

**Municipality/Organization:** Town of Groveland

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**EPA NPDES Permit Number:** MA041195

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**MaDEP Transmittal Number:** W-035834

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**Annual Report Number**

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

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## NPDES PII Small MS4 General Permit Annual Report

### Part I. General Information

Contact Person: Elizabeth A. Gorski

Title: Chairman – Board of Selectmen

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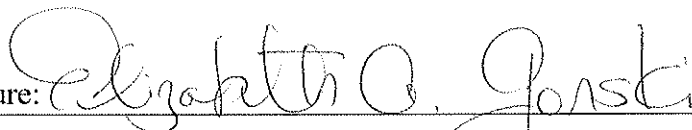
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#### Certification:

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: Elizabeth A. Gorski

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Title: Chairman – Board of Selectmen

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Date: May 1, 2012

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## Part II. Self-Assessment

- Stormwater Committee met and discussed funding sources and required funding for the reporting period
- A compost site located at the Highway Department received a permit from MA DEP for 2012. All catchbasin screenings and debris and all street sweepings are to be used for compost. The compost is to be used as loam for town property and road sides.
- Use of NaCl and liquid Ice-Ban for roadways for reporting period. Sand used only for steep hills, curves and designated “low salt areas”.

**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 -- Permit Year 10
1A Revised	Public Education Seminars	Board of Selectmen	Number per year	Stormwater Committee met one time in year 9. Meeting open to the public.	Stormwater Committee to hold meetings as required.
1B Revised	Storm water education flyers	Board of Selectmen	Number of flyers dist. per year	No flyers distributed this period.	Committee will evaluate whether additional mailings are justified.
1C Revised	Storm water web page	Board of Selectmen	Number of web page visits	Stormwater Committee informational web page being maintained	Continue monitoring and maintenance.
1D Revised	Local cable station campaign	Board of Selectmen	Number of times shown	None this period.	Determine feasibility of cable campaign for next period.

**1a. Additions**

1E	Public Education Table	Board of Selectmen	Staff Table	None.	Staff table at Groveland Day -- Fall 2012.
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**2. Public Involvement and Participation**

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 9 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 10
2A Revised	Comment & Q&A at seminars. <i>Present annual report to Board of Selectmen</i>	Board of Selectmen	Document concerns & respond	None to date	Make presentation to Board of Selectmen.
2B Revised	Volunteer cleanup & monitoring	Board of Selectmen	# of volunteers & accomplishments	None to date	Determine additional groups to hold “Stream cleanup days”. It is anticipated that the Boy Scouts will volunteer. Attempt to coordinate with Earth Day
2C Revised	Local business partnerships	Board of Selectmen	# per year & accomplishments	None to date	None planned

**2a. Additions**

2D	Storm Drain Stenciling	Board of Selectmen	Number of drains stenciled	None this period	Evaluate the need to re-stencil in permit year 10.

### 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 – Permit Year 10
3A Revised	Storm Drain System Map	Board of Selectmen	Percent of System Mapped	Storm Drain map partially complete	Up-date and complete map as needed.
3B Revised	Ordinance prohibiting illicit discharges	Board of Selectmen	Adoption of ordinance	Bylaw being reviewed	Bylaw to be adopted at Fall Town Meeting.
3C Revised	Plan to detect illicit discharges	Board of Selectmen	# of illicit discharges identified	Ongoing observation by DPW Personnel	Ongoing observation by DPW personnel

### 3a. Additions

3D	Inspect outfalls / perform dry weather screening	DPW	Number of Outfalls inspected / screened	None to date.	Begin inspection and screening as funds and time permit.

**4. Construction Site Stormwater Runoff Control**

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 – Permit Year 10
4A Revised	Ordinance for erosion & sediment control at construction sites	Board of Selectmen	Adoption of ordinance	Bylaw in place	None.

**4a. Additions**


### 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 – Permit Year 10
5A	Enforce MA DEP WPA Storm water management policy on sites > 1ac.	Board of Selectmen	Adoption of Site Plan review Zoning By-Law	All new subdivisions and site plans comply with MA DEP WPA Stormwater Management Policy	Maintain conformance
Revised					

### 5a. Additions

5B	Ordinance for post stormwater management	Board of Selectmen	Adoption of ordinance	Bylaw in place	None.
5C	Low Impact Development stormwater management incorporated into subdivision regulations	Planning board	Adoption of new regulations	Regulations being reviewed.	Adopt 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 9 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 10
6A Revised	Develop municipal O&M plan	Office of the Road Commissioner	# of structures/streets cleaned, amount of employee training	Main arterials are swept and catchbasins cleaned twice/year. Non-arterials are swept and catchbasins cleaned once/year.	Maintain O&M
6B Revised	Upgrade inadequate drainage systems	Office of the Road Commissioner	Number of upgrades per year	New drainage improvements on Balch Avenue – 2 new catch basins	Maintain O&M

### 6a. Additions




**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 – Permit Year 9
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)	
Annual program budget/expenditures	(\$)	

**Education, Involvement, and Training**

Estimated number of residents reached by education program(s)	(# or %)	
Stormwater management committee established	(y/n)	Yes
Stream teams established or supported	(# or y/n)	
Shoreline clean-up participation or quantity of shoreline miles cleaned	(y/n or mi.)	
Household Hazardous Waste Collection Days		
▪ days sponsored	(#)	
▪ community participation	(%)	
▪ material collected	(tons or gal)	
School curricula implemented	(y/n)	

**Legal/Regulatory**

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

<ul style="list-style-type: none"> <li>▪ Post-Development Stormwater Management</li> </ul>			
Accompanying Regulation Status (indicate with "X")			
<ul style="list-style-type: none"> <li>▪ Illicit Discharge Detection &amp; Elimination</li> <li>▪ Erosion &amp; Sediment Control</li> <li>▪ Post-Development Stormwater Management</li> </ul>			

**Mapping and Illicit Discharges**

Outfall mapping complete		(%)
Estimated or actual number of outfalls		(#)
System-Wide mapping complete		(%)
Mapping method(s)		
<ul style="list-style-type: none"> <li>▪ Paper/Mylar</li> <li>▪ CADD</li> <li>▪ GIS</li> </ul>		(%)
		(%)
		(%)
Outfalls inspected/screened		(# or %)
Illicit discharges identified		(#)
Illicit connections removed		(#)
% of population on sewer		(est. gpd)
% of population on septic systems		(%)
		(%)

**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)
Average frequency of catch basin cleaning (commercial/arterial or other critical streets)	(times/yr)
Total number of structures cleaned	(#)
Storm drain cleaned	(LF or mi.)
Qty. of screenings/debris removed from storm sewer infrastructure	(lbs. or tons)
Disposal or use of sweepings (landfill, POTW, compost, recycle for sand, beneficial use, etc.)	
Cost of screenings disposal	(\$)

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

Reduction in application on public land of: ("N/A" = never used; "100%" = elimination)	
▪ Fertilizers	(lbs. or %)
▪ Herbicides	(lbs. or %)
▪ Pesticides	(lbs. or %)
*Only used by turf management professionals for town ballfields.	

Anti-/De-Icing products and ratios	% NaCl % CaCl <sub>2</sub> % MgCl <sub>2</sub> % CMA % Kac % KCl % Sand
Pre-wetting techniques utilized	(y/n)
Manual control spreaders used	(y/n)
Automatic or Zero-velocity spreaders used	(y/n)
Estimated net reduction in typical year salt application	(lbs. or %)
Salt pile(s) covered in storage shed(s)	(y/n)
Storage shed(s) in design or under construction	(y/n)