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Municipality/Organization: Salisbury, Massachusetts

EPA NPDES Permit Number: MA-041220

MA DEP Transmittal Number: X233164

**Annual Report Number
& Reporting Period:** No. 7: March 2009 – March 2010

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Mr. Donald R. Levesque **Title:** Director of Public Works

Telephone #: 978-463-0656 **Email:** dlevesque@salisbury.ma.gov

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: Neil Harrington

Title: Town Manager

Date: April 27, 2010

Part II. Self-Assessment

The Town of Salisbury has had many budgetary limitations in the past several years. The Department of Public Works continues to have a realistic approach with dealing with stormwater concerns. In addition to state cuts in local aid, the FY09 and FY10 Town budget reduced the Highway Department operating budget by approximately 5 percent. The Town is preparing to again levy a cut to this department, which will result in staff cuts. Note that this department is responsible for MS4 Phase 2 compliance.

As indicated in Part III, the majority of our Year 7 goals were achieved or are presently being completed/implemented. Deviations from the proposed goals include:

2A – A Citizen Advisory Committee was proposed. However, volunteers were not found.

2D – Catch basin stenciling was not performed because a suitable candidate was not identified. If a candidate is identified, a goal has been established.

3A / 3C / 3E / 3F – Anticipated assistance from Eight Towns and a Bay did not materialize, and local funding for outfall mapping and sampling and analysis could not be procured. It is unlikely that FY11 funding will address these needs.

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	Posters	Town Manager	Posting all town buildings	Restocked signs throughout permit year.	Continue to restock signs as necessary.
1B	Local cable	Town Manager	Post message monthly	Conservation Commission hearings have been televised all permit year.	Will seek out additional local access opportunities.
1C	Repair shop brochures	Town Manager	Distribute to impacted businesses, complete brochure	BMP brochures were procured through Greenscapes North Shore Coalition and made available throughout the year.	Maintain brochure inventory.
1D	Town Website	Town Manager	Update quarterly	Website has been updated on a quarterly basis.	Continue to update the website on a quarterly basis.
1E	Stormwater Education Video	Public Works Director	Distribute educational materials to appropriate parties.	Maintained Greenscapes North Shore Coalition membership in good standing. Distributed online materials to School Dept. and community at large.	Renew Greenscapes North Shore Coalition membership and continue to distribute information as it becomes available.
1F	Public Info Mailer	Public Works Director	Make information available online	Online availability has taken the place of direct mailing and brochure distribution.	Refer to 1E, above.

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 Revised	Citizen Advisory Committee	Town Manager	Master Plan refinement	Citizen's Master Plan Committee will be focusing part of efforts on stormwater management. Goal is to establish future town-wide progress.	Ensure stormwater remains a focus of the Master Plan effort.
2B	Waste oil collection	Public Works	Collect once per year	Continued annual collection of waste oil and maintained membership in Essex County waste collection consortium.	Continue annual collection and maintain consortium status.
2C	Paint collection	Public Works	Collect paint	Continued annual collection.	Continue annual collection.
2D Revised	Stenciling	Public Works	25% catch basins	450 catch basins stenciled in 2008 (100% of entire Town inventory).	If candidate identified, goal is to re-stencil 25% of catch basins, or approx. 110.
2E	Coalition membership	Public Works	Maintain membership	Maintained membership and distributed educational materials provided by coalition.	Maintain membership.
2F Revised	Women in Transition/Trial Court/Middleton Innates/Beach Betterment Association	Public Works	Seasonal cleanup efforts	Maintained working relationship with organizations and performed quarterly cleanup work throughout town.	Continue to work with organization and perform seasonal work.
2G Revised	Rail Trail Extension	Public Works	Trail Expansion and Public Education	Extended trail by 1/4 mile through public/private sector cooperation, complete with signage. 1.5 mile trail extension constructed in 2009.	Additional 770 foot extension to be constructed in 2010.

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	Outfall mapping	Public Works	Map outfalls	Funding for outfall inventory was not secured, but all town drainage improvements enacted in the 2009-2010 reporting period have been located electronically.	Seek financial resources to initiate mapping stormwater outfall features and integrate into GIS system.
3B	Review existing bylaws and regulations	Town Manager	Evaluate and recommend changes	Regulations were reviewed by Town officials and determined not to be necessary at this time.	Continue to seek potential regulation improvements on an as needed basis.
3C	Develop IDDE Plan	Public Works	Develop Plan of action	MVPC sampling program not completed due to manpower and budgeting restraints.	Continue to seek funding alternatives to initiate plan.
3D	IDDE By-law modifications	Public Works	Evaluate and recommend changes	Current BOH and wastewater bylaws address illicit connections. BOH regulations related to floor drain discharges have been revised to eliminate direct surface discharges.	SEE 3B
3E	Test Outfalls	Public Works	Test Outfall	SEE 3A	SEE 3A
3F	Stream Sampling for Contamination	Public Works	Sample streams for BOD and TSS	SEE 3A	SEE 3A

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	Review site inspection	Planning	Evaluate existing	No Year 7 goal, other than continue to monitor assessment/monitoring of existing inspection program.	Continued assessment/monitoring of inspection program
4B	Modify Site Inspection Program	Planning	Recommend Modifications	Assessed improvements semi-annually at department head meeting.	Continue to assess improvements semi-annually at department head meeting, with particular attention paid to new General Permit requirements.
4C Revised	Review by-laws	Planning	Determine adequacy	Bylaws reviewed and modified to include additional protection measures as a result of a revised Zone II delineation.	Continue to evaluate and recommend any changes to bylaws, specifically as they pertain to revised stormwater management guidelines.
4D	Modify by-laws	Planning	Recommend Modifications	See 4C	See 4C

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	Site Inspectors	Planning	Evaluate existing.	Local requirements continue to be followed, which includes a final site assessment.	Continue implementation of local requirements.
5B	Modify Site Inspection Policy//Procedures	Planning	Implement Modifications	Ongoing.	Assess improvements semi-annually at department head meeting.
5C	Review by-laws	Planning	Evaluate existing.	SEE 5B	Continue to evaluate and recommend any changes.
5D	Modify by-laws for Post Construction Site Runoff	Planning	Implement Modifications	Subdivision Control Regulations modified in 2009-2010 reporting period.	Continue to evaluate need for future changes.
Revised					
5E	By-law changes	Planning	Proposed Modifications	SEE 5D	Continue to seek potential revisions.
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	Street sweeping	Public Works	Majority of town	Continue to run current program of sweeping, concentrating on environmentally sensitive areas.	Continue current program.
6B	Catch basin cleaning	Public Works	Majority of town	Annual cleaning completed.	Continue current program.
6C	Public Facility site inspections and BMP practice review	Public Works Director	Perform Inspections at each Public Facility	Performed annual inspections.	Continue current program.
6D	Training	Town Manager	Train Municipal employee	Educational videos and information have been implemented into training.	Continue to provide annual training with appropriate educational information and videos as appropriate.
6E	Public Facility follow-up	Public Works Director	Perform follow-up inspections	Annual inspections are continued and any follow up is performed.	Continue annual inspections.
6E Revised					
6F	Improved runoff containment	Public Works	Reduce runoff potential from salt storage areas	Maintain salt shed BMPs.	Continue current program.
6G	Infrastructure Management	Public Works	Resolve problematic stormwater system areas	Addressed Lincoln Avenue drainage problems as a second phase of work performed adjacent to Town Hall property.	Continue to locate problematic segments and clean as funding is made available.

7. BMPs for Meeting Total Maximum Daily Load (TMDL) Waste Load Allocations (WLA) Not 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
Revised					
Revised					
Revised					
Revised					
Revised					
Revised					

7a. Additions

7b. WLA Assessment

Part IV. Summary of Information Collected and Analyzed

Salisbury Beach area **did not** have any beach closures during the 2009 recreational summer season, based on water quality monitoring performed by the Salisbury Board of Health and the Massachusetts Division of Marine Fisheries.

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