



April 29, 2011

Ms. Glenda Velez  
US EPA  
5 Post Office Square – OEP06-01  
Boston, MA 02109-3912

**Re: NPDES Phase II Stormwater General Permit  
2010-2011 Annual Report  
Town of Charlton, MA**

Dear Ms. Velez:

On behalf of the Town of Charlton, MA, please find enclosed the NPDES Phase II Stormwater General Permit 2010-2011 Annual Report. The Annual Report has simultaneously been filed with the Massachusetts Department of Environmental Protection (MassDEP).

Should you have any questions or require any additional information, please do not hesitate to contact me at 978-392-5355.

Sincerely,

**AMEC Earth & Environmental, Inc.**

A handwritten signature in black ink, appearing to read "Rich Niles", written over a horizontal line.

Rich Niles  
Water Resources Project Manager

cc: Fred Civian, MassDEP, Boston Office  
Todd Girouard, Conservation Commission Agent, Town of Charlton, MA

Enclosure – NPDES Phase II Small MS4 General Permit 2010-2011 Annual Report

AMEC Earth & Environmental, Inc.  
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Westford, MA 01886  
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[www.amec.com](http://www.amec.com)

**Municipality/Organization:** Town of Charlton

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**EPA NPDES Permit Number:** MAR041100

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**MaDEP Transmittal Number:** W- 036476

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**Annual Report Number**

**& Reporting Period: No. 8: May 1, 2010 - April 30, 2011**

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## **NPDES PII Small MS4 General Permit Annual Report**

### **Part I. General Information**

**Contact Person:** Todd Girard

**Title:** Conservation Commission Agent

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**Telephone #:** 508-248-2247

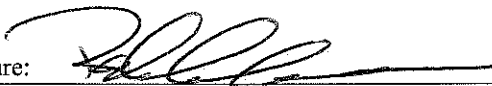
**Email:** todd.girard@townofcharlton.net

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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:** Robin Craver

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**Title:** Town Administrator

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**Date:**

4/29/11

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## Part II. Self-Assessment

The Town of Charlton has completed the required assessment and determined that our municipality is in compliance with all permit conditions. Staff turnover hindered the progress of the stormwater program during the latter part of 2010, but the Town was able to get the program back on track after multiple meetings and hiring a new Agent for the Conservation Commission.

## 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 8	Planned Activities – Next Permit Term
1A	Public Ed for residents.	Board of Selectmen & Town Administrator	Annual article in the Charlton Gazette, Cable Broadcasts	Two articles were published in the Gazette (a free paper that is delivered to every address in Charlton) on Household Hazardous Waste Disposal. Articles and events were broadcast on the local cable network. Flyers detailing Hazardous Waste Collection Events were added to the Gazette twice in the year, and placed in Town Hall.	Continue publishing articles on stormwater and broadcasting related events and information on the local cable network. Distribute stormwater education pamphlets at upcoming household hazardous waste collection events.
Revised					
1B	Stormwater Education for students.	Board of Selectmen & Town Administrator	Posters in Public Schools w/ permission. Student participation hours & activities completed.	Students participated in the Earth Day Town and Stream Clean up, as well as the Farm Clean Up. The Town did not develop additional stormwater education opportunities due to limited staff resources.	Continue to incorporate students in stormwater education and volunteer events and begin tracking participation.
Revised					
1C	Public Ed community reachout.	Board of Selectmen & Town Administrator	Charlton website posts stormwater info. Record # of website hits.	The Town website was maintained with web links to EPA and other stormwater sites. The Town was not able to record the number of hits on the Conservation Commission web page during the Year 8 reporting period.	Update the website with information on stormwater and continue to record the number of hits to the website.
Revised					

<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 8</b>	<b>Planned Activities – Next Permit Term</b>
1D	Stormwater Education Survey	Board of Selectmen & Town Administrator	Conduct survey in Gazette w/ permission.	No significant progress occurred due to limited staff resources.	Publish previously obtained survey and the results in the Gazette as well as on website and a Press Release.
Revised					

### 1a. Additions.

<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 8</b>	<b>Planned Activities – Next Permit Term</b>
1E	Distribute Education Flyers	Board of Selectmen & Town Administrator	Hand out Flyers at Hazardous Waste Collection Events.	The local Boy Scout Chapter was recruited to hand out educational flyers at the Household Hazardous Waste Collection Events held in May & October 2010. All participants received a flyer.	Continue to hand out/provide flyers and educational material at Household Hazardous Waste Collection Events, as well as other community events such as the Earth Day cleanup (see BMP 2E).
Revised					

## 2. Public Involvement and Participation

<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 8</b>	<b>Planned Activities – Next Permit Term</b>
2A	Community participation.	Board of Selectmen /Chairman	Establish a Stormwater Panel.	The Stormwater Panel, consisting of: the Building Inspector, Planning Board Director, Conservation Commission Agent, and Highway Superintendent, met multiple times throughout the permit year to discuss specific SWMP activities. ConCom and Highway meet approximately once a month to discuss stormwater issues. A Press Release was sent out for the Public Information Session held at a May 2010 Town Selectmen's Meeting. The Information Session focused on stormwater issues and was televised.	Continue to set up advertisements of the Panel's meetings on the website and in the Town Gazette to increase public awareness, receive input and solicit involvement.
Revised					

<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 8</b>	<b>Planned Activities – Next Permit Term</b>
2B	SWMP recommendations.	Board of Selectmen/Members	Board of Selectmen considers the recommendations.	The Town Administrator met with the Planning Board Director and Highway to discuss the progress of the SWMP and upcoming program needs in September 2010. ConCom met with their consultant on September 13 <sup>th</sup> , October 25, 2010 and April 12, 2011 to discuss the stormwater bylaw project, SWMP development and next steps, as well the annual report.	Continue to review SWMP recommendations with the Board of Selectmen, Town Administrator and Stormwater Panel. Seek opportunities to broadcast SWMP updates on local TV and receive public input at meeting.
Revised					
2C	Community participation/Household Hazardous Waste collection.	Household Hazardous Waste Committee	Annual Hazardous waste day (depends on funding).	Hazardous Waste Collection Events were held in May and October of 2010. As discussed in BMP IE, the local Boy Scout Chapter was recruited to hand out educational flyers at the event. Flyers will be distributed by Town staff at the May 2011 collection event.	Hold at least two Hazardous Waste Collection Events and recruit students and/or boy scouts to hand out educational stormwater flyers as a part of community service (also refer to BMP 1B).
Revised					
2D	Community participation.	Household Hazardous Waste Committee	Publish the results of Hazardous Waste Collection in the Gazette w/ permission.	Participation in the Hazardous Waste Collection Events was not tracked for the May and October 2010 events due to limited staff resources. This information was posted on the town website.	Continue tracking community participation. Establish a method of tracking the amount of hazardous waste collected at events and post information on the Town website.
Revised			Results on website.		

## 2a. Additions.

2E	Earth Day: Town and Stream Clean Up Activity	BOS, Board of Health, Conservation Commission	Number of volunteers and trash/debris collected. Before and after photos.	The Town did not host the farm cleanup event at the Fay Mountain Farm. It was cancelled due to prolonged snow cover and limited staff resources.	Continue tracking amount of volunteers participating in the event and trash/debris collected and posting information on Town website. Identify specific streams to be cleaned, track streams cleaned and clean new areas each year.
Revised				The Town planned for Earth Day cleanup activities to be conducted on April 30, 2011. The Town anticipates collecting litter from streams and roadsides that are prone to dumping or accumulation of litter.	

<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 8</b>	<b>Planned Activities – Next Permit Term</b>
2F	Shoreline Cleanup Annual Event	BOS & Conservation Commission	Number of volunteers and trash/debris collected. Before and after photos.	Each year for the last 11 years the Town performs a four-foot drawdown on the recreational lakes and ponds for residents to conduct shoreline cleanup activities near their property. The following ponds were cleaned: Glen Echo, S. Charlton Reservoir and Baker Pond. The Town notifies residents of the activity by posting notices and advertising on the local cable network.	Continue to advertise and support cleanup events. Encourage waterfront residents to clean up areas abutting their property.
Revised					

### 3. Illicit Discharge Detection and Elimination

<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 8</b>	<b>Planned Activities – Next Permit Term</b>
3A	Hazardous Waste Education.	Household Hazardous Waste Committee	Annual Hazardous Waste Day (depending on funding).	Hazardous Waste Collection Events were held in May and October 2010. The events were advertised in the local paper and cable (refer to BMP 1A).	Hold at least two Hazardous Waste Collection Events and distribute education handouts (refer to BMP 1E).
Revised					
3B	Identification of Illicit Connections.	Highway/Gerry Foscett	Will seek appropriation to train majority of DPW employees.	DPW staff members inspect for illicit discharges while performing regular catch basin cleanings. Inspection forms as part of Charlton's SOPs were used to record conditions of catch basins for follow-up actions.	Annually review training program in-house and incorporate into existing inspection procedures. Use the catch basin inspection form found in the SOPs to incorporate illicit discharge inspection information.
Revised			Train DPW staff annually		
3C	Storm Drainage System Map.	Highway and Conservation Commission	Initial Base Map completed	All outfalls within the urban area were field verified using a GPS and compiled on a GIS base map in 2007. A total of 65 outfalls were mapped. Additional funding for mapping was not available in Permit Year 8.	Review mapping requirements under the new permit (when available) and begin planning to meet funding requirements.
Revised					

<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 8</b>	<b>Planned Activities – Next Permit Term</b>
3D	Illicit Connection Data.	Highway/Gerry Foscett	Use data to assess progress.	Previous outfall inspections did not reveal any obvious illicit discharges. A 2007 study identified 9 outfalls with dry weather flow. A second study in 2008 revisited all 9 outfalls and analyzed water quality data from 5 outfalls exhibiting dry weather flow. No illicit discharges were identified in previous studies and further investigation was not warranted during the permit year.	Continue to monitor outfalls and catch basins and take necessary actions to eliminate illicit discharges.
Revised					

### 3a. Additions.

3E	Illicit Discharge Ordinance	Planning Board & Consultant	Plan to seek Town meeting approval.	The Town's consultant conducted a review of local requirements and drafted a bylaw for illicit discharge prohibition in Fall 2010. Town staff met multiple times to update the bylaw prior to review by the Planning Board. A warrant article was developed for the May 16, 2011 Town Meeting.	A draft bylaw will be presented at the May 16, 2011 Town Meeting.
Revised					
3F	Outfall Screening Strategy and Inspections for Illicit Discharges.	DPW/ Conservation Commission, Consultant	All outfalls inspected for illicit discharges by end of permit term.	A subwatershed prioritization and approach for IDDE activities was developed in 2007. Dry weather flows were sampled as outlined in BMP 3D. Additional funding was not available in Permit Year 8 to evaluate outfalls outside of the urbanized area.	Review the new permit requirements (when available) related to illicit discharge inspections and begin planning to meet funding requirements.
Revised		Consultant			

#### 4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8	Planned Activities – Next Permit Term
4A	Construction Site Runoff Inspection Checklist.	Building Inspector/ Curt Meskus	Seek approval to develop SW quality checklist.	The checklist previously developed and approved for the building inspector was used for numerous inspections.	Continue to revise checklist as needed with introduction of new stormwater ordinance or bylaw.
Revised					
4B	Construction Site Runoff Inspection Checklist. Develop Erosion Control Regulation	Building Inspector/ Curt Meskus, Planning Board	Seek approval to implement the checklist. Regulation at Town Meeting.	The Town's consultant conducted a review of local requirements and drafted a bylaw to meet the Phase II requirements in Fall 2010. Town staff met multiple times to update the bylaw prior to review by the Planning Board. A warrant article was developed for the May 16, 2011 Town Meeting.	A draft bylaw will be presented at the May 16, 2011 Town Meeting.
Revised					
4C	Construction Site Runoff Control Education. Procedure for Public Input	Planning Board/Alan Gordon, Highway & Conservation Commission	Require Erosion Control. Record number of calls regarding site runoff	Developers use the checklist as a reference for inspections of sites. The Highway Dept. and Conservation Commission handle complaints for construction site issues in Town. Numerous calls were received by the Conservation Commission and all issues were addressed.	Encourage public involvement by updating the website with whom to contact regarding construction runoff problems. Continue to handle complaints that are received.
Revised					
4D	Construction Site Runoff - Site Plan.	Planning Board/Alan Gordon	Require Construction in Phases.	The Site Plan regulations were amended in June 2006 to address construction phasing.	None at this time.
Revised					

#### 4a. No additions at this time.

## 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 8	Planned Activities – Next Permit Term
5A	Assess Existing Post Construction Runoff Program	Planning Board/Building Inspector	Meet with Board & Inspector to Review	Existing regulatory controls were reviewed in Year 1. The Subdivision regulations were amended in June 2006 to address construction phasing.	None at this time.
Revised					
5B	Develop stormwater ordinance	Planning Board/Building Inspector	Seek Approval to review Subdivision bylaws	The Town's consultant conducted a review of local requirements and drafted a bylaw to meet the Phase II requirements in Fall 2010. Town staff met multiple times to update the bylaw prior to review by the Planning Board. A warrant article was developed for the May 16, 2011 Town Meeting.	A draft bylaw will be presented at the May 16, 2011 Town Meeting.
Revised					
5C	Review stormwater ordinance	Planning Board/Building Inspector/BOS	Plan to Seek Town Meeting Approval	A draft bylaw and warrant article were developed for the May 16, 2011 Town Meeting.	This BMP will be addressed as part of BMP 5B.
Revised					
5D	Revisit stormwater ordinance	Planning Board/Building Inspector/BOS	Review for any Changes	No action necessary, pending the results of the May 16, 2011 Town Meeting.	The schedule for this BMP will be evaluated based on the progress of BMP 5B.
Revised					

### 5a. Additions.

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8	Planned Activities – Next Permit Term
5E	Develop and implement inspection program, public input procedure	Planning Board/Building Inspector, Conservation Commission	Checklist and O&M Plan by end of year 4. Records of inspections completed and results.	The checklist developed for the building inspector was used for numerous inspections. No complaints were received from the public regarding stormwater management facilities.	Continue to conduct site inspections to ensure BMPs are constructed as designed. Encourage public involvement by updating the website as deemed necessary. Continue to handle complaints that are received.
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 8	Planned Activities – Next Permit Term
6A	Municipal Good Housekeeping: Highway, Storm Drain System Inspection and Maintenance	Highway Gerry Foscett	Catch Basin & Street Sweeping Schedule, Inspect and maintain storm drain system at least annually	All catch basins in Town were cleaned at least once and numerous areas prone to sediment build up were cleaned twice. All streets were swept one to two times based on accumulation of sediment. DPW maintained a record of cleanings and storm drain system maintenance needs with an inspection form that was completed at the time of cleaning. The Town utilized its Standard Operating Procedures (SOPs) to track cleaning and inspection activities for BMPs.	Utilize SOPs and continue storm drain system inspection and maintenance.
Revised					
6B	Municipal Good Housekeeping: Earth Day	Board of Selectmen, Board of Health Conservation Commission	Seek approval to provide assistance with Earth Day & Stream Clean Up.	The Town did not host the farm cleanup event at the Fay Mountain Farm. It was cancelled due to prolonged snow cover and limited staff resources.	Continue soliciting and tracking number of volunteers participating in event and trash/debris collected and post on Town website (refer to BMP 2E). Target streams and other areas known for problems.
Revised				The Town planned for Earth Day cleanup activities to be conducted on April 30, 2011. The Town anticipates collecting litter from streams and roadsides that are prone to dumping or accumulation of litter.	
6C	Municipal Good Housekeeping: Highway	Highway Gerry Foscett	Review Cleaning Schedule & Revise if needed.	The Town continued to reuse the Spring 2010 catch basin cleanings as landfill capping material, as approved by DEP. DPW began stockpiling the Spring 2011 catch basin cleanings in the salt storage shed and began evaluating disposal/reuse options.	Continue to conduct follow-up maintenance activities and/or revise cleaning schedules as appropriate and as funding allows.
Revised			Storm drain system cleaning review.	Cleaning and maintenance needs identified during previous stormwater outfall screening efforts were addressed (see also BMP 6H).	Evaluate disposal and/or reuse options for catch basin cleanings and ensure proper management of materials.

<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 8</b>	<b>Planned Activities – Next Permit Term</b>
6D	Municipal Highway	Highway Gerry Foscett	Meet with Highway to talk about any updates. Phase II Training Update	ConCom and Highway meet approximately once a month to discuss the progress of the SWMP. ConCom met with their consultant on September 13 <sup>th</sup> , October 25, 2010 and April 12, 2011 to discuss the stormwater bylaw project, SWMP development and next steps, as well the annual report. ConCom provides updates to the Town Administrator at department meetings.	Incorporate new information regarding storm drain system maintenance (e.g., BMP 6C) and incorporate any modifications into training sessions (see BMP 6F below).
Revised					

#### 6a. Additions.

<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 8</b>	<b>Planned Activities – Next Permit Term</b>
6E	Evaluate Municipal Facilities for Stormwater impacts	Highway Gerry Foscett, Consultant	Pollution Prevention Inspection Checklist, Record of Inspections and Maintenance.	Stormwater recommendations outlined in October 14, 2005 report are nearly complete. Construction for the new Highway Dept. building will be completed by Summer 2011. The remaining tasks will be completed and/or addressed with the construction of the new building.	Continue to inspect municipal facilities on a regular basis. Clean stormwater structures as per the SOPs.
Revised					
6F	Conduct Town Employee Stormwater Training	Highway Gerry Foscett	Attendance sheet and copy of program	Informal (in-house) training is conducted on a regular basis for DPW staff for spill prevention and cleanup techniques, as well as other pollution prevention practices.	Continue/update training program and track attendance annually.
Revised					
6G	Develop and implement a SPCC Plan for the Fueling Station	Highway Gerry Foscett	Copy of SPCC Plan & Records	The SPCC Plan for the Town Fueling Station was developed in 2006 and compliance is ongoing. DPW began evaluating the feasibility of relocating the Fueling Station to the new Highway Building.	Continue compliance with the SPCC Plan requirements and update the plan as necessary.
Revised					

<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 8</b>	<b>Planned Activities – Next Permit Term</b>
6H	BMP evaluation and O&M Plan	Highway Gerry Foscett	Record of Maintenance and/or Improvements	The Town maintained 17 detention basins in accordance with the Standard Operating Procedures (SOPs) outlined in the Operation and Maintenance (O&M) Plan. The detention basins were inspected and maintained as needed: mowed, brush cut, forebays and outfalls cleaned and inspected, and trash removed.	Continue to track BMP maintenance. Utilize SOPs and O&M Plan when maintaining BMPs.
Revised				The results of the retrofit evaluation for the 15 Town-owned BMPs remained under consideration due to budget constraints.	

**7. BMPs for Meeting Total Maximum Daily Load (TMDL) Waste Load Allocations (WLA) <<if applicable>>**

<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 8</b>	<b>Planned Activities – Next Permit Term</b>
7A	Map outfalls to TMDL Waters	Highway, Conservation Commission	All outfalls mapped to TMDL waters by end of year 4.	All outfalls within the urban area were field verified using a GPS and compiled on a GIS base map in 2007. Additional funding for mapping was not available in Permit Year 8.	Continue mapping outfalls and the contributing drainage system with priority to those which contribute to TMDL waters, as budget is available.
Revised					
7B	Evaluate existing data for TMDL waters to develop BMPs	Conservation Commission	Data sheets , list of potential BMP recommendations	As discussed in BMP 3D, outfalls have been inspected and sampled for illicit discharges. As discussed in BMP 6H, The results of the retrofit evaluation for the 15 Town-owned BMPs remained under consideration.	Evaluate outfall and other water quality data and develop BMPs to address water quality of the TMDL waters, as budget and staff resources are available.
Revised				The Town and its consultant reviewed the TMDL requirements under the draft Interstate, Merrimack and South Coastal Watershed permit during a September 2011 status meeting for the SWMP.	Review the requirements of the new permit (once finalized) and modify SWMP as appropriate.

## 7b. WLA Assessment

While several water bodies in Charlton have TMDLs, it is first necessary to locate outfalls and determine their ownership and drainage collection areas before it will be possible to assess waste loads for which the Town of Charlton is responsible and to devise appropriate BMPs. Charlton has mapped the stormwater outfalls within the urban area, evaluated outfalls for the presence of illicit discharges, and conducted an evaluation of retrofit opportunities for BMPs to improve water quality. Further evaluation is needed to determine what BMPs will be both effective and feasible. The Town anticipates reviewing the final permit and the requirements related to TMDLs and impaired water bodies to develop a strategy and BMPs to improve water quality. This strategy will consider the data collection requirements (and timelines) outlined in the permit to develop the most appropriate and cost-effective recommendations.

## Part IV. Summary of Information Collected and Analyzed

65 stormwater outfalls were previously mapped and screened for potential illicit discharges within the regulated area: field observations and monitoring data did not reveal any obvious illicit discharges; dry weather flow was present at 9 outfalls; a second study revisited all 9 outfalls and analyzed water quality data from 5 outfalls with dry weather flow; results did not reveal elevated concentrations at any outfall. Additional outfall mapping, inspection and sampling were not performed due to budget constraints.

## Part V. Program Outputs & Accomplishments (OPTIONAL)

### Programmatic

Stormwater management position created/staffed	(y/n)	No
Annual program budget/expenditures	(\$)	

### Education, Involvement, and Training

Estimated number of residents reached by education program(s)	(# or %)	100% homes
Stormwater management committee established	(y/n)	Yes
Stream teams established or supported	(# or y/n)	Yes
Shoreline clean-up participation or quantity of shoreline miles cleaned	(y/n or mi.)	Yes
Household Hazardous Waste Collection Days		
▪ days sponsored	(#)	2
▪ community participation	(%)	Unknown
▪ material collected	(tons or gal)	Unknown
School curricula implemented	(y/n)	No

## Legal/Regulatory

	In Place Prior to Phase II	Under Review	Drafted*	Adopted
Regulatory Mechanism Status (indicate with “X”)				
▪ Illicit Discharge Detection & Elimination			X	
▪ Erosion & Sediment Control			X	
▪ Post-Development Stormwater Management			X	
Accompanying Regulation Status (indicate with “X”)				
▪ Illicit Discharge Detection & Elimination		X		
▪ Erosion & Sediment Control		X		
▪ Post-Development Stormwater Management		X		
* Draft bylaws and a warrant article were developed for the May 16, 2011 Town Meeting.				

## Mapping and Illicit Discharges

Outfall mapping complete	(%)	100%*
Estimated or actual number of outfalls	(#)	65
System-Wide mapping complete	(%)	
Mapping method(s)		
▪ Paper/Mylar	(%)	-
▪ CADD	(%)	-
▪ GIS	(%)	100%
Outfalls inspected/screened	(# or %)	65
Illicit discharges identified	(#)	0
Illicit connections removed	(# ) (est. gpd)	N/A
% of population on sewer	(%)	11.8 %
% of population on septic systems	(%)	88.2 %

\*100% of outfalls within the urban area have been mapped.

## Construction

Number of construction starts (>1-acre)	(#)	
Estimated percentage of construction starts adequately regulated for erosion and sediment control	(%)	
Site inspections completed	(# or %)	Numerous
Tickets/Stop work orders issued	(# or %)	0
Fines collected	(# and \$)	0
Complaints/concerns received from public	(#)	Numerous

## Post-Development Stormwater Management

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	(%)	
Site inspections completed	(# or %)	Numerous
Estimated volume of stormwater recharged	(gpy)	

## Operations and Maintenance

Average frequency of catch basin cleaning (non-commercial/non-arterial streets)	(times/yr)	1
Average frequency of catch basin cleaning (commercial/arterial or other critical streets)	(times/yr)	1-2
Total number of structures cleaned	(#)	
Storm drain cleaned	(LF or mi.)	
Qty. of screenings/debris removed from storm sewer infrastructure	(lbs. or tons)	
Disposal or use of sweepings (landfill, POTW, compost, recycle for sand, beneficial use, etc.)		Landfill
Cost of screenings disposal	(\$)	
Average frequency of street sweeping (non-commercial/non-arterial streets)	(times/yr)	1
Average frequency of street sweeping (commercial/arterial or other critical streets)	(times/yr)	1-2
Qty. of sand/debris collected by sweeping	(lbs. or tons)	
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.)	(location)	Landfill
Cost of sweepings disposal	(\$)	
Vacuum street sweepers purchased/leased	(#)	1 owned*
Vacuum street sweepers specified in contracts	(y/n)	
Note: *This is a mechanical sweeper.		

Reduction in application on public land of: (“N/A” = never used; “100%” = elimination)		
▪ Fertilizers	(lbs. or %)	
▪ Herbicides	(lbs. or %)	
▪ Pesticides	(lbs. or %)	
Anti-/De-Icing products and ratios	% NaCl % CaCl <sub>2</sub> % MgCl <sub>2</sub> % CMA % Kac % KCl % Sand	
Pre-wetting techniques utilized	(y/n)	
Manual control spreaders used	(y/n)	
Automatic or Zero-velocity spreaders used	(y/n)	
Estimated net reduction in typical year salt application	(lbs. or %)	
Salt pile(s) covered in storage shed(s)	(y/n)	Yes
Storage shed(s) in design or under construction	(y/n)	