Municipality/Organization: Town of Shirley, Massachusetts

EPA NPDES Permit Number: MA041221

MaDEP Transmittal Number: W-041141

Annual Report Number & Reporting Period: No. 3: March 10-April 30 2011

NPDES PII Small MS4 General Permit
Annual Report

Part I. General Information

Contact Person: David Berry  Title: Town Administrator

Telephone #: 978-426-2600 x 121  Email: dberry@shirley-ma.gov

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: David Berry

Title: Town Administrator

Date: April 30, 2011
Part II. Self-Assessment

The Town continues to make progress in implementing the BMP’s set forth in our NPDES-II Permit.

From a stormwater perspective the Town of Shirley is fortunate to be a very small, rural community with little commercial or industrial property, few formal stormwater management systems, and very few pollution problems. We are equally lucky to have a conscientious population that is dedicated to preserving our environment, minimizing pollution discharges, participate in recycling, adoption of reasonable and fair bylaws for land use planning, and preservation of open space.

Overall, the town has continued to make a more than fair effort in achieving the BMP’s targeted under our General Permit. The Town will continue to do its best to carry out all of the low cost or volunteer BMP’s, and continue to make use of even better good housekeeping practices within our municipal departments, and continue to spread the word to the community at large of the importance of NPDES-II on their community.

The town’s Storm water bylaw, which passed unanimously at the Spring - 2008 Special Town Meeting, was approved the State Attorney General June 12, 2008.

Though administratively and financially difficult, the Town has set in place some of the basic logistical platforms on which to base its Public Education and Public Participation BMP’s. The Town’s Conservation Administrator continued to work with public school teachers in expanding the science and geography lesson plans as well as offering our services as teacher aids for the stormwater science elements. Classes in waste prevention, water cycle, resource management and habitat values to various elementary school science classes were presented. The elementary school has continued studying the brook they adopted last year. The school also continues to hold a storm water poster contest.

The town has continued to spread the word to the community at large of the importance of NPDES-II on their community through the public hearing process, and implementation of strict site plan review process. Posters, leaflets, and demonstration videos are available at both the Town Hall and at the DPW headquarters.

The Town’s DPW continues to be a very instrumental participant in various good housekeeping practices. They employ multiple-time-per-year street sweepings, catch basin cleaning, contained equipment washing, and contained storage of salt and new and waste petroleum products. The DPW continues to employ more responsible irrigation, fertilization, and pest management practices. They have also reduced their application of road salt and road sand in winter months, when possible. Lastly, the Shirley DPW continues to train with their DPW colleagues in abutting communities regarding better good housekeeping practices and maintenance of structural BMP’s.

We will continue to strive toward achieving success in all of our BMP’s. We will at least make every effort towards maintenance of our clean local and regional envrons.
Part III: Summary of Minimum Control Measures

1. Public Education and Outreach
2. Public Involvement and Participation

<table>
<thead>
<tr>
<th>BMP Description</th>
<th>BMP ID</th>
<th>Responsible Person</th>
<th>Progress on Goal(s)</th>
<th>Support Agency</th>
<th>NH Association</th>
<th>Beyond Permit Year 6</th>
<th>Permit Year 6</th>
<th>Planned Activities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pe-5</td>
<td></td>
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<td></td>
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</tr>
</tbody>
</table>

Board and DWP Commission: Continue working with Board of Health. 
Sever Commission: Continue working with Board of Health.

Planned Activities: Continue with comprehensive logistical needs. Fund raise Wet Weather Committee by: (Insert Technical Name). 

Outline: 
- Water Quality
- Stormwater BMPs
- Stormwater Manual
- BMP Website
- Completed Reports

Beyond Permit Year 6: Continue to secure “Hollins” reports.
to provide their youth with quality, meaningful job opportunities and postsecondary education. It is clear that the number of participants and quality of school classes, based upon the large number of applications received, has many advantages for the students who participate. The students immediately benefited from the new skill-based curriculum, which was open to all students in the school. The new science curriculum, which directly resulted in the first school science program being directly connected to the science curriculum, has been a huge success. The once cold, distant science is now hands-on learning. These efforts have resulted in a profound change in student attitudes. Students are now more engaged and excited to learn, and have continued to work with the P-TEP in expanding their athletic and academic horizons. Preliminary results have also been positive and have resulted in further expansion of the program. The Town’s Conservation and DPW departments continue to support the program and have also received increased interest from local businesses. Overall, the program has been a huge success and has led to increased opportunities for students in the Town.
Local community access deletion.

Reining in the Storm

Protestly proposed the educational
was also much at Town Meeting
wanted articles for the community play
a public hearing were conducted and a
Stewards Playwright. Two Stewards
proposed to be included in the

depth the provision I felt were

Town's Bylaw Review Committee in

Special Committee of

Finance


council and was again


discussed on Stewards

Compromise and Cooperation

Planning Board, Byron Review

respective and agreed with most

Stormwater management was again

Public readings

2:7: A S W A

Advocate for the public

Advisory Committee

V1: Leasley / Target

David Perry

Town Administrator

6.6: Receive any

36% of catch basins

5.5: Storm review

4.4: Street additional

catch basins.

3.3: Special 26% of

deploy.

2.2: Open seasons

1.1: Outside pool

FDP DW

Program

Storm Drain Stewardship

Identify adopt pool

Y1: Outline Program!

This program has been so successful!
<table>
<thead>
<tr>
<th>Meeting</th>
<th>Y2-Y6 Meet regularly members to review committee performance and identify areas for improvement.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Town</td>
<td>Stormwater Committee will continue to meet regularly.</td>
</tr>
<tr>
<td>Stormwater Committee will continue to meet regularly.</td>
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</tr>
<tr>
<td>Y4: Black History Month - The Committee is now responsible for planning and executing events to celebrate Black History Month.</td>
<td></td>
</tr>
<tr>
<td>Town</td>
<td>Stormwater Committee will continue to meet regularly.</td>
</tr>
</tbody>
</table>

**Schedule in this DPR:**

| Stormwater collection and runoff prevention
|---|
| Reduce amount of water wasted in areas of poor performance and drainage improvement
| Y6: Air Quality, Post

**Y4: Evaluate need for improvements to stormwater systems and drainage**

<table>
<thead>
<tr>
<th>Continue field visual inspections with adequate field staff</th>
</tr>
</thead>
<tbody>
<tr>
<td>Conduct inspections of stormwater systems and drainage for both public and private properties</td>
</tr>
<tr>
<td>Conduct inspections of open inspections of stormwater systems and drainage</td>
</tr>
</tbody>
</table>

**Y2: Begin visual inspections of stormwater systems and drainage**

**Y1: Develop annual work plan with BOH and present to BOH for approval**

**Y1: Review stormwater rules and regulations**

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<tr>
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<tbody>
<tr>
<td>DPW</td>
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<tr>
<td>BMP Description</td>
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<tr>
<td>-----------------</td>
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<tr>
<td>Clean-up Day</td>
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</table>
Formal Stormwater Committee, II:

1. From Committee, Bylaw
Implement Illeg.

2. Phase II. Stormwater Committee fully established
and met at least bi-weekly. Illeg.

3. Develop Bylaw requirements and regulations in existing.

4. Implement and enforcement

5. Review and enforce Bylaw

7. Present Bylaw as

8. Program, training, and monitoring of Basin Protocols

9. Review and address the issues regarding

10. Review and address the issues regarding
<table>
<thead>
<tr>
<th>ID</th>
<th>Description</th>
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</table>
| 12 | WILL continue to keep public apprised. | 13 | Resignation of Warren K. Miller as member of the sewer commission.
| 14 | WILL continue to keep public apprised. | 15 | Resignation of Warren K. Miller as member of the sewer commission.
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<thead>
<tr>
<th>Year</th>
<th>BMP</th>
<th>Operation &amp; Maintenance</th>
<th>Development  &amp; Construction</th>
<th>Stakeholders</th>
<th>Other</th>
</tr>
</thead>
<tbody>
<tr>
<td>2023</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

**Operation & Maintenance**

- Inspection and monitoring of existing BMPs
- Adjustments and maintenance

**Development  & Construction**

- Design and construction projects
- Compliance with environmental regulations

**Stakeholders  |**

- Municipalities
- Developers

**Other**

- Public outreach
- Education and awareness programs
<table>
<thead>
<tr>
<th>BYLAW</th>
<th>Subsection Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Article 2</td>
<td>Planning and Zoning</td>
</tr>
<tr>
<td>Article 3</td>
<td>Zoning Districts</td>
</tr>
<tr>
<td>Article 4</td>
<td>Uses Prohibited</td>
</tr>
</tbody>
</table>

**Consultations:**
- Prior to the Town's third-party review of the planning document
- The plans were reviewed for consistency with the Town's formal planning procedures and bylaw.

**Review:**
- The Plan Review Board recommends the plan for approval.
- The plan meets the requirements of the Planning and Zoning Code.

**Approval:**
- The plan is approved by the Town Council.
<table>
<thead>
<tr>
<th>Section</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Planning Review</td>
<td>Will continue to include all stormwater standards in consultation and approval by Attorney General's office. Approved by Attorney General's office on June 2009.</td>
</tr>
<tr>
<td>Supervision and Review</td>
<td>MD EPW Board of Review and Adoption of Rules.</td>
</tr>
<tr>
<td>Management Requirements</td>
<td>Implement Stormwater BMP and Education.</td>
</tr>
<tr>
<td>BMP Designation</td>
<td>BMP Designation is subject to the BMP Committee.</td>
</tr>
<tr>
<td>Implementation Zone 1</td>
<td>Evaluate efficacy and effectiveness.</td>
</tr>
<tr>
<td>Beyond Permit Year 6</td>
<td>Planned Activities:</td>
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<tr>
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<td>-</td>
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</table>

6. POST Construction Storm Water Management in New Development and Redevelopment.
<table>
<thead>
<tr>
<th>System Operator to the town: compliance tracking from the private</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Implement annual reporting standard and logistics of data and</td>
<td></td>
</tr>
<tr>
<td>The new bylaw has provisions for systems coming on line.</td>
<td></td>
</tr>
<tr>
<td>Develop plan, procedures, and guidance for all of the private</td>
<td></td>
</tr>
<tr>
<td>systems coming on line.</td>
<td></td>
</tr>
<tr>
<td>Y3: Implement</td>
<td></td>
</tr>
<tr>
<td>Y4: Develop plan, procedures, for private systems</td>
<td></td>
</tr>
<tr>
<td>Y6: Implement standard BMP's</td>
<td></td>
</tr>
<tr>
<td>O&amp;M requirements. Determine the processes for O&amp;M.</td>
<td></td>
</tr>
<tr>
<td>DWP in Y1, and was continued through the Y3 BMP was first implemented by DWP.</td>
<td></td>
</tr>
<tr>
<td>This BMP</td>
<td></td>
</tr>
<tr>
<td>Beyond Permit Year 6</td>
<td>Planned Activities</td>
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<td>----------------------</td>
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</tbody>
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6. Pollution Prevention and Good Housekeeping in Municipal Operations
<table>
<thead>
<tr>
<th>Day</th>
<th>Waste Collection Program</th>
<th>Illegal Dumping Program in Areas of Neighborhoods with Major Problems</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Cont. to Promote and Address These Areas</td>
<td>Assess lawmakers’ resolve to begin waste collection program.</td>
</tr>
<tr>
<td>2</td>
<td>Establish a clean-up day to begin to organize a volunteer effort to end illegal dumping areas.</td>
<td>Will continue to track cover and monitor potential locations of other illegal dumping in the vicinity.</td>
</tr>
<tr>
<td>3</td>
<td>Implement recycling programs. We have assessed collection programs in town’s existing recycling and hazardous waste contain recycling areas, and continue to assess the town’s</td>
<td>Will continue to work within the town's capacity to develop new recycling programs.</td>
</tr>
<tr>
<td>4</td>
<td>Improve enforcement.</td>
<td>The DPW is replacing the old DPW building in an effort to improve recycling.</td>
</tr>
<tr>
<td>5</td>
<td>Implement recycling programs. We have assessed collection programs in town’s existing recycling and hazardous waste contain recycling areas, and continue to assess the town’s</td>
<td>Will continue to work within the town's capacity to develop new recycling programs.</td>
</tr>
<tr>
<td>6</td>
<td>Implement recycling programs. We have assessed collection programs in town’s existing recycling and hazardous waste contain recycling areas, and continue to assess the town’s</td>
<td>Will continue to work within the town's capacity to develop new recycling programs.</td>
</tr>
</tbody>
</table>

**Program:** Recycling

**Problems:** Illegal dumping

**Waste:** Household Hazardous Waste
7. BMPs for Meeting Total Maximum Daily Load (TMDL) Waste Load Allocations (WLAs)

<table>
<thead>
<tr>
<th>BMP Description</th>
<th>Responsible</th>
<th>Measurable Goal(s)</th>
<th>Effluent Loading or on Non-point</th>
<th>Permit Year 6</th>
<th>Permit Year 5</th>
<th>Y-1 &amp; Y-2 Reference</th>
<th>Committee</th>
<th>Showme</th>
<th>TMDL Commitment List</th>
<th>BMP ID</th>
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</thead>
<tbody>
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Accordingly, we will continue to note any changes in TMDLs for these waterbodies and referendum links. If changes in TMDLs have not been reported over the same period of year, this is similar to that no changes were reported in the past. We will continue to note any changes in TMDLs for these waterbodies. See the relevant links below for information on the status of TMDL changes for these waterbodies.

For the last three years, we have noted changes in TMDLs for these waterbodies. See the relevant links below for information on the status of TMDL changes for these waterbodies.

EPA WaterQuality website.

Relevant links located at the USGS (applicable 303(d)(5) reference)

As in Y1, Y2, and Y3 the town has

<table>
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<tr>
<th>Beyond Permit Year 6</th>
<th>Planned Activities</th>
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<tbody>
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<<if applicable>>

7. BMPs for Meeting Total Maximum Daily Load (TMDL) Waste Load Allocations (WLAs)