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**Municipality/Organization:** Town of Essex

**EPA NPDES Permit Number:** MA041239

**MaDEP Transmittal Number:** W-035216

**Annual Report Number  
& Reporting Period:** No. 7: April 09 - April 10

## NPDES PII Small MS4 General Permit Annual Report

### Part I. General Information

**Contact Person:** Paul Goodwin **Title:** Superintendent

**Telephone #:** (978)-768-6262 **Email:** pgoodwin@essexma.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:**   
\_\_\_\_\_

**Printed Name:** Paul Goodwin  
\_\_\_\_\_

**Title:** Superintendent  
\_\_\_\_\_

**Date:** 4/21/10  
\_\_\_\_\_

## Part II. Self-Assessment

Mass Highway is in the process of complete reconstruction of a portion of Main St (Causeway) including new drainage and structures, sidewalks, curbing etc. The town annually sweeps all of its public roads and cleans all catch basins and inspects said basins and outfalls. We repaired two blocked drains and utilized our vactor truck to alleviate other blocked drains in town. The Town of Essex new sewer collection system has been on line for almost 4 years now. The results of our outfall testing improved to the point where the Department of Environmental Protection no longer requires this sampling. This year we posted educational material on the town's website for the general public. Essex has a voluntary committee (Enhancement Committee) that assists the town with general clean ups along coastal areas and public parks.

**Part III. Summary of Minimum Control Measures**

**1. Public Education and Outreach**

<b>BMP ID #</b>	<b>BMP Description</b>	<b>Responsible Dept./Person Name</b>	<b>Measurable Goal(s)</b>	<b>Progress on Goal(s) – Permit Year 7</b> (Reliance on non-municipal partners indicated, if any)	<b>Planned Activities –</b>
SX1 Revised	Hazardous Waste Day	DPW Paul Goodwin	See Attachment 1	HHWD was held on May 02, 2009 and run by Clean Harbors and DPW personnel.	HHWD is scheduled for May 8, 2010
SX2 Revised	Water Conservation	Water Dept. Paul Goodwin	See Attachment 1	Part of Public Outreach that was posted on the Dept. of Public Works website.	Update website regularly.
SX3 Revised	Lawn & Garden	Wastewater	See Attachment 1	Part of Public Outreach that was posted on the Dept. of Public Works website	Update website regularly.
SX4 Revised	Classroom Education	Wastewater Paul Goodwin	See Attachment 1	Spoke to the new principal about classroom education for next year.	Classroom education.
Revised					
Revised					

**1a. Additions**


## 2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 7 (Reliance on non-municipal partners indicated, if any)	Planned Activities –
SX5 Revised	Drain Stencils	Wastewater Paul Goodwin	See Attachment 1	No stenciling this year, posted education material on website regarding catch basin and storm water run off.	May have DPW personnel continue with stenciling.
SX6 Revised	Elementary School Projects	Wastewater Paul Goodwin	See Attachment 1	No action taken	Will work more to involve school in the future.
SX7 Revised	Hazardous Waste Day	DPW Paul Goodwin	See Attachment 1	Tire collection and a battery collection. Also have mercury shed in place for mercury containing items at the town's Transfer Station.	Continue current practices.
Revised					
Revised					
Revised					

### 2a. Additions




### 3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 7 (Reliance on non-municipal partners indicated, if any)	Planned Activities –
SX8 Revised	Identify Failing Septic Systems	Board of Health Elaine Wozney	See Attachment 1	All occupied mandatory/failed systems are connected to the Town Sewer System.	Continue to identify and work together with the local board of Health agent.
SX9 Revised	Drain Connection Permit	DPW Paul Goodwin	See Attachment 1	Local MS-4 by-law in place.	Continue to identify and require permits as needed.
SX10 Revised	Stormwater Sampling	Wastewater Paul Goodwin	See Attachment 1	Satisfied DEP requirement for Storm water sampling.	Program ended.
SX11 Revised	Outfall Inspections	Wastewater Paul Goodwin	See Attachment 1	Inspected annually and cleaned/maintained as needed.	Maintain current inspection process.
SX24 Revised	Illicit Discharge Enforcement	Wastewater Paul Goodwin	See Attachment 2	Personnel inspects when water meter work is required. During heavy rain events monitor manholes and basins more frequently.	Enforcement of by-law. Continue inspections as appropriate.
Revised					

### 3a. Additions


#### 4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 7 (Reliance on non-municipal partners indicated, if any)	Planned Activities –
SX12 Revised	Inspection and Maintenance	Conservation Commission	See Attachment 1	Con Com designates a member to inspect each site with each building permit application.	Continue with current practices.
SX13 Revised	Construction Entrances	DPW Paul Goodwin	See Attachment 1	Address construction site maintenance, as needed. Had contractor clean street if needed.	Keep local contractors informed about accountability of site maintenance.
SX14 Revised	Silt Fence	Conservation Commission	See Attachment 1	Con Com inspects and requires upkeep/maintenance and proper silt fence installation.	Continue with current practices.
SX25 Revised	Enforcement	Conservation Commission	See Attachment 2	No progress at this time.	Talk to ConCom about By-Law.
Revised					
Revised					

#### 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 7 (Reliance on non-municipal partners indicated, if any)	Planned Activities –
SX15 Revised	Alternative Pavers	Planning Board	See Attachment 1	Planning board has made this a suggestion.	Continue with current practices.
SX16 Revised	Catch Basins	Wastewater Paul Goodwin	See Attachment 1	Planning Board sends the DPW plans of proposed drainage work for new developments, for our input.	Continue with current practices.
SX17 Revised	Street Curbing	Planning Board	See Attachment 1	Mass Highway installing new side walks, curbing etc, along a 1mile stretch of Route #133	This project will continue into September. 2011
SX26 Revised	Enforcement	Conservation Commission	See Attachment 2	No action taken.	Work with ConCom to come up with a By-Law.
Revised					
Revised					

**5a. Additions**


**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 7 (Reliance on non-municipal partners indicated, if any)	Planned Activities –
SX18 Revised	Truck Wash Bay	DPW Paul Goodwin	See Attachment 1	Highway garage completed. Gas/sand trap installed for floor drains	Maintain good housekeeping practices.
SX19 Revised	Street Cleaning	DPW Paul Goodwin	See Attachment 1	Annual sweeping of all streets	Continue to review.
SX20 Revised	Catch Basin Cleaning	DPW Paul Goodwin	See Attachment 1	Have all town catch basins cleaned annually.	Continue current practices
SX21 Revised	Drain Repair / Replacement	DPW Paul Goodwin	See Attachment 1	If found in poor condition during cleaning they were repaired as needed.	Continue annual inspections and repairs.
SX22 Revised	Salt Storage	DPW Paul Goodwin	See Attachment 1	Maintain good housekeeping practices.	Maintain good housekeeping practices.

**6a. Additions**




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 7 (Reliance on non-municipal partners indicated, if any)	Planned Activities –
SX23 Revised	Public Sewer System	Wastewater Paul Goodwin	See Attachment 1	New Sewer collection system finished September 2006.	Maintain good housekeeping practices.
SX27 Revised	Outfall Map	Wastewater Paul Goodwin	See Attachment 2	Currently working with an engineer to provide a more modern map of outfalls.	More modern map to go with current drain maps.
Revised					
Revised					
Revised					
Revised					
Revised					

7a. Additions


7b. WLA Assessment

**Part IV. Summary of Information Collected and Analyzed**

**Part V. Program Outputs & Accomplishments (OPTIONAL)**

**Programmatic**

Stormwater management position created/staffed	(y/n)
Annual program budget/expenditures	(\$)

**Education, Involvement, and Training**

Estimated number of residents reached by education program(s)	(# or %)
Stormwater management committee established	(y/n)
Stream teams established or supported	(# or y/n)
Shoreline clean-up participation or quantity of shoreline miles cleaned	(y/n or mi.)
Household Hazardous Waste Collection Days	
▪ days sponsored	(#)
▪ community participation	(%)
▪ material collected	(tons or gal)
School curricula implemented	(y/n)