

Municipality/Organization: TOPSFIELD

EPA NPDES Permit Number: MA 041227

MA DEP Transmittal Number: W- 040961

Annual Report Number
& Reporting Period: No. 8: March 10-March 11

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: David M. Bond

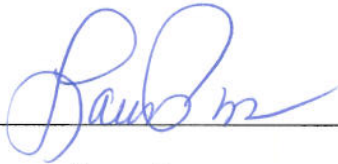
Title: Highway Supt./Stormwater Coordinator

Telephone #: 978-887-1542

Email: dbond@topsfieldpublicworks.org

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: Laura Powers

Title: Chairman, Board of Selectmen

Date: 9/15/11

Part II. Self-Assessment

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

The Town of Topsfield is submitting this annual report after the deadline.

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 |
|----------------|---|-------------------------------|--|--|-------------------------------------|
| 1-B Revised | Provide Educational materials to general public | Stormwater Committee | Create and Maintain Stormwater Page on Town Website. | Maintain Stormwater section of PW website. | Continue to update as necessary. |
| 1-B Revised | Provide Educational materials to general public | Stormwater Committee | Provide Stormwater info at annual Town Exposition. | Done. Expo held bi-annually | Will repeat at next scheduled Expo. |

1a. Additions

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|-----|---|---------------|--------------------------------------|---|--|
| 1-A | Provide educational materials to public | Highway Dept. | Make educational materials available | Co-sponsored Greenscapes, North Shore with ConsCom, Water Dept., and Highway Dept, and Essex Agricultural Society | Annual Participation in this venture is ongoing. |
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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 8 (Reliance on non-municipal partners indicated, if any) | Planned Activities – Permit Year |
|----------------|--|-------------------------------|--|--|---|
| 2-A Revised | Create a Volunteer Stormwater Organization | Stormwater Committee | Encourage volunteer projects in the local High School and Boy Scout troop | Organized Boy Scout Eagle project mapping town Drainage system using GPS equipment. | Data being collected as of 12/2010. Data is still being analyzed prior to plotting on maps. |
| 2-C Revised | Create a Volunteer Stormwater Organization | Stormwater Committee | Coordinate with Ipswich River Watershed Association for cleanup of Ipswich River | Masconomet High School students performed cleanup of area near Ipswich River near Topsfield Fairgrounds as a part of their community service requirements. | This is an annual event that is continuing. |
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2a. Additions

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|--|--|----------------------|---|---|-------------------------------|
| | Create a Volunteer Stormwater Organization | Stormwater Committee | Hold Public Workshops and meetings on proposed bylaws | Town Meeting passed Illicit Detection Bylaw | Working on Draft Regulations. |
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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 |
|----------------|--|--------------------------------|----------------------------------|--|---|
| 3-A Revised | Map Town stormwater drainage system | Highway Dept. | Map drainage system 20% per year | 50% mapped total to date | GPS data collection in progress 12/2010. Data collection method was changed in 2010. Awaiting results of same prior to changing maps. |
| 3-B Revised | Ordinance or prohibition for illicit discharge and elimination | Stormwater Committee/Selectmen | Develop draft ordinance. | Illicit Detection Bylaw passed by Town Meeting. | Draft and Finalize Regulations |
| Revised | | | | | |

3a. Additions

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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 |
|----------------|--|---|--|--|----------------------------------|
| 4-A Revised | Develop regulatory mechanism to require erosion and sedimentary controls | Conservation Commission Stormwater Committee Planning Board | Review and revise as necessary, existing Wetlands, Planning Board, and Zoning Board bylaws | Stormwater and Erosion Control Bylaw passed by Town Meeting in 2005. | None, Achieved Goal |
| Revised | | | | | |
| 4-A Revised | Determine the need for erosion Control Bylaw. | Conservation Commission Stormwater Committee Planning Board | Review and revise as necessary, existing Wetlands, Planning Board, and Zoning Board bylaws | New Bylaw passed at Town Meeting in 2005. | None, Achieved Goal |

4a. Additions

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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 |
|-----------------|--|---|--|--|--|
| 5-A | Develop, implement, and enforce a program to address stormwater runoff from new development and re-development projects to the extent possible | Conservation Commission Planning Board Stormwater Committee | Review and revise as necessary, existing Wetlands, Planning Board, and Zoning Board bylaws | Erosion Control and Sediment Control Bylaw passed at Town Meeting in 2005. Regulations and Permit Application completed in 2006. | Review implementation of Bylaw and Regs. Done. |
| Revised | | | | | |

5a. Additions

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|-----|--|--|--|--|-------|
| 5-A | Develop, implement, and enforce a program to address stormwater runoff from new development and re-development projects to the extent possible | Planning Board Stormwater Committee | Review and revise as necessary, existing Wetlands, Planning Board, and Zoning Board bylaws | Planning Board adopted Low Impact Development Guidelines in Feb 2010 | Done. |
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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 |
|----------|--|-------------------------------|--|--|----------------------------------|
| Revised | | | | | |
| 6-B | Review controls for reducing discharge of pollutants | Highway Dept. | Evaluate other Town Buildings 50% per year | Abandoned Police Station floor drain system. New Tight Tank system installed 3/2010. | Done. |

6a. Additions

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