

Municipality/Organization: Town of Norwood, MA

EPA NPDES Permit Number: MAR041053AH

MaDEP Transmittal Number: W-036392

Annual Report Number Year 7
& Reporting Period: April 1, 2009 – March 31, 2010

Revised
5/11/10
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NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: John J. Carroll

Title: General Manager

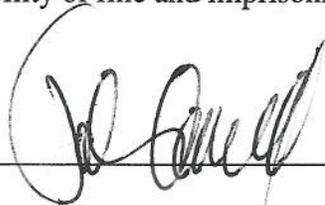
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Certification:

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:



Printed Name: John J. Carroll

Title: General Manager

Date:

4, 30, 10

Part II. Self-Assessment

1. Public Education and Outreach

In addition to the BMP's outlined in the Town of Norwood's NOI there are numerous events throughout the year where providing information and raising awareness is a major element. The Recreation Department's Earth Day works with the students of each school in Town to cleanup schools, parks, conservation lands and other Town owned properties. Information and assistance is provided from Waste Management with support from local businesses. The High School also has an ongoing program of Student Community Services Hours where similar work is provided. The Recreation Department also works with the local Boys and Girls Scouts clearing pathways along Hawes Brook

The new Town wide Web page now gives access to information from the Recycling Coordinator, links to Mass Department of Environmental Protection and Mass Department of Public Health. There is information on reporting illegal dumping, leaf and brush disposal, benefits of rain barrels and composting etc.

The Town of Norwood has a curbside trash contract with Waste Management for Single Stream Recycling. Notices to households and informative meetings throughout Town were conducted to inform and educate the general public on the benefits (both environmentally and fiscally) of recycling. Since implementation, curbside recycling has increased from 14% to 30%.

The Town of Norwood also works with the local newspapers and public access cable to educate and inform the general public. Articles on Recycling Days, Household Hazardous Waste Days, Wetlands Month etc. not only announce the events but lists EPA and Town websites for additional information.

2. Public Involvement and Participation

Hazardous Waste Days – in addition to the biannual (spring/fall) Recycling Days, the Town of Norwood provides year round curbside pick-up of appliances and television/CRT sets. DPW notification.

Household paint recycling – the Town of Norwood (Board of Health) now is selling waste paint hardeners to solidify latex paint for curb pick-up.

2F – Create Stormwater Committee

The Engineering Department has been responsible for the NPDES General Permit and has conducted meetings with various department heads concerning stormwater discharge and the implementation of Best Management Practices (BMP's). The Conservation Agent also requires BMP's on all projects filed for Development Plan Review.

3. **Illicit Discharge Detection and Elimination**

The Town of Norwood through the Department of Public Works (DPW) has been working to detect and eliminate the source of coliform bacteria seeping into Meadowbrook. The town recently completed a pilot sewer rehabilitation project in this area on Guild street to assess the effectiveness of comprehensive sewer rehabilitation in improving water quality in the underdrain system. The project was completed in fall 2009 and included lining of sewer mains, service connections and manholes. Post construction monitoring has shown the approach to be highly effective in eliminating underdrain contamination and current sampling shows E. Coli levels at or near zero. The town is currently on the State SRF Intended Use Plan for construction of a larger project to further rehabilitate the sewer system in the Hospital and Florence Street areas to improve water quality in Meadowbrook. Work will begin in Fall 2010.

Combined sewer/drain manholes within the Washington Heights Housing Project (Jefferson Dr.) were identified. A separate sewer and drain system was designed, funding was secured and construction completed in fall 2009. This project was expanded to include new water and sewer services to the units within the Washington Heights Project. This project has greatly reduce the amount of stormwater entering the sewer system.

The Town recently completed rehabilitation of the main sewer line along Hawes Brook. The work included heavy cleaning and lining of the 24-in sewer and associated manholes. The work reduced infiltration, restored structural integrity and capacity and reduced sanitary sewer overflows to the brook.

The town performed manhole rehabilitation of a defective manhole on Ash Street to eliminate contamination of a drain that passes under the sewer and discharges to Plantingfield Brook. Testing is still underway to determine the success of this work.

In 2009, the town completed inspection and dry weather screening of more than three quarters of the more than 110 known stormwater outfalls. Work included location of the outfalls, performing visual and test kit sampling of water quality and other qualitative testing and observations. A small number of outfalls were identified for follow-up action that will be initiated in 2010. The town also completed and submitted a draft IDDE plan to EPA in accordance with the requirements of their 2009 Administrative order. Other requirements of the order have also been met including completion of the CMOM Checklist, CMOM Corrective Action Plan etc.

6. Pollution Prevention and Good Housekeeping in Municipal Operations

During the past reporting years, the Town of Norwood was active in searching for site for a new DPW yard. Potential Town owned sites and private sites were identified and discussed. The Selectmen have renewed their interest in finding an appropriate site for a new DPW yard.

Currently the DPW does not have a vehicle wash system. The Town has contracted with 2 local car wash facilities to wash DPW vehicles.

Part III. Summary of Minimum Control Measures

1. Public Education and Outreach

| 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 |
|---------------|--------------------------------------|---|--|---|--|
| 1A Revised | Recycling & Rubbish Web Page | Manager's Office | Dates and information updated as needed. | The Computer Dept has redesigned the Town wide Web page. Information and links pertaining to stormwater and EPA have been added | The Town of Norwood, through its Recycling Coordinator will continue to update the Web page as needed. |
| 1B Revised | Automatic Meter Reading (AMR) | Manager's Office | Town wide metering completed. | Town will continue to monitor abnormal water usage through billing cycles. | Continue to monitor the water usage of customers. |
| 1C Revised | Recycling & Rubbish Flyers | Manager's Office (Billed through B.O.H.) | 12,000 flyers mailed – April 16,000 flyers inserted in Light Dept. bill – Sept. | Continue Town wide notification of recycling/rubbish dates and general information. "Recycle Matters" newsletter mailed and general information inserted in light bills | Continue Town wide notification of recycling/rubbish dates and general information. |
| Revised | | | | | |
| Revised | ADDITIONAL INFORMATION | | | | |
| Revised | See PART II – SELF ASSESSMENT | | | | |
| Revised | | | | | |

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 |
|----------|--------------------------------|----------------------------------|---|---|--|
| 2A | “You Can Help” Web Site | Board of Health (BOH) | No direct volunteering from web posting. Most volunteers are repeat or word of mouth. | The Town of Norwood, through its Recycling Coordinator will continue to update the Web page as needed | The Town of Norwood, through its Recycling Coordinator will continue to update the Web page as needed |
| Revised | | | | | |
| 2B | Household Hazardous Waste Days | Dept. Public Works (DPW) and BOH | 487 vehicles (Spring 2009) | Notification through web page, flyers and cable TV. Contracted Clean Harbors for spring Hazardous Waste Day | Will continue to inform the public of the positive benefits of Hazardous Waste Days to increase participation. |
| Revised | | | | | |
| 2C | Recycling Days | DPW / BOH | 600 vehicles (Fall 2009) | Notification through web page, flyers and cable TV. | Will continue to inform the public of the positive benefits of Recycling Days to increase participation |
| Revised | | | | | |
| 2D | Paint Recycling Shed | DPW / BOH | Filled two flex bins | Notification through web page, flyers and cable TV. Town is now selling a waste paint hardener (BOH) to solidify latex paint for curb pick-up. | Will continue to inform the public of the positive benefits of Recycling Paint to increase participation. |
| Revised | | | | | |
| 2E | Compost Bin Sales | BOH | 89 bins sold (Permit Yr 7) | BOH information on bin sales included in Town web page, annual flyers and local newspaper ads. Sales have continued to increase over the years. | Increase sales of compost bins through education and advertising. |
| Revised | | | | | |
| 2F | Create Stormwater Committee | Manager’s Office | | ADDITIONAL INFORMATION See PART II – SELF ASSESSMENT | |
| Revised | | | | | |

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 – Permit Year 8 |
|---------------|-------------------------------------|-------------------------------|---|---|--|
| 3A Revised | GIS - Develop Stormwater Data Layer | Engineering | Completed stormwater data layer. | Continue to correct (quality control) and update stormwater data layer as needed. | Continue to correct (quality control) and update stormwater data layer as needed. |
| 3B Revised | Develop Sewer GIS | Engineering | | The Town of Norwood to primarily work on the Stormwater layer before adding a sewer layer. | The Town of Norwood to primarily work on the Stormwater layer before adding a sewer layer. |
| 3C Revised | Visual inspection of outfalls | Engineering | Outfalls identified on GIS data layer from in-house information | Meeting scheduled in spring 2009 to work on schedule of inspections. Engineering budget for FY2010 includes funds to inspect outfalls. The majority of outfalls were inspected in this permit year. | Continue to inspect the remaining outfalls through the Permit year |
| 3D Revised | Infiltration/Inflow Program | DPW | On going program to identify and correct any observed I/I problems. | ADDITIONAL INFORMATION See PART II – SELF ASSESSMENT | |
| Revised | | | | | |
| Revised | | | | | |
| Revised | | | | | |

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 |
|---------------|--|-------------------------------|-------------------------------------|--|--|
| 4A Revised | Site Plan Review | Eng. / Planning Board | Site Plan Review currently in place | Through Site Plan Review – the Town has required the use of stormwater treatment systems. | Continue to work with design engineers, contractors and the general public to require the use of stormwater treatment systems. |
| 4B Revised | Stormwater Management (Zoning Ordinance) | Eng. / Building Dept. | Bylaw currently in place. | Article on STM – May 2009 to amend Stormwater Ordinance minimum area requirement approved and added to the Zoning By-Law. | Continue to work with developers to comply with the new By-Law requirements |
| 4C Revised | Erosion Control (Zoning Ordinance) | Eng. / Building Dept. | Bylaw currently in place. | Article on STM – May 2009 to amend Erosion Control Ordinance minimum area requirement approved and added to the Zoning By-Law. | Continue to work with developers to comply with the new By-Law requirements |
| Revised | | | | | |
| Revised | | | | | |
| Revised | | | | | |

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 |
|---------------|--|-------------------------------|---------------------------|---|---|
| 5A Revised | Stormwater Management (Zoning Ordinance) | Bld. Dept / Planning Board | Bylaw currently in place. | Enforce new ordinances after STM – May 2009 | Continue to enforce new ordinances |
| 5B Revised | Erosion Control (Zoning Ordinance) | Bld. Dept / Planning Board | Bylaw currently in place. | Required documentation on operations and maintenance plans during Site Plan Review and Planning Board submittals. | Enforce new ordinances after STM – May 2009 |
| 5C Revised | Create Guidance / Design Manual | Bld. Dept / Eng. | | Verbally direct design contractors to include post construction requirements | Provide written guidelines for design engineers |
| Revised | | | | | |
| Revised | | | | | |
| Revised | | | | | |

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 |
|----------|---------------------------------|-------------------------------|--|---|--|
| 6A | Site Selection – DPW Yard | Town Manager | Town hired consultant to work with the appointed DPW Task Force to perform conceptual design and feasibility study of potential DPW sites. | ADDITIONAL INFORMATION <i>See PART II – SELF ASSESSMENT</i> | |
| Revised | | | | | |
| 6B | Site Development - Construction | | | Employ BMP's on municipal site and roadway projects | Continue to employ BMP's on municipal site and roadway projects |
| Revised | | | | | |
| 6C | Street sweeping | DPW | All streets swept a minimum of twice per year. | Streets swept a minimum of twice a year. | Engineering and DPW to work together to identify areas that may require more sweeping . (GIS Needs Assessment) |
| Revised | | | | | |
| 6D | Catch basin cleaning | DPW | Per cent cleaned annually | DPW uses high pressure cleaner/vacuum truck for the cleaning of catch basins. | Town to continue the cleaning of catch basins. Eng/DPW to coordinate additional catch basin cleaning as needed during outfall inspections. |
| Revised | | | | | |
| 6E | Pet Waste Ordinance | BOH | | Town has a Bylaw on pet waste. A Dog Park Committee has been started to look into possible sites around town. | Notices of pet waste ordinance and informational flier to be distributed at Town Clerk's office with license renewals. |
| Revised | | | | | |
| | Illicit Discharge | DPW | | The Town Sewer Use Ordinance prohibits discharge to anything but a municipal sewer or on site sewage disposal system. | |
| 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 7 (Reliance on non-municipal partners indicated, if any) | Planned Activities - Permit Year 8 |
|---------------|---------------------------------------|-------------------------------|--|--|--|
| 7A Revised | Visual inspect 303(d) listed outfalls | Eng. | See Part II - Self Assessment | Base plans prepared from stormwater GIS layer. Over 75 % of outfall s have been inspected in 2009. | Inspect / screen the remaining outfalls. |
| 7B Revised | Assess TMDL (pathogens) | B.O.H. | See Part II - Self Assessment | | Perform IDDE Investigations in outfall areas that are suspected of having illicit connections. |
| 7C Revised | Implement Inspection | DPW | Identify any cross connections of stormwater/sewer | DPW continuing inspection of any cross connections. | Continue looking for illicit discharges |
| Revised | | | | | |