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Municipality/Organization: Town of Webster, MA

EPA NPDES Permit Number: MAR041170

Annual Report Number
& Reporting Period: No. 9: April 1, 2011 – March 31, 2012

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: **J.T. Gaucher, P.E.** Title: **DPW Director**

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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: **John McAuliffe**

Title: **Town Administrator**

Date: 4/27/12

Part II. Self-Assessment

The Town had developed a Stormwater Management Plan with program priorities for 2003-2008 including:

1. Achieving regulatory compliance, particularly EPA and DEP Phase II NPDES permit requirements;
2. Incorporating storm water protection measures into municipal activities;
3. Focusing activities on target pollution reduction (e.g. Section 303.d. waters and protecting the Town's water supply);
4. Ensuring that the Program is current and innovative; and
5. Providing Program administration.

The Water Quality Stewardship element of the program focused on the protection of the local water supply and addressing the State's Section 303.d waters located within the Town. To this end, staff will continue to develop and improve the Program activities to reduce storm water pollution to the maximum extent practicable and eliminate prohibited non-storm water discharges, while facilitating understanding and involvement in storm water management by various Town departments. Program priorities will also focus on increased efforts to reduce target pollutants and restore local water bodies.

The Town is committed to working with local watershed associations and local businesses to advance their goals and objectives. Another high priority of staff will be to keep abreast of the latest technology and approaches to achieve storm water management. Program activities will also strive to encourage environmental stewardship and continue to build on partnerships with other agencies, neighboring towns, and the community for active participation in accomplishing the Program mission.

The activities performed during Permit Year Nine focused on moving forward with funding for a comprehensive stormwater management program (see plan of study attached) structured around the draft MS4 permit, continued support of the efforts of volunteer (Lake Webster Association/French River Connection) and governmental organizations (Central Massachusetts Mosquito Control Program).

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	Planned Activities
1.a.	Educational Flyers and Pamphlets	DPW/Gaucher	# of materials created and distributed	This BMP has shifted from a paper-based information distribution to a web-based distribution. The Town is working in collaboration with the two volunteer watershed associations representing the major waterways/bodies in Webster – the Lake Webster Association and the French River Connection. Both of their websites promote smart landscaping, avoidance of phosphate application, and other storm water BMP's.	Develop educational materials targeted specifically to residents, businesses, developers and industry. Material may include Educational Displays, local access cable announcements, informational pamphlets and press releases. Town intends distribute two such messages in 2012.
1.b.	Newspapers – Press Releases	DPW/Gaucher	# of stormwater related articles published	Roadside cleanup for Earth Day 2011 was advertised in the Webster Times. Street sweeping schedule was advertised by the DPW in 2011-2012.	See 1.a
1.c.	Local Cable Access Channel	DPW/Gaucher	# of public service announcements made on television	Roadside cleanup for Earth Day was advertised on the local access channel. Street sweeping schedule was advertised by the DPW in 2011-2012	See 1.a
1.d.	Hazardous Waste Collection Day	DPW/Gaucher	# of people participating/list of materials collected	A Hazardous Waste Collection Day was not held due to budget cuts	Seek funding for a Hazardous Waste Collection Day

2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 9	Planned Activities
2.a.	Storm Drain Stenciling	DPW/Gaucher	# of drains stenciled	No stenciling conducted during this period	Continue to locate and stencil storm drains as needed.
2.b.	Stream Cleanup and Monitoring	DPW/Gaucher	# of participants and locations of streams	<p><u>Monitoring:</u></p> <ul style="list-style-type: none"> Webster Lake Association: 7 sampling events at up to 9 locations, with a total of ~50 volunteers. Locations: Lake Webster, Browns Brook, Mine Brook, Sucker Brook French River Connection: 9 sampling events at 5 locations within the French River using 20 volunteers. 	Continue collaboration and encouragement of the monitoring and cleanup efforts of the Lake Webster Association, and the French River Connection. Attended consultant presentation on the state of Webster Lake on December 14, 2011
2.c.	Roadside Cleanup Day	DPW/Gaucher	Hold volunteer-driven clean-up day once per year	The Town of Webster conducted a roadside cleanup on or about Earth Day 2011. This was sponsored by the Webster-Dudley Business Alliance, which included the local recycling waste hauler Little River Recycling.	Continue with support of Earth Day

3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 9	Planned Activities
3.a.	Mapping of Stormwater outfalls	DPW/Gaucher	Map locations of all storm structures	In March, 2011, the Town contracted to have an aerial flyover conducted of the Town as the first step in the mapping of the MS4 system.	Prepare map of stormwater system using previously completed flyover combined with field survey and existing data.
3.b.	Capital Planning/Budget	DPW/Gaucher	Amount of money needed for future projects	The town received an SRF loan for \$434, 231 to prepare system mapping and comprehensive SWMP	Identify capital projects as needed.
3.c.	Assess Current By-Laws/Amend to Meet Phase II Regulations	DPW/Gaucher	By-Law Language to prohibit illicit discharges	Town received funding for the stormwater program and has issued a consultant contract for the program which includes drafting bylaws including prohibition of illicit discharges	Prepare draft bylaws/amendments to meet Phase II regulations including illicit discharges
3.d.	BMP Installation	DPW/Gaucher	# of BMP's installed	Replaced/repaired non functioning drain line in East Main Street to mitigate erosion	Seek funding for additional installation of BMP's. The Webster Lake Association has identified a potential backlog of 17 additional stormwater structural BMP's to be installed as capital funding is acquired.

Additional Activities: Town conducted fecal coliform sampling weekly during summer months at beaches along Webster Lake. Webster Lake Association and French River Connection sampling activities and results, which are detailed in the Public Participation MCM, was shared with the Town and DEP.

4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) Permit Year 9	Planned Activities –
4.a.	Site Plan Review	Planning Board, Conservation Commission	# of sites reviewed prior to construction	Prior to approval and construction of any site, the Planning Board, Conservation Commission, Zoning Board, DPW Director, Water & Sewer superintendents and the Town's consulting engineering firm review all proposals. The Town received 5 plans for Site Plan review between April 2011 and March 2012. The Conservation Commission reviewed 20 Notices of Intent for compliance with the MA Stormwater Management standards under the MA Wetlands Protection Act.	Continue plan review under existing by-law (until new one is in place) and Wetland Protection Act. Continue to work with developers to incorporate BMPs during construction activities.
4.b.	Building Permit Requirement	Building Dept.	# of building permits issued	This BMP removed from the SWMP, as it does not directly relate/measure stormwater protection.	N/A.
4.c.	Inspection	Planning Board/ Conservation Commission DPW	# of sites inspected	During the construction of subdivisions, site visits are performed at least weekly and more often during crucial points of construction. Sign off sheets are used to identify compliance with approved specifications during every step of the construction project.	Continue inspection /reporting under existing by-law and Wetland Protection Act and documenting the number of site visits during the year.
4.d.	Assess Planning Board Regulations/Amend to meeting Phase II Regulations	Planning Board	Regulations to control runoff from construction projects	Town received funding for the stormwater program and has issued a consultant contract for the program which includes drafting bylaws including construction site runoff control.	Develop draft regulations to meet Phase II regulations including construction site runoff.

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	Planned Activities
5.a.	Eliminating Curbs and Gutters	Highway/ Pizzetti	# of curb cuts made in existing developments	The Town issued 11 curb cuts between April 2011 and March 2012.	Continue to monitor curb cuts.
5.b.	Urban Forestry	DPW/Gaucher	# of trees planted as a result of urban forestry	As part of Site Plan approval/community development, 5 trees were planted during the reporting period.	Continue to investigate grants and programs associated with Urban Forestry. Look into possibility of local schools helping with plantings, as previously done in town 10+ years ago.
5.c.	Zoning	Office of Community Development/ Cyr	The amount of open space protected by zoning codes	No change this year.	Continue to look for opportunities to increase open space.
5.d.	Assess Town Regulations/Amend to meet Phase II Regulations	Planning Board	Regulations to control post-construction runoff	Town received funding for the stormwater program and has issued a consultant contract for the program which includes drafting bylaws including post-construction runoff control.	Prepare draft regulations to meet Phase II regulations including post construction site runoff.

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	Planned Activities
6.a.	Parking Lot and Street Cleaning	Highway/ Pizzetti	# of scheduled road cleanings	The Town of Webster has approximately 140 miles of streets. From April 2011 to March 2012, all paved streets were swept in the Spring and Fall. Main Street and trouble spots received additional sweeping as needed.	Continue to sweep all paved streets.
6.b.	Road Salt/Sand/Mix Application and Storage	Highway/ Pizzetti	Cubic yards of salt/sand/mix applied to roadways and location of storage.	In Permit Year 8, the Town continued use of ClearLane and has discontinued the use of road sand. Webster Lake monitoring showed a drop in conductivity as a result of reduced salt use.	Continue the use and advocacy for the ClearLane Enhanced Deicer.
6.c.	Drain System Cleaning	Highway/ Pizzetti	# of storm drains cleaned regularly	The vast majority of the Town's 1,700 catch basins were cleaned and documented within the reporting period	Continue the program and improve efficiency annually.
6.d.	Outfall Cleanup and Monitoring	DPW/Gaucher	# of outfalls examined and cleaned	<ul style="list-style-type: none"> Highway Dept: Approximately 6-7 storm drain outfalls examined and cleaned by the DPW staff during the Spring, Summer, and Fall 2011. 	<ul style="list-style-type: none"> Continue outfall cleanup and monitoring for signs of potential illicit discharges by DPW Staff. DPW to incorporate the CMMCP IDDE observations into their IDDE program.
6.e.	DPW Employee Education	DPW/Gaucher	# Employees Trained; # Facilities	Highway Dept. employees trained off-site in Phase II Stormwater and alternative road deicing methods.	Continue to hold annual training to cover illicit discharge detection procedures and good housekeeping practices and procedures.