

**Municipality/Organization:** Massachusetts Department of Correction  
MCI-Plymouth

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**EPA NPDES Permit Number:** MAR 042016

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**MADEP Transmittal Number:** W-041203

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**Annual Report Number & Reporting Period:** April 1, 2010 – March 31, 2011

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## NPDES PII Small MS4 General Permit Annual Report

### Part I. General Information

**Contact Person:** Jeffrey J. Quick, A.I.A. **Title:** Director, Division of Resource Management

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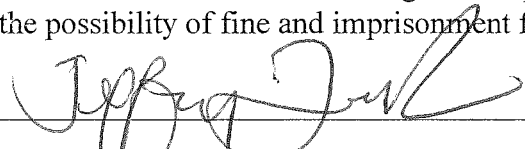
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#### Certification:

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: 

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Printed Name: Jeffrey J Quick, A.I.A.

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Title: Director, Division of Resource Management

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Date: 3/29/2011

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## Part II. Self-Assessment

The Department of Correction (DOC) received correspondence from the Environmental Protection Agency (EPA) on May 28, 2004 determining the Notice of Intent (NOI) submission was administratively complete. From the time the NOI's were prepared and before they were submitted the DOC began a prioritization list of areas for investigation including but not limited to:

- Entry Points into the storm drainage system(s) maintained by the DOC.
- Documentation of discharges points on and off the DOC property.
- Illicit connections identification (None were found).
- Investigation of infrastructure and identification of problem drainage areas.

The facility at Plymouth has few drainage issues.

Construction of a new waste water treatment plant is underway. Work is within the local Conservation Commission Jurisdiction and total area with the project affected is under 1/2 acre. Project is nearing completion and disturbed areas are stabilized.

No drainage repairs were required although a few catch basins will need to be cleaned out.

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 (Reliance on non-municipal partners indicated, if any)	Planned Activities -- Permit Year 8
1 Revised No	Publicize/Present SW Program to staff	Div. of Res. Management	Publicize and Present Program to	Conduct facility specific training with maintenance staff and other stakeholders in this program.	Continue with additional training as funding is identified.
2 Revised No	Distribute Printed Materials	Div. of Res. Management	Create and Post Material	Provide written updates and progress reports to management staff.	Provide written updates and progress reports to management staff
3 Revised Yes/New	Intranet Posting Preparation of Newsletter	Div. of Res. Management	Post Materials	Completed separate Intranet page. In addition, a newsletter that highlighted the Stormwater Phase II program was completed and distributed.	Periodic updates as needed.
4 Revised No	Stenciling	Div. of Res. Management	Complete stenciling	No Stenciling completed	Stenciling will not occur due to security concerns.
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 7. (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 8
5 Revised No	Form Stormwater Committee	Div. of Res. Management	Form Committee	Formed Stormwater Committee that is part of the DOC's State Sustainability Council	Committee to meet one per year
6 Revised No	Staff input	Div. of Res. Management	Solicit Input and Implement Ideas	Input has been received. Mostly where investigation is needed or cleaning and maintenance are necessary.	Continue with staff education
Revised					
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 7 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 8
7 Revised	Map Drain System	Div. of Res. Management	Complete Mapping	Mapping completed. Outfall locations sent to EPA during NOI submittal. Began work mapping outfalls with GIS software.	GPS Equipment purchased and MASS GIS mapping software acquired. Integrate outfalls with large comprehensive mapping.
8 Revised	Dry/Wet Weather Surveys	Div. of Res. Management	Document and Prioritize	Storm drains require minor repairs. Funding limited ability to make any repairs. Minor paving repairs completed. Repairs completed by in-house staff	Prioritize those catch basins that require repairs and cleaning.
9 Revised	Correct Problems	Div. of Res. Management	Make Repairs and Document	No areas identified area that need immediate repair.	Pending budget catch basin cleaning as needed
10 Revised	Policy for Enforcement	Div. of Res. Management	Prepare Policy	Stormwater Committee to be charged with preparation of policy. Policy in place that ties in sustainable practices with this BMP.	Update policy as needed. Review for improvements.
Revised					
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 7 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 8
11 Revised	Construction Management	Div. of Res. Management	As Necessary	New waste water plant will require erosion controls although the area to be affected is less than 1/2 acre. Notice of Intent filed with local Conservation Commission	Project included stormwater improvements.
Revised					
Revised					
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 7 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 8
12 Revised	Post Construction Activities	Div. of Res. Management	As Required	WWTP construction noted above. Is nearing completion.	Upon complete, regular maintenance plans to be implemented. Maintenance of stabilized areas, removal of erosion control structures.
Revised					
Revised					
Revised					
Revised					
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 7 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 8
13 Revised	Develop O&M Plan	Div. of Res. Management		Catch basins inspected and cleaned every 12 to 18 months or as needed.	Continue with evaluation of program
14 Revised	Execute O&M Plan	Div. of Res. Management		Limited funding did not allow all work to be completed, although some major maintenance and improvements made.	Review and Execute O&M Plan
15 Revised	Long Term Planning	Div. of Res. Management		Evaluated what is needed to implement O&M plan.	Modify as necessary
Revised					
Revised					
Revised					

**6a. Additions**




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 6 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 7
NA					
Revised					
Revised					
Revised					
Revised					
Revised					
Revised					

7a. Additions


7b. WLA Assessment

**Part IV. Summary of Information Collected and Analyzed**

The Plymouth Facility has a single outfall. The limited number of drain lines and a single outfall are well documented. The primary drainage system discharges into a detention basin on the property maintained by the DOC. The coming year will require new efforts for inspection of catch basins cleaning and other drain maintenance (as needed). As this is a small facility, no major issues are found associated with the catch basins.

Currently inmate labor is used to pick up litter and other road side debris several times per year.

No illicit connections were found.

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

**Programmatic**

	Yes	Staffed by DRM
Stormwater management position created/staffed		
Annual program budget/expenditures	(\$)	

**Education, Involvement, and Training**

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

**Legal/Regulatory**

	In Place Prior to Phase II	Under Review	Drafted	Adopted
Regulatory Mechanism Status (indicate with "X")				
▪ Illicit Discharge Detection & Elimination				
▪ Erosion & Sediment Control	X			
▪ Post-Development Stormwater Management				
Accompanying Regulation Status (indicate with "X")				
▪ Illicit Discharge Detection & Elimination		X		X
▪ Erosion & Sediment Control		X		X
▪ Post-Development Stormwater Management		X		Until now not needed

**Mapping and Illicit Discharges**

Outfall mapping complete	100%
Estimated or actual number of outfalls	One (1)
System-Wide mapping complete	(100%)
Mapping method(s)	
▪ Paper/Mylar	100 %
▪ CADD	100%
▪ GIS	40%
Outfalls inspected/screened	100 %
Illicit discharges identified	Zero (0)
Illicit connections removed	NA
% of population on sewer	(0 %)
% of population on septic systems	100%

**Construction**

Number of construction starts (>1-acre)	None
Estimated percentage of construction starts adequately regulated for erosion and sediment control	NA
Site inspections completed	NA
Tickets/Stop work orders issued	NA
Fines collected	NA
Complaints/concerns received from public	None

**Post-Development Stormwater Management**

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	NA - 0%
Site inspections completed	NA
Estimated volume of stormwater recharged	NA

**Operations and Maintenance**

Average frequency of catch basin cleaning (non-commercial/non-arterial streets)	1.5/yr	In permit yr. 6
Average frequency of catch basin cleaning (commercial/arterial or other critical streets)	NA	
Total number of structures cleaned	0	Visual inspection done.
Storm drain cleaned	None	
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.)		
Cost of screenings disposal	(\$)	Unk.

Average frequency of street sweeping (non-commercial/non-arterial streets)	NA
Average frequency of street sweeping (commercial/arterial or other critical streets)	0/yr contract
Qty. of sand/debris collected by sweeping	(lbs. or tons)
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.)	(location)
Cost of sweepings disposal	(\$)
Vacuum street sweepers purchased/leased	Contracted Services
Vacuum street sweepers specified in contracts	NO

Reduction in application on public land of: ("N/A" = never used; "100%" = elimination)	
▪ Fertilizers	NA
▪ Herbicides	NA
▪ Pesticides	NA

Anti-/De-Icing products and ratios	0-5% NaCl 0% CaCl <sub>2</sub> 0% MgCl <sub>2</sub> 0% CMA 0% K <sub>ac</sub> 0% KCl 95-100% Sand
Pre-wetting techniques utilized	-
Manual control spreaders used	-
Automatic or Zero-velocity spreaders used	-
Estimated net reduction in typical year salt application	TBD
Salt pile(s) covered in storage shed(s)	Yes
Storage shed(s) in design or under construction	NA