include documentation in personnel files.	All DPW employees receive on-the-job training on how to use these items to prevent pollution. Additionally, the Fire Department is trained and available to respond to any hazardous material spills within the municipality. The Coast Guard is also available for any spills in marine areas. There are pollution prevention (spill containment) supplies on all vehicles	The Town with storm-water/environmental awareness training to mechanics and equipment operators on an as-needed basis. Pursue funding for emergency response trailer to facilitate quicker response time to spills of gas, oil, or other such products.

					and in the DPW garage and the Town applied for funds to obtain an emergency response trailer, which will enable quicker response.	
Revised	Combined with 6.2	Combined with 6.2	Combined with 6.2			
6.6	Post spill prevention/emergency action plans prominently in areas where hazardous materials are used and stored.	DPW, Fire Department, Police Department	Develop posters outlining spill prevention/emergency response plans. Post prominently in the garage.	Task Completed	Task Completed. Repost as needed.	
Revised						
6.7	Conduct annual inspection of municipal maintenance facilities.	DPW, Fire Department, Police Department	Develop Checklist. Conduct inspections. Record and correct deficiencies.	In Year 5, the town brought in an independent inspector to analyze housekeeping practices at the DPW facility. The Town works with school department maintenance department to improve storm water issues.	The Town will continue to do self-inspections and implement further recommendations including installation of spill containment pallets. The DPW will work with other departments to perform inspections of other facilities.	
Revised						
6.8	Develop a program for curb-side pick-up and composting of yard wastes.	Town Manager, DPW, Hull Municipal Landfill	Yard waste collected from citizens and composted at the Hull Landfill.	The Town currently composts municipally generated yard waste and wood chips from brush and branches collected bi-annually from residents. The next chip day is scheduled for 5/16/09. The Town also collects and chips X-mas trees once a year.	The Town is considering siting the composting facility at the landfill and has spoken with the MADEP and a consultant on this project.	
Revised	<i>Develop a program for composting of yard wastes</i>	DPW Director, Town Manager, DPW, Hull Municipal Landfill	Yard waste composted at the Hull Landfill	(Attachment 19)		
6.9	Investigate floor drain connections at maintenance facilities and post "no dumping" signs in the vicinity of these drains	DPW, Police Department, Fire Department	Number of floor drains connections investigated. Floor drains closed or connected to the sanitary sewers with adequate BMP's. Signs posted.	The floor drains have been connected to the Town's sewer system.	Task completed.	

Revised								
6.10	Establish a program to discourage and investigate illegal dumping. Enforce penalties.	DPW, Police Department, Stormwater Committee, Neighborhood Groups	Educate citizens on the dangers of illegal dumping. Monitor chronic dumping areas. Enforce penalties and fees.	The Board of Health actively issues citations/orders to those who are caught illegally dumping. The Police Department is also available to enforce penalties against illegal dumpers. The town has a litter and dumpster by-law that provides legal enforcement abilities.	The town will continue to actively cite illegal dumpers, and the DPW will continue to clean up litter and waste that cannot be tracked back to specific violators.			
Revised								
6.11	Publicize and support Household Hazardous Waste (HHW) Collection events	DPW, Town Recycling Center, Sewer Commission, Wastewater Treatment Plant.	Continue to coordinate with the Town Recycling Center and the Sewer Commission to publicize and support HHW Collection events. Record the number of attendees, volunteers. Record the types and amounts of material collected.	Hull belongs to a consortium of nearby municipalities that financially support HHW collection events. Not only does the Town have a collection day at a location with the municipality, but also with Town approval, a resident may bring hazardous waste to another participating community's collection day. The Town funds disposal costs. Collection events are publicized through notices in the Hull Times and mailer. An event is planned for May 30, 2009. (Attachment 20)	The Town will continue to support HHW collection events as long as funds are available.			
Revised								
Revised								
Revised								

6a. Additions