

**Municipality/Organization:** Town of Middleton, MA  
**EPA NPDES Permit Number:** MA 041211  
**MassDEP Transmittal Number:** W- 036132  
**Annual Report Number & Reporting Period:** No. 5,6,7: May 07 – March 10

4/30/10  
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## NPDES PII Small MS4 General Permit Annual Report

### Part I. General Information

**Contact Person:** Robert LaBossiere **Title:** Superintendent of Public Works  
**Telephone #:** 978.777.0407 **Email:** dpwsuperintendent@townofmiddleton.org  
**Mailing Address:** Department of Public Works, 195 N. Main Street, Middleton, MA 01949-1655

### 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:** Ira S. Singer

**Printed Name:** Ira S. Singer

**Title:** Town Administrator

**Date:** April 28, 2010

## Part II. Self-Assessment

The Town of Middleton has continued the implementation of Minimum Control Measures during years 5, 6, and 7 to manage storm water and to reduce pollutants and contaminants associated with storm water. Highlights of the Town's implementation of Minimum Control Measures through the MS4 program include:

1. Public Education and Outreach
  - Partnering with Greenscapes.org Massachusetts.
  - Earth Day activities.
  - Videos and handouts available at the library.
2. Public Involvement and Education
  - Household Hazardous Waste Day
  - Transfer Station recycling and collection of tires/batteries/mercury/fluorescent bulbs.
  - Mailings and information available at DPW and Conservation Agent office.
3. Illicit Discharge Detection and Elimination
  - The town does not have a municipal sewer collection system. Screening and inspections of outfalls has not identified any illicit discharges.
4. Construction Site Stormwater Runoff Control and
5. Post-Construction Stormwater Management in New Development and Redevelopment
  - The Conservation Agent is responsible for monitoring runoff controls during construction.
  - Draft Stormwater Management Regulations have been developed.
  - A draft Land Disturbance permit has been developed.
  - Although not required, town is pursuing adoption of Stormwater Management By-Laws to address Illicit Discharges to the Municipal Storm Drain System, Stormwater Management, and Land Disturbance.
6. Pollution Prevention and Good Housekeeping in Municipal Operations
  - Catch basin cleaning and street sweeping activities.
  - Catch basing stenciling.
  - Mosquito control on Boston Street.

Several activities are planned to continue the Stormwater Management Program developed by the Town. Highlights include:

- Stormwater Bylaws and Regulations will be presented at Special Town Meeting in December 2010 or Annual Town Meeting in May

#### 2011 for Adoption.

- New Media Center at Town Library will be used to aid in Public Education.
- Stormwater Advisory Committee 2010 members to be appointed by the Board of Selectmen.
- Stormwater Presentation at Town Meeting.
- Identify potential sources of fees to assist funding the stormwater program.
- Continued involvement with Stream Team; local contact John Bacon.
- Catch basin stenciling program.
- Catch basin, culvert and outfall screenings and inspections.
- Street sweeping and catch basin cleaning.
- Community Partnership with Greenscapes.org; local contact Pike Messenger.
- Participation in Earth Day activities; local contact Sandra Rubchinuck.
- Continue Mosquito Control Program.
- Continue Household Hazardous Waste Day.
- Transfer Station acceptance of oil, tires, batteries, fluorescent bulbs, and mercury products.
- Mosquito control planned for the Maple Street area,

**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 5-7 (Reliance on non-municipal partners indicated, if any)</b>	<b>Planned Activities</b>
1.1	Develop informational brochure on storm water program.	Conservation Agent/Town Planner	Provide and maintain copies at the library	EPA supplied brochures were distributed in the Town library including: <i>-After the Storm</i> <i>-Make Your Home the Solution to Stormwater Pollution</i> <i>-Water Efficient Landscaping</i> <i>-Door hanger: "Stormwater Pollution Found in Your Area"</i>	Maintain copies of the brochure(s) in the library. New media center at library is being constructed.
Revised					
1.2	Add stormwater information and links to the Town's website.	Webmaster	Complete by end of Year 1	Stormwater information is available on the Town's website. This includes a map showing Middleton's MS4 area, links to EPA references for BMPs, and public education outreach materials.	Stormwater information on the Town's website will be updated periodically.
Revised					
1.3	Distribute informational brochure with annual recycling program mailing.	Conservation Agent/Town Planner	One mailing per year over the 5-year permit term	Town distributed copies of EPA supplied stormwater brochure with the water department Consumer Confidence Report (CCR) annual mailing by July 1 of each year. The Town is a community partner of Greenscapes.org which is handling inserts/flyers for CCRs and informational mailings for the Town. Greenscapes also uses email to contact residents.	Practice of distributing information will continue.
Revised					

**1a. Additions**

1.4	Broadcast stormwater related information on local public access TV.	Department of Public Works (DPW)/Town Planner	Broadcasts on multiple days throughout the year.	EPA video "After the Storm-A Citizens Guide to Understanding Stormwater" was shown several times on public access TV.	Continue to show this, or related stormwater program(s) at new media center in library.
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## 2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 5-7 (Reliance on non-municipal partners indicated, if any)	Planned Activities
2.1	Presentation at annual public meeting to describe and provide update on the Town's stormwater program and receive public input.	Board of Selectmen's Office	Three (3) public meetings during the 5-year permit term.	A presentation on stormwater issues was included in Town Meetings as part of the warrant article process in 2007 and 2008.	Make presentation at the Annual Town Meeting May 4, 2010. Presentation to include stormwater information, Greenscapes.org, Stream Team, vehicle washing, and fertilizer application, and related topics.
Revised					
2.2	Continue to hold annual household hazardous waste collection.	DPW	Household hazardous waste collection held once/year.	11/6/09 25 Full cars, 32 Half cars 11/12/08 14 Full cars, 33 Half cars 11/10/07 17 Full cars, 23 Half cars	Continue program. (Note: full car = truck full of paint per Clean Harbors)
Revised					
2.3	Continue regular used oil, batteries, and tire collection program.	DPW	Used oil, batteries, and tires are received by the DPW on a year-round basis.	Transfer station is open to receive materials on Wednesday, Saturday, and Sunday from 8:00 a.m. to 4:00 p.m.	Continue program.
Revised					
2.4	Catch basin stenciling	Conservation Agent/DPW	Stencil priority catch basins by Fall 2005	Priority basins were stenciled by DPW summer staff in Summer 2006.	Continue program using DPW summer help or community service. Evaluate permanent marking options.

### 2a. Additions

2.5	Continue regular lead exchange program, and fluorescent bulb recycling program.	DPW	Products containing lead, and fluorescent bulbs are received by the DPW on a year-round basis. <i>Mercury and Freon containing products are also received.</i>	Transfer station is open to receive materials on Wednesday, Saturday, and Sunday from 8:00 a.m. to 4:00 p.m. 2009 172 feet fluorescent bulbs 7 thermometers 8 thermostats 2008 156 feet fluorescent bulbs 8 thermometers 5 thermostats 2007 154 feet fluorescent bulbs 12 thermometers 3 thermostats	Continue program.
Revised					
2.6	Stream Team Cleanup	DPW	Partner with Stream Team and assist with coordinating activities.	Continued partnership and assisted with River, Brook, Pond and Canoe Landing cleanups.	
Revised					

### 3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 5-7 (Reliance on non-municipal partners indicated, if any)	Planned Activities
3.1	Continue mapping stormwater outfalls and receiving waters.	DPW	Complete mapping by end of Year 1	Mapping was completed in 2005 and this BMP is 80% complete. New subdivisions information from record drawings will be added to the stormwater map. There are 130 outfalls currently mapped.	The Town is updating the existing system map as necessary. New and additional detailed information will be added.
Revised					
3.2	Visually inspect outfalls for dry weather flow.	DPW	Year 2 through 5: inspect 25% of outfalls per year.	Visual inspection of outfalls was completed, most recently during March 2010 flooding. To date, there is no evidence of illicit connections.	Program for continued inspection of outfalls for dry weather flow and during wet weather flow to be developed.
Revised					
3.3	Develop system for detection and elimination of illicit discharges.	DPW	Implement system by the end of Year 1.	No evidence of illicit connections observed. There is only 1 private sewer system serving 25 homes.	Based on the results of BMP 3.2, a system for detection and elimination of illicit discharges will be developed and implemented, if necessary, based on outfall inspection results.
Revised					
3.4	Update Town Bylaws and Regulations to include stormwater ordinances.	Conservation Agent/Town Planner	Year 2: Review existing Bylaws & Regulations; Year 3: propose changes; Year 4: Implement changes (if approved)	Adoption of new Bylaws is no longer required by MA DEP (ref: letter from DEP Bureau of Resource Protection dated 4/12/2004). The Conservation Agent has developed draft bylaws, stormwater regulations, and land disturbance application.	Present Bylaws and Regulations at Special Town Meeting in December 2010 or Annual Town Meeting in May 2011 for adoption.
Revised					
	<i>Use existing regulatory mechanisms (such as the Wetlands Protection Act) to enforce elimination of illicit discharges if detected.</i>	<i>Conservation Agent/Town Planner</i>	<i>Review existing regulations.</i>		

#### 3a. Additions

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#### 4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 5-7 (Reliance on non-municipal partners indicated, if any)	Planned Activities
4.1	Develop an ordinance requiring developers to prepare an Erosion & Sedimentation Control Plan for all sites disturbing more than 1-acre. Require that the plan be reviewed and approved by the Planning Board.	Conservation Agent/Town Planner	Year 2: Develop ordinance for ConCom and Planning Board approval. Years 3-5: Implement ordinance (if approved).	Adoption of new Bylaws is no longer required by MA DEP (ref: letter from DEP Bureau of Resource Protection dated 4/12/2004).  The Conservation Agent has developed draft bylaws, stormwater regulations, and land disturbance application.	Present revised Bylaws at Annual Town Meeting in December 2010 or May 2011 for adoption
Revised	<i>Refer to 4.2 BMP description.</i>				
4.2	Periodically check erosion control measures and construction material management with on-site inspections.	Conservation Agent/DPW/Town Planner/Building Inspector	Monitor and track violations through reports to the ConCom and/or Planning Board.	Construction activity within the Town is monitored by the Conservation Agent on a regular basis. This includes site inspections to insure that erosion and sediment control BMPs are in place and being maintained.	This practice will continue.
Revised	<i>Use existing regulatory mechanisms (such as the Wetland Protection Act) to ensure stormwater BMPs are implemented during construction.</i>	<i>Conservation Agent/DPW/Town Planner/Building Inspector</i>	<i>Institute policy of Town review of contractor stormwater management plans for all proposed construction projects.</i>		
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 5-7 (Reliance on non-municipal partners indicated, if any)	Planned Activities
5.1	Develop an ordinance requiring stormwater controls for all new and redeveloped projects disturbing more than 1-acre.	Conservation Agent/Town Planner	Year 2: Develop ordinance for ConCom and Planning Board review and approval.	Adoption of new Bylaws is no longer required by MA DEP (ref: letter from DEP Bureau of Resource Protection dated 4/12/2004).  The Conservation Agent has developed draft bylaws, stormwater regulations, and land disturbance application.	Present revised Bylaws at Annual Town Meeting in December 2010 or May 2011 for adoption.
Revised	<i>Use existing regulatory mechanisms (such as the Wetland Protection Act, and MA DEP Stormwater Policy) to ensure post-construction stormwater BMPs are implemented.</i>	<i>Conservation Agent/DPW/Town Planner/Building Inspector</i>	<i>Institute policy of Town review of contractor stormwater management plans for all proposed construction projects. Stormwater Management Plan to include post-construction monitoring, inspection and maintenance.</i>		
5.2	Inspect and maintain the stormwater controls required under BMP 5.1.	DPW/Commercial Property Owners	Inspect and maintain stormwater controls annually.	Construction activity within the Town is monitored by the Conservation Agent on a regular basis. This includes site inspections to insure that post-construction stormwater management BMPs have been adequately installed and a BMP maintenance program is in place.	This practice will continue.
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 5-7 (Reliance on non-municipal partners indicated, if any)	Planned Activities
6.1	Street Sweeping	DPW	Sweep all streets annually and track volumes.	103 lane miles completed. Approximately 432 cy collected in 2009, 402 cy in 2008, 295 cy in 2007	Continue program.
Revised					
6.2	Catch basin cleaning	DPW	Clean all catch basins annually and track volumes.	Approximately 810 catch basins. Approximately 125 cy collected in 436 CB's in 2009, 90 cy in 383 CBs in 2007.	Continue program.
Revised					
Revised					

### 6a. Additions

6.3	Roadside Cleanup	DPW / Dept. of Corrections	Collect and dispose roadside debris annually and track volumes.	Completed in 2007, 2008, and 2009. No data on quantities of debris collected and disposed available.	Continue program.
Revised					
6.4	Mosquito Control	DPW	Clean targeted drainage swales annually and track volumes.	Program implemented in 2009.	Continue program.
Revised					
6.5	Stream Cleaning	Stream Team	Clean targeted water bodies and waterways annually and track volumes.	Completed in 2007, 2008, and 2009. No data on quantities of debris collected and disposed available.	Continue program.
Revised					

**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 5-7 (Reliance on non-municipal partners indicated, if any)	Planned Activities
	N/A				
Revised					

**7a. Additions**


**7b. WLA Assessment**