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Municipality/Organization: Town of Saugus, MA
EPA NPDES Permit Number: MAR041059
MADEP Transmittal Number: W-040276
Annual Report Number & Reporting Period: No. 7: March 09-March 10

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Joseph Attubato **Title:** Director, Dept. of Public Works
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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: Joseph Attubato
Printed Name: Joseph Attubato
Title: Director of Public Works
Date: 4/26/2010

Part II. Self-Assessment

The Town of Saugus has completed the required self-assessment and has determined that our municipality is in substantial compliance with all permit conditions.

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 – Year 8
1-1	Include an article/brochure about stormwater in the annual Consumer Confidence Report	Department of Public Works	Article/brochure distributed annually to residents	First mailing with annual Consumer Confidence Report delayed because of a lack of funding.	Brochure will be again considered with future mailings.
1-2	Include stormwater information in water and sewer bills once per year	Department of Public Works	Inserts mailed in consumer water and sewer bills once per year	First mailing with annual water and sewer bills delayed because of a lack of funding.	Mailing scheduled for winter 2009. Sewer rates to be increased and funding possibly available.
1-3	Offer to give stormwater presentation to school children	Department of Public Works or Conservation Commission	School superintendent contacted	Contacted school superintendent and offered to give stormwater presentations—waiting for response	Continue efforts to coordinate stormwater presentations to school children.
1-4	Maintain signs for pet waste cleanup at schools and parks	Department of Public Works	Number of signs inspected	The DPW maintained and repaired signs as necessary	Continue to maintain and inspect signs.
1-5	Give an annual update of the Stormwater Management Plan at a televised Selectmen's meeting	Department of Public Works or Conservation Commission	Annual update	Hearings / public meetings held regarding I/I removal program and sump pump survey program. Updates given to Board of Selectman at Public meeting.	Update planned for 2009 at Board of Selectman meeting.
1-6	Staff a table with information about stormwater at Founder's Day each year	Department of Public Works or Conservation Commission	Table staffed each year, number of brochures handed out	Staffed table at Founder's Day, gave out brochures.	Staff table at Founder's Day, give out brochures, fall 2009

1a. Additions

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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 – Year 8
3-1	Conduct dry-weather outfall screening	Department of Public Works	Percent of outfalls screened	Completed in Fall 2003.	Develop scope of work to revisit outfalls.
3-2	Map stormwater outfalls and receiving waters	Department of Public Works	Map created	Completed. Map on file at DPW office.	Map will be checked and updated if new outfalls are installed/located.
3-3	Map the stormwater collection system in a GIS	Department of Public Works	GIS of stormwater system created	GIS has been created and delivered to the Town. Field work to locate outfalls has been completed. Map has been created.	Town will continue to maintain the GIS.
3-4	Develop and implement a plan to identify and remove non-stormwater discharges to the MS4	Department of Public Works	Number of illicit connections found and removed	Outfall screening Memorandum has been completed and is on file.	Not done. Since no illicit connections are suspected, the plan is limited to follow-up dry weather field screening. Scope of screening is being developed.
3-5	Develop a bylaw governing discharges to the municipal sewer system (MS4). The objectives of the bylaw will be to prevent pollutants from entering the MS4, prohibit illicit connections and unauthorized discharges to the MS4, and require the removal of illicit connections.	Town Attorney	Draft bylaw developed and presented to Town Meeting	Obtained model draft bylaw language. Working on the development of a draft bylaw.	Continues to be Developed by Town Attorney

3a. Additions

None