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Enter your transmittal number →

X238080
Transmittal Number

Your unique Transmittal Number can be accessed online: <http://mass.gov/dep/service/online/trasmfrm.shtml>
Massachusetts Department of Environmental Protection
Transmittal Form for Permit Application and Payment

- 1. Please type or print. A separate Transmittal Form must be completed for each permit application.
- 2. Make your check payable to the Commonwealth of Massachusetts and mail it with a copy of this form to: DEP, P.O. Box 4062, Boston, MA 02211.
- 3. Three copies of this form will be needed.
Copy 1 - the original must accompany your permit application. Copy 2 must accompany your fee payment. Copy 3 should be retained for your records.
- 4. Both fee-paying and exempt applicants must mail a copy of this transmittal form to:

A. Permit Information

MS4 Annual Report

1. Permit Code: 7 or 8 character code from permit instructions

2. Name of Permit Category

3. Type of Project or Activity

B. Applicant Information – Firm or Individual

Weston & Sampson Engineers, Inc.

1. Name of Firm - Or, if party needing this approval is an individual enter name below:

2. Last Name of Individual: 100 International Drive, Suite 152

3. First Name of Individual

4. MI

5. Street Address: Portsmouth

6. City/Town: NH

7. State: 03801

8. Zip Code: 603-431-3937

9. Telephone #: 10. Ext. #

11. Contact Person: Christopher M. Perkins, P.E.

12. e-mail address (optional): perkinsc@wseinc.com

C. Facility, Site or Individual Requiring Approval

Town of Salisbury

1. Name of Facility, Site Or Individual

2. Street Address: 5 Beach Road

3. City/Town: Salisbury

4. State: MA

5. Zip Code: 01952

6. Telephone #: 7. Ext. #

8. DEP Facility Number (if Known)

9. Federal I.D. Number (if Known)

10. BWSC Tracking # (if Known)

D. Application Prepared by (if different from Section B)*

1. Name of Firm Or Individual

2. Address

3. City/Town

4. State

5. Zip Code

6. Telephone #

7. Ext. #

8. Contact Person

9. LSP Number (BWSC Permits only)

MassDEP
P.O. Box 4062
Boston, MA
02211

* Note:
For BWSC Permits,
enter the LSP.

E. Permit - Project Coordination

1. Is this project subject to MEPA review? yes no
If yes, enter the project's EOE file number - assigned when an Environmental Notification Form is submitted to the MEPA unit:

EOEA File Number

F. Amount Due

Special Provisions:

1. Fee Exempt (city, town or municipal housing authority)(state agency if fee is \$100 or less).
There are no fee exemptions for BWSC permits, regardless of applicant status.

2. Hardship Request - payment extensions according to 310 CMR 4.04(3)(c).

3. Alternative Schedule Project (according to 310 CMR 4.05 and 4.10).

4. Homeowner (according to 310 CMR 4.02).

Reviewer: _____

Check Number _____ Dollar Amount _____ Date _____

DEP Use Only
Permit No:
Rec'd Date:
Reviewer:

Municipality/Organization: Salisbury, Massachusetts

EPA NPDES Permit Number: MA-041220

MA DEP Transmittal Number: X238080

**Annual Report Number
& Reporting Period:** No. 8: April 2010 – April 2011


NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Mr. Donald R. Levesque **Title:** Director of Public Works

Telephone #: (978) 463-0656 **Email:** dlevesque@salisburyma.gov

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: Neil Harrington

Title: Town Manager

Date: April 26, 2011

Part II. Self-Assessment

The Town of Salisbury has had many budgetary limitations in the past several years. The Department of Public Works continues to have a realistic approach with dealing with stormwater concerns. In addition to state cuts in local aid, the FY11 budget was a 5 percent reduction from FY10, and the FY12 budget will be an additional 10 percent less than FY11.

As indicated in Part III, the majority of our Year 8 goals were achieved or are presently being completed/implemented. Deviations from the proposed goals include:

2D – Catch basin stenciling was not performed because a suitable candidate was not identified. This goal will shift to more directly align with the requirements of the renewed permit.

3A / 3C / 3E / 3F – Anticipated assistance from Eight Towns and a Bay did not materialize, and local funding for outfall mapping and sampling and analysis could not be procured. Several historic initiatives will be modified to address the conditions of the renewed permit, within the limits of the FY12 budget.

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 (Reliance on non-municipal partners indicated, if any)	Planned Activities -- Permit Year 9
1A	Posters	Town Manager	Posting all town buildings	Restocked signs throughout permit year.	Continue to restock signs as necessary.
1B	Local cable	Town Manager	Post message monthly	Conservation Commission hearings have been televised all permit year, as well as public participation events and advance notice of volunteer opportunities.	Will seek out additional local access opportunities.
1C	Repair shop brochures	Town Manager	Distribute to impacted businesses, complete brochure	BMP brochures were procured through Greenscapes North Shore Coalition and made available throughout the year.	Maintain available BMP information.
Revised					
1D	Town Website	Town Manager	Update quarterly	Website has been updated on a quarterly basis.	Continue to update the website on a quarterly basis.
1E	Stormwater Education Video	Public Works Director	Distribute educational materials to appropriate parties.	Maintained Greenscapes North Shore Coalition membership in good standing. Distributed online materials to School Dept. and community at large.	Renew Greenscapes North Shore Coalition membership and continue to distribute information as it becomes available.
1F	Public Info Mailer	Public Works Director	Make information available online	Online availability has taken the place of direct mailing and brochure distribution.	Refer to 1E, above.

2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 9
2A	Citizen Advisory Committee	Town Manager	Master Plan refinement	Citizen's Master Plan Committee will be focusing part of efforts on stormwater management. Goal is to establish future town-wide progress.	Ensure stormwater remains a focus of the Master Plan effort.
2B	Waste oil collection	Public Works	Collect once per year	Continued annual collection of waste oil and maintained membership in Essex County waste collection consortium.	Continue annual collection and maintain consortium status.
2C	Paint collection	Public Works	Collect paint	Continued annual collection.	Continue annual collection.
2D Revised	Stenciling	Public Works	25% catch basins	450 catch basins stenciled in 2008 (100% of entire Town inventory).	Resources necessary to re-stencil catch basins will be weighed against the requirements of the anticipated renewed permit.
2E Revised	Coalition membership	Public Works	Maintain membership	Maintained membership and distributed educational materials provided by coalition.	Funds historically used for coalition membership and materials may be re-purposed to address the requirements of the anticipated renewed permit.
2F Revised	Women in Transition/Trial Court/Middleton Inmates/Beach Betterment Association/Probation Department	Public Works	Seasonal cleanup efforts	Maintained and expended working relationship with organizations and performed cleanup work throughout town. What was once a quarterly activity has become a year-round program to assist the Town weather difficult budget conditions.	Continue to work with organizations and perform regularly-scheduled activities.
2G Revised	Rail Trail Extension	Public Works	Trail Expansion and Public Education	An additional 770 linear foot extension was constructed in 2010. Also, developed a trail "ownership" program that enlists the help of local businesses to maintain defined trail segments.	The Town has secured grant funding for the design of an additional 5,000 linear feet of rail trail extensions.

3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) - Permit Year 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities - Permit Year 9
3A Revised	Outfall mapping	Public Works	Map outfalls	Funding could not be secured for outfall inventory.	New permit requirements will be evaluated and progress made to the degree possible within available budget restraints.
3B	Review existing bylaws and regulations	Town Manager	Evaluate and recommend changes	Regulations were reviewed by Town officials and determined not to be necessary at this time.	Continue to seek potential regulation improvements on an as needed basis.
3C	Develop IDDE Plan	Public Works	Develop Plan of action	MVPC sampling program not completed due to manpower and budgeting restraints.	Continue to seek funding alternatives to initiate plan.
3D	IDDE By-law modifications	Public Works	Evaluate and recommend changes	Current BOH and wastewater bylaws address illicit connections. BOH regulations related to floor drain discharges have been revised to eliminate direct surface discharges.	SEE 3B
3E	Test Outfalls	Public Works	Test Outfall	SEE 3A	SEE 3A
3F	Stream Sampling for Contamination	Public Works	Sample streams for BOD and TSS	SEE 3A	SEE 3A

4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 9
4A	Review site inspection	Planning	Evaluate existing	No Year 8 goal, other than continue to monitor assessment/monitoring of existing inspection program.	Continued assessment/monitoring of inspection program
4B	Modify Site Inspection Program	Planning	Recommend Modifications	Assessed improvements semi-annually at department head meeting.	Continue to assess improvements semi-annually at department head meeting, with particular attention paid to new General Permit requirements.
4C	Review by-laws	Planning	Determine adequacy	Bylaws reviewed and modified to include additional protection measures as a result of a revised Zone II delineation.	Continue to evaluate and recommend any changes to bylaws, specifically as they pertain to revised stormwater management guidelines.
4D	Modify by-laws	Planning	Recommend Modifications	See 4C	See 4C

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 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 9
5A	Site Inspectors	Planning	Evaluate existing	Local requirements continue to be followed, which includes a final site assessment.	Continue implementation of local requirements.
5B	Modify Site Inspection Policy/Procedures	Planning	Implement Modifications	Ongoing.	Assess improvements semi-annually at department head meeting.
5C	Review by-laws	Planning	Evaluate existing	SEE 5B	Continue to evaluate and recommend any changes.
5D	Modify by-laws for Post Construction Site Runoff	Planning	Implement Modifications	Subdivision Control Regulations modified in 2009-2010 reporting period.	Continue to evaluate need for future changes.
5E Revised	By-law changes	Planning	Proposed Modifications	Planning Board Rules and Regulations are currently being updated by the Town, for adoption later in 2011.	Continue to seek potential revisions.

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 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 9
6A	Street sweeping	Public Works	Majority of town	Continue to run current program of sweeping, concentrating on environmentally sensitive areas.	Continue current program.
6B	Catch basin cleaning	Public Works	Majority of town	Annual cleaning completed.	Continue current program.
6C	Public Facility site inspections and BMP practice review	Public Works Director	Perform Inspections at each Public Facility	Performed annual inspections.	Continue current program.
6D	Training	Town Manager	Train Municipal employee	Educational videos and information have been implemented into training.	Continue to provide annual training with appropriate educational information and videos as appropriate.
6E	Public Facility follow-up	Public Works Director	Perform follow-up inspections	Annual inspections are continued and any follow up is performed.	Continue annual inspections.
6F	Improved runoff containment	Public Works	Reduce runoff potential from salt storage areas	Maintain salt shed BMPs.	Continue current program.
6G	Infrastructure Management	Public Works	Resolve problematic stormwater system areas	Upgraded stormwater system on Maple Street in 2010.	Stormwater improvements are either in the study or design phase, with construction to follow, on the below streets: <ul style="list-style-type: none"> - Gardner Street - Lincoln Avenue - Lion's Way - Spring Street

7. BMPs for Meeting Total Maximum Daily Load (TMDL) Waste Load Allocations (WLA) Not Applicable

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) - Permit Year 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities - Permit Year 9
Revised					
Revised					
Revised					
Revised					
Revised					
Revised					

7a. Additions

7b. WLA Assessment

Part IV. Summary of Information Collected and Analyzed

Salisbury Beach area did not have any beach closures during the 2010 recreational summer season, based on water quality monitoring performed by the Salisbury Board of Health and the Massachusetts Division of Marine Fisheries.