

**Municipality/Organization:** Town of Bourne

**EPA NPDES Permit Number:** MAR041094

**MaDEP Transmittal Number:** W-040428

**Annual Report Number**

**& Reporting Period:** No. 9: April 2011-April 2012

## NPDES PII Small MS4 General Permit Annual Report

### Part I. General Information

**Contact Person:** Mr. Thomas Guerino

**Title:** Town Administrator

**Telephone #:** (508) 759-0600

**Email:** Tguerino@townofbourne.com

### 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:** Thomas M. Guerino

**Title:**

Town Administrator

**Date:**

4/27/12

## **Part II. Self-Assessment**

The Town of Bourne has completed the required self-assessment and has determined that our municipality is working toward full compliance as submitted to EPA and approved as Bourne's NOI to the General Permit issued to Massachusetts under Phase II of the Regulations. The Town has been working with a consultant to complete a Comprehensive Stormwater/Erosion Control Bylaw for passage by the next possible Town Meeting, has obtained consensus among staff of the various boards involved as to approach, and is fine-tuning a semi-final draft of the bylaw. The Phase II Stormwater Management Community Oversight Group has continued to meet. Key members of the Phase II Staff Working Group have continued efforts to:

1. Be knowledgeable of the Phase II Requirements.
2. Assist in the formulation and implementation of Programs, Regulations and By-laws with Boards and Commissions.
3. The Town has requested and received a determination from U.S. Fish and Wildlife meeting the eligibility criteria for "listed species" and critical habitat.
4. Bourne has accomplished many of the objectives of the Stormwater Phase II Program, for example:
  - a. Bourne has a vacuum truck to clean storm drains, infiltration systems and the sanitary sewer collection system.
  - b. Bourne has worked closely with the Buzzards Bay National Estuary Program and has constructed many infiltration systems largely with grant funds.
  - c. Citizens of Bourne are aware of the delicate ecosystems with water on three sides and participate in sampling and cleanups of shoreline at many locations. DPW has a mechanical beach rake and cleans all beaches on a weekly basis in season.
  - d. The Town has a Pollution Task Force consisting of dedicated citizens that identify sources of pollution and seeks relief by working with regional groups, seeking funds and overseeing the formulation of corrective action.
  - e. The Integrated Solid Waste Management Department (ISWM) has initiated and financially supported curbside recycling for residents, supports a recycling drop-off center for residents, accepts recyclables from most area communities, provides four (4) hazardous waste collections per year through the County Extension, receives waste oil and paint at the drop-off center, composts leaves and makes free compost available to citizens, offers composting bins and rainbarrels, and promotes these activities with a yearly newsletter mailed to each household (8,600).
  - f. Citizens volunteer time to assist environmental groups such as Baywatch and Buzzards Bay Action Committee.
  - g. The Bourne Department of Natural Resources operates 3 boat pumpout facilities, one stationary and two vessels.
  - h. The Town has an animal waste pickup By-law and a bylaw banning dogs from beaches.
  - i. The Bourne Board of Health has adopted Regulations to prohibit illicit discharges.
  - j. Stormwater staff met with consultant on May 24, 2011 to learn about upcoming changes to the Phase II General Permit requirements.

Comprehensive Stormwater Bylaw to address BMP 4 & 5: The Town has been working with a consultant, has reviewed several drafts of a proposed General Stormwater/Erosion Control Bylaw, and is nearing completion of the bylaw to be presented for passage by the next possible Town Meeting and by appropriate boards. The Planning Board is anticipated to be the reviewing, inspecting and enforcing body for all Stormwater Management Permits except those with Conservation filings; projects before the Conservation Commission must demonstrate compliance with MA Storm Water Management Standards as reflected in an Order of Conditions from the Conservation Commission.

**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 9 (Reliance on non-municipal partners indicated, if any)	Planned Activities
1-1	Establish an Advisory Committee	1. Town Administrator 2. Board of Selectman	Task Force on Local Pollution appointed 3/30/04 as Phase II Stormwater Community Oversight Group	The Community Oversight Group meets monthly and is updated from time to time by the Town Staff Working Group.	Continued public education and outreach efforts. Continue a broad base of support for Phase II By-law enactment.
Revised 1-1-a1	Advisory Committee /Community Oversight Group Activities	Advisory Committee/Community Oversight Group	Committee/Group Members taking on “homework assignments” monitoring sets of culverts and outfalls 2011-2012	Advisory Committee/Community Oversight Group goal to be able to re-open some shellfish beds currently closed.	Continue “homework assignments”
1-1-a2			Committee Members attended stormwater trainings in 2011-2012		Continue to attend trainings as available

1-2	Town publicity initiatives	<ol style="list-style-type: none"> <li>1. Public Works Supt.,</li> <li>2. Integrated Solid Waste (ISWM) Manager</li> <li>3. Stormwater Working Group</li> <li>4. Board of Health</li> <li>5. Police Dept.</li> </ol>	Handouts and posters	<ul style="list-style-type: none"> <li>• Posters at Public Buildings</li> <li>• Regional Municipal Hazardous Waste Collections (4 times per year), flyers publicizing</li> <li>• Municipal weekly curbside recycling</li> <li>• 7 day a week drop off center</li> <li>• Used motor oil collection at drop off center.</li> <li>• Paint collection Fridays and Saturdays April – Oct. at drop off center</li> <li>• ISWM continues to publicize and offer rain barrels and compost bins to residents at a discount.</li> <li>• Flyers distributed at Town Hall on proper application of lawn products, authored by Buzzards Bay Action Committee.</li> <li>• Board of Health &amp; ISWM educate the public on how to dispose of unused medications properly, not down the drain.</li> <li>• Twice-yearly Unused Medications collection days at Police Station.</li> <li>• Fire Department has implemented a medical wastes collection program.</li> </ul>	Continue and improve this excellent program.
1-3	Network with other Agencies	<ol style="list-style-type: none"> <li>1. Supt. DPW</li> <li>2. Other Town staff, e.g. Conservation Agent, BOH Agent, Planning Dept staff</li> </ol>	Meet 2 times per year minimum.	<ul style="list-style-type: none"> <li>• Participated with Cape communities through resources of Cape Cod Commission.</li> <li>• Town is part of a current stormwater catch basin/outfall monitoring project through a grant received by Buzzards Bay National Estuary Program along with surrounding communities. Work has begun.</li> <li>• Town has been working with the Plymouth Carver Aquifer Advisory Committee to develop regionally consistent bylaws for stormwater regulations.</li> <li>• Conservation Agent works with other member of Buzzards Bay Action Committee.</li> </ul>	<ul style="list-style-type: none"> <li>• Work closely with Cape Cod Commission Group to share information and reduce costs. Work with Buzzards Bay National Estuary Program staff to get information to the public.</li> <li>• Continue to participate in Buzzards Bay National Estuary Program for stormwater catch basin/outfall monitoring.</li> <li>• Continue to utilize resources of Buzzards Bay National Estuary Program to seek Stormwater remediation construction funds.</li> <li>• Continue networking efforts</li> </ul>

**1a. Additions**

1a-1	Proper Disposal of unwanted Medications (Crush Don't Flush)	Board of Health, ISWM, Barnstable County Hazard-ous Materials Program	Reduced concentration of medications & by-products in groundwater  Number of events	<ul style="list-style-type: none"> <li>• Board of Health displays and distributes flyers (Think Twice About Unwanted Medication Disposal) by Barnstable County Hazardous Materials Program and UMass Cooperative Extension Service.</li> <li>• ISWM website continues to instruct residents not to flush pharmaceuticals down the drain.</li> <li>• Health Inspector staffed Unwanted Medications take-back day, April 30, 2011 at Bourne Police station, 175 Main St. 80 pounds of medications were collected.</li> <li>• Link on Board of Health web page <a href="http://www.townofbourne.com/Departments/Regulatory/BoardofHealth/">http://www.townofbourne.com/Departments/Regulatory/BoardofHealth/</a> to Cape Cod Extension Service pamphlet "How to Dispose of Unwanted Medications."</li> </ul>	Continue these initiatives.  Police Dept to continue this practice twice a year.
1a-2	Health Fairs	Board of Health	Number of events		
1a-3	General Stormwater information	Board of Health		<ul style="list-style-type: none"> <li>• Link on Board of Health web page to Cape Cod Extension Service info on Hazardous Waste &amp; Water Quality, and fact sheet on Drinking Water Wells detailing sources of groundwater pollution including stormwater discharge</li> </ul>	Continue these links

## 2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 9 (Reliance on non-municipal partners indicated, if any)	Planned Activities
2-1	Public Input to Process (HOTLINE)	Public Works Supt/Health Dept.	Record messages and respond to complaints	<ul style="list-style-type: none"> <li>Public is aware and has been using hotline. BOH responding to complaints</li> <li>Local Emergency Planning Committee. Selectman’s Task Force on Local Pollution investigates stormwater problems and determines pollution priorities.</li> </ul>	<ul style="list-style-type: none"> <li>Continue to inform Bourne Citizens of Hotline number and purpose.</li> <li>Meet with Civic Associations. Share information at Family Day at Town Green, Scallop Festival, and Beach Clean-up.</li> <li>Involve TRIAD (Senior organization).</li> </ul>
2-2	Work with stormwater groups to sample water quality and share information.	Stormwater Community Oversight Group/ DPW Supt.	Attendance at, and participation with Agencies and volunteer groups.	<ul style="list-style-type: none"> <li>Town is part of a current stormwater catch basin/outfall monitoring project through grant received by Buzzards Bay National Estuary Program along with surrounding communities.</li> <li>Mass. Div. Of Marine Fisheries samples local waters and determines if restrictions (or prohibitions) will be placed on shellfishing.</li> <li>BOH &amp; County sample bathing beaches for similar sanitary conditions.</li> <li>Coalition for Buzzards Bay has an active membership that regularly samples and reports water quality.</li> <li>Massachusetts Bays Program.</li> </ul>	<ul style="list-style-type: none"> <li>Continue to participate in existing programs.</li> <li>Continue to participate in Buzzards Bay National Estuary Program for stormwater catch basin/outfall monitoring.</li> </ul>
2-3	Present annual progress report at Selectmen’s meeting.	Community Oversight Group/Public Works Supt.	Meet and present information to Selectmen.	Stormwater Oversight group meets periodically with Selectmen also includes Selectmen in distribution of agendas & minutes.	Selectmen appoint the Stormwater Committee annually and are notified periodically of progress.

### 2a. Additions

2a-1	Medical Wastes Collection	Fire Dept / Joe Carrara	Medical wastes collected	Fire Department has implemented a medical wastes collection program.	Continue this program.
2a-2	Hazardous Wastes Collection	ISWM	Hazardous wastes collected	Hazardous Waste Collection Days (regional), 4 per year, one in Bourne.	Continue this program.
2a-3	Compost bins and rain barrels	ISWM	Compost bins & Rain barrels distributed	ISWM distributes composting bins and rain barrels to residents.	Continue this program.
2a-4	Municipal Compost	ISWM	Finished compost distributed to public	ISWM distributes free compost to residents	Continue this program.
20-5	Unwanted Medication Take-Back days	Police Dept/ Board of Health	Amount of medications collected	First event held on April 31,2011, 80 pounds collected	Continue this program.

### 3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 9 (Reliance on non-municipal partners indicated, if any)	Planned Activities
3-1	Inventory Storm Drain System.	Supt. DPW Planning Department	Produce map with drainage structures and outfall locations.	<ul style="list-style-type: none"> <li>• Mapping of existing Bourne Stormwater Drainage system completed, May 2006.</li> <li>• Updated inventory data received May 2006 and available on server to GIS users.</li> <li>• The Planning Department’s Engineering/Planning Tech/GIS Coordinator updates data per as-built plans of approved subdivisions. Between new &amp; newly-documented structures from plans on file, added 649 structures to inventory in 2010-2011.</li> </ul>	Engineering /PlanningTech/GIS Coordinator continue to update data per as-built plans of approved subdivisions and information provided by DPW Supt.
Revised				<ul style="list-style-type: none"> <li>• Maps of Stormwater Drainage system at DPW &amp; Town Hall.</li> <li>• DPW has three GPS units to update as necessary.</li> </ul>	
3-2	Illicit discharge detection plan.	Supt. DPW and BOH Agent	<ul style="list-style-type: none"> <li>• Respond to all complaints and record.</li> <li>• Install leaching chambers to reduce run-off to waterways.</li> </ul>	<ul style="list-style-type: none"> <li>• Public understands hotline purpose. It is utilized and response generated.</li> <li>• Staff is checking outfalls in dry weather and looking for suspicious indicators.</li> <li>• Board of Health completed a written illegal detection plan, April 2009.</li> <li>• Board of Health investigated and resolved 3 illicit discharge complaints in 2011-2012.</li> </ul>	<ul style="list-style-type: none"> <li>• Staff to continue checking outfalls in dry weather and look for suspicious indicators. Employees have been given training to also spot illicit discharges. Priorities will be set from water quality sampling and information from our HOTLINE.</li> </ul>
Revised					

<b>BMP ID #</b>	<b>BMP Description</b>	<b>Responsible Dept./Person Name</b>	<b>Measurable Goal(s)</b>	<b>Progress on Goal(s) – Permit Year 9</b> (Reliance on non-municipal partners indicated, if any)	<b>Planned Activities</b>
3-3	General Information Materials	Supt. DPW, Stormwater Community Oversight Group	Produce informational brochures or flyer. Distribute information to all employees. Distribute information to businesses. Provide to public at Library, Town Hall and Town Meeting.	Posters prominent at Town Hall and Public Library	<ul style="list-style-type: none"> <li>• Continue distribution of materials.</li> <li>• Increase distribution to schools and public gathering places.</li> </ul>
Revised					
3-4	DPW training for Illicit Connections	Supt. DPW	Hold meeting. Take attendance. Training materials available.	Meeting held for DPW personnel and a record of attendees and program is on file. (March 2012)	Continue to share training materials.
Revised					
3-5	Illicit discharge prohibition	Board of Health, Supt. DPW	Necessary Regulation changes.	Regulation adopted by Board of Health April 13, 2005	Action complete.
Revised					

### 3a. Additions

3a-1	Illicit connection and discharge detection and enforcement	Board of Health	Number of events	3 illicit discharges detected and enforcement action taken 2011-2012	Continue this activity
3a-2	Encourage restaurants to find free or low-cost markets for used cooking oils				Utilize resources of Cape & Islands Self Reliance, based at Waquoit National Estuarine Reserve, for referrals.
3a-6	Stormwater Remediation Grant Application	Department of Natural Resources	New catch basins & leaching galleys installed	<ul style="list-style-type: none"> <li>Applied for &amp; received \$20,000 grant through Buzzards bay Project for design phase of stormwater remediation project at Taylors Point marina. In process of settling on a contractor to implement the project.</li> </ul>	Continue stormwater remediation efforts.
3a-7	Stormwater Remediation, Standish Rd, Sagamore Beach	Supt. DPW	New catch basins & leaching chambers installed	<ul style="list-style-type: none"> <li>Installed two drainage systems.</li> </ul>	Completed
3a-8	Stormwater Remediation, Presidents Road, Gray Gables	Supt. DPW	New catch basin & leaching chambers installed	<ul style="list-style-type: none"> <li>Installed drainage system</li> </ul>	Completed.
3a-9	Stormwater Remediation, Wallace Ave, Buzzards Bay	Supt DPW	New catch basin & leaching chambers installed	<ul style="list-style-type: none"> <li>Installed drainage system</li> </ul>	Completed



Revised				presented for passage by the next possible Town Meeting & by appropriate boards	management Permits except for projects with Conservation filings; projects before the Conservation Commission will have to demonstrate compliance with MA Storm Water Management Standards as reflected in an Order of Conditions from the Conservation Commission.
4-3	Erosion control by-law	Planning Board, Conservation Commission, Zoning Enforcement Officer, Bldg. Inspector, DPW Supt.	Adoption of Construction Erosion Control language in a Town Stormwater By-law and/or Subdivision Regulations.	<ul style="list-style-type: none"> <li>• Construction Erosion Controls are currently required, and reviewed by Planning Staff and Planning Board, for commercial projects under Site Plan Review.</li> <li>• Town has been working with a consultant, has reviewed several drafts of a proposed General Stormwater/Erosion Control Bylaw, and is nearing completion of the bylaw to be presented for passage by the next possible Town Meeting &amp; by appropriate boards.</li> </ul>	<ul style="list-style-type: none"> <li>• Planning Board amend Subdivision Regulations to require construction Erosion Controls by specifying new standards as proposed in the new General Stormwater/Erosion Control Bylaw.</li> <li>• Town Staff, Boards &amp; Committees promote passage of new bylaw.</li> <li>• Fine-tune the draft permitting process.</li> <li>• Planning Board or authorized agents proposed to review, inspect and enforce all Stormwater Management Permits except for projects with Conservation filings; projects before the Conservation Commission will have to demonstrate compliance with MA Storm Water Management Standards as reflected in an Order of Conditions from the Conservation Commission.</li> </ul>
Revised					

4-4	Reporting Hotline	Supt. DPW/ Board of Health	Record calls and respond. Keep records	Hotline has been established and publicized and is being utilized.	Continue to inform the public of the program and how everyone can help by forwarding information via the HOTLINE
Revised					
4-5	Site plan review/ construction site inspection program	DPW Supt., Planning Board, Building Inspector, Conservation Commission	Review plans, inspect, pre-construction site visit.	<ul style="list-style-type: none"> <li>• Town has formal site plan-special permit review of commercial development, including PE Certified stormwater design, calculations, construction and post-construction erosion control measures. Conservation Commission currently reviews projects within 100 and 200 feet of wetlands resources.</li> <li>• Town has been working with a consultant, has reviewed several drafts of a proposed General Stormwater/ Erosion Control Bylaw, and is nearing completion of the bylaw to be presented for passage by the next possible Town Meeting &amp; by appropriate boards.</li> </ul>	<ul style="list-style-type: none"> <li>• Planning Board or authorized agents proposed to inspect and enforce all Stormwater Management Permits except for projects with Conservation filings; projects before the Conservation Commission will have to demonstrate compliance with MA Storm Water Management Standards as reflected in an Order of Conditions from the Conservation Commission.</li> </ul>

#### 4a. Additions

4a-1	Site Plan-Special Permit Review process adopted as amendment to Zoning Bylaw, May 2006.	Planning Board, regulatory staff		Passed unanimously by Town Meeting May 2006. Includes requirement that commercial development projects infiltrate all runoff on site, employ best management practices and control erosion and siltation. Reviewing staff recommend improved stormwater/ erosion-siltation control measures, e.g., separate infiltration of roof runoff, vegetated swales, construction entrances, and have been providing relevant fact sheets & diagrams to applicants & consultants.	Continue to require, recommend and educate re best management practices.
4a-2	Request copy of commercial projects' construction permit 1+ acre filings with EPA.	Planning Board, regulatory staff		As part of Site Plan-Special Permit review process for commercial development projects.	Continue this practice.
4a-3	Zoning Bylaw change – Backlot Division	Town Meeting, Planning Board		Amended Section 2497 – Backlot Division – in May 2010, added the language “Stormwater must be designed so that post-development runoff is contained on site and does not exceed pre-development runoff.”	Completed

### 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 9 (Reliance on non-municipal partners indicated, if any)	Planned Activities
5-1	Conservation Commission Wetlands By-law	Conservation Commission/ Agent	Town Meeting Approval of enabling by-law and/or regulations to expand and improve requirements for adequate Stormwater Management.	<ul style="list-style-type: none"> <li>• Conservation Commission currently administers provisions of the Massachusetts Wetlands Protection Act, Riverways Act, and Bourne’s own Wetland Regulations, for all development projects within 100 &amp; 200 feet of a wetlands resource.</li> <li>• Town has been working with a consultant, has reviewed several drafts of a proposed General Stormwater/Erosion Control Bylaw, and is nearing completion of the bylaw to be presented for passage by the next possible Town Meeting &amp; by appropriate boards.</li> <li>• Projects before the Conservation Commission must demonstrate compliance with MA Storm Water Management Standards as reflected in an Order of Conditions from the Conservation Commission.</li> </ul>	<ul style="list-style-type: none"> <li>• Conservation Commission review recommendations for revisions to expand and improve stormwater management practices.</li> <li>• Conservation Commission to seek Town Meeting approval of enhancements to Bourne’s wetlands regulations by adoption of the new Town Stormwater By-law.</li> </ul>
Revised					
5-2	Subdivision Regulations change	Planning Board, Zoning Enforcement Officer, Building Inspector, DPW Supt.	Regulation adopted by Planning Board and/or by-law to ensure full compliance with Stormwater requirements.	<ul style="list-style-type: none"> <li>• Stormwater Management is currently required, and standards specified by Bourne’s Subdivision Regulations.</li> <li>• Planning Board currently requires PE certification of Site Plan stormwater design consistent with Subdivision Regulations.</li> <li>• Town has been working with a consultant, has reviewed several drafts of a proposed General Stormwater/Erosion Control Bylaw, and is nearing completion of the bylaw to be presented for passage by the next possible Town Meeting &amp; by appropriate boards.</li> </ul>	<ul style="list-style-type: none"> <li>• Subsequent to passage of General Stormwater/Erosion Control Bylaw, staff to draft and Planning Board to adopt referral to General Bylaw &amp; other improvements to Subdivision Regulations as required relative to stormwater and erosion/siltation control. Staff &amp; Planning Board may recommend additional changes to Zoning Bylaw for adoption by Town Meeting.</li> </ul>
Revised					

5-3	Erosion Control by-law	Planning Board, Zoning Enforcement Officer, Building Inspector, DPW Supt.	Adoption of post-construction erosion control language in a Town Stormwater By-law and/or in Subdivision Regulations.	<ul style="list-style-type: none"> <li>• Post-construction erosion controls are currently required, and reviewed by Planning Staff and Planning Board for commercial projects under site plan-special permit review.</li> <li>• Town has been working with a consultant, has reviewed several drafts of a proposed General Stormwater/Erosion Control Bylaw, and is nearing completion of the bylaw to be presented for passage by the next possible Town Meeting &amp; by appropriate boards.</li> </ul>	<ul style="list-style-type: none"> <li>• Town Staff, Boards &amp; Committees promote passage of new bylaw.</li> <li>• Town Meeting &amp; boards adopt new bylaws &amp; regulations.</li> <li>• Town Staff &amp; Boards fine-tune proposed processes for permitting &amp; enforcement.</li> </ul>
Revised					

### 5a. Additions

5a-1	Site Plan-Special Permit Review process adopted as amendment to Zoning Bylaw, May 2006.	Planning Board, regulatory staff		Planning Board & Staff review commercial development projects re requirement that they infiltrate all runoff on site, employ best management practices and control erosion and siltation. Reviewing staff recommend improved stormwater/ erosion-siltation control measures, e.g., separate infiltration of roof runoff, vegetated swales, construction entrances, and have been providing relevant fact sheets & diagrams to applicants & consultants.	Continue to require, recommend and educate re best management practices.
5a-2	Request copy of commercial projects' construction permits 1+ acre filings with EPA.	Planning Board, staff		As part of Site Plan-Special Permit review process for commercial development projects.	Continue this practice.
5a-3	Work with Plymouth Carver Aquifer Advisory Committee on stormwater regulations	Conservation Commission, staff		Town has been working with Plymouth Carver Aquifer Advisory Committee to develop regionally consistent bylaws for stormwater regulations.	Continue this collaboration.
5a-4	Downtown Buzzards Bay Zoning – raingardens	Planning Board, regulatory staff	Raingardens constructed	New Downtown Zoning District, passed in 2008 & 2009, states landscape planting areas should be constructed to serve as stormwater raingardens.	Continue to enforce, recommend and educate re best management practices.
5a-5	Zoning Bylaw change – Backlot Division	Town Meeting, Planning Board		Amended Section 2497 – Backlot Division – in May 2010, added language “Stormwater must be designed so that post-development runoff is contained on site and does not exceed pre-	Completed

## 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 9 (Reliance on non-municipal partners indicated, if any)	Planned Activities
6-1	Street sweeping program	Supt. DPW	Spring annual sweeping all streets/parking lots. Record periodic sweeping of other areas as needed.	<ul style="list-style-type: none"> <li>• Goal has been met and exceeded. All primary arterial roadways swept a minimum of 8-9 times per year.</li> <li>• Disposal at double-lined landfill in Bourne.</li> <li>• Town utilizes 3 sweepers.</li> <li>• Winter salt stockpiles kept in storage shed.</li> </ul>	Continue this program.
Revised					
6-2	Catch basin Cleaning/drain cleaning	Supt. DPW	500 catch basins per year	<ul style="list-style-type: none"> <li>• 878 catch basins cleaned in past year with Town's Vac-All truck.</li> <li>• Disposal at municipal double-lined landfill.</li> <li>• All stormwater infiltration systems inspected and cleaned as needed.</li> </ul>	Continue this program.
Revised			350 catch basins per year.		
6-3	DPW Annual Training and Policy Guide	Supt. DPW	Preparation of document, distribution, completion of annual training and attendance	<ul style="list-style-type: none"> <li>• Training session held in March 2012. Training material &amp; attendance on file.</li> <li>• Policy document not yet complete.</li> <li>• Right-To-Know training conducted March 2012..</li> </ul>	Continue this program and complete the Policy Guide.
Revised					
6-4	Pet waste prohibition	DNR/DPW	Pet waste education, signage and collection	<ul style="list-style-type: none"> <li>• By-law exists.</li> <li>• Educational literature distributed with dog licenses. Dog-waste stations in place.</li> <li>• Dogs prohibited from beaches.</li> </ul>	<ul style="list-style-type: none"> <li>• Continue to publicize Town By-law change passed in 2006 prohibiting dogs from all Town owned beaches.</li> <li>• Continue to add more dog waste stations at busy locations.</li> </ul>
Revised					

6-5	Regional Landfill	Town Administrator, ISWM General Manager	To provide and operate a state-of-the-art double-lined landfill for region.	<ul style="list-style-type: none"> <li>• Revenues from the operation of the facility funds local collection of municipal solid waste and recyclables at the curb, also household hazardous waste collection days (off-site) for Bourne residents and property owners.</li> <li>• Residential recycling center offers drop-off for universal waste (mercury items), waste oil, used antifreeze, batteries, (NiCad, LI, auto &amp; marine), paints (latex &amp; oil), &amp; used oil filters, also Swap Shop availability for re-use of usable items.</li> <li>• Facility is also depository for street sweepings &amp; catch basin cleanings from municipal operations.</li> <li>• Quarterly monitoring protects groundwater.</li> <li>• Bylaw prohibiting water wells downgradient from landfill protects drinking water.</li> <li>• Facility offers rain barrels and compost bins.</li> <li>• ISWM website instructs residents not to flush pharmaceuticals down the drain.</li> <li>• Facility provides finished compost to residents from composting program at the landfill.</li> <li>• ISWM website offers information on sharps, hazardous waste collect dates &amp; other important information &amp; links.</li> </ul>	Facility and programs it supports are scheduled to continue.
Revised					

**6a. Additions**

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

<<if applicable>>

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

**7a. Additions**


**7b. WLA Assessment**

**Part IV. Summary of Information Collected and Analyzed**

**Part V. Program Outputs & Accomplishments (OPTIONAL)**

**Programmatic**

Stormwater management position created/staffed	(y/n)	n
Annual program budget/expenditures	(\$)	0

**Education, Involvement, and Training Phil – Cindy – Carrie**

Estimated number of residents reached by education program(s)	(# or %)	11,000 +/-
Stormwater management committee established	(y/n)	Yes
Stream teams established or supported	(# or y/n)	No
Shoreline clean-up participation or quantity of shoreline miles cleaned	(y/n or mi.)	Yes
Household Hazardous Waste Collection Days		
▪ Days sponsored	(#)	4 (regional, one in Bourne)
▪ Community participation	(%)	30%
▪ Material collected	(tons or gal)	
School curricula implemented	(y/n)	Yes

**Legal/Regulatory**

In Place  
 Prior to  
 Phase II      Under  
                                  Review      Drafted      Adopted

Regulatory Mechanism Status (indicate with "X")	In Place Prior to Phase II	Under Review	Drafted	Adopted
▪ Illicit Discharge Detection & Elimination				X
▪ Erosion & Sediment Control			X	
▪ Post-Development Stormwater Management			X	
Accompanying Regulation Status (indicate with "X")				
▪ Illicit Discharge Detection & Elimination				X
▪ Erosion & Sediment Control			X	
▪ Post-Development Stormwater Management			X	

### Mapping and Illicit Discharges

Outfall mapping complete	(%)	100%
Estimated or actual number of outfalls	(#)	154
System-Wide mapping complete	(%)	100%
Mapping method(s)		
▪ Paper/Mylar	(%)	
▪ CADD	(%)	
▪ GIS	(%)	100%
Outfalls inspected/screened	(# or %)	22
Illicit discharges identified	(#)	3
Illicit connections removed	(#) (est. gpd)	3
% of population on sewer	(%)	12%
% of population on septic systems	(%)	88%

### Construction

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

### Post-Development Stormwater Management

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	(%)	
Site inspections completed	(# or %)	
Estimated volume of stormwater recharged	(gpy)	

## Operations and Maintenance

Average frequency of catch basin cleaning (non-commercial/non-arterial streets)	(times/yr)	As needed
Average frequency of catch basin cleaning (commercial/arterial or other critical streets)	(times/yr)	As needed
Total number of structures cleaned	(#)	878
Storm drains cleaned	(LF or mi.)	Clogged only
Qty. of screenings/debris removed from storm sewer infrastructure	(lbs. or tons)	2900 Tons
Disposal or use of sweepings (landfill, POTW, compost, recycle for sand, beneficial use, etc.)		Landfill
Cost of screenings disposal	(\$)	0\$
Average frequency of street sweeping (non-commercial/non-arterial streets)	(times/yr)	Annually as needed

Average frequency of street sweeping (commercial/arterial or other critical streets)	(times/yr)	Bi-Monthly
Qty. of sand/debris collected by sweeping	(lbs. or tons)	2800 tons +/-
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.)	(location)	Landfill
Cost of sweepings disposal	(\$)	0\$
Vacuum street sweepers purchased/leased	(#)	Town owns 4
Vacuum street sweepers specified in contracts	(y/n)	0

Reduction in application on public land of: (“N/A” = never used; “100%” = elimination)		
▪ Fertilizers	(lbs. or %)	N/A
▪ Herbicides	(lbs. or %)	N/A
▪ Pesticides	(lbs. or %)	N/A

Anti-/De-Icing products and ratios	% NaCl % CaCl <sub>2</sub> % MgCl <sub>2</sub> % CMA % Kac % KCl % Sand	25% neg.     75%
Pre-wetting techniques utilized	(y/n)	Yes
Manual control spreaders used	(y/n)	Yes
Automatic or Zero-velocity spreaders used	(y/n)	No
Estimated net reduction in typical year salt application	(lbs. or %)	0 %
Salt pile(s) covered in storage shed(s)	(y/n)	Yes
Storage shed(s) in design or under construction	(y/n)	Yes