



TOWN OF BURLINGTON

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April 8, 2013

Ms. Glenda Velez
United States Environmental Protection Agency
5 Post Office Square (OEP06-01)
Boston, Massachusetts 02109-3912

RE: Municipality: Town of Burlington, Massachusetts
Reporting Year: Year 10, May 1, 2012 – May 1, 2013
EPA NPDES Permit: MAR041030
MassDEP Transmittal: W-035750

Dear Ms. Velez,

I am pleased to submit the 2012-2013 NPDES Small MS4 Annual Report for the Town of Burlington, detailing our efforts to promote and maintain clean water through the implementation of our Stormwater Management Program. This letter and the enclosed summary table constitute our annual self-assessment for compliance with the NPDES permit conditions.

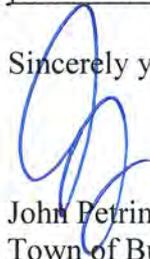
The Town of Burlington has made significant progress toward achieving measurable goals in the management of stormwater during the past year. While the enclosed summary table offers a complete analysis of activities, some highlights from the 10th permit year are listed below.

- The Town of Burlington is again teaming up with the Shawsheen River Watershed Association to offer a guided canoe trip on the Shawsheen River, from which Burlington draws drinking water supply. This was one of our most well-attended events last year and we are looking forward to holding it again.
- The Town has continued to engage residents in activities designed to help improve water quality, and in turn educate attendees, throughout town. Clean up events have been held at the Mill Pond Conservation area – home to the Mill Pond Reservoir, the Sawmill Brook Conservation Area – home to the perennial stream known as Sawmill Brook, and at many other conservation areas. We have worked with local scouting troops, the student environmental group at the high school, and many local residents on these important clean up events.

- Staff involved with development permitting has been meeting twice monthly to discuss upcoming development projects and stormwater management is always a component of the discussion. Additionally, Conservation, Planning, Engineering, and Health Department staff has been meeting monthly to further discuss stormwater review and permitting and to improve interdepartmental efforts to better manage stormwater.
- Low-Impact Development (LID) techniques have continued to be promoted and utilized for development projects in town and we have seen the installation of permeable pavers at a multi-family residential development, porous asphalt at a commercial property, and several bioretention basins at residential and municipal properties throughout town.
- Conservation Department staff held a “wetlands training” for Department of Public Works supervisors on good-housekeeping measures for project sites. The training was designed to help managers identify wetlands in the field, learn new techniques to better manage construction site erosion and sedimentation, and to understand the importance of protecting our water resources. This training was well-attended and will likely be an annual training henceforth.

If you have any questions or comments regarding the content of this annual report or our Stormwater Management Program, please contact Jodie Wennemer, Conservation Assistant / NPDES Permit Coordinator by calling 781-270-1655 or via email at jwennemer@burlmass.org.

Sincerely yours,



John Petrin, Town Administrator
Town of Burlington, Massachusetts

CC: Frederick Civian, MA DEP

Public Education and Outreach - Annual Report

Town of Burlington - Storm Water Management Program - Reporting Period: May 1, 2012 to May 1, 2013

BMP ID #	BMP Description	Measurable Goal	Progress Toward Achieving Goals	BMP Still Approp	Activities for next Reporting Cycle	Changes Req'd in BMP	Comments, Notes, and/or Summary of Results
1 - 1	Develop brochure and / or fact sheet for homeowners	Final drafts - 1st yr; review by SWMC; distribute 2nd year	Extensive research done to identify resource materials. Pamphlet for homeowner has been drafted and reviewed by SWMC. Edits were incorporated. Brochure was mailed to all residents within Town.	Yes	This should be amended and re-sent in 2013	Yes – should be re-done	Completed - Brochure addresses 'What is storm water pollution', 'What you can do', auto maintenance, yard work, herbicides and pesticides, landscaping, and painting.
1 - 2	Develop brochure and fact sheet for sector businesses	Draft within 2nd year; review by SWMC; distribute 3rd year	Draft brochure for business sectors was reviewed by BOH staff for food service facilities and finalized. Brochure was formatted, printed, addressed and mailed to all businesses within the Town of Burlington.	Yes	This should be amended and re-sent in 2013	Yes – should be re-done	Completed - Draft brochure for business sectors was reviewed by BOH staff for food service facilities and finalized. Brochure was formatted, printed, addressed and mailed to all businesses within the Town of Burlington. Brochure addresses: <ul style="list-style-type: none"> - general best practices for all - landscape contractors - food service facilities - automotive repair shops
1 - 3	Collect / assemble educational materials for school use	Discuss with schools and collect materials	Efforts were made to identify educational materials for school use during 1 st and 2 nd permit years. Additional efforts were made to research appropriate curriculum for inclusion at town schools.	Yes	Efforts should be made to work with all schools to incorporate Project Wet or similar curriculum into existing framework.	No	Ongoing – Water pollution is discussed as part of the water cycle in grade 2 classes. The high school environmental education teacher covers water quality and pollution with students. Additional efforts should be made to incorporate water pollution curriculum (such as Project Wet) in other grades.
1 - 4	Place educational materials for BMPs 1-3 in library	If suitable materials found, discuss with library and place materials in library.	Materials were identified and used for a “Stormwater Display” which was in place for the month of April 2012.	Yes	Set up “Stormwater Display” again in April 2013. Create kit for kids area.	Yes – library materials should be different than 1-3	Ongoing – The Burlington Public Library featured a “Stormwater Display” during the month of April, 2012 which will be on display in April, 2013 as well. The display had books, periodicals, worksheets, and activities relating to water quality. Additionally, we are looking into creating a “Water Quality Activity

							Kit” for use in the children’s area, which will be a permanent resource with activities and references.
1 - 5	Add storm water information and links to Town web site	Convert materials to pdf format in 4th yr; develop web pg 5th yr	Web site was created in year 5, with customized materials for various audiences. However, the Town website has since undergone a redevelopment and the Stormwater pages are being revisited at this time.	Yes	Create up-to-date web pages for residential, commercial, industrial, and municipal audiences utilizing new CMS based site.	No	Completed - Researched, developed, and customized for Town of Burlington residents extensive materials for public education on the subject of storm water pollution prevention for businesses and homeowners for development of Storm Water Information web pages for the Town. Ongoing – New pages are needed as the website has been redeveloped. Up-to-date materials needed.
1 - 6	Publicize SWMC meetings for public education opportunities	Conduct at least 4 public meetings in 5 years	Annual meetings are usually held either in the spring or fall each year. Press releases are issued to local papers.	Yes	Will continue	No	Ongoing An annual meeting to be held in near future. Original 5 year permit committed to conducting 4 public meetings over the 5 year term. We have met that commitment. Public Meeting March 2011 Held to discuss the pending new stormwater regulations. Purpose of meeting was to educate Town board members and the public of pending NPDES regulations due out in 2011.
1-7 added for 2012- 2013	Public Education Outings	Conduct public education outings on the subjects of water quality, stormwater, and watershed science	The Conservation Department held regular outings, including Vernal Pool ID workshops, Canoe Trip on the Shawsheen, Drinking Water Reservoir Clean Up, and others	Yes	Will continue	no	Ongoing Monthly nature walks were implemented to increase public awareness of the importance of protecting natural resources. Nature walks for public education are planned to continue indefinitely.
1-8 added for 2012- 2013	Municipal Employee Education	Hold regular meetings to discuss stormwater management, conduct trainings, organize educational outings	Development / Permitting meetings are held twice monthly during which projects are reviewed for permit compliance, including stormwater issues. Stormwater meetings are	Yes	Will continue	No	The tour of the Lexington DPW facility might be offered again to a larger subset of town employees. The Wetlands 101 training should occur yearly prior to the start of construction season. Stormwater specific meetings should

			<p>held once monthly, during which stormwater management is reviewed and LID opportunities discussed.</p> <p>Town employees were invited and toured the Lexington DPW facility which features successful LID techniques.</p> <p>Held Wetlands 101 training with DPW supervisors to help them identify sensitive areas and seek assistance and/or permitting when necessary.</p>				<p>commence with the re-issuance of the NPDES permit.</p>
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Public Involvement and Participation - Annual Report

Town of Burlington - Storm Water Management Program - Reporting Period: May 1, 2012 to May 1, 2013

BMP ID #	BMP Description	Measurable Goal	Progress Toward Achieving Goals	BMP Still Approp	Activities for Next Reporting Cycle	Changes Req'd in BMP	Comments, Notes, and/or Summary of Results
2 - 1	Document existing public involvement opportunities	Summarize in 1st annual report	No activity	No	None	Yes	<i>Not continued</i> - Summary of existing public involvement opportunities (BMP 2-1) is not useful, since these opportunities are now being created under the EPA permit (i.e., Annual SWMC meeting, hearings on new bylaws, etc). This BMP will not be continued.
2 - 2	Publicize participation opportunities with Shawsheen, Mystic River, and Ipswich Watershed Associations	Monitor publicity generated in local newspapers during permit term. Provide assistance to ensure publicity if needed.	Communication and collaboration has been established with SRWA, MyRWA, and IRWA. Events and outings are cross publicized. Stream teams are forming and training will be coordinated with watershed associations.	Yes	Continue monitoring for publicity of appropriate events.	No	<i>Ongoing</i> - Activities of the Shawsheen, Mystic River, and Ipswich Watershed Associations are shared with the Burlington Conservation Stewards email distribution list. We have had a modest response to our call for Stream Team volunteers and will begin sampling and clean up efforts in the spring of 2013.
2 - 3	Plan and implement projects with High School environmental group	Develop plan and implement projects during 4th and 5th years of permit	A storm drain marking project was accomplished in May 2012. Another is planned for May 2013. Students worked with Conservation to hold an electronics recycling day in January 2012.	yes	Additional streets may be targeted for stormwater catch basin marking during subsequent permit year.	No	<i>Ongoing</i> - New aluminum storm drain markers were ordered in February 2012. These markers will remain in place longer than spray paint stencils and will not erode toxic chemicals into our wetlands. Additionally, the students will not be exposed to VOCs during the project.
2 - 4	Publicize SWMC meetings for opportunities for public involvement	Maintain copies of publicity in file over 5 year permit term	Press releases were issued to local newspapers.	Yes	Press releases will continue to be issued.	No	<i>Ongoing</i> - will publicize meetings when held.
2 - 5	Issue press releases when storm water materials in library	Maintain copies of publicity in file over 5 yr permit term	The Burlington Public Library will be featuring a Stormwater Display during the month of April 2012. This display will include books, periodicals, worksheets, and activities relating to stormwater that have been identified and collected.	Yes	Press releases will be issued announcing the stormwater display.	No	<i>Ongoing</i> - Press releases are drafted announcing the stormwater display for the month of April in the Burlington Public Library.
2-6	Collaborate on watershed based	Identify BMP retrofit	MyRWA led regional effort to identify retrofit BMPs in the	Yes	Participate in additional	No	The intersection of Burlington Mall Road and Stony Brook Road was

added for 2012-2013	stormwater improvement projects	opportunities to improve water quality in local watersheds	Aberjona River Watershed. Sites selected in Burlington were analyzed and a final recommendation was made.		opportunities as they become available		selected and a retrofit BMP was designed by the Bioengineering Group. This design should be implemented as funding becomes available and should serve as a model for the Burlington Mall Road median redevelopment / adoption project.
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Illicit Discharge Detection and Elimination - Annual Report

Town of Burlington - Storm Water Management Program - Reporting Period: May 1, 2012 to May 1, 2013

BMP ID #	BMP Description	Measurable Goal	Progress Toward Achieving Goals	BMP Still Approp	Activities Next Reporting Cycle	Changes Req'd in BMP	Comments, Notes, and/or Summary of Results
3 - 1	Map storm water system and outfall locations	Complete map and outfall database by end of 2nd permit year	The GIS mapping and outfall database is now complete.	Yes	None	Yes. The map and database need to be updated.	<i>Completed 2004-</i> during 2nd permit year. Work left on mapping such as corrections to flow direction and the addition of some outfall locations was finished. <i>Completed 2010</i> – newly identified outfalls were added to map and database.
3 - 2	Finish map database and assign names for tributaries that discharge into named waterbodies	Finalize database in 2nd year; submit revised waterbodies list to EPA / DEP as permit modification if needed; and update mapping database in 3rd and 5th years from manual checking selected data.	Completed - GIS mapping and outfall database is 100 percent complete.	Yes	Submit information as needed to EPA.	Yes. The map and database need to be updated.	<i>Completed</i> - GIS mapping and outfall database is 100 percent complete during 2nd permit year.
3 - 3	Develop sampling and analysis plan for dry weather flows	Plan completed in year 1	Completed	Yes	None	No	<i>Completed</i> - A plan was developed during 1st permit year to sample 5 locations of dry weather flows detected during the mapping field verification. Two samples were collected from each location.
3 - 4	Visually inspect outfalls for dry weather flows	Selective inspection 1st & 2nd year; spot inspection yrs 3-5, inspection records in program file	Town-wide inspection for first year was completed.	Yes	Selected inspections will be done if needed	No	<i>Completed</i> - A field check of the entire town was completed as part of field verification to support the mapping activity. Five (5) outfalls were identified as having dry weather flows.
3 - 5	Conduct sampling at outfalls with dry weather flows	Conduct sampling - selected outfalls in 1st yr; selected additional sampling in years 3 & 5 if needed; results in program file	Sampling and analysis activities were completed at 5 outfall locations during 1st permit year.	Yes	Additional sampling will be done if needed	No	<i>Completed</i> - Each outfall location was sampled for bacteria, ammonia, surfactants, conductivity, and fluorides. Since no flowing water was occurring at 4 of 5 sites, samples of standing water at the mouth of pipe were taken. Based on these results, no illicit connections are believed to exist at these locations.

3 - 6	Develop training materials for DPW / others for illicit discharge	Develop training materials in subsequent year	Efforts have been made to identify existing training resources. Coordination and collaboration with The Town Environmental Engineer has been established and training materials are to be developed.	Yes	Develop training materials in subsequent year	No	<i>Ongoing</i> - Rescheduled for completion in subsequent year.
3 - 7	Review current bylaws / regulations relevant to illicit discharge - Burlington and other towns	Review was completed in 1st year	Complete	Yes	None	No	<i>Completed</i> - Extensive effort was made during the 1st permit year to identify bylaws in use by others districts (nationwide). Bylaws have been obtained that will serve as a model for Burlington's adoption and implementation of an illicit discharge bylaw. A review of these bylaws has been completed.
3 - 8	Develop bylaw to prohibit illicit discharge	Develop draft bylaw in 3rd year and brought to Town Meeting in 4th year for approval	Draft illicit discharge bylaw was presented to Planning Board, Board of Health, Conservation Commission, Board of Selectmen, and Town Bylaw Review Committee. Draft bylaw has also been reviewed by Town Counsel. Comments were incorporated. Presentation was made to September 2006 Town Meeting.	Yes	None	No	<i>Completed</i> - Comments by Town Boards and Committees have been incorporated. Meetings and public hearings were held with various Town Departments to arrive at a consensus on implementation logistics for a new bylaw. Review by Town Counsel was completed. Town meeting approved bylaw in 4th permit year at the September 2006 Town Meeting. Approval of this bylaw was subsequently obtained by the State Attorney General.
3 - 9	Develop illicit discharge and detection plan	Plan to be finalized in next year.	Draft of Illicit Discharge and Detection Plan completed in previous year.	Yes	Final plan to be completed during the coming year	No	<i>Ongoing</i> - Finalization of illicit discharge plan has been re-scheduled for the next year. The implementation of the Vegetation Management Plan will minimize pesticide application to only approved areas, limits pesticide application in sensitive areas, and requires that precautions be taken to limit excess pesticide runoff and discharge into our stormwater system.

3 - 10	Train DPW personnel to recognize illicit discharges	Train DPW / others in next year (which is after BMP 3-9 completed).	No activity scheduled for this reporting period.	Yes	Hold training sessions during next permit year	No	Ongoing 2010 - training was implemented for outfall inspectors. Additional training will be accomplished as an illicit discharge and detection plan is completed.
3 - 11	Implement illicit discharge and detection plan	Plan will be implemented in next year and will be documented by records of activities relative illicit discharge and detection.	Also, on-line reporting of illegal dumping activities through web installed on Stormwater Web site 2012 - The online form for reporting illicit discharges was taken down when the website was redeveloped.	Yes	Plan to be reviewed for consistency with 2013 NPDES permit requirements and updated as needed.	No	Completed May 2010 – 219 Outfalls were inspected looking for contaminated water flows and sediment buildup. 48 outfalls required removal of built up sediment. Also completed May 2010 – annual drainage structure inspection for oil and sediment buildup was completed. Results led to cleaning of 6 Stormceptor structures.

Construction Site Storm Water Runoff Control - Annual Report

Town of Burlington - Storm Water Management Program - Reporting Period: May 1, 2012 to May 1, 2013

BMP ID #	BMP Description	Measurable Goal	Progress Toward Achieving Goals	BMP Still Approp	Activities for Next Reporting Cycle	Changes Req'd in BMP	Comments, Notes, and/or Summary of Results
4 - 1	Collect and summarize other towns' sedimentation and erosion control bylaws	Sample bylaws collected, will be put in file for review.	Other districts' bylaws were found and reviewed.	Yes	None	No	Completed - Extensive effort was made to identify other districts' bylaws as a model has been completed. Review of these bylaws has been completed.
4 - 2	Summarize existing bylaws and regs within Burlington for evaluating stormwater impacts	Summary memo to file (completed in 1st year)	Not completed	No	None scheduled	Yes	Not continued - The MA State Wetlands Protection Act and Burlington's Bylaw Articles XIV (Wetlands Protection) are the main regulations that offer evaluation of storm water impacts. These regulations are well known to Town residents. An additional summary memo would not provide any significant additional value.
4 - 3	Conduct meetings with various stakeholders in Town to obtain input regarding erosion bylaw implementation	Notes summarizing the results of these meetings (completed in 1st or 2nd year) in the form of minutes of meeting taken during Annual SWMC meeting.	Discussions were held with various stakeholders in Town. Numerous public meetings were held.	Yes	None	No	Completed
4 - 4	Develop sedimentation and erosion control bylaw and obtain final approval	Developed draft bylaw and brought to Town Meeting for approval	Draft erosion bylaw was presented to Planning Board, Board of Health, Conservation Commission, Board of Selectmen, and Town Bylaw Review Committee in public meetings. Draft bylaw has also been reviewed by Town Counsel. Comments were incorporated. Presentation was made to September 2006 Town Meeting. Procedures, standard conditions	Yes	Development of regulations to support bylaw. The Sedimentation and Erosion Control Bylaw should be reviewed and updated as needed to support the 2013 NPDES permit requirements.	No	Completed - Comments by Town Boards and Committees have been incorporated. Meetings and public hearings were held with various Town Departments to arrive at a consensus on implementation logistics for a new bylaw. Review by Town Counsel was completed. Town meeting approved bylaw in 4th permit year at the September 2006 Town Meeting. Approval of this bylaw was subsequently obtained by the State Attorney General.

			and logistics were developed during 2007 / 2008 permit year. Bylaw is fully operational at this time.				Procedures, standard bmp permit conditions and logistics were developed during 2007 / 2008 permit year. Bylaw is fully operational at this time. Bylaw developed is relatively unique in Commonwealth. It features joint authority by Planning Board and Conservation Commission, and levels of permit / enforcement applicability based on size of land disturbance area proposed.
4 - 5	Develop site inspection checklists to support bylaw implementation	Draft checklists completed in 5th year	Checklist completed in this reporting period	Yes	A database of site inspections should be created and maintained.	No	Completed – a site inspection checklist is available to support the implementation and enforcement of sedimentation and erosion control permits.

Post Construction Stormwater Management - Annual Report

Town of Burlington - Storm Water Management Program - Reporting Period: May 1, 2012 to May 1, 2013

BMP ID #	BMP Description	Measurable Goal	Progress Toward Achieving Goals	BMP Still Approp	Activities for Next Reporting Cycle	Changes Req'd in BMP	Comments, Notes, and/or Summary of Results
5 - 1	Collect and summarize other towns' sedimentation and erosion control bylaws for post construction control	Sample bylaws collected, will be put in file for review.	Other districts' bylaws were found and reviewed.	Yes	None	No	Completed - Extensive effort was made to identify other districts' bylaws as a model has been completed. Review of these bylaws has been completed.
5 - 2	Summarize existing bylaws and regulations within Burlington for evaluation of stormwater impacts for post construction control	Summary memo to file (completed in 1st year to be done with BMP 4-2)	Not completed	No	None scheduled	Yes	Not continued - The MA State Wetlands Protection Act and Burlington's Bylaw Articles XIV (Wetlands Protection) are the main regulations that offer evaluation of storm water impacts. These regulations are well known to Town residents. An additional summary memo would not provide any significant additional value.
5 - 3	Conduct meetings with various stakeholders in Town to solicit input on implementing bylaw for post construction control	Notes summarizing the results of these meetings (completed in 1st or 2nd year) in the form of minutes of meeting taken during Annual SWMC meeting.	Discussions were held with various stakeholders in Town. Numerous public meetings were held.	Yes	None	No	Completed
5 - 4	Develop draft sedimentation and erosion control bylaw and obtain final approval for post construction control	Develop draft bylaw and brought to Town Meeting in 4th year for approval	Draft erosion bylaw was presented to Planning Board, Board of Health, Conservation Commission, Board of Selectmen, and Town Bylaw Review Committee in public meetings. Draft bylaw has also been reviewed by Town Counsel. Comments were incorporated. Presentation was made to September 2006 Town Meeting.	Yes	Development of regulations to support bylaw.	No	Completed - Comments by Town Boards and Committees have been incorporated. Meetings and public hearings were held with various Town Departments to arrive at a consensus on implementation logistics for a new bylaw. Review by Town Counsel was completed. Town meeting approved bylaw in 4th permit year at the September 2006 Town Meeting. Approval of this bylaw was subsequently obtained by the State Attorney General. Procedures, standard bmp permit conditions and logistics were

			Procedures, standard conditions and logistics were developed during 2007 / 2008 permit year. Bylaw is fully operational at this time.				<p>developed during 2007 / 2008 permit year. Bylaw is fully operational at this time.</p> <p>Bylaw developed is relatively unique in Commonwealth. It features joint authority by Planning Board and Conservation Commission, and levels of permit / enforcement applicability based on size of land disturbance area proposed.</p>
5 - 5	Develop site inspection checklists to support bylaw implementation for post construction control	Draft checklists completed in 5th year	Checklist completed in this reporting period	Yes	A database of site inspections should be created and maintained.	No	Completed – a site inspection checklist is available to support the implementation and enforcement of sedimentation and erosion control permits.

Pollution Prevention and Good Housekeeping - Annual Report

Town of Burlington - Storm Water Management Program - Reporting Period: May 1, 2012 to May 1, 2013

BMP ID #	BMP Description	Measurable Goal	Progress Toward Achieving Goals	BMP Still Approp	Activities for Next Reporting Cycle	Changes Req'd in BMP	Comments, Notes, and/or Summary of Results
6 - 1	Summarize existing procedures within Burlington for preventing pollution from parks/open space, fleet, storage yards, roads/parking lots, and storm sewer maintenance activities	Summary memo to file to be completed.	Work has begun to identify and collect existing procedures.	Yes	None.	No	Completed – after interviewing various town personnel, existing written procedures were found to be non-existent. However, best practices were being followed in many instances.
6 - 2	Summarize existing Town of Burlington programs for preventing pollution (including Recycling, Hazardous Waste Collection, mercury recycling, activities of stream cleaning committee, and stream cleaning program)	Summary memo to file.	Work has begun to assemble materials for this activity.	Yes	None	No	Completed - existing programs were identified and found to be documented in Annual Report and reported to the public in various public meeting forums of the Conservation Commission and Board of Health. No further documentation is needed.
6 - 3	Develop and promulgate procedures (as needed) for controlling pollutant discharges from the maintenance of parks and open space	Procedures to be developed in 5th permit year followed by implementation	Procedures were developed	Yes	None	No	Completed – Procedures were drafted, reviewed, and finalized based on input from all relevant town departments. Procedures were then published on Burlington Storm Water web page.
6 - 4	Develop and promulgate procedures (as needed) for controlling pollutant discharges from the maintenance of vehicle fleet	Procedures to be developed in 5th permit year followed by initial implementation	Procedures were developed	Yes	None	No	Completed – Procedures were drafted, reviewed, and finalized based on input from all relevant town departments. Procedures were then published on Burlington Storm Water web page.
6 - 5	Develop and promulgate implement procedures (as needed) for controlling pollutant discharges from the maintenance of storage yards	Procedures to be developed in 5th permit year followed by initial implementation	Procedures were developed	Yes	None	No	Completed – Procedures were drafted, reviewed, and finalized based on input from all relevant town departments. Procedures were then published on Burlington Storm Water web page.
6 - 6	Develop and promulgate procedures (as needed) for controlling pollutant discharges from the maintenance of streets and parking lots	Procedures to be developed in 5th permit year followed by initial implementation	Procedures were developed	Yes	None	No	Completed – Procedures were drafted, reviewed, and finalized based on input from all relevant town departments. Procedures were then published on Burlington Storm Water web page.
6 - 7	Develop and promulgate procedures (as needed) for	Procedures to be	Procedures were developed	Yes	None	No	Completed – Procedures were drafted, reviewed, and finalized

	controlling pollutant discharges from the maintenance of storm sewer system	developed in 5th permit year followed by initial implementation					based on input from all relevant town departments. Procedures were then published on Burlington Storm Water web page.
6 - 8	Develop training materials for controlling pollutant discharges from operation and maintenance activities by town personnel	Training materials to be drafted.	No activity. Not scheduled for this reporting period.	Yes	Draft training materials next year	No	Ongoing - Rescheduled for completion next year.
6 - 9	Finalize training materials and implement training sessions for controlling pollutant discharges from operation and maintenance activities by town personnel	Training materials to be finalized next year and training sessions implemented in subsequent year	No activity. Not scheduled for this reporting period.	Yes	Finalize training materials and implement training sessions for controlling pollutant discharges from operation and maintenance activities by town personnel during next permit year.	No	Ongoing - Rescheduled for completion in next year

BMPs for Meeting TMDL - Annual Report

Town of Burlington - Storm Water Management Program - Reporting Period: May 1, 2012 to May 1, 2013

BMP ID #	BMP Description	Measurable Goal	Progress Toward Achieving Goals	BMP Still Approp	Activities for Next Reporting Cycle	Changes Req'd in BMP	Comments, Notes, and/or Summary of Results
7 - 1	Continue street sweeping program	Priority to be given in both frequency and priority to Butterfield Pond, Vine Brook, Sandy Brook, and Long Meadow Brook to reduce turbidity (implemented in all permit years); budget available for review	Ongoing	Yes	Continue program	No	<i>Ongoing</i> – will continue
7 - 2	Implement illicit discharge & detection plan	Priority given to Long Meadow Brook and Sandy Brook areas which are impaired with pathogens and have TMDLs (to be implemented in 5th year). Records of activity to be placed in program file	On-line reporting of illegal dumping activities through web installed on Stormwater Web site	Yes	Initial activities may include sampling of impaired waters for coliform bacteria.	No	<i>Ongoing</i> – plan is not finished.
7 - 3	Implement Control Measures 6-3 to 6-7 to reduce pathogen load and other pollutants contributed by storm sewers to Vine Brook, Sandy Brook and Long Meadow Brook. (repeat from above)	Procedures drafted and implemented in 5th year	Procedures drafted and finalized	Yes	None.	No	<i>Completed</i>
7 - 4	Develop surface water sampling plan (both source and in-stream) for fecal coliform on Vine Brook, Sandy Brook, and Long Meadow Brook (impaired streams)	Develop plan in next year to be developed after EPA finalizes regulations for next general permit.	No activity.	Yes	Plan for surface water sampling of impaired waters for coliform bacteria, will be developed during next permit year.	No	<i>Ongoing</i> – rescheduled for completion next year
7 - 5	Implement surface water sampling plan	Conduct sampling in next year	No activity	Yes	Initial surface water sampling of impaired waters for coliform bacteria, will be done during next permit year.	No	<i>Ongoing</i> - rescheduled for completion next year