Municipality/Organization: Town of Sutton

EPA NPDES Permit Number: MAR 041241

MaDEP Transmittal Number: W-040565

Annual Report Number & Reporting Period: No. 6: April 2008-March 2009

NPDES PII Small MS4 General Permit
Annual Report

Part I. General Information

Contact Person: Mark Brigham
Title: Highway Superintendent
Telephone #: (508) 865-8743
Email: m.brigham@town.sutton.ma.us

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: [Signature]
Printed Name: James Smith
Title: Town Administrator
Date: April 23, 2009
Part II. Self-Assessment

The Town of Sutton has completed the required self-assessment and has determined that our municipality is in compliance with most permit conditions, with the following exceptions:

Part II.A.2 - The Town failed to implement all elements of the Storm Water Management Program by the expiration date of the permit. Specifically, the Town did not meet the necessary provisions of the General Permit Part II.B.3 (b) which requires the implementation of a by-law or regulation prohibiting non-storm water discharges to the Town’s MS4. Technical problems prevented voter approval at the towns fall 2008 meeting, this by-law will be addressed at the towns May 2009 meeting. Additional information regarding the efforts to date to implement these conditions is provided in the Annual Report.
<table>
<thead>
<tr>
<th>ID</th>
<th>BMP Part</th>
<th>BMP Name</th>
<th>Responsible</th>
<th>BMP Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Stormwater Management Program</td>
<td>Sutton will present its draft plan to the Planning Board for review and approval; Sutton will present its plan to the Conservation Commission for review; Sutton will present its plan to the Board of Health for review.</td>
<td>Sutton</td>
<td>Works with local bodies of water to improve stormwater management.</td>
</tr>
<tr>
<td>2</td>
<td>Stormwater Management Program</td>
<td>Sutton will continue to identify funding opportunities to support stormwater management.</td>
<td>Sutton</td>
<td>Works with local bodies of water to improve stormwater management.</td>
</tr>
<tr>
<td>3</td>
<td>Stormwater Management Program</td>
<td>Sutton will continue to be included in the stormwater management plan for the town.</td>
<td>Sutton</td>
<td>Works with local bodies of water to improve stormwater management.</td>
</tr>
</tbody>
</table>

**Part II: Summary of Minimum Control Measures**

<p>| Part II: Summary of Minimum Control Measures |
|---|---|
| 1. Public Education and Outreach |
| - BMP Description | Measurable Goal(s) | Responsible |
| - Planned Activities - Permit Year 7 | (Includes non-municipal, permits not required) | |</p>
<table>
<thead>
<tr>
<th>BMP Description</th>
<th>Responsible</th>
<th>Measurable Goal(s)</th>
<th>Progress on Goal(s) - Permit Year 6</th>
<th>Planned Activities - Permit Year 7</th>
</tr>
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<tr>
<td></td>
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<tr>
<td><strong>BMP 3</strong></td>
<td>Works</td>
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<tr>
<td><strong>ID #</strong></td>
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**BMP Description**

- **Responsible**
- **Measurable Goal(s)**
- **Progress on Goal(s) - Permit Year 6**
- **Planned Activities - Permit Year 7**

**Note:**
- BMP 3
- ID # **ID**

**Information Sources**

- Technology
- Identity Awareness
- Work

**Identification:**

- Department of Public Works
- Department of Public Health
- River Watershed Council
- Sutton

**Works:**

- Works department
- Sutton
- River Watershed Council
- Sutton

**Program:**

- Continued involvement with local watershed associations
- Continued involvement with local watershed associations
- Continued involvement with local watershed associations
- Continued involvement with local watershed associations

**Identification:**

- Stormwater Program
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- Stormwater Program

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- Identity Awareness
- Work

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- Sutton

**Works:**

- Works department
- Sutton
- River Watershed Council
- Sutton
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<thead>
<tr>
<th>ID</th>
<th>BMP</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>10</td>
<td>Storm drain scoping by the Town of Sutton is planned to continue in 2009.</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>The Town of Sutton will continue to work with the Board of Health to continue the Waste Collection Days.</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>The Town of Sutton will continue to work with the Blackstone Watershed Council to disseminate information about programs and activities.</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>The Town of Sutton will continue to work with the Board of Health to continue the Waste Collection Days.</td>
<td></td>
</tr>
</tbody>
</table>

**Planned Activities - Permit Year 7**

- The Town of Sutton will continue to work with the Board of Health to continue the Waste Collection Days.
- The Town of Sutton will continue to work with the Blackstone Watershed Council to disseminate information about programs and activities.
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<th>Responsible</th>
<th>Measurable Goal(s)</th>
<th>Progress on Goal(s) - Permit</th>
<th>ID#</th>
<th>Dept./Person</th>
<th>Planned Activities - Permit Year 7</th>
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<tbody>
<tr>
<td>stream and Pond cleanup efforts with compost and non-municipal Partners</td>
<td></td>
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<td></td>
<td>the Town of Sutton will continue to support these events.</td>
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<td></td>
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<td></td>
<td>Planned activities – Permit Year 7</td>
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<tr>
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<td></td>
<td>Indicate if any non-municipal Partners</td>
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<td></td>
<td>Responsible</td>
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</tbody>
</table>

Commumity clean ups
- Department will provide benches and disposal of tools and disposal for the clean up events.
- The Town of Sutton will continue to support these events.
- Completed mixed with compost for Town
- Catch basin manholes were cleaned and the
- Traffic signs were cleaned and the
- Materials were used for back-fill on roads.
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<th>BMP Description</th>
<th>Responsible Person</th>
<th>Measurable Goal(s)</th>
<th>Progress on Goal(s) - Permit Year 7</th>
<th>Department/Works</th>
<th>Assessor Sources of Funding</th>
<th>Other Funding Sources of Funding</th>
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<td>Storm Drain System</td>
<td>Works Department</td>
<td>Workforce Management Program (WMP) and SRF 319 Grant Program</td>
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<td>Works Department</td>
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<td>Department of Public Works</td>
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<td>02</td>
<td>Permitting Process</td>
<td>Deputy Director</td>
<td>Storm Drain System</td>
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<tr>
<td>03</td>
<td>Permitting Process</td>
<td>Director of Public Works</td>
<td>Storm Drain System</td>
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<td>Deputy Director</td>
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<td>06</td>
<td>Permitting Process</td>
<td>Deputy Director</td>
<td>Storm Drain System</td>
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<td>Permitting Process</td>
<td>Director of Public Works</td>
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<tr>
<td>18</td>
<td>Initiative of Recycling</td>
<td>Sutton will apply for funding</td>
<td>Health Board of Health</td>
<td>Sutton will continue to provide educational programs</td>
<td>Sutton will provide outreach material to the community.</td>
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<td>Dumping of Hazardous Waste</td>
<td>Sutton will provide educational programs</td>
<td>Sutton will continue to provide educational programs</td>
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<td>16</td>
<td>Recycling Program</td>
<td>Sutton will continue to promote projects that disconnect illegal connections to the storm drain system</td>
<td>Sutton will continue to promote projects that disconnect illegal connections to the storm drain system</td>
<td>Sutton will continue to promote projects that disconnect illegal connections to the storm drain system</td>
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<td>Identification of Problem Areas</td>
<td>Sutton will develop and implement an Initial Discharge Identification Plan</td>
<td>Sutton will develop and implement an Initial Discharge Identification Plan</td>
<td>Sutton will develop and implement an Initial Discharge Identification Plan</td>
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<td>Description</td>
<td>Sutton will provide outreach material to the community.</td>
<td>Sutton will provide outreach material to the community.</td>
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<td>13</td>
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<td>Sutton will apply for funding</td>
<td>Health Board of Health</td>
<td>Sutton will continue to provide educational programs</td>
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<td>1</td>
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<td>ID#</td>
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<td>BMP Description</td>
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</tr>
<tr>
<td>01</td>
<td>Sutton</td>
<td></td>
<td>Watershed assessments and studies</td>
<td></td>
<td></td>
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<tr>
<td>02</td>
<td>Town</td>
<td></td>
<td>Support watershed assessments and studies to identify key individuals who might be interested in performing a previous reporting period</td>
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<tr>
<td>03</td>
<td>DEP's 303d LST</td>
<td></td>
<td>Identified as impaired and on DEP's 303d list</td>
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<td>04</td>
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<td>Watershed assessments and studies</td>
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<td>Town</td>
<td></td>
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<td>DEP's 303d LST</td>
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<td>Identified as impaired and on DEP's 303d list</td>
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<td>07</td>
<td>Sutton</td>
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<td>Watershed assessments and studies</td>
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<td>08</td>
<td>Town</td>
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<td>Support watershed assessments and studies</td>
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<td>09</td>
<td>DEP's 303d LST</td>
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<tr>
<td>10</td>
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<td>Watershed assessments and studies</td>
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<tr>
<td>11</td>
<td>Town</td>
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<tr>
<td>12</td>
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</table>

**Planned Activities - Permit Year 6**

- Watershed assessments and studies
- Support watershed assessments and studies to identify key individuals who might be interested in performing a previous reporting period

**Progress on Goal(s) - Permit Year 6**

- DEP's 303d list
- Identification of impaired bodies of water
- Support watershed assessments and studies
- Identification of impaired bodies of water
- Support watershed assessments and studies

**BMP Description**

- Watershed assessments and studies
- Support watershed assessments and studies
<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 Activities – Permit Year 7</th>
</tr>
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<tbody>
<tr>
<td>20</td>
<td>Watershed assessments and studies</td>
<td>Department of Public Works</td>
<td>The Town of Sutton will encourage the three PWS located in town to apply for funding assistance from DEP’s Source Water Protection Program for grant assistance to develop wellhead protection plans and stormwater management plans within Zone II. These plans can include stormwater management programs. The proposed tasks will include a public education component. The Lake Singletary Watershed Association will be consulted and asked to provide educational data from their studies and monitoring of Lake Singletary for posting on Sutton’s local access channel and website.</td>
<td>○ The Wilkinsonville Water Department received DEP approval for two new wells. They have develop wellhead protection plans and stormwater management plans. The Zone II areas were implemented Nov. 16th 2006. ○ The Whitinsville Water Department is not pursuing funding assistance from DEP’s Source Water Protection Program for grant assistance to develop wellhead protection plans and stormwater management. ○ The Manchaug Water Department is not pursuing funding assistance from DEP’s Source Water Protection Program for grant assistance to develop wellhead protection plans and stormwater management.</td>
<td>The Town of Sutton will ascertain the availability of funds from the Water Protection Program.</td>
</tr>
</tbody>
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### 4. Construction Site Stormwater Runoff Control

<table>
<thead>
<tr>
<th>ID#</th>
<th>Dept./Person</th>
<th>BMP Description</th>
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</tbody>
</table>

* General's Office: Consultation with the Attorney, Town Counsel, and Zoning Board of Appeals.

* The previous reporting period was extended to include stormwater controls as described in the District By-Law 07-01 areas.

* The Town's Planning Coordinator and the Conservation and Highway Department are working with the Conservation Commission to review model by-laws developed by DEP.

* The Town has developed and implemented stricter stormwater and erosion controls; a copy of the Sutton Conservation Management Plan is available through the Attorney General's Office.

* The conservation requirements are described in the Sutton Conservation Management Plan and the previous by-law.

* The Conservation Commission has reviewed model by-laws developed by DEP.

* The Town has a stormwater management plan and is working with non-municipal partners to implement controls.

* Bylaw: Stormwater Management in New Development and Redevelopment.
6. Pollution Prevention and Good Housekeeping in Municipal Operations

### BMPs for Meeting Total Maximum Daily Load (TMDL) Waste Load Allocations (WLA)

<table>
<thead>
<tr>
<th>BMP ID</th>
<th>Description</th>
<th>Responsible Department</th>
<th>Measurable Goal(s)</th>
<th>Progress on Goal(s) - Permit Year 5</th>
<th>Planned Activities - Permit Year 6</th>
</tr>
</thead>
<tbody>
<tr>
<td>23</td>
<td>Schedule a municipal program for BMPs</td>
<td>Public Works</td>
<td>-</td>
<td>-</td>
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<tr>
<td>24</td>
<td>Develop a municipal maintenance plan</td>
<td>Public Works</td>
<td>-</td>
<td>-</td>
<td>-</td>
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<tr>
<td>25</td>
<td>Review storm drainage infrastructure needs</td>
<td>Public Works</td>
<td>-</td>
<td>-</td>
<td>-</td>
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<tr>
<td>26</td>
<td>Public Works</td>
<td>Department of Public Works</td>
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</table>

### Not Applicable

BMPs for Meeting Total Maximum Daily Load (TMDL) Waste Load Allocations (WLA) - NOT APPLICABLE
<table>
<thead>
<tr>
<th>Planned Activities - Permit Year 5</th>
<th>No TRIDL's in the Town of Sutton</th>
<th>Responsible</th>
<th>Measurable Goal(s)</th>
<th>Name</th>
<th>Dept/Person</th>
<th>BMP Description</th>
<th>ID #</th>
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<tbody>
<tr>
<td>(Indicate if any)</td>
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</table>
Part IV: Summary of Information Collected and Analyzed

Sampling and analysis has not been performed.