

4/30/10

**Municipality/Organization: Town of Medfield, MA**

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**EPA NPDES Permit Number: MAR041131**

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**MaDEP Transmittal Number: X227995**

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**Annual Report Number**

**& Reporting Period: No. 7: April 1, 2009 – March 31, 2010**

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## **NPDES PII Small MS4 General Permit Annual Report**

### **Part I. General Information**

**Contact Person: Ken Feeney**

**Title: Department of Public Works**

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**Email: kfeeney@medfield.net**

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#### 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:**



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**Printed Name: Michael Sullivan**

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**Title: Town Administrator**

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**Date: April 29, 2010**

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**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 – Permit Year 8</b>
1 Revised	Partnership with local Watershed Associations	Con. Comm., DPW, BOH	Regular Meeting Attendance	Correspondence with the Charles River and Neponset River Watershed Associations	Continued updating, seek alternative funding opportunities (such as grants and SRF monies).
2 Revised	Develop Brochures	DPW	Quarterly Mailings	Town funding was appropriated for herbicide and pesticide awareness mailings	Address Part II, Item 7
3 Revised	WEB Site Public Service Postings	IT Dept., DPW	WEB Site Publication & Maintenance	Association information transfer and data publication of data, local WEB updates	Include in Part II, Item 7
Revised					

**1a. Additions**

20	Two (2) contacts to the four key target areas	Con. Comm., DPW, BOH	Eight (8) documents or contacts		Outline in Part II, Item 7

**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 – Permit Year 8
4	Water Quality Testing	DPW	2 Rounds of Water Quality Sampling of Priority Water Bodies	Completed outfall pipe mapping and an estimated 100% of the storm system connectivity, and related testing. Continued to stencil catch basins.	Continue to stencil catch basins and complete connectivity mapping. Continued testing as related to the WWTP NPDES Permit.
5	Community Cleanup Days	DPW	Annually	Conducted in Spring 2008	Develop a plan and budget to implement Part II, Items 2 thru 5 Scheduled for Spring 2010

**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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
6 Revised	Catch Basin/Outfall and Receiving Water Mapping	DPW	GIS Mapping	Completed outfall pipe mapping and an estimated 75% of the storm system connectivity. Continued to stencil catch basins.	Complete 100% of drain connectivity. Continue to stencil catch basins and complete connectivity mapping. Dry weather and wet weather field screening of outfalls after mapping.
4 Revised	Water Quality Testing	DPW	Testing of Priority Water Bodies	Continued testing affiliated with the WWTP NPDES permit.	Develop a plan and budget to implement Part II, Items 2 thru 5 Continued testing as related to the WWTP NPDES Permit.
7 Revised	Regulatory Review	DPW, Planning Board, BOH, Con. Comm.	Regulatory Revisions and Action	Investigated areas for revisions, such as sustainable design and implementing new DEP stormwater standards	Develop a plan and budget to implement Part II, Items 2 thru 5 Revisit the consolidated regulations per Part II, Item 10
8 Revised	Permit Enforcement	DPW, Planning Board, BOH, Con. Comm.	Local Construction Site Oversight and Enforcement	Ongoing to comply with local bylaws, state and federal requirements. WWTP Upgrades Design Completed	WWTP Upgrades Funding thru SRF, train employees on finding and addressing IDEE locations per Part II, Item 9
9 Revised	Misconnection/Illegal Dumping and Correction	DPW, BOH	Connectivity Mapping, By law Enforcement/Fines	I/I Program Completion and Ongoing SSES activities (i.e. smoke testing)	Train employees on finding and addressing IDEE locations per Part II, Item 9

### 3a. Additions

21	I/I and SSES Activities	DPW	I/I Reduction		Apply for SRF monies to implement upgrades at the Medfield WWTP
22	Employee Training	DPW	Documentation of Training		Train employees on finding and addressing IDEE locations per Part II, Item 9

#### 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 – Permit Year 8
7 Revised	Regulatory Review	DPW, Planning Board, BOH, Con. Comm.	Regulatory Revisions to Bylaws as Necessary	Investigated areas for revisions, such as sustainable design and implementing new DEP stormwater standards	Implement Part II, Item 16
8 Revised	Permit Enforcement	DPW, Planning Board, BOH, Con. Comm.	Local Construction Site Oversight and Enforcement	Ongoing to comply with local bylaws, state and federal requirements	Ongoing to comply with local bylaws, state and federal requirements. Train employees on finding and addressing IDEE locations per Part II, Item 9
10 Revised	Improved As-Built Review	DPW, Planning Board	Electronic As-Built Submittals on Town GIS System	Completed GIS mapping of the wastewater system and collect as-builts of I/I work	

#### 4a. Additions

23	Assessment of Impervious Areas	DPW	GIS/CAD Calculation		Assess Impervious Areas of Town, per Part II, Item 11

## 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 – Permit Year 8
7 Revised	Regulatory Review	DPW, Planning Board, BOH, Con. Comm.	Regulatory Revisions to Bylaws as Necessary	Finalized consolidated regulations of applicable stormwater and aquifer protection regulations	Investigate areas for revisions, such as sustainable design and implementing new DEP stormwater standards
8 Revised	Permit Enforcement	DPW, Planning Board, BOH, Con. Comm.	Local Construction Site Oversight and Enforcement	Ongoing to comply with local bylaws, state and federal requirements	Ongoing to comply with local bylaws, state and federal requirements
Revised					

## 5a. Additions

24	Property Inventory	DPW, Planning Board, BOH, Con. Comm.	Inventory List		Implement Part II, Item 12
25	Operations and Maintenance (O&M) Plan	DPW, Planning Board, BOH, Con. Comm.	O&M Plan		Implement Part II, Item 13
26	Sweeping Optimization Plan (SOP)	DPW, Planning Board, BOH, Con. Comm.	SOP		Implement Part II, Item 14
27	Stormwater Pollution Prevention Plans (SWPPP)	DPW, Planning Board, BOH, Con. Comm.	SWPPP		Implement Part II, Item 15

## 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 – Permit Year 8
11 Revised	Improved Street Sweepings	DPW	Semi-annual Collections	Semi-annual Collections	Semi-annual Collections. Prepare Sweeping Optimization Plan per Part II, Item 14
12 Revised	Improved Catch Basin Cleanings	DPW	Semi-annual Collections	Semi-annual Collections	Semi-annual Collections in accordance with O&M Plan per Part II, Item 13
13 Revised	Household Hazardous Waste Days	DPW	Annual Collections	Annual Collection	Annual Collection
14 Revised	Drain Stenciling	DPW	Aquifer Protection Area	Conducted a fourth round of drain stenciling in 2009.	Conducting a fifth round of drain stenciling in 2010.
18 Revised	Employee Training	DPW	Seminar Attendance	Attended several workshops, including CRWA sustainable and urban design seminar.	Identify appropriate training through local highway associations, CRWA and NRWA.

## 6a. Additions

22	Employee Training	DPW	Seminar Attendance		Train employees on finding and addressing IDEE locations per Part II, Item 9

**7. BMPs for Meeting Total Maximum Daily Load (TMDL) Waste Load Allocations (WLA)**

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 – Permit Year 8
6 Revised	GIS Mapping	DPW	GIS Mapping of Priority Waters and Drainage Patterns	Completed outfall pipe mapping and an estimated 75% of the storm system connectivity. Continued to stencil catch basins.	Complete connectivity mapping. Continue to stencil catch basins and complete connectivity mapping.
4 Revised	Water Quality Testing	DPW	Semi-Annual Water Quality Testing	Screening to be performed after completion of outfall and catch basin mapping	Dry weather and wet weather field screening of outfalls after mapping per Part II, Items 2 thru 5
15 Revised	Stormwater Modeling	DPW	Needs Assessment for Category 5 Water Bodies	Completed outfall pipe mapping and an estimated 75% of the storm system connectivity. Continued to stencil catch basins.	Continue and complete storm sewer system mapping
16 Revised	Misc. Structural BMPs as Needed	DPW	i.e. Construction Improvements	Proposed I/I improvements under the WWTP NPDES Permit and with SRF monies.	Fund WWTP Upgrades thru SRF program
17 Revised	Misc. Non-Structural BMPs as Needed	DPW	i.e. Bylaw Enforcement, Fees and Fines	None to date (scheduled for Permit Year Five as needed)	To be determined per Part II, Item 16

**7a. Additions**

19	Pond Cleaning and De-nitrification	DPW and Con. Comm.	Reduction of Invasive Species and Improved Water Quality	Chemical treatment of Vine Lake, Bakers Pond, Danielson Pond, Flynn's Pond and Tubitty Pond.	Chemical treatment
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