



# Haverhill

Paul J. Jessel, Collection System Supervisor  
Water/Wastewater Division  
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pjessel@haverhillwater.com

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](mailto:stormwater.reports@epa.gov)

Massachusetts Department of Environmental Protection  
One Winter Street -5<sup>th</sup> Floor  
Boston, MA 02108  
Attn: Fred Civian by email: [Frederick.Civian@state.ma.us](mailto: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](mailto:pjessel@haverhillwater.com).

Sincerely

Paul J. Jessel  
Collection System Supervisor

cc: James J. Fiorentini, Mayor City of Haverhill  
Ann Herrick [herrick.ann@epa.gov](mailto:herrick.ann@epa.gov)  
Fred Civian [Frederick.Civian@State.MA.US](mailto: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

<b>BMP ID.</b>	<b>BMP</b>	<b>Responsible Dept. / Person</b>	<b>Measurable Goal</b>	<b>Progress on Goal(s) – Permit Year 5</b>	<b>Planned Activities – Permit Year 6</b>
#1-1	Designate Stormwater Coordinator	Mayor	Official Designation of Stormwater coordinator	<b>Completed</b> Committee is established	Official designations of a Stormwater coordinator establish a reoccurring meeting date and time.
#1-2	Add Stormwater Information to City Website	Stormwater Coordinator	Incorporation of Stormwater Page	<b>Completed</b> Stormwater web page	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/catch_basin.htm</a>
#1-3	Coordinate Outreach with Initiatives of Local Watershed Organizations	Stormwater Coordinator	Identification of groups annual contact	<b>Completed</b>	Initiate discussions with Haverhill’s Lake Alliance, Merrimack Valley Planning Commission
#1-4	Develop and Distribute Informational Brochures	Stormwater Coordinator	Development and dissemination of 2 brochures.	<b>Completed</b>	Complete brochures.
#1-5	Install and Maintain Signage	Stormwater Coordinator	New Signs at 5 locations. Develop List of future signs	<b>Completed</b>	Committee decided only CSO signs are required.
#1-6	Distribute Pet Waste Brochure with Dog Licenses	City Clerk	Brochure to all dog licensees	<b>Completed</b>	The City Clerk is now distributing pet waste brochure.

**Summary of Minimum Control Measures (Continue)**

2. Public Involvement and Participation

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

**Summary of Minimum Control Measures (Continue)**

3. Illicit Discharge Detection and Elimination

<b>BMP ID.</b>	<b>BMP</b>	<b>Responsible Dept. /Person</b>	<b>Measurable Goal</b>	<b>Progress on Goal(s) – Permit Year 5</b>	<b>Planned Activities – Permit Year 6</b>
<b>#3-1</b>	Map Outfalls and Receiving Waters	City Engineer & Stormwater Coordinator	Completed map	<b>Completed June 2007</b>	Begin to identify Stormwater out falls.
<b>#3-2</b>	Review and Revise, if necessary. Stormwater Bylaw	Stormwater Coordinator	Completed review, modifications if needed	<b>Submitted Ordinance on 3/23/10.</b>	City Council passed the Stormwater Utility Ordinance.
<b>#3-3</b>	Continue Dry-Weather Screening of Outfalls	Stormwater Coordinator	Complete first round of screening		Continue sampling along tributaries to Merrimack River
<b>#3-4</b>	Develop Program for Detection and Elimination of Illicit Connections	Stormwater Coordinator, Board of Health, Wastewater	Develop procedures for removal	<b>Completed</b>	Finalize IDDE manual March 2008 see the complete manual.

**Summary of Minimum Control Measures (Continue)**

4. Construction Site Stormwater Runoff Control

<b>BMP ID.</b>	<b>BMP</b>	<b>Responsible Dept. /Person</b>	<b>Measurable Goal</b>	<b>Progress on Goal(s) – Permit Year 5</b>	<b>Planned Activities – Permit Year 6</b>
#4-1	Review Existing Ordinance Requiring Stormwater Plan for Sites Greater than 1 Acre. Make Changes as Necessary.	Stormwater Coordinator Conservation Commission, City Eng., Planning Dept., Water & Wastewater	Completed review, modifications if needed	<b>Submitted Ordinance on 3/23/10.</b>	See BMP ID#3-2
#4-2	Develop Procedure for Receipt and Consideration of Public Comment	Stormwater Coordinator Conservation Commission, City Eng., Planning Dept., Water & Wastewater	Completed review, modifications if needed	<b>Submitted Ordinance on 3/23/10.</b>	Established email hot line, which is <a href="mailto:stormwater@cityofhaverhill.com">stormwater@cityofhaverhill.com</a> phone hotline 978-374-2334
#4-3	Site Inspections of Stormwater Control and Material Management	Stormwater Coordinator Conservation Commission, City Eng., Planning Dept., Water & Wastewater	Regular inspections	Site Inspections are currently being conducted.	Continue ongoing inspections of subdivisions. see BMP ID#3-2

**Summary of Minimum Control Measures (Continue)**

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

<b>BMP ID.</b>	<b>BMP</b>	<b>Responsible Dept. /Person</b>	<b>Measurable Goal</b>	<b>Progress on Goal(s) – Permit Year 5</b>	<b>Planned Activities – Permit Year 6</b>
#5-1	Develop Ordinance Requiring Runoff Controls for New and Re-Development	Stormwater Coordinator Conservation Commission, City Eng., Planning Dept., Water & Wastewater	Completed review, modifications if needed	<b>Submitted Ordinance on 3/23/10.</b>	see BMP ID#3-2
#5-2	Recommend a BMP Manual	Stormwater Coordinator Conservation Commission, City Eng., Planning Dept., Water & Wastewater	Manual selected	Currently researching appropriate manuals Drafted ordinance references MA manuals	Finalize ordinance references (e.g. Massachusetts <i>Stormwater Management Handbooks (including Volume 2, Chapter 2: Structural BMP Specifications for the Massachusetts Stormwater Handbook)</i> , <i>Massachusetts Erosion and Sediment Control Guidelines for Urban and Suburban Areas – A Guide for Planners, Designers, and Municipal Officials</i> , and <i>Massachusetts Nonpoint Source Pollution Management Manual</i> )



**Summary of Minimum Control Measures (Continue)**

6. Pollution Prevention and Good Housekeeping in Municipal Operations

<b>BMP ID.</b>	<b>BMP</b>	<b>Responsible Dept. /Person</b>	<b>Measurable Goal</b>	<b>Progress on Goal(s) – Permit Year 5</b>	<b>Planned Activities – Permit Year 6</b>
#6-1	Continue Catch Basin Cleaning Program	Wastewater Dept., Stormwater Coordinator, Planning Dept.	Continuation with current program	<b>Completed</b>	Continue with current program Catch basin cleaning program with a goal to clean 4,300 basins every 8-years.
#6-2	Continue Street Sweeping Program	Highway Department, Stormwater Coordinator		<b>Completed</b>	Continue with Current Program
#6-3	Adopt Operating Procedures for CB and Street Sweeping Residuals.	Highway Dept., Stormwater Coordinator	Completed review, modifications if needed		Develop appropriate procedures
#6-4	Minimize Salt Usage and Maintain Salt Storage Area	Highway Department, Stormwater Coordinator	Continuation with current program	<b>Completed</b>	Salt storage is covered and maintained
#6-5	Develop and Implement Inlet Cleaning at Ponds	Stormwater Coordinator	Development of program	Began inventorying pond inlets where cleaning is likely needed	Develop and Identify what needs to be clean and where
#6-6	Develop and Implement Employee Training Program	Highway Dept., Stormwater Coordinator	2 Hours annually of training per Employee	<b>Completed</b>	City staff trained DPW staff

**HAVERHILL WWTP: Storm Water SPCC Training: Wed. April 8,  
2009 8:00-10:00 am All WWTP Personnel !**

PRINT NAME

Pedro ROSARIO

BILL SPOLP

WAINO WAINANEN

David W Shaw

Bruce Constantino

T GRYNE

Sam Marinzel

Chip Hubbard

Edwin Aponso (collection)

NAME

Tom Riley

Stephen Pinyrie

PHILIP J. RYAN

Corey Hills

James Bevelagua

Carol Pynn

Vorm Paquette

Russell Scatamacchia

WRITE NAME

~~William~~  
William

Waldo

David W Shaw

Bruce Constantino

T GRYNE

Sam Marinzel

Chip Hubbard

Edwin Aponso

NAME

Tom Riley

Stephen Pinyrie

Philip J Ryan

Corey Hills

James Bevelagua

Carol Pynn

Vorm Paquette

Russell Scatamacchia

**HIGHWAY EMPLOYEES STORMWATER TRAINING**

**Dec. 18, 2009**

**8:00-10:00**

PRINT NAME

WRITE NAME

Charles W Cotely

Charles W Cotely

Eamon Sheehan

Eamon Sheehan

Pete Boerschte

Pete Boerschte

Tom Shanahan

Tom SHANAHAN

Erik Feasca

Erik FEASCA

RAY BRADSHAW

Ray Ray

Roland Gundrecht

Roland Gundrecht

Daniel Cannon

Daniel Cannon

**HAVERHILL WATER TREATMENT PERSONAL: Storm Water  
SPCC Training: Wed. March 24, 2010**

PRINT NAME

JOE Remmes

Brent McGrath

Rick Lizotte

CHRISTINE BENTON

JIM GILBERT

JOHN Dignus

Mary D'Aoust

Chuck Bollous

John D'Aoust

WRITE NAME

Joseph S Remmes

Brent

Rick

Christina Benton

Jim Gilbert

John E Dignus

MARY D'Aoust

Chuck Bollous

John D'Aoust

**HAVERHILL PARK DEPARTMENT – STORMWATER TRAINING**  
**February 18, 2010: 9:30-10:30**

PRINT NAME

John WYDOLA

ERNEST HELLER

Malcolm KILBURN

Kevin CALLAHAN

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WRITE NAME

John WYDOLA

Ernest Heller

Malcolm Kilburn

Kevin Callahan

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James Michitson  
James Michitson, Instructor