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5/11/10
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Municipality/Organization: Sherborn, MA

EPA NPDES Permit Number: MAR 041157

MassDEP Transmittal Number: W- 036140

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

NPDES PII Small MS4 General Permit Annual Report (Due: May 1, 2010)

Part I. General Information


Contact Person: Edward Wagner **Title:** Director, CM&D

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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: Edward Wagner

Title: Director CM&D

Date: 04/29/10

Part II. Self-Assessment

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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
1.1 Revised	Advertise availability Of information	Cable TV Advisory Committee Con-Com	Increase public awareness		Continue to advertise and update as necessary
1.2 Revised	Post SWMP on Town Website	CM&D Conservation	Public outreach	Update postings	Update as necessary
1.3 Revised					
Revised					
Revised					
Revised					
Revised					

1a. Additions

2. Public Involvement and Participation

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
2.1 Revised	Participate in the development of public programs	All Town boards and committees	Increase public involvement	Updating information	Meet with dept heads
2.2 Revised	Introduce SWMP at Town meetings	All town boards and committees	Increase public involvement	Presented at town meeting 2008	Continuing updates and presenting information at town meetings
2.3 Revised	HHW Collection	Recycling committee	Prevent pollutant discharge to MS4	Distribute HHW lists	Continue annual collection day
Revised					
Revised					
Revised					

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
3.1 Revised	Develop system map	CM&D	Prevent pollutant discharges to MS4	Continue to identify structures and outfalls	Work with Con-com and Planning department to continue mapping and updates
3.2 Revised	Procure GPS system	CM&D Con-com	Purchase system to enable mapping	Streamline mapping and better utilize GIS system	Update mapping system
3.3 Revised	Identify and eliminate illicit connections and discharges	CM&D Con-com	Prevent pollutant discharges to MS4		Continue to identify issues and enforce regulations
3.4 Revised	Review existing wetlands by-law	Con-com	Continue to review and update	Amend as necessary	Enforce regulations
3.5 Revised	Review existing ground water by-law	Groundwater Protection committee	Continue to review and update	Enforce regulations	Continue to enforce and act on cases
Revised					

3a. Additions

4. Construction Site Stormwater Runoff Control

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
4.2 Revised	Review existing policies and procedures	Planning board	Continue to review storm drain connections permits	Continue to review and enforce regulations	Review existing connections
4.3 Revised	Construction site inspection	Building inspector	Continue to review policy and inspections	Continue inspections and addressing complaints	Enforcing policy and procedures
4.4 Revised	Review existing rules and regulations	Planning board	Amend regulations as necessary	Approve and enforce	Approve and enforce
Revised					
Revised					
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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
5.1 Revised	Policy of post construction runoff	Building inspector	Develop policy for post construction runoff control	Policy being drafted	Approve policy and enforce
5.2 Revised	Review existing regulations	Board of health	Amend to enforce regulations	Amending regulations for BOS approval	Continue site inspections and enforce approved regulations
5.3 Revised	Review site plan applications	Planning board, CM&D, Com, Board of health	Permit compliance	Update applications to reflect SWMP	ongoing
Revised					
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Revised					
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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
6.1 Revised	Develop and implement catch basin cleaning program	CM&D	Reduce/prevent pollutant runoff for municipal operations	Continuing to identify and clean structures	Continue to develop and monitor
6.2 Revised	Annually evaluate SWMP	All boards and committees and departments	Evaluation of BMP impact, appropriateness and compliance	Ongoing	Ongoing
6.3 Revised	Implement BMP training program	All boards, committees and departments	Evaluation of BMP impact, appropriateness and compliance	Continuing with department head meetings for discussion and course of action	ongoing
6.4 Revised	Development of blanket order of conditions	CM&D, Con-com	Develop and submit order of conditions	Ongoing	ongoing
Revised					
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6a. Additions

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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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
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7a. Additions

7b. WLA Assessment