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**Municipality/Organization:** Westwood Massachusetts

**EPA NPDES Permit Number:** MA 041069/MA DEP

**MaDEP Transmittal Number:** W- 036108

**Annual Report Number  
& Reporting Period:** No. 6: March 09-March 10

## NPDES PII Small MS4 General Permit Annual Report

### Part I. General Information

**Contact Person:** Christopher Gallagher **Title:** Interim Director of Public Works

**Telephone #:** 781-326-8661 **Email:** cgallagher@townhall.westwood.ma.us

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:** Christopher Gallagher Interim Director of Public Works

**Printed Name:** Christopher Gallagher

**Title:** Interim Director of Public Works

**Date:** April 30, 2010

## **Part II. Self-Assessment**

The Town of Westwood has completed the required self-assessment and has determined that our municipality is in compliance with all permit conditions, except for the following provision:

The Town of Westwood's Phase II plan includes BMPs to identify bacteria sources in the stormwater system. Public education will provide residents with information about potential problems added to bacteria counts in the system. A program has been in place to teach the 7<sup>th</sup> graders in the Town of Westwood about stormwater and watersheds and how pollution can affect their lives and the wildlife in their town. Field inspections have been conducted to detect bacteria in stormwater outfalls. Work has also been conducted with the Neponset River Watershed Association. Along with inspecting stormwater outfalls, approximately 9 miles of the sewer system was cleaned and videoed to detect any potential deficiencies.

**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</b> (Reliance on non-municipal partners indicated, if any)	<b>Planned Activities – Permit Year 6</b>
I.1 Revised	Develop brochure to be Distributed with sewer bills.	DPW/ C Gallagher	Brochure 1/yr  Brochures continue to be distributed.	Year 6 – Brochure was printed and mailed	Continue program based on new permit.
I.3 Revised	Establish storm water hotline.	DPW/ C Gallagher	Storm water hotline 781-326-8661	Maintained on website.	Continue program based on new permit.
I.4 Revised	Newspaper Article	DPW/ C Gallagher	Article 1/yr Articles continue to be published.	Article in local newspaper on Proper pet waste disposal.	Publish article after new permit has been set.
I.5 Revised	Survey of public awareness	DPW/ C Gallagher	Resurvey in future years, see if results have changed.	Work on a new survey has begun and will continue with the new permit.	Continue to expand information available to the public. Create a new survey to see if the public education is effective.
I.6 Revised	Public Education	DPW/School Department DPW/ C Gallagher	Yearly program in school system as part of curriculum. Employee Training, Attendance	Students learn effects of polluting stormwater. Materials purchased for Storm Water Pollution Prevention – BMP's	Continue program, possibility to expand in classroom learning. Train all new employees and refresh existing.
I.6 Revised					

**1a. Additions**

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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 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 6
2.6 Revised	Signage for major tributaries	DPW/ C Gallagher	Signs	Completed - Signs installed	Maintain signs as needed.
2.7 Revised	Storm water planning committee	DPW/ C Gallagher	Storm water planning committee	New program to be determined after seeing new permit.	Committee will review new permit and new goals to be set.
2.8 Revised	Volunteer water quality monitoring	DPW/ C Gallagher	Monitoring results, identify cleanup if needed	Work done with NepRWA, sampling of brooks in Westwood. Volunteers take samples during dry weather and wet weather events.	Continue work with NepRWA Establish "Adopt a Stream/Area of Town" program to get residents involved.
2.10 Revised	Catch basin stencil program	DPW/ C Gallagher	Catch basin Stenciling	1000 Catch basins were stenciled as part of an Eagle Scout project.	The remaining will be done by high school community service projects.
2.11 Revised	Establish Education Program	Sch. Dept.	Engender public education support	Working with existing 7 <sup>th</sup> grade watersheds and stormwater. Watershed in a box and 5' Topo mapping.	Continue with this program.
2.12 Revised	Keep Westwood Clean Committee	Keep WW clean committee	Number of residents involved and sites cleaned up.	"Town Cleanup" website continued by resident. <a href="http://www.keepourtownclean.com/ma/westwood/westwood.php">http://www.keepourtownclean.com/ma/westwood/westwood.php</a>	Continue with program. Keep wetlands and streams clean.

## 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 5 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 6
3.12 Revised	Map outfalls & receiving waters	DPW/ C Gallagher	GPS/GIS mapping	100% complete. PDF atlases created with user friendly format.	Add new drainage as needed.
3.13 Revised	Effective storm sewer bylaw	DPW/ C Gallagher	Storm Sewer Bylaw	Storm water Management, Discharges to the Municipal Drain System was added to the town's General Bylaw.	
3.14 Revised	Dry weather screening of outfalls	DPW/ C Gallagher	Report on dry weather screening	All outfalls were inspected during dry weather.	Inspect all outfalls during dry weather. Program up to date and ongoing.
3.15	Develop system for elimination of illicit discharges	DPW/ C Gallagher	Identification of illicit discharges	Combined efforts of the Engineering and Sewer department take several steps to identify source of E. Coli and Fecal Coli form in streams.	Program up to date. Continue program.
3.16	Apply the system from BMP 15. above	DPW C Gallagher	Remove Illicit discharge	No Illicit discharges detected.	Program up to date. Continue program.
3.18 Revised	Hazardous waste recycling day	DPW/ C Gallagher	Hazardous Waste Recycling Day	A town wide hazardous waste recycling day in September 2009. Electronic Recycling Day held 2009.	Hazardous Waste Recycling Day in Fall 2010 Electronic Recycling Day May 1, 2010 Program ongoing and up to date.
3.20, 21,22 Revised	Dry & Wet weather sampling	DPW/ C Gallagher	Reports on sampling	Cooperative effort with Neponset River Watershed Association. Dry weather sampling.	
3.23 Revised	Dye test to find source of identified illicit discharge	DPW/ C Gallagher	Reports for dye tests on identified illicit Discharge	No Illicit discharges detected.	Program ongoing and up to date.

3.24	Clean 5 miles of sanitary sewer each year	DPW/ R Angelo	Reports on cleaned sewer	Cleaned 9 miles of sanitary sewer cleaned.	Anticipated 8-10 miles of sanitary sewer will be cleaned. Lining Project to begin.
Revised					
3.25	Camera to identify problem areas of sanitary sewer	DPW/ C Gallagher	Reports on cleaned sewer	9 miles of sanitary sewer televised.	Anticipated 8-10 miles of sanitary sewer will be TV'd.
Revised					
3.28	Publicize Reports of illicit discharges	DPW/ C Gallagher	Newspaper article publicizing reports	No Illicit discharges detected.	If illicit connection found, publicize report.
Revised					
3.29	Sump pumps – 5 year program to eliminate surcharge.	DPW/ R. Angelo	Elimination of illegal connections	House to house inspections have continued. No illicit connections have been found.	Continue house inspections within sewer I&I program.
Revised					



#### 4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 5 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 6
4.35 Revised	Conduct regular inspections during construction	DPW/ C Gallagher	Inspections	Engineering Dept and Conservation Agent conduct daily inspections during construction.	Continue Program
4.37 Revised	Mechanism for inquiries of on-going projects	DPW/ C Gallagher	Mechanism for public inquiries	Monthly update on Web site	Continue program, website to be expanded.
4.45 Revised	Inspection of sites by Town Engineer w/ checklist	DPW/ J.Bertorelli	Construction site inspection by checklist	Checklist has been established and is used during site inspections.	Continue using checklist.
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 5 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 6
5.48 Revised	Add specific BMPs to Subdivision Rules/Regs	PL.BD		Planning Board Rules/Regs are under review.	Rules and Regs review will be completed.
5.49 Revised	Require installation of Water Quality Enhancement	PL.BD	Water Quality Structures	Water quality structures included in design of new land development. LID is incorporated into plan review.	Continue to require water quality structures for development.
5.50 Revised	Yearly report on installed BMPs			Installed BMPs are working correctly.	Inspect all current and any new BMPs.
5.51 Revised	Inspect discharges once a year	DPW/ C Gallagher	Inspect Discharges	Samples of known problems areas were taken.	Re-inspect all outfalls during dry weather.
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 5 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 6
6.53 Revised	Improve street and parking lot sweeping	DPW/ C Gallagher	Cleaner streets and parking areas.	Major roads are swept twice a year, Secondary roads once a year and then as needed.	Continue street sweeping program.
6.55 Revised	Experiment with alternatives to road salt.	DPW/ C Gallagher	Alternative roadway De-icing methods.	Ice-Ban is used to aid in de-icing roadways.	Ice-Ban use will continue.
6.54 Revised	Improve CB operations.	DPW/ R Phaneuf	Report on material removed.	2194 catch basins were cleaned in 2009.	Catch basins will be cleaned in 2010.
Revised					
Revised					
Revised					

### 6a. Additions
