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5/12/10  
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Municipality/Organization: Town of Hingham, MA

EPA NPDES Permit Number: MAR041100

MADEP Transmittal Number: W-041003

Annual Report Number Year 7  
& Reporting Period: May 1, 2009-April 30, 2010

## NPDES PII Small MS4 General Permit Annual Report

### Part I. General Information

Contact Person: Randy Sylvester Title: DPW Superintendent

Telephone #: 781-741-1430 Email: [sylvesterr@hingham-ma.com](mailto:sylvesterr@hingham-ma.com)

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: Kevin Paicos

Title: Town Administrator

Date: 5-11-10

## **Part II. Self-Assessment**

The Town of Hingham has completed the required self-assessment of the annual compliance review for the Phase II Stormwater Program. In accordance with the NPDES Phase II Stormwater requirements, the following topics were evaluated for the completion of the Annual Report:

1. Compliance with the Phase II Permit Conditions
2. Appropriateness of the Selected BMPs
3. Progress Towards Achieving the Program's Measurable Goals
4. Results of Any Information that has been Collected and Analyzed
5. Activities for the Next Reporting Cycle
6. Changes in Identified BMPs or Measurable Goals

The Town has determined that our municipality is in compliance with all permit conditions.

**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>	<b>Planned Activities – Next Permit Term</b>
1A Revised	Distribute Brochures and Fact Sheets to Businesses & Residents	Department of Public Works (DPW)	Copies of materials.	Stormwater educational materials were made available to the public at the Town Hall and Town Public Library. The Conservation Commission developed a display regarding stormwater which was posted at the Town Hall.	Continue to discuss the Phase II Program at Town Department coordination meetings. Continue to make copies of handouts and flyers available at public facilities throughout the year. Continue to post stormwater displays in public places as possible.
1B Revised	Send Out Stormwater Press Releases	DPW	Copies of articles.	A flyer was mailed to residents in advertising the 2010 Household Hazardous Waste Collection Day <sup>1</sup> . Stormwater videos are available for borrowing through the Public Library. The stormwater hotline number was published in the paper, flyers and Town website.	Develop press releases to outline the ongoing stormwater activities led by the Town and others. Explore ways to further promote the stormwater hotline.
1C Revised	Develop Stormwater Section of Town Website	DPW and Town Website Manager(s)	Measure number of hits annually.	Stormwater pollution information was maintained on the Town's website along with a link to the USEPA stormwater site and posting of the Illicit Stormwater Discharge Hotline.	Update and expand Town website as the Phase II program progresses and additional information becomes available.

<sup>1</sup>The collection event is also advertised at the Hingham Transfer Station with flyers, in newspaper publications, on the DPW section of the Town website and through local cable broadcasts. The information outlines proper practices for disposal of wastes.

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 7	Planned Activities – Next Permit Term
1D Revised	Create a Stormwater Educational Display	Conservation Commission	Track quantity of take home materials taken quarterly.	The educational display at the Conservation Commission office in Town Hall was updated. Approximately 40 handouts were taken by residents from the displays.	Continue to provide and update stormwater display materials at public facilities and track quantities of take home material. Evaluate ways to improve public interest and exposure to materials, such as making materials available in additional locations.
1E Revised	Develop and Broadcast Stormwater Presentation on Local Cable Network Broadcast the Progress of the Phase II Program w/ Selectmen Meetings	DPW and Town Officials	Cable TV tapes of presentations. Show annually during permit term. Use of EPA video & broadcast of Town Selectmen Meetings	Information regarding local events such as the household hazardous waste collection days was broadcast weekly in advance of the event. The EPA video “Reigning in the Storm” was shown at elementary school exposition events: Foster School, Plymouth River School, South Elementary School, East School.	Broadcast a stormwater update at a Selectmen’s meeting on the local cable channel. Broadcast the EPA videos “After the Storm” and “Reigning in the Storm” on the local cable channel as airtime is available.
1F Revised	Establish a Program for Free Stormwater Video Rentals	DPW and Planning Board	Track video rentals annually.	Two copies of the EPA video “After the Storm” and a copy of “Reigning in the Storm” were advertised on the Town website and made available at the Town public library for rental; the video “Reigning in the Storm” was rented 5 times.	Continue to offer the videos “After the Storm” and “Reigning in the Storm” at the Town public library for rental. Continue to advertise the video rentals on the Town website and cable channel.

**1a. Additions – None at this time**

## 2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 7	Planned Activities – Next Permit Term
2A Revised	Establish a Stormwater Telephone Hotline	DPW and Town Website Manager(s) Local Emergency Planner	Record number of phone calls to hotline, copies of advertisements	The hotline number is provided on the Town website and advertised in the flyer discussed in BMP 1B. No calls were received during the permit year. Stormwater-related calls are made to the Fire Department and Dept. of Public Works.	Calls will continue to be tracked with records of follow-up actions. Explore ways to further promote the stormwater hotline.
2B Revised	Mark Storm Drains with Buttons or Stencils	DPW and Volunteers Conservation Commission	50% of storm drains marked by Year 5 with door hangers placed in associated neighborhoods Downtown area marked	Volunteer recruitment was successful in Year 7 through the Eagle Scouts. The volunteers for this project marked about 250 storm drains in Fall 2009, in addition to the 300 storm drains during Fall 2008 and the 1,000 storm drains marked during Permit Year 5. The marking effort focused on the coastline at the Crow Point and Gold Hill areas. Approximately 60% of the Town's storm drains have been marked to date.	Continue to work with Eagle Scouts to mark additional storm drains in Town.
2C Revised	Develop and Implement a Native Tree/Shrub Planting Program	DPW, Conservation Commission, and Volunteers	Record the number, location, and kind of tree or shrub planted.	The Town of Hingham continued its tree/shrub replanting program as funds are available. The ongoing Train Track Cap program restored trees and landscaping with volunteer help during May and June 2009.	Continue existing practices for tree/shrub replacement as budget allows. Solicit volunteers to participate in future planting programs for stormwater and environmental restoration projects.

## 2a. Additions

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 7	Planned Activities – Next Permit Term
2D Revised	Perform Wetland and Waterbody Cleanups	DPW, Conservation Commission, and Volunteers	Track areas cleaned within the Town, amount of debris removed	Volunteers performed a wetlands cleanup in the vicinities of Fee Pond and Triphammer Pond. Trash and other debris were removed from the area.	Continue to work with volunteers to perform cleanup activities. Encourage residents to clean up areas abutting their property

### 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 – Next Permit Term
3A Revised	Hold Annual Household Hazardous Waste Collections	DPW	Document quantity of wastes collected annually.	A collection event was held in May 2009 and the Town of Hingham participates in regional collections as part of the South Shore Recycling Cooperative. A total of 331 cars were recorded for the May 2009 event. Residents can also exchange mercury thermometers for digital thermometers at the DPW.	The annual collection event is scheduled for May 15, 2010. Continue participation in the South Shore Recycling Cooperative.
3B Revised	Develop Primary Town Storm Drain System Map	DPW	70% of system mapped on GIS.	70% of the drainage system was mapped on GIS in permit Year 1.	No further action is planned at this time.
3C Revised	Complete Mapping of Stormwater Outfalls	DPW and Contractor	All outfalls mapped by year 4. 75% of outfalls mapped by end of year 4. Source identified and removed within one year.	All outfall locations were field verified during Permit Year 5. The total number of outfalls remains at 329. The Town is pursuing funding for additional outfall investigations and mapping efforts.	Update the outfall base map as needed and upon installation of new drainage systems.
3D Revised	Evaluate Stormwater Discharges to Historic Places	DPW, Conservation Commission, and Contractor	Final list of historic places in Hingham. Results of evaluation.	This BMP was completed in June 2005.	No further action is needed.

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 – Next Permit Term
3E	Develop Illicit Discharge Prohibition Bylaw	Board of Health	Obtain authorization to control inputs to the municipal drainage system. Bylaw at Town meeting by end of year 2. Creation of Board of Health regulations	As an alternative to creating a new bylaw, the Board of Health has enforceable regulations that encompass illicit discharge prohibition.	No further action is needed
Revised	Develop Illicit Discharge Prohibition Regulations through the Board of Health	Conservation Commission			
3F	Develop Illicit Discharge Detection and Elimination (IDDE) Plan and Implement Activities	DPW and Board of Health	All outfalls examined by year 4. Sources traced and results documented within one year of discovery. 75% of outfalls examined by year 4.	All outfall locations were field verified and screened for illicit discharges during Permit Year 5. The total number of outfalls remains at 329. The Town is pursuing funding for additional outfall investigations. One illicit discharge was identified close to the Town line, but located in Cohasset. The Hingham DPW notified Cohasset of this issue for follow-up.	The Town will continue field inspections of stormwater outfalls and pursue the removal of identified illicit discharges. The Town will follow up with Cohasset on the illicit discharge found by the Hingham DPW.
Revised	Incorporate Information on Illicit Discharges into Public Education and Outreach Topics	DPW and Board of Health	Copies of materials. # materials distributed.	Illicit discharge informational flyers were distributed through the Conservation Commission at the Town Hall and Town Public Library as outlined in BMP 1A. The Illicit Stormwater Discharge Hotline is posted on the DPW website.	Continue distributing illicit discharge information in flyers, meetings and press releases and incorporating materials into public education and outreach topics and activities (BMPs 1A through 1F).
3H	Setup and Advertise a Hotline for Illicit Discharges	DPW, Fire Department, and Board of Health Local Emergency Planner	Log of complaints and actions taken.	An Illicit Stormwater Discharge Hotline number was established by the Local Emergency Planner in Permit Year 2 (refer to BMP 2A). No complaints were received regarding illicit discharges. Stormwater-related calls are received by the Fire Department or Dept. of Public Works.	Calls will continue to be tracked with records of follow-up actions. Pursue ways to advertise the hotline in coordination with BMP 1B.
Revised					

**3a. Additions – None at this time**

#### 4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 7	Planned Activities – Next Permit Term
4A Revised	Develop Erosion Control Bylaw	Planning Board Conservation Commission	Bylaw at Town meeting by end of Year 2. Draft bylaw end of Year 4.	The Planning Board addressed stormwater management through modifications to existing regulations rather than the development of new Stormwater and BMP By-Laws. LID principles and practices were incorporated into the Subdivision Regulations and the off-street parking regulations of the Zoning By-Law. These changes were adopted at the 2008 Town Meeting.	Continue to enforce LID techniques previously incorporated into the Subdivision Regulations. Explore additional erosion control enforcement measures as needed.
4B Revised	Establish a Procedure for the Receipt of Information Submitted by the Public	Planning Board and DPW Conservation Commission	Record number of phone calls to hotline, copies of articles.	Complaints regarding construction site erosion are handled by the Conservation Commission, DPW and Planning Board, as appropriate. No calls were received through the stormwater hotline. Initiated record keeping program to track calls and follow-up actions.	Continue record keeping program with regulatory updates, track calls and records of enforcement. Pursuing implementation of computer database program (VUEWorks) to track information and link to the GIS database including work orders, customer complaints, system modifications, and observations.
4C Revised	Conduct Inspections for Erosion Controls	Planning Board, DPW and Consultant	Inspection checklist and documented inspections.	The various departments coordinate efforts to oversee sites and issues are handled by the most appropriate enforcement agent <sup>2</sup> . An inspection checklist is in use to document inspections and corrective actions. Inspection activities are ongoing during the construction process by the appropriate department.	Continue inspections in accordance with the existing Zoning Bylaws and updated Planning Board Regulations.
<sup>2</sup> Complaints regarding construction site erosion are received by staff at all of the Land Use Board, including the Conservation Commission, Board of Health, Building Commissioner and Planning Board. Smaller issues are generally handled directly by staff from the department under whose jurisdiction the project was approved (Building, Planning, Health) or the staff with appropriate enforcement authority (Building, Conservation Commission, Health). In an effort to coordinate the Town's response, ongoing issues and more serious complaints are addressed at a weekly coordination meeting held with staff from all of the land use boards. For projects approved by the Planning Board (Subdivisions, Flexible Residential Developments), regular construction site inspections are done by a consulting inspection agent paid for by the developer in accordance with a procedure set forth in the Subdivision Rules and Regulations.					



4a. Additions – None at this time

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	Planned Activities – Next Permit Term
5A	Develop BMP Bylaw	Planning Board	Bylaw at Town meeting by end of Year 2. Draft bylaw end of Year 4.	As discussed under BMP 4A, the Planning Board addressed stormwater management through modifications to existing regulations rather than the development of new Stormwater and BMP By-Laws. LID principles and practices were incorporated into the Subdivision Regulations and the off-street parking regulations of the Zoning By-Law. These changes were adopted at the 2008 Town Meeting.	Continue to enforce LID techniques previously incorporated into the Subdivision Regulations.
Revised					
5B	Develop and Implement Inspection Program	Planning Board, DPW, Building Inspector, and Consultant	Copies of maintenance reports received annually, plus records of inspections completed and results.	Inspections were conducted by DPW and the Building Inspector for BMPs in Town. Projects approved by the Planning Board which include privately owned and maintained stormwater facilities are required to submit an annual inspection report to the Planning Board. Streets and roadways that are accepted by the Town are inspected regularly by DPW. An inspection checklist is in use to document inspections and corrective actions. Operation and Maintenance (O&M) plans were considered and reviewed.	Continue inspections and document inspections and corrective actions using the checklist. Coordinate with efforts for BMP 4C.
Revised					

5a. Additions – None at this time

**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	Planned Activities – Next Permit Term
6A Revised	Clean Catch Basins	DPW	Clean all catch basins.	Continued cleaning catch basins in town twice a year and completing catch basin inspection forms to document maintenance needs. Catch basins draining the DPW Transfer Station were cleaned four or more times a year. Hingham removed a total of 2,300 tons of sediment from all catch basins Town-wide during Permit Year 7.	Continue catch basin cleaning program. Continue recording sediment data for future cleaning priorities, along with outfall evaluation data.
6B Revised	Sweep Streets in Town	DPW	Priority plan of sweepings based on water quality impact. Volume of sweepings collected.	Continued street sweeping program in Town that included: sweeping of downtown area daily to biweekly depending upon visual inspection and traffic; sweeping environmentally sensitive areas 2-3 times annually, and sweeping the Transfer Station every 1-2 weeks.	Continue street sweeping program annually and evaluate future sweeping priorities. Record and log sediment quantities and when streets are swept. Currently, street sweepings are mixed with compost and reused along non-residential roadways in town.
6C Revised	Develop an Inspection and Maintenance Plan	DPW	Written schedule. Records of inspections and maintenance.	The DPW developed a form for catch basin inspections during Permit Year 1 and the form was updated to include information related to potential illicit discharges during Permit Year 5. The Town continued to seek approval for use of the Hingham Landfill for maintenance wastes.	The Hingham landfill closure plan is ongoing. A disposal policy for maintenance generated wastes will be developed prior to the final closure of the Hingham Landfill. Street sweepings and compost will be used for the landfill cap.
6D Revised	Continue Existing Pollution Prevention and Good Housekeeping Practices at the DPW Facility	DPW	Ensure existing practices are continued.	Transferred ongoing practices to the new DPW Facility: indoor vehicle maintenance, immediate repair of leaking vehicles, proper handling/storing and disposing of hazardous materials and wastes, covered salt storage and indoor vehicle washing.	Continue existing practices and inform new employees of pollution prevention and good housekeeping practices.

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 7	Planned Activities – Next Permit Term
6E Revised	Ensure Proper Cleaning of Vehicle Leaks at the DPW Facility	DPW	No significant vehicle leak stains at the facility.	Transferred ongoing practices to the new DPW facility. Vehicle leaks were cleaned promptly at the facility.	Continue to ensure proper cleaning of leaks.
6F Revised	Rinse Vehicles Indoors at the DPW Facility	DPW	Record of memo.	Vehicle rinsing was conducted indoors to the best extent practicable and proper vehicle rinsing and washing activities were discussed at regular DPW meetings.	Continue proper rinsing activities and continue to include vehicle rinsing procedures in the employee training program or during staff meetings, as needed.
6G Revised	Divert Stormwater Runoff Away From the White Building at the DPW Facility	DPW	Record of before and after photos.	This task was completed in Permit Year 3.	No further action is needed.
6H Revised	Ensure Covered Storage for Salt Materials at the DPW Stockyard	DPW	All salt is covered.	All salt materials were covered. Transferred these practices to the new DPW facility and utilized the new salt storage shed.	Continue covering salt materials.
6I Revised	Improve Covering and Evaluate BMP's for the Sand/Salt Pile at the DPW Stockyard	DPW	No rain contact with pile. No significant runoff contact with pile.	Tarps were maintained to cover the prior sand/salt pile and the area around the pile was periodically swept to contain the pile, minimize runoff contact and the migration of sediments. The Town completed construction of the new DPW facility that includes a sand/salt storage shed. The DPW moved into the new facility in July 2009.	Utilize the new storage shed for all activities. The new salt/sand storage has a holding capacity of 4,000 tons.
6J Revised	Construct Berms at the DPW Stockyard to Contain Earth Materials	DPW	Berms constructed. Before and after photos.	Earth berms and BMPs were maintained to prevent off-site migration of earth materials.	Continue to maintain earth berms and BMPs as needed to prevent sediment migration from the site.

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 7	Planned Activities – Next Permit Term
6K Revised	Disconnect Floor Drains and Prohibit Vehicle Washing at the Tree & Park Barn Facility	DPW	Floor drains disconnected as shown by closure records. Record of memo.	Continued prohibiting vehicle washing and equipment storage inside the building to ensure wastes were not disposed to the floor drains. Rubber covers were used to prevent materials from entering drains. Floor drains in the Tree & Park Barn Facility were plugged with cement in May 2009.	Continue proper rinsing activities at the new DPW facility and continue to include vehicle rinsing procedures in the employee training program or during staff meetings, as needed.
6L Revised	Prevent Stormwater Contact with Vehicle Leaks and Maintenance Areas at the Recycling Facility	DPW	No significant vehicle leak stains at the site.	Vehicles and equipment were maintained at the DPW Facility indoors and only light maintenance activities occurred at the Recycling Facility. This BMP is also being addressed as part of the facility's SWPPP.	Continue to prevent vehicle leak stains and repair leaking vehicles promptly.
6M Revised	Store Batteries Under Cover at the Recycling Facility	DPW	No uncovered outdoor storage of batteries.	Batteries were stored indoors.	Continue storing batteries indoors.
6N Revised	Comply with DEP Policy for Vehicle Washing at the Recycling Facility	DPW	Record of memo.	Outdoor vehicle washing and rinsing was prohibited.	Continue to prohibit outdoor vehicle washing.
6O Revised	Prevent Stormwater Discharges from Recycling Bales and Loading/Unloading Areas at the Recycling Facility	DPW	No contact with plastic bales and no stormwater discharges from the unloading area.	Plastic bales were stored in a covered roll off container. The bale unloading area was swept on a regular basis to remove debris and drips.	Continue to sweep and clean (using dry methods) the bale unloading area on a regular basis to remove debris and drips.

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 7	Planned Activities – Next Permit Term
6P Revised	Conduct a Feasibility Study For the Trash Trailer Bays at the Transfer Station Address Landfill Leachate Entering the Drainage System	DPW	Copy of the feasibility study report. Plans or sketches. Trash trailer bay cover installation, landfill closure.	The trailer bays were cleaned on a regular basis to minimize stormwater contact with debris. Dry cleaning methods such as sweeping were used where possible. Coverings for the trailers are not cost effective at this time and funds were allocated toward landfill capping. The Town is in the process of closing the landfill. Progress has been made towards finalizing the landfill closure plan. DEP inspection was performed. Breakout of leachate was observed and immediately repaired by the Town.	Continue cleaning procedures at the trash trailer bays to prevent stormwater contact. Address the landfill leachate problem as part of landfill closure activities, which will begin following approval.
6Q Revised	Continue Existing Pollution Prevention and Good Housekeeping Practices at the Bus Depot	School Department and Contractor	Ensure existing practices are continued.	Continued the following pollution prevention practices at the Bus Depot, indoor vehicle maintenance for School Department vehicles, and bus washing using a collection system for off-site disposal of wash water.	Continue existing practices.
6R Revised	Modify Downspout Discharges at the Fueling Station	School Department and DPW	Downspout discharges modified as shown by before and after photos.	The downspouts were modified to divert stormwater away from the fueling area in Permit Year 3.	No further action is needed.
6S Revised	Install a Spill Kit at the Fueling Station	School Department	Spill kit installed. Record of memo.	The spill kit was maintained at the station with a memo posted to describe the kit and its location.	Ensure kit is fully stocked with spill materials and memo remains posted.

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 7	Planned Activities – Next Permit Term
6T Revised	Ensure Compliance for Floor Drain Systems in the Bus Depot Building	School Department	Record of inspections and changes to floor drain systems, if any.	DPW has notified the School Department of the improper floor drain connections.	Explore options for abandoning floor drains.
6U Revised	Continue Existing Facility Practices at the Town Hall and Building #104	Police Department and Department of Public Works	Ensure existing practices are continued.	Continued practices at the Town Hall for washing police vehicles off-site at an approved facility.	Continue existing practices.
6V Revised	Ensure Compliance for Floor Drains at the North Fire Station	Fire Department	Sketches or inspection memos.	DPW has notified the Fire Department of the improper floor drain connections.	Explore options for abandoning floor drains.
6W Revised	Ensure Compliance for Floor Drains and Vehicle Washing Activities at the Central Fire Station	Fire Department	Sketches or inspection memos. Record of memo.	The new construction at the Central Fire Station was completed and the floor drains are connected to the sanitary sewer system for proper disposal of vehicle washing wastes.	Continue proper vehicle washing practices once construction is complete.
6X Revised	Evaluate Alternative Vehicle Washing Options at the Hingham Light Plant	Light Plant	New methods for handling vehicle wash water at the site by the end of Year 2. End of Year 3.	DPW has notified the Hingham Municipal Lighting Plant about ways to properly address vehicle washing activities.	Prohibit outdoor vehicle washing and post employee memo for appropriate vehicle washing. Evaluate and implement alternative washing methods.
6Y Revised	Use IPM Program for Application of Pesticides in Town	DPW	Copy of IPM Program.	Continued practice of IPM program.	Continue existing practices and continue to document protocols.

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 7	Planned Activities – Next Permit Term
6Z Revised	Use Licensed Applicators for Fertilizers and Pesticides in Town	DPW	Record quantities of fertilizers and pesticides purchased annually.	No additional fertilizers were purchased in Permit Year 7. Half a pound of rodent control poison was used at the Transfer Station. Town did not purchase any herbicides. Chemical applications were minimized. Licenses were maintained for all Town employees that apply chemicals.	Continue existing practices and record quantities applied annually. Explore ways to reduce fertilizer use, especially in environmentally sensitive areas.
6AA Revised	Calibrate Salt Spreading Equipment	DPW	Record quantity of salt purchased annually.	Salt spreading equipment was calibrated to ensure proper application rates. No Ice-Ban was used in Year 7.	Continue to calibrate salt equipment and track salt/Ice-Ban purchases. Continue to maintain copies of records with the Stormwater Management Plan and periodically evaluate salt use and reduction effectiveness.
6AB Revised	Use Low Salt Applications at Designated Areas	DPW	Document application rate in Accord Pond watershed compared to other watersheds.	As outlined in the Year 6 report, the new DPW facility has a covered salt storage shed which eliminated the need to mix salt and sand to prevent freezing. The low salt applications used last year were successfully reduced to no salt applications in the Accord Pond watershed for water supply protection, which includes the following streets: Gardner St., Mallard Run, Winfield Rd., Accord Pond Dr., Devon Terrace, Farm Hills Rd., Peter Hobard Rd, Hazelwood Dr. and Harvest Lane.	Continue existing practices and compare application to other watersheds.

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 7	Planned Activities – Next Permit Term
6AC Revised	Ensure Proper Waste Disposal in Town for Hazardous and Special Wastes	DPW	Document quantity of wastes collected annually.	Tracking continued for special and regulated wastes (e.g., waste oil, batteries, light tubes, CRTs, electronic equipment) at the Hingham Transfer Station. The following amounts of materials were collected in during Permit Year 7: Oil – 2,100 gallons Batteries – 422 units Fluorescent Light Tubes – 15,513 L.F. Mercury-containing devices – 45 devices with 25.11 lbs Hg TV's – 2,136 units Monitors – 980 units	Continue existing practices at the Hingham Transfer Station for the collection of special and regulated wastes and document results over time. Continue to offer Household Hazardous Waste Collections annually and track town participation and quantities collected, if possible.
6AD Revised	Ensure Compliance for Snow Disposal in Town	DPW	Utilize designated snow disposal location.	Snow storage and disposal was conducted at the Town bathing beach parking lot. The buffer areas were cleaned by hand in the spring to remove accumulated materials. The parking lot is designed with vegetative buffers and sediment traps to filter snowmelt from the parking lot, before draining to Hingham Harbor.	Continue existing practices of snow disposal to ensure surface water quality protection.
6AE Revised	Ensure Water Quality Improvements are Considered for Flood Projects.	DPW	Records of flood control projects.	The Town Engineer met with MADEP to coordinate on the tide gate project. The tide gate was installed during the summer of 2009. The tide gate will address tidal and surcharge impacts that exacerbate flooding conditions during wet conditions in the downtown area.	Continue review of projects through Conservation Commission to ensure that water quality improvements are considered.
6AF	Conduct Town Employee Stormwater Training.	DPW	Attendance sheet and copy of program	Pollution prevention topics were informally discussed as part of routine DPW operations meetings. Transfer	Conduct SPCC refresher training.



BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 7	Planned Activities – Next Permit Term
Revised				Station employees received informal, on-site stormwater training.	

**6a. Additions – Four Additions at this time**

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 7	Planned Activities – Next Permit Term
6AG Revised	Develop and Implement a SPCC Plan at the Transfer Station	DPW	Copy of SPCC Plan & inspection records	A SPCC Plan was developed and implemented at the Transfer Station in Permit Year 5 to address aboveground oil storage. Measures to prevent and protect against an oil release were implemented.	Continue complying with the SPCC Plan.
6AH Revised	Conduct biannual inspections of solid waste at Transfer Station in accordance with SPCC Plan and SWPPP.	DPW	Copy of SPCC Plan & inspection records	Solid waste operations at the Transfer Station were inspected by an engineer twice in Year 6 in accordance with the SPCC Plan, SWPPP and DEP Solid Waste Regulations. DPW performs ongoing inspections as part of its routine operations.	Continue the engineer's biannual inspections for solid waste at the Transfer Station. Continue ongoing inspections by the DPW.
6AI Revised	Ensure Compliance for Floor Drains at the Transfer Station	DPW	Sketches or inspection memos.	The DPW developed approved options to handle future floor drains discharges at the site.	Continue to explore options for proper floor drain connections. The existing leaching area will be tested and closed out July 2010. An industrial wastewater holding tank will be installed.
6AJ Revised	Update SWPPP for the Hingham Recycling & Trash Transfer Facility	DPW and Consultant	Updated SWPPP & coverage under the MSGP.	The Hingham Recycling & Trash Transfer Facility continued to comply with the approved SWPPP.	Continue to comply with the SWPPP. Update as necessary.

**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	Planned Activities – Next Permit Term
7A	Develop a Water Quality Strategy for 303d Waters	DPW, Conservation Commission, and Consultant	Summary of pollution prevention efforts, future needs, and responsible parties. Copy of Surface Water Quality Strategic Plan.	The Town continued with implementation of the existing SWMP to address impaired waters.	Review impaired water list and TMDLs as they are developed, along with information collected as part of the Phase II Stormwater Program and upcoming Phase II permit requirements to develop a water quality strategy to address impaired waters in Town.
Revised					
7B	Implement BMP's from Water Quality Strategy	DPW, Conservation Commission, and Consultant	Photographs, logs, and BMP descriptions for completed efforts and water quality improvements.	This will commence upon developing a water quality strategy.	This will commence upon developing a water quality strategy, based on available resources and funds for implementation.
Revised					

**7b. WLA Assessment**

The Town of Hingham has five 303d listed waters that are classified as Category 5 “Waters Requiring a TMDL” as follows:

1. Hingham Harbor (MA70-08), impaired for pathogens
2. Crooked Brook Meadow (MA74-01), impaired for nutrients, organic enrichment/low DO, and noxious aquatic plants
3. Foundry Pond (MA74011), impaired for nutrients, siltation and noxious aquatic plants
4. Weir River (MA74-02), impaired for pathogens
5. Weymouth Back River (MA74-13), impaired for pathogens

Water quality concerns associated with 303d waters will be addressed through the implementation of BMPs under the six minimum measures for Phase II, as outlined in the Hingham Stormwater Management Plan (SWMP). 303d waters are highlighted in the Hingham SWMP as a priority for implementation activities throughout the permit term. The WLA Assessment will be addressed as part of the Town’s SWMP, as TMDL studies are completed for 303d waters in Hingham or those water bodies with watersheds in Hingham.