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Municipality/Organization: Town of Norwood, MA

EPA NPDES Permit Number: MAR041053AH

MaDEP Transmittal Number: W-036392

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

NPDES PII Small MS4 General Permit Annual Report

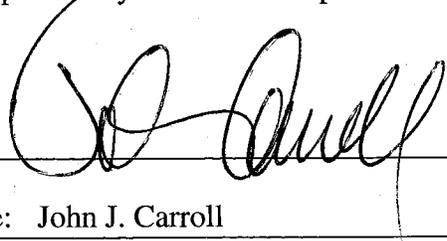
Part I. General Information

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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: John J. Carroll

Title: General Manager

Date: 5.01.09

Part II. Self-Assessment

1. Public Education and Outreach

In addition to the BMP's outlined in the Town of Norwood's NOI there are numerous events throughout the town providing information and raising awareness is a major element. The Recreation Department's Earth Day events involve students of each school in Town to cleanup schools, parks, conservation lands and other Town owned property and assistance is provided from Waste Management with support from local businesses. The High School has a program of Student Community Services Hours where similar work is provided. The Recreation Department also has the local Boys and Girls Scouts clearing pathways along Hawes Brook

The Town of Norwood created and staffed a Recycling Coordinator position this past year. A new Town website gives access to information from the Recycling Coordinator, links to Mass Department of Environmental Protection and Department of Public Health. There is information on reporting illegal dumping, leaf and brush disposal, recycling barrels and composting etc.

The Town of Norwood has a new curbside trash contract with Waste Management for Single Stream Recycling. Informative meetings throughout Town were conducted to inform and educate the general public on the benefits (both environmentally and fiscally) of recycling. Since implementation, curbside recycling has increased to 30%.

The Town of Norwood also works with the local newspapers and public access cable to educate and inform the public. Articles on Recycling Days, Household Hazardous Waste Days, Wetlands Month etc. not only appear in the local press but lists EPA and Town websites for additional information.

2. Public Involvement and Participation

Hazardous Waste Days – in addition to the biannual (spring/fall) Recycling Days, the Town of Norwood provides curbside pick-up of appliances and television/CRT sets. DPW notification.

Household paint recycling – the Town of Norwood (Board of Health) now is selling waste paint hardeners to solidify latex paint for curb pick-up.

2F – Create Stormwater Committee

The Engineering Department has been responsible for the NPDES General Permit and has conducted meetings with various department heads concerning stormwater discharge and the implementation of Best Management Practices (BMP's). The Conservation Agent also requires BMP's on all projects filed for Development Plan Review.

3. **Illicit Discharge Detection and Elimination**

The Town of Norwood through the Department of Public Works (DPW) has been working to detect and eliminate the source of coliform bacteria seeping into Meadowbrook. Construction was completed on a series of manholes to access the underdrains of sewer mains in the Meadowbrook area. With this access, analysis of the underdrain system is now possible and a report by our consultants will be completed this year.

Combined sewer/drain manholes within the Washington Heights Housing Project (Jefferson Dr.) were identified. A separate sewer and drain system was designed, funding was secured and construction began in fall 2008. This project was expanded to include new water and sewer services to the units within the Washington Heights Project. Utility work will be completed in the summer of 2009. This project will greatly reduce the amount of stormwater entering the sewer system.

The DPW working with the Conservation Commission identified and replaced a decayed section of sewer main in the area of Purgatory Brook in the fall of 2008.

Presently, the Town has contracted with Advanced Pipe Inspection to line sewer mains and sewer services in a section within the Meadowbrook Watershed. After completion (May 2009), sampling will be conducted to determine if project successfully reduced pollution and to continue lining other sections.

The Town has contracted with CDM to study the sewer system along Hawes Brook and then to provide plans and specifications to eliminate sanitary sewer overflows.

6. Pollution Prevention and Good Housekeeping in Municipal Operations

During the past reporting years, the Town of Norwood was active in searching for site for a new DPW yard. Potential Town owned sites and private sites were identified and discussed. The Selectmen have renewed their interest in finding an appropriate site for a new DPW yard.

Currently the DPW does not have a vehicle wash system. The Town has contracted with 2 local car wash facilities to wash DPW vehicles.

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
1A Revised	Recycling & Rubbish Web Page	Manager's Office	Dates and information updated as needed.	The Computer Dept has redesigned the Town wide Web page. Information and links pertaining to stormwater and EPA have been added	The Town of Norwood, through its Recycling Coordinator will continue to update the Web page as needed.
1B Revised	Automatic Meter Reading (AMR)	Manager's Office	Town wide metering completed.	Town will continue to monitor abnormal water usage through billing cycles.	Continue to monitor the water usage of customers.
1C Revised	Recycling & Rubbish Flyers	Manager's Office (Billed through B.O.H.)	12,000 Flyers mailed - April 16,000 flyers inserted in Light Dept. bill - Sept.	Continue Town wide notification of recycling/rubbish dates and general information. "Recycle Matters" newsletter mailed and general information inserted in light bills	Continue Town wide notification of recycling/rubbish dates and general information.
Revised					
Revised	ADDITIONAL INFORMATION				
Revised	See PART II - SELF ASSESSMENT				
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
2A	"You Can Help" Web Site	Board of Health (BOH)	No direct volunteering from web posting. Most volunteers are repeat or word of mouth.	New Web page has been done and is now under the Recycling Coordinator.	The Town of Norwood, through its Recycling Coordinator will continue to update the Web page as needed.
Revised					
2B	Household Hazardous Waste Days	Dept. Public Works (DPW) and BOH	400+ vehicles (Spring 2008)	Notification through web page, flyers and cable TV. Contracted Clean Harbors for spring Hazardous Waste Day	Will continue to inform the public of the positive benefits of Hazardous Waste Days to increase participation.
Revised					
2C	Recycling Days	DPW / BOH	400+/- vehicles (Fall 2008)	Notification through web page, flyers and cable TV.	Will continue to inform the public of the positive benefits of Recycling Days to increase participation
Revised					
2D	Paint Recycling Shed	DPW / BOH	Filled two flex bins	Notification through web page, flyers and cable TV. Town is now selling a waste paint hardener (BOH) to solidify latex paint for curb pick-up.	Will continue to inform the public of the positive benefits of Recycling Paint to increase participation.
Revised					
2E	Compost Bin Sales	BOH	86 bins sold (Permit Yr 6)	BOH information on bin sales included in Town web page, annual flyers and local newspaper ads. Sales have continued to increase over the years.	Increase sales of compost bins through education and advertising.
Revised					
2F	Create Stormwater Committee	Manager's Office		ADDITIONAL INFORMATION See PART II - SELF ASSESSMENT	
Revised					

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
3A Revised	GIS - Develop Stormwater Data Layer	Engineering	Completed stormwater data layer.	Town wide Needs Assessment for GIS was completed.	Continue to correct (quality control) and update stormwater data layer as needed.
3B Revised	Develop Sewer GIS	Engineering		Town wide Needs Assessment for GIS was completed.	The Town of Norwood to primarily work on the Stormwater layer before adding a sewer layer.
3C Revised	Visual inspection of outfalls	Engineering	Outfalls identified on GIS data layer from in-house information	Plans created for each stream/brook in town from the GIS stormwater data layer. Developed a Drainage Outfall Index of identified structures throughout town.	Meeting scheduled for spring 2009 to work on schedule of inspections. Engineering budget for FY2010 includes funds to inspect outfalls.
3D Revised	Infiltration/Inflow Program	DPW	On going program to identify and correct any observed I/I problems.	ADDITIONAL INFORMATION <i>See PART II - SELF ASSESSMENT</i>	
Revised					
Revised					
Revised					

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
4A Revised	Site Plan Review	Eng. / Planning Board	Site Plan Review currently in place	Through Site Plan Review – the Town has required the use of stormwater treatment systems.	Continue to work with design engineers, contractors and the general public to require the use of stormwater treatment systems.
4B Revised	Stormwater Management (Zoning Ordinance)	Eng. / Building Dept.	Bylaw currently in place.	The Town of Norwood - Zoning Bylaw includes Stormwater Management. The Eng. Dept. worked with Planning Board to update the ordinance.	Article is on STM – May 2009 to amend Stormwater Ordinance minimum area requirement.
4C Revised	Erosion Control (Zoning Ordinance)	Eng. / Building Dept.	Bylaw currently in place.	The Town of Norwood - Zoning Bylaw includes Erosion Control. The Eng. Dept. worked with Planning Board to update the ordinance.	Article is on STM – May 2009 to amend Erosion Control Ordinance minimum area requirement.
Revised					
Revised					

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
5A Revised	Stormwater Management (Zoning Ordinance)	Bld. Dept / Planning Board	Bylaw currently in place.	Required documentation on operations and maintenance plans during Site Plan Review and Planning Board submittals.	Enforce new ordinances after STM - May 2009
5B Revised	Erosion Control (Zoning Ordinance)	Bld. Dept / Planning Board	Bylaw currently in place.	Required documentation on operations and maintenance plans during Site Plan Review and Planning Board submittals.	Enforce new ordinances after STM - May 2009
5C Revised	Create Guidance / Design Manual	Bld. Dept / Eng.		Verbally direct design contractors to include post construction requirements	Provide written guidelines for design engineers
Revised					
Revised					
Revised					

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
6A	Site Selection – DPW Yard	Town Manager	Town hired consultant to work with the appointed DPW Task Force to perform conceptual design and feasibility study of potential DPW sites.	ADDITIONAL INFORMATION <i>See PART II – SELF ASSESSMENT</i>	
Revised					
6B	Site Development - Construction			Employ BMP's on municipal site and roadway projects	Continue to employ BMP's on municipal site and roadway projects
Revised					
6C	Street sweeping	DPW	All streets swept a minimum of twice per year.	Streets swept a minimum of twice a year.	Engineering and DPW to work together to identify areas that may require more sweeping. (GIS Needs Assessment)
Revised					
6D	Catch basin cleaning	DPW	Per cent cleaned annually	DPW uses high pressure cleaner/vacuum truck for the cleaning of catch basins.	Town to continue the cleaning of catch basins. Eng/DPW to coordinate additional catch basin cleaning as needed during outfall inspections.
Revised					
6E	Pet Waste Ordinance	BOH		Town has a Bylaw on pet waste. A Dog Park Committee has been started to look into possible sites around town.	Notices of pet waste ordinance and informational flier to be distributed at Town Clerk's office with license renewals.
Revised					
	Illicit Discharge	DPW		The Town Sewer Use Ordinance prohibits discharge to anything but a municipal sewer or on site sewage disposal system.	
Revised					

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 - Permit Year 7
7A Revised	Visual inspect 303(d) listed outfalls	Eng.	See Part II - Self Assessment	Base plans prepared from stormwater GIS layer.	Meeting scheduled for spring 2009 to work on schedule of inspections. FY2010 budget includes funding.
7B Revised	Assess TMDL (pathogens)	B.O.H.	See Part II - Self Assessment		Begin TMDL assessment of 50% of outfalls in 303(d)
7C Revised	Implement Inspection	DPW	Identify any cross connections of stormwater/sewer	DPW continuing inspection of any cross connections.	Continue looking for illicit discharges
Revised					