



TOWN OF TEMPLETON

BOARD OF SELECTMEN

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May 27, 2009

Ms. Glenda Velez – CIP
U.S. Environmental Protection Agency – Region 1
1 Congress Street, Suite 1100
Boston, MA 02114-2023

Dear Ms. Velez:

RE: Templeton NPDES Phase II Stormwater Annual Report

Please find enclosed the Town of Templeton's Annual Storm Water Report for the period of April 2008 through March 2009 executed by the Chairman of the Board of Selectmen, Gerald Skelton.

If you have any questions or need additional information, please call our office at (978) 939-8801.

For the BOARD OF SELECTMEN

Carol Skelton, Town Coordinator

Enclosure

CC: Fred Civian, DEP
Francis Chase, Highway Superintendent
Aubrey Strause, P.E. AECOM
File

Municipality/Organization: Town of Templeton

EPA NPDES Permit Number: MA R041225

MADEP Transmittal Number: W- 040566

**Annual Report Number
& Reporting Period:** No 6: April 08 – March 09

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Carol Skelton

Title: Town Coordinator

Telephone #: (978) 939-8801

Email: cskelton@templeton1.org

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: Gerald Skelton

Printed Name: Gerald Skelton

Title: Chairman B.O.S.

Date: 5/27/09

Part II. Self-Assessment

The Town of Templeton has continued in its sixth reporting period to maintain compliance with the various conditions of its NPDES Phase II Stormwater Discharge Permit. Prior to the development of its Comprehensive Stormwater Management Program, the Town had an assessment performed of current activities, programs, and regulations that could support the NPDES program. This assessment has become the basis for modifying and changing current activities, recommending new regulations, and informing Town boards and departments of their obligation toward successful implementation of Templeton's Comprehensive Stormwater Program.

In accordance with Templeton's Comprehensive Stormwater Management Program the Town's Illicit Discharge Detection and Elimination (IDDE) Program is ongoing in Permit Year 6. Mapping of the storm drain system is complete, and a stormwater management bylaw (attached) was passed in March 2008.

The Town continues to monitor the websites of regulatory agencies for the issuance of the 2009 Small MS4 General Permit. Once the 2009 General Permit is issued, Templeton will evaluate the new requirements and identify the highest priority areas for implementation. The Town intends to prepare a Notice of Intent for coverage under the 2009 General Permit.

Templeton is pleased to present the following summary describing its success at implementing the sixth year of its Comprehensive Stormwater Management program.

Part II. 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)
1	Create a Stormwater Program	Board of Selectmen Highway Department Planning board Conservation Commission Board of Health	The Town of Templeton is to complete <i>Stormwater Management Phase II Assessment</i> report. Copies are to be available for review by Town departments and the public. The Town of Templeton Comprehensive Stormwater Management program is to be presented to the public at a Board of Selectmen meeting on February 23, 2004.	Measurable goal is complete. The Town of Templeton continued to publicly review the implementation of its Comprehensive Stormwater Management program. See attached meeting agenda for examples.

1. Public Education and Outreach (Continued)

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)
2	Create Stormwater Program	Highway Department	Y1-4; Templeton will identify appropriate sources of funding assistance (SRF, 319 Grant Program, Lakes and Ponds Grant Program, Source Water grant program, Recycling Grant program) and apply for assistance in implementing portions of its Comprehensive Stormwater Management Program, including public education and outreach.	The Town received a CDBG grant for Phase 1 of the Back Bay Project. In Permit year 5 catch basins and curbing, were added to the following streets in Baldwinville; Pleasant Street, from Elm to Forest; Forest Street, from Pleasant to Fessenden; and Fessenden, from Forest to the Army Corps wetland. The subsurface drainage systems and outfalls were reconstructed on those same streets using this grant money as well. Construction is ongoing through the Summer of 2009.
3	Address Specific Groups	Highway Department	Y1-5. Distribute EPA and other relevant educational brochures to targeted audiences. Distribution points include Town Offices and Library.	The Town of Templeton has continued to make EPA educational material available at various locations, including Town Buildings and the Library, in Permit Year 6.

1. Public Education and Outreach (Continued)

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)
4	Target groups likely to impact Stormwater	Highway Department Stormwater Committee	Y2-5: Brochures targeting specific audiences and activities will be available. These target subjects include homeowners and lawn maintenance activities, disposal of household waste, and pet maintenance.	The Town of Templeton continued to make brochures and pamphlets available at Town buildings and the library in Permit Year 6.
5	Identify alternative information sources	Stormwater Committee Cable Committee	Y2-5: Templeton will post links to Stormwater BMP's and other water quality educational resources, including EPA and DEP on the Town website: http://www.templeton1.org/	DEP links continue to be posted to the Town of Templeton's web site in Permit Year 6. EPA link is available through the DEP web site.
6	Identify alternative information sources	Stormwater Committee Cable Committee	Y2-5: Templeton will also post links to its website to the Millers River Watershed Council at http://www.millersriver.net/mrwc/index.html and the Chicopee River Watershed Council at http://www.chicopeeriver.org/	Millers River Watershed Link continued to be posted on the Town of Templeton website in Permit Year 6.

1. Public Education and Outreach (Continued)

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)
7	Utilize local public access channel	Stormwater Committee Cable Committee	Y1-2: Public meeting notice and a meeting reviewing Templeton's Comprehensive Stormwater Management Program to be posted/televised on Templeton's local access channel.	Measurable Goal completed in Year 1. Notices will continued to be posted on the local cable channel for the public meetings, including those relevant to the Stormwater Program.
8	Develop, conduct, and document educational programs	Board of selectmen Liaison	Y2-5: The Town of Templeton will appoint a liaison to the Millers River Watershed Council and the Chicopee River Watershed Council to disseminate information to the Town on programs and activities.	Jo Anne Burdin, Conservation Commission, and John Henshaw, Selectman, are on the Board of the Millers River Watershed Council. In addition Karen Tucker, resident, represents the Town on the Millers River Watershed Committee.
9	Promote Household Waste Recycling	Board of Health	Y1-5: The Town of Templeton will work with its contracted waste hauler and the Board of health to continue to sponsor Hazardous Waste Collection Days.	Household Hazardous Waste Day was held in April 2008 and posted in the Gardner News as well as on the Town's website. In addition, flyers were placed at the Town's post office.

4. 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)
10	Storm drain stenciling	Highway Department	The Templeton Highway Department will develop a system for stenciling of Storm Drains and Catch Basins as they have been cleaned. Also develop a worksheet that will provide information on type, location, date of cleaning and general condition of the Storm Drain systems in town.	All catch basins are cleaned annually in the spring and marked with a spot of paint indicating that the structure has been cleaned. A log is kept indicating work done and need for improvements.
11	Community clean-ups	Highway Department Conservation Commission Open Space Committee	Y1-5: The Town of Templeton will encourage local stream team cleaning with local residents and town committees.	The Town of Templeton continued to encourage events that lead to clean up of streams, parks, and open space in the Town in Permit Year 6. The Highway Department worked with individuals serving court mandated public service time to perform roadside rubbish cleanups throughout the summer of 2008.
12	Community clean-ups	Highway Department Conservation Commission Open Space Committee	Y1-5: Town will provide trucks and other material to support clean-up efforts and disposal of unwanted materials.	The Highway Department provided support by utilizing those serving community service time during roadside rubbish clean ups.

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)
13	Inventory and mapping of the storm drain system	Highway Department	Y1-5: Templeton will identify appropriate sources of funding assistance (SRF, 319 Grant program, Lakes & Ponds Grant program, Source Water protection Grant Program, Recycling Grant Program) and apply for assistance in implementing portions of its Comprehensive Stormwater Management Program, including public education and outreach.	Inventory and mapping of the storm drain system is complete. No new funding was obtained during the permit period.
14	Mapping and identification of outfalls and receiving waters	Highway Department Board of Assessors	Y1: Templeton will develop and implement a plan to map all outfalls and receiving bodies of water, contingent on Town Meeting approval of funding.	Measurable goal is complete. Mapping and identification of the storm sewer system structures and outfalls to the receiving waters was completed. A GIS based map was created.

3. Illicit Discharge Detection and Elimination (Continued)

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)
15	Identification/description of problem areas	Highway Department	Y1: Templeton will develop and implement an illicit Discharge Detection and Elimination (IDDE) plan.	The bylaw for IDDE was passed during a 2007 Town Meeting. Identification of potential problem areas has been completed as part of the IDDE plan.
16	Enforcement procedures addressing illicit discharges	Board of Selectmen Planning Board Town Counsel Board of Health	Y3: Templeton will review whether local authority is appropriate and able to respond to potential illicit discharges. New by-laws, if necessary, will be proposed at Annual Town meeting.	The Town of Templeton has completed an Illicit Discharge and Detection Elimination (IDDE) Program as part of the Town's Comprehensive Stormwater Management program. The bylaw for IDDE was passed during a 2007 Town Meeting.

5. Illicit Discharge Detection and Elimination (Continued)

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)
17	Public information program regarding hazardous wastes and dumping	Highway Department Board of Health Cemetery and Parks	Y2-5: Templeton will provide educational brochures to Town residents.	Hazardous Waste Collection days were advertised in the local paper, local cable channel, and flyers were posted in Town Buildings. In Templeton center and Baldwinville center, the Cemetery and Parks Department placed a sign identifying Hazardous Waste collection days and times in Permit Year 6. Educational brochures continue to be made available at Town buildings.
18	Initiation of recycling programs.	Board of Health Planning Board	Y1-5: Templeton will apply for funding from DEP's Recycling Grant program for assistance in public education and the purchase of recycling materials.	No new funding was obtained during the monitoring period. Recycling activities continued. In addition, the Highway Department has instituted a waste oil recycling program.

3. Illicit Discharge Detection and Elimination (Continued))

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)
19	Watershed assessments and studies	Highway Department Conservation Commission Board of Health	Y1-5: Templeton will identify opportunities for funding assistance from DEP's 319 Grant program, and the Department of Environmental Management's Lakes & Ponds Grant program to support watershed assessment and implementation activities. Tasks may include design and installation of Stormwater BMP's and public outreach. Emphasis will be on assessment and remediation of Stormwater related problems impacting water quality in Bourn-Hadley Pond, Brazell Pond, Depot Pond, Greenwood Pond, Otter River, Candlelight pond, and Beaver Brook. These water bodies have been identified as impaired and are on DEP's 303d list.	In Permit Year 6, the Town continued to fund this assessment through a combination of Annual Town Meeting funds and assistance from the Templeton Water Department.
20	Watershed assessments and studies	Highway Department Water Department	Y2-5: The Town of Templeton will 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 areas in Templeton.	The Town of Templeton did not receive any grant during Permit Year 6. The Town continued to monitor for protection of the Zone II aquifer wellheads.

7. 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)
21	By-law: Stormwater management regulations for construction sites 1 acre or larger	Planning Board Conservation Commission Town Counsel Board of Health Zoning board of Appeals	Y2-5: Templeton will review model by-laws developed by DEP in consultation with the Attorney General's Office.	BMP has been completed. A Bylaw governing Stormwater management for construction sites 1 acre or larger was passed in permit year 5. Templeton will continue to apply and evaluate this bylaw.

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)
22	By-law require post-construction runoff controls	Planning Board Conservation Commission Town Counsel Board of Health Zoning board of Appeals	Y2-5: Templeton will review model by-laws developed by DEP in consultation with the Attorney General's Office.	The Stormwater Management Bylaw covering post construction runoff was passed in March 2008. It can be found in the attachments section of this report.

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)
23	Develop a municipal Operations and Maintenance Plan	Highway Department	Y1: Using regulations and recommendations from DEP and EPA, Templeton will develop and update an Operations and Maintenance plan to include proper disposal of street sweepings, catch basin cleanout material, snow disposal, roadway de-icing procedures, vehicle washing, and outside storage of materials.	The Templeton Highway Facility continued to follow the Spill Prevention Control and Countermeasure (SPCC) Plan for the town fuel facility in Permit Year 6. The SPCC contains BMP's educational materials for preventing and responding to potential gasoline and diesel discharge into Stormwater. The Highway Department has also purchased a spill kit in the event a spill takes place. If the spill is greater than 10 gallons DEP is notified along with the Board of Health. The Templeton Highway Facility continued to follow the Stormwater Pollution Prevention Plan (SWPPP) in Permit Year 6. The Plan addresses BMP's and good housekeeping procedures regarding vehicle maintenance activities, on-site storage, and employee education.

v. Pollution Prevention and Good Housekeeping in Municipal Operations (Continued)

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)
24	Develop a municipal Operations and Maintenance Plan	Highway Department	Y2: Templeton is to implement a formal inspection program, including maintenance logs and scheduling, for catch basin cleaning, repairs, and new installations.	The Town of Templeton continued spring street sweeping activities and maintained a log of the streets swept during Permit Year 6. The Town continued catch basin cleaning as needed throughout the year.
25	Develop and implement training programs for municipal employees	Highway Department	Y1-5: Each year, Templeton will send a minimum of 3 Town employees to training seminars sponsored by MassHighway, BayState Roads, and other relevant agencies or vendors.	Highway Department employees continued to receive informal training in Permit Year 6.
26	Review storm drainage infrastructure needs	Highway Department	Y1-5: Templeton will incorporate storm drain infrastructure review in its Chapter 90 project utilizations.	No Chapter 90 projects that included the opportunity to make stormwater improvements were undertaken during Permit Year 6. The Town continued to be conscientious about stormwater control by using silt fencing and hay bales during road construction projects.

Part IV. Summary of Information Collected and Analyzed

See attached stormwater management bylaw.