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Municipality/Organization: Town of Winthrop

EPA NPDES Permit Number: MAR051085

MaDEP Transmittal Number: W-050721

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

NPDES PII Small MS5 General Permit Annual Report

Part I. General Information

Contact Person: David J. Hickey, PE **Title:** Director of Public Works

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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: DAVID J. HICKEY JR

Title: PUBLIC WORKS DIRECTOR

Date: 5/6/11

Part II. Self-Assessment

The Winthrop DPW operation continued the primary functions of the permit and initiated dry weather testing as part of an ACO, however budgetary constraints and lack of public response / interest limit progress on some goals. Our focus remains on the on the components of the permit that we considered to be most effective, namely the catch basin cleaning, street sweeping, the HHW collection program, and the beach / park seasonal cleanup events.

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 – 2011 and beyond
1a Revised	Nonpoint Source Pollution Posters	DPW Director	Hang Posters	Verified posters remain in originally posted locations.	Replace posters as needed.
1b Revised	Local Cable Messages	DPW Director	Create/develop PSA's Air PSA's Air PSA's	The DPW continues to air PSA's on Winthrop Cable Access Television and added a PowerPoint presentation	Continue with rotation of messages and evaluation of new topics for PSA's
1c Revised	Auto Repair Shop Brochures	DPW Director	Print and mail letters	Not applicable	Distribute new letters in August of 2011
1d Revised	Update Town Web Site	DPW Director and Winthrop GIS Department	Frequent update	quarterly messages	Post annual stormwater information
Revised					

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 – 2011 and beyond
2a	Form Stormwater Advisory Committee (SAC)	DPW Director	Component eliminated		
Revised					
2b	Household Hazardous Waste Collection	DPW	Collect once per month years 3-5	Conducted 6 HHW collection events	Program will be reduced to 4 events due to declining participation, evening events and increased advertisements are anticipated
Revised					
2c	Implement Catch Basin Stenciling Program	DPW Director	Purchase and install decals	Limited program re-started, installed 30 decals	install 50 catch basins decals
Revised					
2d	Hold Water Resource Cleanup Days	DPW Director & Conservation Commission	Collect trash and debris	Town participated and publicized cleanups at Yirrell Beach, Donovan's Beach, the Town Landing, Winthrop Beach and the Bell Isle Marsh	Continue existing program
Revised					
Revised					

4. Construction Site Storm Water 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 – 2011 and beyond
4a Revised	Review Existing Site Inspection Practices	Planning Board & DPW Director	Develop regulatory compliance analysis Develop site inspection checklists	DPW working closely with Building Dept and Con Com to co-ordinate inspections and clarify contractor expectations	Continue site plan submittal process
4b Revised	Develop/Modify Site Inspection Program	Planning Board & DPW Director	Draft program and review with Town Manager	Utilized building dept checklists and sign-offs	Continue site plan submittal process
4c Revised	Review Existing Bylaws and Regulations	Planning Board & DPW Director	DPW to complete	Review completed	
4d Revised	Develop/Modify Bylaws for Construction Site Runoff	Planning Board & DPW Director	Develop bylaw based on 4a thru c	DPW analysis indicates that existing building codes and Wetlands bylaws appear to be adequate for construction control	None
4e Revised	Present Bylaw to Town Council <i>Not necessary/delete</i>	Planning Board & DPW Director	Submit Town Meeting Article	None	None

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 – 2011 and beyond
5a Revised	Review Existing Site Inspection Practices	Planning Board & DPW Director	Develop regulatory compliance analysis Develop site inspection checklists	DPW & Con Com staff active during construction inspection	Formalize field inspector training and field checklist
5b Revised	Develop/Modify Inspection & Maintenance Practices	Planning Board & DPW Director	Draft program and review with Building Dept	DPW staff reviewed EPA IDDE guidance manual and inspection criteria in compliance with EPA enforcement action	Complete IDDE plan, pursue grants and funds to support implementation
5c Revised	Review Existing Bylaws and Regulations	Planning Department	Develop report on existing practices and field controls	None	None
5d Revised	Develop/Modify Bylaws for Post Construction Site Runoff	Planning Board & DPW Director	Develop bylaw based on 5a thru c	None	None
5e Revised	Present Bylaw to Town Council	Planning Board & DPW Director	Submit Town Meeting Article	None	

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 – 2011 and beyond
6a Revised	Maintain Street Sweeping Program	DPW	Sweep all streets twice per year	Swept all streets 4 times minimum, 6 times on high traffic and high risk areas	Sweep streets 4 times minimum per year minimum
6b Revised	Maintain Catch Basin Cleaning Program	DPW	Check basins annually Clean basins as required	25% of the catch basins were cleaned	Clean catch basins 2 days per week, non-winter months
6c Revised	Perform Site Visits to Examine Existing Practices at Facilities	DPW Director	Target all applicable municipal facilities by year 3	Town Buildings inspected in spring and fall	Continue inspections
6d Revised	Train Municipal Employees at Each Facility	DPW Director	Target all applicable municipal facilities by year 3	None	Pursue grants for training
6e Revised	Perform Follow-ups to ensure Required Practices are Met	DPW Director	Target all applicable municipal facilities by year 6	All buildings inspected by Town Staff and audited by MIAA (insurance provider)	Continue program
Revised					

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 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities – 2011 and beyond
7a Revised	Implement BMPs listed in Section 3	DPW Director	During years 2 & 3	None	None
7b Revised	Review Winthrop Bay Existing Water Quality Data	DPW Director	Determine Winthrop contribution in year 6	Review and communicates with MyRWA	Continue communication
7c Revised	Review Effect of MWRA CSO on Water Quality	DPW Director	Determine MWRA CSO contribution year 6	None	None
7d Revised	Initiate Illicit Connection Detection and Elimination Plan	DPW Director	Begin plan during year 6	Completed dry weather observations of outfalls	Complete inspections in accordance with EPA consent order
Revised					

7b. WLA Assessment

Part IV. Summary of Information Collected and Analyzed

The DPW did not obtain data nor was data from MyRWA or MWRA made available within this report period

In sample

Part V. Program Outputs & Accomplishments (OPTIONAL)

Programmatic

Stormwater management position created/staffed	(y/n)	NO
The program has reverted to DPW direct after elimination of engineering staff, primary program costs are posters, area cleanup / disposal, outside consultants for outfalls observation and dry weather sampling and the catch basin / street sweeping program. Expenditures include \$8,000 in a consultant, \$2,500 in debris disposal, approximately \$6,000 in equipment operation / maintenance and \$12,000 CB/SS debris material	(\$)	28,000

Education, Involvement, and Training

Estimated number of residents reached by education program(s) *5-10% by WCAT, 5-10% by posters	(# or %)	10 to 20% estimated*
Stormwater management committee established – later disbanded	(y/n)	No
Stream teams established or supported – MyRWA and Friends of Bell Isle serve this function	(# or y/n)	Yes
Shoreline clean-up participation or quantity of shoreline miles cleaned	(y/n or mi.)	Yes
Household Hazardous Waste Collection Days		
<ul style="list-style-type: none"> ▪ days sponsored ▪ community participation ▪ material collected 	(#) (%) (tons or gal)	6 days 10% 5 lbs of CRT's 22 gals of paint 27 gals of waste oil, 3 car batteries and 8post-consumer mercury items
School curricula implemented – focused on recycling	(y/n)	Yes

Legal/Regulatory

	In Place Prior to Phase II	Under Review	Drafted	Adopted
Regulatory Mechanism Status (indicate with ‘X’)				
<ul style="list-style-type: none"> ▪ Illicit Discharge Detection & Elimination 	X	X	X	X
	occasional self audits and MWRAs community assistance programs			
<ul style="list-style-type: none"> ▪ Erosion & Sediment Control – covered by Con Com & Building Dept 	X	X		X
<ul style="list-style-type: none"> ▪ Post-Development Stormwater Management – active inspection process 		X		
Accompanying Regulation Status (indicate with ‘X’)				
<ul style="list-style-type: none"> ▪ Illicit Discharge Detection & Elimination 			X	
<ul style="list-style-type: none"> ▪ Erosion & Sediment Control – by Con Com & Building Dept 		X		X
<ul style="list-style-type: none"> ▪ Post-Development Stormwater Management - 		X		

Mapping and Illicit Discharges

Outfall mapping complete – existing maps updated with ground observation / gps locations	(%)	100%
Estimated or actual number of outfalls – existing paper maps cover all discharge points, on the ground observation confirmed that some updates are needed, migration to electronic mapping and GIS is temporarily on hold	(#)	70 ¹

¹ Winthrop’s Notice of Intent included 106 outfalls. However, by letter dated September 25, 2009, Winthrop provided EPA notice that 35 of the outfalls included

System-Wide mapping complete	{%}	
Mapping method(s)		
▪ Paper/Mylar	(%)	100
▪ CADD	(%)	60
▪ GIS	(%)	0
Outfalls inspected/screened	(# or %)	76
Illicit discharges identified – several water system repairs	(#)	2
Illicit connections removed	(#)	0
	(est. gpd)	
% of population on sewer	(%)	100
% of population on septic systems	(%)	0

Construction

Number of construction starts (>1-acre)	(#)	0
Estimated percentage of construction starts adequately regulated for erosion and sediment control	(%)	100
Site inspections completed	(# or %)	0
Tickets/Stop work orders issued	(# or %)	0
Fines collected	(# and \$)	0
Complaints/concerns received from public	(#)	0

Post-Development Stormwater Management

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	(%)	100
Site inspections completed	(# or %)	0
Estimated volume of stormwater recharged – No added project in 2010, the Atlantis Marina Project was completed and is operating, the Dalryple School and Winthrop Hospital projects are on hold	(gpy)	Approx, 40,000 gals,

in its NOI were separate from its stormwater system and operated and maintained by the Commonwealth's Department of Conservation and Recreation.

		with 100,000 galls planned for the future
<i>Comment: Recharge estimate based on two new school sites (Banks and Cummings) where large infiltration structures have been constructed</i>		

Operations and Maintenance

Average frequency of catch basin cleaning (non-commercial/non-arterial streets)	(times/yr)	Every other year
Average frequency of catch basin cleaning (commercial/arterial or other critical streets)	(times/yr)	1
Total number of structures cleaned	(#)	368
Storm drain cleaned	(LF or mi.)	25 lf
Qty. of screenings/debris removed from storm sewer infrastructure	(lbs. or tons)	35 tons
Disposal or use of sweepings (landfill, POTW, compost, recycle for sand, beneficial use, etc.)		Landfill
Cost of screenings disposal	(\$)	1,000
		\$28 / ton plus testing and permitting

Average frequency of street sweeping (non-commercial/non-arterial streets)	(times/yr)	4
Average frequency of street sweeping (commercial/arterial or other critical streets)	(times/yr)	6
Qty. of sand/debris collected by sweeping	(lbs. or tons)	280 tons
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.)	(location)	Landfill
Cost of sweepings disposal	(\$)	8,000
Vacuum street sweepers purchased/leased	(#)	
Vacuum street sweepers specified in contracts	(y/n)	N

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