

**Municipality/Organization:** Town of Dudley, MA  
**EPA NPDES Permit Number:** MAR041108  
**MassDEP Transmittal Number:** W-  
**Annual Report Number & Reporting Period:** Year 9  
May 1, 2011 to April 30 2012

4/12/12

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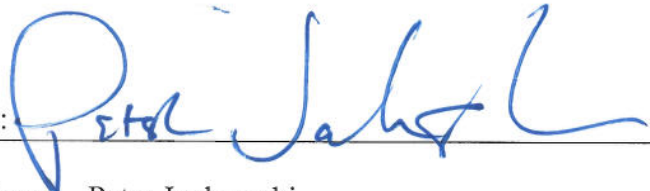
## NPDES PII Small MS4 General Permit Annual Report (Due: May 1, 2012)

### Part I. General Information

**Contact Person:** Peter Jankowski **Title:** Town Administrator  
**Telephone #:** 508 - 949 - 8001 **Email:** administrator@dudleyma.gov  
**Mailing Address:** 71 West Main Street, Dudley, MA 01571

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 Jankowski

**Title:** Town Administrator

**Date:** 4/10/2012

## Part II. Self-Assessment

The town continued its public outreach notification system utilizing twitter, its municipal webpage and PEG Television for messages regarding public concerns, including storm water & weather related issues.

This year the Town purchased a mobile public notification (Electronic Sign Board) which it uses to broadcast public announcement and emergency information.

The Town provided free storm water pamphlet “After the Storm – A Citizen’s Guide to Understanding Stormwater” at various town locations.

The town continued various programs relating to pollution control (roadside cleaning, debris removal) which directly effects storm water. The town throughout the year engages the sheriff’s community service program for roadside clean up and public facility cleans up such as the town beach area and rail trail.

The Town completed repair / replacement of two (2) catch basins storm water drainage system.

**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  |
|----------------|---|------------------------------------|--------------------|--|---|
| 101<br>Revised | Household Hazardous Waste Day                                   | Board of Health<br>Fire Department | Annual Event       | Funded event was held in May 2011.   | Completed   |
| 102<br>Revised | Checks for Leaks Program  | Water Department                   | Annual program     | Water Department “Consumer Awareness report” is mailed to all residents & businesses and included a information on checking for leaks. | Completed   |
| 103<br>Revised | PEG Channel   | Cable /Selectmen                   | “After the Storm”  | Broadcasted on the PEG Access channel in the spring. EPA / Weather channel Program   | Not completed as DVD needed to be replaced. Ordered new copy April 2012 |
| 104<br>Revised | Reverse 911 Notification Program                                | Police / Selectmen                 | As needed          | Program allows the town to give notice to all landline residents when a public concern has occurred. Used in FY 2011.                  | Program has been suspended for FY 2012 due to budget cuts.              |
| 105<br>Revised | Twitter   | Board of Selectmen                 | As Needed          | Provide short public notice to individual & organizations  | Used numerous times this year.  |
| 106            | Consumer Awareness Report                                       | Water Department                   | Annually           | Provides inform a public water supply, water quality monitoring, ect.  | Completed   |
| 107            | After the Storm – A Citizen’s Guide to Understanding Stormwater | Board of Selectmen                 | Annually           | Provided pamphlet at Town hall offices and Library   | Completed   |

**1a. Additions**

## 2. Public Involvement and Participation

| BMP ID #       | BMP Description                   | Responsible Dept./Person Name        | Measurable Goal(s)  | Progress on Goal(s) – Permit Year 9<br>(Reliance on non-municipal partners indicated, if any)                       | Planned Activities |
|----------------|-----------------------------------|--------------------------------------|---|---|--------------------|
| 201<br>Revised | Household Hazardous Waste Day     | Haz Mat Mgr                          | Annual Event  | Held in May 2011.   | Completed          |
| 202<br>Revised | Collection of Non Hazardous Waste | Board of Health                      | Earth Day – Volunteers collect roadside & water way debris & trash. | April 2011 a two day event, coordinated with local community groups   | Completed          |
| 203<br>Revised | Roadside Cleanup                  | Board of Selectmen Bldg & Gnads Dept | Roadside trash - +65 yellow trash bags                              | Utilized sheriff inmate/ community service program to clean up various roads, include Chase Ave (Rt. 197)           | Completed          |
| 204<br>Revised | Stormwater Mgt Training series    | Planning board                       | Stormwater Training Seminar   | Hosted - MA Statewide Stormwater Mgt Training seminar series: MassDEP, VHB, sde and Center for Watershed Protection | Completed Oct 2011 |
| Revised        |                                   |                                      |   |   |                    |
| Revised        |                                   |                                      |   |   |                    |

### 2a. Additions - None



### 3. Illicit Discharge Detection and Elimination

| BMP ID #       | BMP Description                       | Responsible Dept./Person Name | Measurable Goal(s)                    | Progress on Goal(s) – Permit Year 9<br>(Reliance on non-municipal partners indicated, if any) | Planned Activities |
|----------------|---------------------------------------|-------------------------------|---------------------------------------|---|--------------------|
| 301<br>Revised | Take Water Samples                    | Board of Health               | Merion Pond                           | Funded program for weekly spring & summer testing. Public beach area.                         | Completed          |
| 302<br>Revised | Town Employee Training                | Highway Department            | Annual Spring Training                | Video training on various topics including Storm related issues and Discharge detection.      | Completed          |
| 303<br>Revised | Enforce Illegal Dumping By-Law        | Board of Health               | Fines collected and dumping minimized | No Infraction for this year.  | Completed          |
| 304<br>Revised | Illegal Dumping                       | Highway and Bldg & Grounds    | Roadside Pick Up                      | Large items, various household items (couch, stove, chairs). Conducted weekly.                | Completed          |
| 305<br>Revised | Illegal Water Usage & Meter tampering | Water Department              | Curb illegal water use                | Policy gave town authority to proceed against illegal water users on the public water supply. | Completed          |
| Revised        |                                       |                               |                                       |   |                    |

### 3a. Additions - None

**4. Construction Site Stormwater Runoff Control**

| BMP ID #       | BMP Description                     | Responsible Dept./Person Name | Measurable Goal(s)                 | Progress on Goal(s) – Permit Year 9<br>(Reliance on non-municipal partners indicated, if any) | Planned Activities |
|----------------|-------------------------------------|-------------------------------|------------------------------------|---|--------------------|
| 401<br>Revised | Site Plan Enforcement               | Inspector of Buildings        | Regular Inspection of Buildings    | Full Time position conducts enforcement   | Completed          |
| 402<br>Revised | Subdivision Regulations Enforcement | Planning Board                | Regular inspection of active sites | Conducted   | Completed          |
| 403<br>Revised | Conservation By-Law                 | Conservation Commission       | Mitigation around water bodies     | Mitigation and inspection overseen by wetland specialist                                      | Completed          |
| Revised        |                                     |                               |                                    |   |                    |
| Revised        |                                     |                               |                                    |   |                    |
| Revised        |                                     |                               |                                    |   |                    |

**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 9 (Reliance on non-municipal partners indicated, if any) | Planned Activities |
|----------------|-------------------------------------|-------------------------------|-------------------------------------|--|--------------------|
| 501<br>Revised | Site Plan Enforcement               | Inspector of Buildings        | Regular Inspection of Buildings     | Full Time position conducts enforcement  | Completed          |
| 502<br>Revised | Subdivision Regulations Enforcement | Planning Board                | Regular inspection of active sites. | Conducted  | Completed          |
| 503<br>Revised | Loam & Soil Permit                  | Inspector of Buildings        | Regular inspection of active sites  | Soil & Loam permit. Issued one new permit April 2012.                                      | Completed          |
| 504<br>Revised | Conservation By-Law                 | Conservation Commission       | Mitigation around water bodies      | Mitigation and inspection overseen by wetland specialist                                   | Completed          |
| 5<br>Revised   |                                     |                               |                                     |  |                    |
|                |                                     |                               |                                     |  |                    |

**5a. Additions**

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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 9 (Reliance on non-municipal partners indicated, if any) | Planned Activities |
|----------------|-----------------------|-------------------------------|----------------------------------|--|--------------------|
| 601<br>Revised | Street Sweeping       | Dan Gion Highway              | Daily March thru October         | Downtown streets first then outer roads.   | Completed          |
| 602<br>Revised | Vacuum Catch Basins   | Dan Gion Highway              | Weekly if possible               | Scheduled for May and November for 187 catch basins.                                       | Completed          |
| 603<br>Revised | Training Of Employees | Dan Gion Highway              | Training Video                   | Stormwater video shown annually  | Completed          |
| 604<br>Revised | Used Oil Collection   | Dan Gion Highway              | Waste oil from town departments. | All waste oil is collected then disposed of by Cyn Tech Environmental, Inc.                | Completed          |
| Revised        |                       |                               |                                  |  |                    |
| Revised        |                       |                               |                                  |  |                    |

**6a. Additions**

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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 9 (Reliance on non-municipal partners indicated, if any) | Planned Activities |
|----------------|-------------------------------|-------------------------------|--------------------------------|--|--------------------|
| 701<br>Revised | Catch Basin Cleaning Program. | Dan Gion<br>Highway           | Basins Near Water<br>2x / Year | Conducted annually in May and November   | Completed          |
| Revised        |                               |                               |                                |  |                    |
| Revised        |                               |                               |                                |  |                    |
| Revised        |                               |                               |                                |  |                    |
| Revised        |                               |                               |                                |  |                    |
| Revised        |                               |                               |                                |  |                    |
| Revised        |                               |                               |                                |  |                    |

7a. Additions

|  |  |  |  |  |  |
|--|--|--|--|--|--|
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7b. WLA Assessment

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

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

(Since beginning of permit coverage unless specified otherwise by a \*\*, which indicates response is for period covering April 1, 2011 through March 31, 2012)

**Programmatic**

|   | (y/n) | (Preferred Units) | Response     |
|---|-------|-------------------|--------------|
| Stormwater management position created/staffed                |       |                   | < 1 FTE      |
| Annual program budget/expenditures **                         | (\$)  |                   |              |
| Total program expenditures since beginning of permit coverage | (\$)  |                   |              |
| Funding mechanism(s) (General Fund, Enterprise, Utility, etc) |       |                   | General Fund |

**Education, Involvement, and Training**

|  |   |   |                 |
|--|---|---|-----------------|
| Estimated number of property owners reached by education program (s)       | 45%   |   | Estimated       |
| Stormwater management committee established                                |   |   |                 |
| Stream teams established or supported                                      |   |   |                 |
| Shoreline clean-up participation or quantity of shoreline miles cleaned ** | Yes   |   | Brooks, streams |
| Shoreline cleaned since beginning of permit coverage                       |   |   |                 |
| Household Hazardous Waste Collection Days                                  |   |   |                 |
| ▪ days sponsored **  | 1   |   | 1               |
| ▪ community participation **   | 1   |   | 1               |
| ▪ material collected **  | Oils, batteries,<br>Paints, pesticides,<br>fuels, mercury | By 55 gallon drum.<br>All items at 1 drum<br>except paint at 2<br>drums |                 |
| School curricula implemented   | (y/n)   |   | N/A             |

## Legal/Regulatory

| Regulatory Mechanism Status (indicate with "X")    | In Place Prior to Phase II | Reviewing Existing Authorities | Drafted | Draft in Review | 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

|  | (Preferred Units)   | Response |
|--|---------------------|----------|
| Outfall mapping complete   | (%)                 |          |
| Estimated or actual number of outfalls                             | (#)                 |          |
| System-Wide mapping complete (complete storm sewer infrastructure) | (%)                 |          |
| Mapping method(s)  |                     |          |
| ▪ Paper/Mylar  | (%)                 |          |
| ▪ CADD   | (%)                 |          |
| ▪ GIS  | (%)                 |          |
| Outfalls inspected/screened **                                     | (# or %)            |          |
| Outfalls inspected/screened (Since beginning of permit coverage)   | (# or %)            |          |
| Illicit discharges identified **                                   | (#)                 |          |
| Illicit discharges identified (Since beginning of permit coverage) | (#)                 |          |
| Illicit connections removed **                                     | (#); and (est. gpd) |          |
| Illicit connections removed (Since beginning of permit coverage)   | (#); and (est. gpd) |          |
| % of population on sewer   | (%)                 |          |
| % of population on septic systems                                  | (%)                 |          |



### Construction

|  | (Preferred Units) | Response |
|--|-------------------|----------|
| Number of construction starts (>1-acre) **   | (#)               | 8        |
| Estimated percentage of construction starts adequately regulated for erosion and sediment control ** | (%)               | 100%     |
| Site inspections completed **  | (# or %)          | 100%     |
| Tickets/Stop work orders issued **   | (# or %)          | 2        |
| 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 | (%)      | 1 |
| Site inspections (for proper BMP installation & operation) completed **  | (# or %) | 2 |
| BMP maintenance required through covenants, escrow, deed restrictions, etc.  | (y/n)    | N |
| Low-impact development (LID) practices permitted and encouraged  | (y/n)    | Y |
|  |          |   |
|  |          |   |

### Operations and Maintenance

|  |                 |                     |
|--|-----------------|---------------------|
| Average frequency of catch basin cleaning (non-commercial/non-arterial streets) **           | 1 x annually    | Completed           |
| Average frequency of catch basin cleaning (commercial/arterial or other critical streets) ** | 2x at waterways | Completed           |
| Qty of structures cleaned **   |                 | + 935               |
| Qty. of storm drain cleaned **   |                 | 1500 LF             |
| Qty. of screenings/debris removed from storm sewer infrastructure **                         | (lbs. or tons)  | 93.5 tons           |
| Disposal or use of screenings (landfill, POTW, compost, beneficial use, etc.) **             |                 | Back Fill & Compost |



| Basin Cleaning Costs                              |                         |  |          |
|---|-------------------------|--|----------|
| • Annual budget/expenditure (labor & equipment)** | (\$)                    |  | In house |
| • Hourly or per basin contract rate **            | (\$/hr or \$ per basin) |  |          |
| • Disposal cost**                                 | (\$)                    |  |          |
| Cleaning Equipment                                |                         |  |          |
| • Clam shell truck(s) owned/leased                | (#)                     |  |          |
| • Vacuum truck(s) owned/leased                    | (#)                     |  | 1        |
| • Vacuum trucks specified in contracts            | (y/n)                   |  |          |
| • % Structures cleaned with clam shells **        | (%)                     |  |          |
| • % Structures cleaned with vector **             | (%)                     |  | 100 %    |

|   | (Preferred Units)  | Response            |
|---|--------------------|---------------------|
| Average frequency of street sweeping (non-commercial/non-arterial streets) **           | (times/yr)         | 1x/2x at waterways  |
| Average frequency of street sweeping (commercial/arterial or other critical streets) ** | (times/yr)         | 1x/2x at waterways  |
| Qty. of sand/debris collected by sweeping **  | (lbs. or tons)     | + 2000 yards        |
| Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.) **                | (location)         | Road fill & Compost |
| Annual Sweeping Costs   |                    |                     |
| • Annual budget/expenditure (labor & equipment)**                                       | (\$)               | In house            |
| • Hourly or lane mile contract rate **  | (\$/hr. or In mi.) |                     |
| • Disposal cost**   | (\$)               |                     |
| Sweeping Equipment  |                    |                     |
| • Rotary brush street sweepers owned/leased   | (#)                |                     |
| • Vacuum street sweepers owned/leased   | (#)                | 1                   |
| • Vacuum street sweepers specified in contracts   | (y/n)              |                     |
| • % Roads swept with rotary brush sweepers **   | %                  |                     |
| • % Roads swept with vacuum sweepers **   | %                  | + 90 %              |

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

|   |             |       |
|---|-------------|-------|
| <ul style="list-style-type: none"> <li>▪ Fertilizers</li> <li>▪ Herbicides</li> <li>▪ Pesticides</li> </ul> | (lbs. or %) | N / A |
|   | (lbs. or %) | N / A |
|   | (lbs. or %) | N / A |
|   | (y/n)       | N     |
| Integrated Pest Management (IPM) Practices Implemented  |             |       |
|   |             |       |

|  | (Preferred Units)   | Response                                   |
|--|---|--|
| Average Ratio of Anti-/De-Icing products used **   | % NaCl<br>% CaCl <sub>2</sub><br>% MgCl <sub>2</sub><br>% CMA<br>% Kac<br>% KCl<br>% Sand | 17 – 20 %<br><br><br><br><br><br>80 – 20 % |
| (also identify chemicals and ratios used in specific areas, e.g., water supply protection areas) |   |  |
| Pre-wetting techniques utilized **   | (y/n or %)  | No   |
| Manual control spreaders used **   | (y/n or %)  | Yes  |
| Zero-velocity spreaders used **  | (y/n or %)  | No   |
| Estimated net reduction or increase in typical year salt/chemical application rate               | (±lbs/ln mi. or %)  | - 75%                                      |
| Estimated net reduction or increase in typical year sand application rate **                     | (±lbs/ln mi. or %)  | - 75%                                      |
| % of salt/chemical pile(s) covered in storage shed(s)  | (%)   | 100%                                       |
| Storage shed(s) in design or under construction  | (y/n or #)  | N  |
| 100% of salt/chemical pile(s) covered in storage shed(s) by May 2008                             | (y/n)   | Yes  |
|  |   |  |
|  |   |  |

### Water Supply Protection

|   |          |  |
|---|----------|--|
| Storm water outfalls to public water supplies eliminated or relocated   | # or y/n |  |
| Installed or planned treatment BMPs for public drinking water supplies and their protection areas                                   | # or y/n |  |
| <ul style="list-style-type: none"><li>• Treatment units induce infiltration within 500-feet of a wellhead protection area</li></ul> | # or y/n |  |