April 29, 2010

United States Environmental Protection Agency
1 Congress Street, Suite 1100 (CIP)
Boston, MA 02114-2023
Attn: Glenda Velez by email: stormwater.reports@epa.gov

Massachusetts Department of Environmental Protection
One Winter Street -5 Th Floor
Boston, MA 02108
Attn: Fred Civian by email: Frederick.Civian@state.ma.us

Subject: Haverhill, Massachusetts Permit Number: MAR 041197
Annual Stormwater Report No. 7

Dear Ms. Velez and Mr. Civian:

In accordance with the City of Haverhill’s NPDES Stormwater Permit, we are providing this annual report for activities from March 2009 to March 2010.

Self-Assessment

The following is a brief summary of Stormwater activities undertaken during the sixth permit year:

- The Stormwater Committee continued meeting monthly

- Developed a draft Illicit Discharge and Detection manual, which is included as an access database. This IDDE manual can be found on the City’s website at the following address.

  http://www.ci.haverhill.ma.us/departments/stormwater/index.htm

- Haverhill Highway Department continued the street sweeping program. The City currently has 1,400 streets, with 266 centerline miles of streets. The City swept 234 miles of streets.
- Highway Department collected waste oil on the last Saturday of the month from 9:00 AM -1:00 PM from September to June.

- The Conservation Commission enforces the 1997 Massachusetts Stormwater Management Policy and the new Stormwater Management Regulations for projects that are within its jurisdiction. Additionally, for projects that will disturb an acre or more, the Commission requires proof of EPA authorization under NPDES and copies of the Stormwater Construction General Permit Notice of Intent. The Commission also requires a Stormwater Pollution Prevention Plan to be submitted before commencement of work.

- We continue to have a Household Hazardous Waste collection day twice per year. In calendar year 2009, we had 200 cars arrive in three hours. We collected 20,391 pounds of hazardous waste (2,445 gallons). Household Hazardous Waste collection days for 2010 are scheduled for May and October.

- Stormwater Management Ordinance has been passed with favorable results at the City Council/Administrative and Finance Committee; Presented to the Full City Council March 23, 2010; City Council requires a budget and rewrite the Ordinance, which will be presented to the City Council in June 2010.

- City staff completed stormwater training of DPW employees. See enclosed sign-in sheets

The City through the City Engineering Department has inputted all new subdivisions into GIS. In addition other Stormwater features that are missing are being inputted into GIS.

The attached tables are the Best Management Practices (BMP’s) listed in City of Haverhill’s Notice of Intent, (NOI) and the City’s progress in the sixth permit year. The City of Haverhill is committed to the Stormwater program and will make every effort possible to achieve the BMP’s listed in the City’s NOI.

Should you have any question or comments please call my office at 978-374-2382 or email me pjessel@haverhillwater.com.
Sincerely

Paul J. Jessel
Collection System Supervisor

cc:  James J. Fiorentini, Mayor City of Haverhill
     Ann Herrick herrick.ann@epa.gov
     Fred Civian Frederick.Civian@State.MA.US
     Michael Stankovich, DPW Director
     Robert E. Ward, P.E. Deputy DPW Director Water/Wastewater
     Don Freeman, CDM
     John Pettis, III P.E., City Engineer
     William Pillsbury, Planning, Economic, and Board of Health Director
     Robert E. Moore, Jr., Environmental Health Technician
     Margaret Toomey, City Clerk
     John D’Aoust, Water Treatment Plant Manager
     Mary D’Aoust Water Treatment Chemist
     Bonnie Dufresne, Board of Health
     Les Godin, Health Inspector
     Highway Department
## 1. Public Education and Outreach

<table>
<thead>
<tr>
<th>BMP ID.</th>
<th>BMP</th>
<th>Responsible Dept. / Person</th>
<th>Measurable Goal</th>
<th>Progress on Goal(s) – Permit Year 5</th>
<th>Planned Activities – Permit Year 6</th>
</tr>
</thead>
<tbody>
<tr>
<td>#1-1</td>
<td>Designate Stormwater Coordinator</td>
<td>Mayor</td>
<td>Official Designation of Stormwater coordinator</td>
<td><strong>Completed</strong> Committee is established</td>
<td>Official designations of a Stormwater coordinator establish a reoccurring meeting date and time.</td>
</tr>
<tr>
<td>#1-2</td>
<td>Add Stormwater Information to City Website</td>
<td>Stormwater Coordinator</td>
<td>Incorporation of Stormwater Page</td>
<td><strong>Completed</strong> Stormwater web page</td>
<td>Place Stormwater information onto the City’s web page. The City’s Stormwater Web page is <a href="http://www.ci.haverhill.ma.us/departments/stormwater/index.htm">http://www.ci.haverhill.ma.us/departments/stormwater/index.htm</a> Added request for catch basin cleaning and street sweeping onto the City’s Web Site. <a href="http://www.ci.haverhill.ma.us/departments/water/catch_basin.htm">http://www.ci.haverhill.ma.us/departments/water/cat ch_basin.htm</a></td>
</tr>
<tr>
<td>#1-3</td>
<td>Coordinate Outreach with Initiatives of Local Watershed Organizations</td>
<td>Stormwater Coordinator</td>
<td>Identification of groups annual contact</td>
<td><strong>Completed</strong></td>
<td>Initiate discussions with Haverhill’s Lake Alliance, Merrimack Valley Planning Commission</td>
</tr>
<tr>
<td>#1-4</td>
<td>Develop and Distribute Informational Brochures</td>
<td>Stormwater Coordinator</td>
<td>Development and dissemination of 2 brochures.</td>
<td><strong>Completed</strong></td>
<td>Complete brochures.</td>
</tr>
<tr>
<td>#1-5</td>
<td>Install and Maintain Signage</td>
<td>Stormwater Coordinator</td>
<td>New Signs at 5 locations. Develop List of future signs</td>
<td><strong>Completed</strong></td>
<td>Committee decided only CSO signs are required.</td>
</tr>
<tr>
<td>#1-6</td>
<td>Distribute Pet Waste Brochure with Dog Licenses</td>
<td>City Clerk</td>
<td>Brochure to all dog licensees</td>
<td><strong>Completed</strong></td>
<td>The City Clerk is now distributing pet waste brochure.</td>
</tr>
</tbody>
</table>


### Summary of Minimum Control Measures (Continue)

#### 2. Public Involvement and Participation

<table>
<thead>
<tr>
<th>BMP ID.</th>
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<th>Planned Activities – Permit Year 6</th>
</tr>
</thead>
<tbody>
<tr>
<td>#2-1</td>
<td>Comply with State Public Notice Guidelines</td>
<td>City Clerk &amp; Department Heads</td>
<td>Comply with State guidelines</td>
<td><strong>Completed</strong></td>
<td>Continue Compliance</td>
</tr>
<tr>
<td>#2-2</td>
<td>Annual Household Hazardous Waste Day</td>
<td>IPP Coordinator</td>
<td>Annual collection day held</td>
<td><strong>Completed</strong></td>
<td>Continue bi-annual household Hazardous Waste Day scheduled for May <strong>2009</strong> and October <strong>2009</strong></td>
</tr>
<tr>
<td>#2-3</td>
<td>Motor Oil Collection Days</td>
<td>Highway Dept.</td>
<td>Collection days held</td>
<td><strong>Completed</strong></td>
<td>Last Saturday of the month 9:00 AM to 1:00 PM Sept. to June</td>
</tr>
<tr>
<td>#2-4</td>
<td>Establish a Stormwater Hotline</td>
<td>Stormwater Coordinator</td>
<td>Establishment of hotline</td>
<td><strong>Completed</strong></td>
<td>Establish email for general public, which is <a href="mailto:stormwater@cityofhaverhill.com">stormwater@cityofhaverhill.com</a>, Established and maintain hotline <strong>978-374-2334</strong></td>
</tr>
<tr>
<td>#2-5</td>
<td>Establish a Stormwater Committee</td>
<td>Mayor</td>
<td>Establishment of Committee</td>
<td><strong>Completed</strong></td>
<td>Designate and formally establish Stormwater Committee and schedule regular meetings</td>
</tr>
<tr>
<td>#2-6</td>
<td>Stencil Catch basins</td>
<td>Stormwater Coordinator</td>
<td>Contact Groups stencil 50 CBs per year</td>
<td><strong>Completed</strong></td>
<td>Wastewater Division after cleaning catch basins will stencil each catch basin.</td>
</tr>
</tbody>
</table>
### Summary of Minimum Control Measures (Continue)

3. Illicit Discharge Detection and Elimination

<table>
<thead>
<tr>
<th>BMP ID.</th>
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<th>Responsible Dept. /Person</th>
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<th>Planned Activities – Permit Year 6</th>
</tr>
</thead>
<tbody>
<tr>
<td>#3-1</td>
<td>Map Outfalls and Receiving Waters</td>
<td>City Engineer &amp; Stormwater Coordinator</td>
<td>Completed map</td>
<td>Completed June 2007&lt;br&gt;&lt;br&gt;Begin to identify Stormwater outfalls.</td>
</tr>
<tr>
<td>#3-2</td>
<td>Review and Revise, if necessary. Stormwater Bylaw</td>
<td>Stormwater Coordinator</td>
<td>Completed review, modifications if needed&lt;br&gt;&lt;br&gt;Submitted Ordinance on 3/23/10.</td>
<td>City Council passed the Stormwater Utility Ordinance.</td>
</tr>
<tr>
<td>#3-3</td>
<td>Continue Dry-Weather Screening of Outfalls</td>
<td>Stormwater Coordinator</td>
<td>Complete first round of screening</td>
<td>Continue sampling along tributaries to Merrimack River</td>
</tr>
<tr>
<td>#3-4</td>
<td>Develop Program for Detection and Elimination of Illicit Connections</td>
<td>Stormwater Coordinator, Board of Health, Wastewater</td>
<td>Develop procedures for removal</td>
<td>Completed&lt;br&gt;&lt;br&gt;Finalize IDDE manual March 2008 see the complete manual.</td>
</tr>
</tbody>
</table>
### Summary of Minimum Control Measures (Continue)

4. Construction Site Stormwater Runoff Control

<table>
<thead>
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</thead>
<tbody>
<tr>
<td>#4-1</td>
<td>Review Existing Ordinance Requiring Stormwater Plan for Sites Greater than 1 Acre. Make Changes as Necessary.</td>
<td>Stormwater Coordinator Conservation Commission, City Eng., Planning Dept., Water &amp; Wastewater</td>
<td>Completed review, modifications if needed</td>
<td>Submitted Ordinance on 3/23/10.</td>
<td>See BMP ID#3-2</td>
</tr>
<tr>
<td>#4-2</td>
<td>Develop Procedure for Receipt and Consideration of Public Comment</td>
<td>Stormwater Coordinator Conservation Commission, City Eng., Planning Dept., Water &amp; Wastewater</td>
<td>Completed review, modifications if needed</td>
<td>Submitted Ordinance on 3/23/10.</td>
<td>Established email hot line, which is <a href="mailto:stormwater@cityofhaverhill.com">stormwater@cityofhaverhill.com</a>, phone hotline 978-374-2334</td>
</tr>
<tr>
<td>#4-3</td>
<td>Site Inspections of Stormwater Control and Material Management</td>
<td>Stormwater Coordinator Conservation Commission, City Eng., Planning Dept., Water &amp; Wastewater</td>
<td>Regular inspections</td>
<td>Site Inspections are currently being conducted.</td>
<td>Continue ongoing inspections of subdivisions. see BMP ID#3-2</td>
</tr>
</tbody>
</table>

Annual Report No. 7  
EPA NPDES Permit Number: MAR 041197  
March 08 March 09
Summary of Minimum Control Measures (Continue)

5. Post-Construction Stormwater Management in New Development and Redevelopment

<table>
<thead>
<tr>
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</thead>
<tbody>
<tr>
<td>#5-1</td>
<td>Develop Ordinance Requiring Runoff Controls for New and Re-Development</td>
<td>Stormwater Coordinator Conservation Commission, City Eng., Planning Dept., Water &amp; Wastewater</td>
<td>Completed review, modifications if needed</td>
<td>Submitted Ordinance on 3/23/10. see BMP ID#3-2</td>
</tr>
</tbody>
</table>
### Summary of Minimum Control Measures (Continue)

#### 6. Pollution Prevention and Good Housekeeping in Municipal Operations

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>#6-1</td>
<td>Continue Catch Basin Cleaning Program</td>
<td>Wastewater Dept., Stormwater Coordinator, Planning Dept.</td>
<td>Continuation with current program</td>
<td>Completed</td>
<td>Continue with current program Catch basin cleaning program with a goal to clean 4,300 basins every 8-years.</td>
</tr>
<tr>
<td>#6-2</td>
<td>Continue Street Sweeping Program</td>
<td>Highway Department, Stormwater Coordinator</td>
<td></td>
<td>Completed</td>
<td>Continue with Current Program</td>
</tr>
<tr>
<td>#6-3</td>
<td>Adopt Operating Procedures for CB and Street Sweeping Residuals</td>
<td>Highway Dept., Stormwater Coordinator</td>
<td>Completed review, modifications if needed</td>
<td></td>
<td>Develop appropriate procedures</td>
</tr>
<tr>
<td>#6-4</td>
<td>Minimize Salt Usage and Maintain Salt Storage Area</td>
<td>Highway Department, Stormwater Coordinator</td>
<td>Continuation with current program</td>
<td>Completed</td>
<td>Salt storage is covered and maintained</td>
</tr>
<tr>
<td>#6-5</td>
<td>Develop and Implement Inlet Cleaning at Ponds</td>
<td>Stormwater Coordinator</td>
<td>Development of program</td>
<td></td>
<td>Develop and Identify what needs to be clean and where</td>
</tr>
<tr>
<td>#6-6</td>
<td>Develop and Implement Employee Training Program</td>
<td>Highway Dept., Stormwater Coordinator</td>
<td>2 Hours annually of training per Employee</td>
<td>Completed</td>
<td>City staff trained DPW staff</td>
</tr>
</tbody>
</table>
HAVERHILL WWTP: Storm Water SPCC Training: Wed. April 8, 2009  8:00-10:00 am  All WWTP Personnel!

PRINT NAME
Pedro Rosario
BILL SPORIO
Waldo Waisanen
David W. Shaw
Bruce Constantino
I. Groven
Sam Marel
Chip Hubbard
Edwin Aganto (collective)
NAME
Tom Riley
Stephen Pintyce
Philip A. Ryan
Carey Hills
James Bevelagna
Carol Ryan
Vern Ragovett
Russell Scatamacchia
WRITE NAME
William TL
Waldo
Paul Williams
T. J.
Sam Marel
Cly H. Kiel
Edwin Aganto
NAME
Thomas Riley
Stephen Pintyce
Philip A. Ryan
Carey Hills
James Bevelagna
Carol Ryan
Vern Ragovett
Russell Scatamacchia
HIGHWAY EMPLOYEES STORMWATER TRAINING
Dec. 18, 2009
8:00-10:00

PRINT NAME

Charles W Gately
Commen Sheehan
Pete Boreale
Tom Sheehan
Ray Beaulieu
Roland Candrea
Daniel Cannon

WRITE NAME

Jim<br>
Tom<br>
Erik<br>
Roland<br>
Daniel Cannon