

Municipality/Organization: Town of Yarmouth, MA/DPW

EPA NPDES Permit Number: MAR041176

MassDEP Transmittal Number: W-035324

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

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Richard P. deMello, P.E.

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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: Peter Johnson-Staub

Title: Acting Town Administrator

Date: April 26, 2011

Part II. Self-Assessment

The Town of Yarmouth has completed the required self-assessment and has determined that our municipality is in compliance with all permit conditions, except for the provisions as outlined in Part III of this report.

Several large ongoing projects in Yarmouth that relate directly to stormwater and water quality but are not listed below in any of the sections include:

1. Yarmouth contracted with SMAST, using Town funds, to complete a flushing study of the Parkers River/Swan Pond watershed as it relates to the existing bridge constriction on Route 28 at Parkers River. The study results have become part of the Estuary Study of that watershed, and have determined that bridge widening will have significant impacts on improving water quality as well as restoring the large salt marsh to the north. We have also applied for and received a Provisional Project Designation for this bridge replacement project under CZM's old Wetlands Restoration Program. The Division of Ecological Restoration contracted with Applied Coastal and determined the ideal bridge opening size to balance potential upstream flooding with ecological improvements. The Town has applied for design funding for the bridge widening through the Natural Resources Conservation Services (NRCS) under the Cape Cod Water Resources Restoration Project. Finally, the Cape Cod Conservation District has recently requested and received 3 proposals from consulting engineers to complete a "Low-Property Mitigation Plan Alternative Analysis" for several properties upstream of the proposed bridge widening.
2. We continue to "un-develop" the heavily commercialized Route 28 corridor by purchasing commercial properties abutting wetlands and creating open spaces with the 1750 House site purchase being the most recent project. We designed, permitted, bid, and constructed park improvements for the site and used porous pavement for the parking lot.
3. Several years ago Yarmouth applied for and received a grant through the Cape Cod Commission for a "Does It Make Sense" (DIMS) Study of a potential Stormwater Management Utility for the Town. The initial workshops were a great success, were well received by the Board of Selectmen and the general public, and resulted in the backing of the idea of a possible development of a stormwater fee. However, the poor economy has put this project on hold. The results of the DIMS study were made available to other Cape towns.
4. For many years we have been working with the Army Corps of Engineers to improve the flushing of Run Pond which is going eutrophic. The initial studies have been completed, and we will continue to search for funds to complete the project construction.
5. Yarmouth was the first Cape town to use porous pavement to address stormwater infiltration adjacent to a wetland, and as noted above we used porous pavement for the parking lot at the proposed 1750 House site park. The porous pavement installed over the past few years has been working wonderfully and has pleased abutters and conservationists alike.
6. In anticipation of the new Phase II Stormwater requirements, Yarmouth continued mapping the drainage systems upgradient of our drainage system outlets (pipes and swales).

Unfortunately, we must also note that past as well as anticipated budget cuts have cut back the scopes of our household hazardous waste collection (only once per year now), street sweeping and basin cleaning programs – see Items 1-5, 2-5, 7-2 and 7-3.

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 6 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 7
1-1 Revised	Educational Flyer/Door Hanger <i>Educational Materials (subject broadened)</i>	DPW/Eng'g R. deMello	Distribute 300 copies – impaired watersheds first. <i>Work with CCC and other Cape towns to develop educational materials and share information.</i>	R. deMello and other Town staff continued cooperation with all Cape towns through the Cape Cod Commission's (CCC) Project Storm to share any Phase II related information. Distributed Project Storm bookmarks at Town Hall, 3 libraries, senior center, recreation, and DNR depts. See 1-2 below and 2-4.	Distribute 100+ door hangers and install 50+ drain decals in impaired watershed. Continue working with CCC and Cape towns on common stormwater issues.
1-2 Revised	Annual Public Meeting	DPW/Selectmen G. Allaire	Hold public meeting.	Stormwater information discussed at Board of Selectmen Meeting as part of Town sewer project, and stormwater management plans were presented at a Board of Health meeting – both meetings were repeatedly televised on local cable channel. See 2-2 and 2-3.	Hold several in-house meetings and several publicly advertised Stormwater Management Committee (SMC) meetings.
1-3 Revised	Posting of Outlet Maps	DPW/Eng'g R. deMello	Display for 1 month per year. <i>Complete outlet mapping.</i>	Continued to collect and plot (in GIS) information on drainage systems upgradient of outlet pipes and swales. See 3-2.	Add drainage information to GIS and update drainage system map.
1-4 Revised	Add to Town Web Page <i>Add to CCC Web Page.</i>	IT Director S. McInnes	Add stormwater information. <i>Add to CCC Web Page.</i>	Continued to update Phase II Stormwater Information on Town's web page under Engineering Division and DPW.	Add information onto Town's web page as information is developed and/or becomes available.
1-5 Revised	Household Hazardous Waste Collection <i>Regional Household Haz Waste Collection with Barnstable</i>	Water and Waste Management Divisions R. Angell	Hold Annual Collection. <i>Participate in regional collection days.</i>	The Water and Waste Management Divisions of the DPW funded one Yarmouth only day. Ads placed in newspaper and flyers distributed. See 2-5.	One collection day is scheduled for 2011.

2. Public Involvement and Participation

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
2-1 Revised	Encourage Public Participation	DPW G. Allaire	Complaint log set-up. <i>Purchase software.</i>	CityWorks (Azteca) Computerized Maintenance Management System (CMMS) software was purchased and installed, and is currently being used in a pilot program. Software includes a Customer Service package for complaint management. Project put on hold due to outdated GIS software.	Once complete installation of upgraded GIS and CityWorks software, complete pilot program and additional training, and begin use of complaint tracking.
2-2 Revised	Stormwater Management Committee (SMC) <i>Name change to: Integrated Water Resources Management Planning Committee (IWRMPC)</i>	DPW G. Allaire	Appoint Committee.	SMC goals given to existing committee – the Integrated Water Resources Planning Committee (IWRPC) made up of Town residents, businessmen, and employees. Town and IWRPC continued to support Estuary Program funding and study, and to include stormwater issues as appropriate.	Continue to include stormwater management issues in all committee efforts including the DEP Estuary Program involvement.
2-3 Revised	Annual Public Meeting	DPW/Selectmen G. Allaire	Hold public meeting.	Stormwater information discussed at Board of Selectmen Meeting as part of Town sewer project, and stormwater management plans were presented at a Board of Health meeting – both meetings were repeatedly televised on local cable channel. See 1-2 and 2-2.	Hold several in-house meetings and several publicly advertised Stormwater Management Committee (SMC) meetings.
2-4 Revised	Storm Drain Decals	DPW/Eng'g R. deMello	Install 50 drain decals/year.	None installed in 2010. See 1-1.	Install 50+ decals near catch basins in impaired watersheds.
2-5 Revised	Household Hazardous Waste Collection	Water and Waste Management Divisions R. Angell	Hold Annual Collection.	The Water and Waste Management Divisions of the DPW funded one Yarmouth only day. Ads placed in newspaper and flyers distributed. See 1-5.	One collection day is scheduled for 2011.

3. Illicit Discharge Detection and Elimination

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
3-1 Revised	Storm Drain Outlets ID	DNR K. von Hone	Inspect impaired watersheds.	Over the past 20+/- years, DNR staff has worked with DMF and the Town Conservation Administrator to inspect impaired watersheds. Two (2) CPR grants have been used to inspect and inventory Bass River outlets. Nothing new in 2010.	Inspect another impaired watershed (Parkers River or Mill Creek).
3-2 Revised	Drain Network Mapping	DPW/Eng'g R. deMello	Complete outlet inventory.	Completed locating all known Town drainage outlets, and continued mapping of the entire drainage system network.	Locate and map our drainage system network, and coordinate map with CityWorks software.
3-3 Revised	Illicit Discharge ID	DNR/Con.Com. vonHone/vacant	Inspect outlets during dry weather.	Town has completed television inspection and repair of our 2 largest drainage outlet systems (Old Main Street systems). Inspected all known drainage outlets along wetlands during dry weather – no problems noted thus far.	Inspect known Town drainage outlets during dry weather flow using inspection form created by Yarmouth DPW for this purpose.
3-4 Revised	Illicit Discharge Enforcement	DNR, Con. Com., Health	Review existing by-laws and regulations. <i>Con. Com. strengthen by-law, rules and regulations.</i>	Although review indicated that the Town had adequate ability to enforce illicit discharge removal, April 07 Town Meeting approved additional by-law for Conservation Commission. CCC reviewed/commented, edits made, and final rules & regulations adopted January 5, 2009.	Conservation Commission enforce new rules and regulations.
3-5 Revised	Town Employee Training	DPW/Hwy J. Lefter	Hold annual training session. <i>Develop training program.</i>	Informal training and educating completed during past, especially relative to routine maintenance. SPCC plans prepared for 3 DPW sites and training held. Continued to seek more formal training through County Health, Bay State Roads Program, etc. See 6-2.	Continue informal training when opportunities arise. Continue seeking formal training or develop a program in-house.

4. Construction Site Stormwater Runoff Control

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
4-1 Revised	Con. Com. By-law Review Change <i>Add By-law</i>	Con. Com. Position vacant	Review By-law. <i>Add By-law.</i>	Ad-hoc committee (Con.Com., Planning, Eng'g) drafted by-law and new rules/regulations. April 07 Town Meeting approved by-law. No Zoning or Subdivision Regulation changes needed. CCC reviewed/commented, edits made, and final rules & regulations adopted January 5, 2009. No Zoning By-law changes needed.	Conservation Commission enforce new rules and regulations.
4-2 Revised	Zoning By-law Review/Change	Planning T. Sylvia	Review Zoning By-law.		N/A
4-3 Revised	Subdivision Regulation Review/Change	Planning T. Sylvia	Review Subdivision Rules/Regulations.	No Subdivision Rules and Regulation changes needed.	N/A
4-4 Revised	Construction Inspection	Building Comm J. Brandolini Con. Com. Position vacant	Review Zoning by-law. <i>Adopt Con. Com. rules/regulations.</i>	Ad-hoc committee (Con.Com., Planning, Eng'g) drafted by-law, and new rules and regulations. April 07 Town Meeting approved by-law. CCC reviewed/commented, edits made, and final rules & regulations adopted January 5, 2009.	Conservation Commission enforce new rules and regulations.

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 6 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 7
5-1 Revised	Con. Com. By-law Review Change <i>Add By-law</i>	Con. Com. Position vacant	Review By-law. <i>Add By-law.</i>	Ad-hoc committee (Con.Com., Planning, Eng'g) drafted by-law and new rules/regulations. April 07 Town Meeting approved by-law. No Zoning or Subdivision Regulation changes needed. CCC reviewed/commented, edits made, and final rules & regulations adopted January 5, 2009. No Zoning By-law changes needed.	Conservation Commission enforce new rules and regulations.
5-2 Revised	Zoning By-law Review/Change	Planning T. Sylvia	Review Zoning By-law.	N/A	N/A
5-3 Revised	Subdivision Regulation Review/Change	Planning T. Sylvia	Review Subdivision Rules/Regulations.	No Subdivision Rules and Regulation changes needed.	N/A
5-4 Revised	Post-Construction Inspection	Building Comm J. Brandolini Con. Com. Position vacant	Review Zoning by-law. <i>Adopt Con. Com. rules/regulations.</i>	Ad-hoc committee (Con.Com., Planning, Eng'g) drafted by-law, and new rules and regulations. April 07 Town Meeting approved by-law. CCC reviewed/commented, edits made, and final rules & regulations adopted January 5, 2009.	Conservation Commission enforce new rules and regulations.

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 6 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 7
6-1 Revised	Develop BMP Policy Guide	DPW/Eng'g R. deMello	Prepare and print guide. <i>Work thru CCC to develop guide.</i>	Reviewed and commented on proposed changes to DEP Stormwater Management Policy. Development of a BMP guide for the Cape not needed.	Continue to work with the CCC (Project Storm) and attend pertinent seminars to increase BMP knowledge.
6-2 Revised	Town Employee Training	DPW/Hwy J. Lefter	Hold annual training session. <i>Develop training program.</i>	Informal training and educating completed during past, especially relative to routine maintenance. Continued to seek more formal training through County Health, Bay State Roads Program, etc. See 3-5.	Continue informal training when opportunities arise. Continue seeking formal training or develop a program in-house.
6-3 Revised	Coordinate with Con. Com.	DPW/Con.Com deMello/vacant	Hold annual update meeting.	Annual meeting held, and numerous project-specific meetings and field visits held. Sample projects included revised drainage at Keveney Lane and Highbank Bridges during maintenance activities.	Hold annual meeting, and numerous project-specific meetings and field visits as needs arise.
6-4 Revised	Hazardous Materials Storage Program	Health Division B. Murphy	License and inspect all businesses.	Licensed 160 and inspected most businesses.	License and inspect businesses.
6-5 Revised	Used Oil Recycling	Waste Mngmnt R. Angell	Burn all used oil to heat garages.	Burned all Town-produced used oil at Waste Management and Highway Divisions to heat Town garages. Also, recycled 3,425+ gallons of used motor oil received from residents.	Burn all Town-produced used oil at Waste Management and Highway Divisions to heat Town garages.

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
7-1 Revised	Boat Pump-out Program	DNR K. von Hone	Provide boat pump-out service. <i>Construct permanent boat pump-out facility on Bass River.</i>	Collected and properly disposed over 680 gallons of wastewater from vessels in Bass River using this free pump-out service. Applied for and received a CPR grant and installed a permanent boat pump-out facility at Packet Landing on Bass River.	Maintain, and operate the permanent boat pump-out facility installed at Packet Landing on Bass River free of charge.
7-2 Revised	Street Sweeping Program	DPW/Hwy J. Lefter	Annually sweep roads in impaired watersheds.	Town completed annual sweeping of all major roads in all wetland watersheds Town wide.	Budget for street sweeping by contractor cut completely, and the only sweeping completed in 2010 were major roads and roads within wetlands watersheds as swept by the Town's vacuum sweeper.
7-3 Revised	Catch Basin Cleaning Program	DPW/Hwy J. Lefter	Clean 200+/- priority catch basins/year.	Completed locating and mapping known Town outlets (see 3-2). Set up priority catch basin cleaning program in all Town wetland watersheds.	Inspect and clean (if needed) all priority catch basins within Town wetland watersheds.
7-4 Revised	Improve Drain Outlet Quality	DPW/Eng'g R. deMello	Improve quality of 2 drain outlets/year.	Removed drainage outlets and/or installed leaching facilities at 2 sites on Mayflower Terrace in Yarmouthport.	Improve 2 drainage outlets at Bass River. Continue to apply for available grants.
7-5 Revised	Encourage MHD Action (<i>Now MDOT</i>)	DPW G. Allaire	Share Information.	Paid for design plans meeting MDOT requirements for drainage leaching facilities to leach stormwater on to Town property from State Route 28 (at Bass River). MDOT bid and awarded construction of system.	MDOT contractor finalized installation of system.

Part IV. Summary of Information Collected and Analyzed

Information provided above in Part III.