

BERKSHIRE REGIONAL PLANNING COMMISSION
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April 30, 2012

Glenda Velez - CIP
U.S. Environmental Protection Agency – Region 1
5 Post Office Square – OEP06-01
Boston, MA 02109-3912

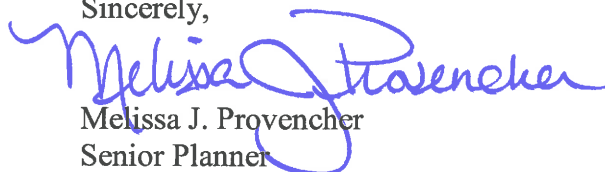
RE: EPA NPDES Permit Number MA041004

Dear Ms. Velez:

On behalf of the Town of Dalton, please find the enclosed NPDES Phase II Small MS4 General Permit Annual Report filed by the Town of Dalton. This report has been prepared according to the reporting format available through the U.S. Environmental Protection Agency at www.epa.gov/NE/npdes/stormwater/ms4-annual-rpt.html. A signature page including certification in accordance with Part VI.G of the Permit is enclosed. Signature requirements for the Town of Dalton have been met.

The Annual Report has been sent to the Massachusetts Department of Environmental Protection, Division of Watershed Management. If you have any questions, please feel free to contact me at mprovencher@berkshireplanning.org or (413) 442-1521 ext. 22.

Sincerely,


Melissa J. Provencher
Senior Planner

Encl. Annual Report

Cc: Kenneth E. Walto, Dalton Town Administrator

Part II. Self-Assessment

The Town of Dalton has completed the required self-assessment and has determined that our municipality is in compliance with all permit conditions.

Part III. Summary of Minimum Control Measures

The BMP, responsible party, and measurable goal information from the Town of Dalton's NOI have been transcribed here. A description of the progress made toward achieving the measurable goals during the prior year and what activities are planned for next year are included in the last two columns, respectively. Changes that revise/replace or add components to the storm water management program as reflected in the Annual Report are included where applicable.

1. Public Education and Outreach

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 10 (Reliance on non-municipal partners indicated, if any)	Planned Activities
1.1 Revised	Educational Brochures	Stormwater Committee	Develop and distribute brochures per attached plan	<ul style="list-style-type: none"> Materials available and distributed as appropriate through the Building Inspectors Office Local contacts for stormwater outreach Maintained list of publications and other education and outreach materials The Housatonic Valley Association has a 'Help Keep Our Waterways Clean!' brochure that has been distributed in the town through the Conservation Commission and Craneville Elementary School with the school Storm Drain Awareness educational programs. 	<ul style="list-style-type: none"> Distribute brochures in tax bills Distribute brochures to building permit and other permit applicants
1.2	Educational Display	Local School	Create display for Town Hall and town library	<ul style="list-style-type: none"> The town library has periodically displayed 	<ul style="list-style-type: none"> Display educational materials in town

Revised		HVA & Local School		Storm Drain Awareness posters that were developed in our Craneville school programs.	hall/library/schools in future years
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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 10 (Reliance on non-municipal partners indicated, if any)	Planned Activities
2.1 Revised	Involve public in planning process	Select Board Stormwater Management Commission	Establish a Stormwater Committee	<ul style="list-style-type: none"> Conducted monthly meetings of Stormwater Management Commission Invited public to stormwater planning meetings 	<ul style="list-style-type: none"> Conduct monthly meetings of Stormwater Commission Invite public to stormwater planning meetings
2.2 Revised	Storm drain labeling	Housatonic Valley Association	Label storm drains in defined neighborhoods	<ul style="list-style-type: none"> HVA continued to work with local schools to label storm drains HVA has scheduled installing Storm Drain Decals at town storm drains as part of their upcoming program with the Dalton Community Recreation Association. 	<ul style="list-style-type: none"> Continue to work with elementary schools in promoting stormwater education
2.3 Revised	River clean-up	Housatonic Valley Association	Conduct semi-annual river clean-ups	<ul style="list-style-type: none"> HVA completed a riverside clean up of household rubbish that has been accumulating for years in the Jericho Woods area along the East Branch. Crane and Co. provided the trucks to haul the rubbish away. 	<ul style="list-style-type: none"> Conduct River clean-up activities on an as needed basis per community request or stormwater hotline report

3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 10 (Reliance on non-municipal partners indicated, if any)	Planned Activities
3.1 Revised	Detect and eliminate illicit discharges	Public Works Public Works & Board of Health	See attached plan	<ul style="list-style-type: none"> Maintained stormwater hotline Organized and held household hazardous waste collection day Mail and phone contact processes in place for property owners with potential illicit discharges Inspection certification process in place 	<ul style="list-style-type: none"> Respond to public input and water quality sampling results Implement mail and phone contact processes for property owners with potential illicit discharges Verify and update record log Organize household hazardous waste collection day(s) Complete
3.2 Revised	Storm system map	Public Works	Map 20% of outfalls per year	<ul style="list-style-type: none"> Completed in prior year 	
3.3 Revised	Prohibit non-stormwater discharges	Stormwater Committee Stormwater Management Commission & Board of Health	Develop bylaw	<ul style="list-style-type: none"> Completed in prior year 	<ul style="list-style-type: none"> Implement general IDDE bylaw prohibiting existing and future non-stormwater connections to the storm sewer system

3. Illicit Discharge Detection and Elimination Continued

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 10 (Reliance on non-municipal partners indicated, if any)	Planned Activities
3.4 Revised	Illicit discharge training	Public Works/Stormwater Committee	See attached plan	<ul style="list-style-type: none"> • Opportunities for training in illicit discharge detection and elimination available • Received training through EPA lead webcasts and published materials on NPDES Phase II including IDDE • Educational brochure about the bylaw, program and requirements available on the Town website and through the Stormwater Management Commission 	<ul style="list-style-type: none"> • Continue to provide training opportunities on illicit discharge detection and elimination
3.5 Revised	Investigate non-stormwater discharges	Public Works	Collect data	<ul style="list-style-type: none"> • No non-stormwater discharges were reported 	<ul style="list-style-type: none"> • Investigate dry-weather discharges within 24-48 hours – conduct upstream visual inspections • Conduct field inspections of publicly reported problems • Report potential illicit connection problems to DPW (HVA) • Investigate potential problems based on water quality sampling results • Disconnect sanitary connections immediately

4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 10 (Reliance on non-municipal partners indicated, if any)	Planned Activities
4.1 Revised	Regulate construction run-off	Stormwater Committee Stormwater Management Commission	Develop bylaw	<ul style="list-style-type: none"> Review, approval and site inspections related to the project change for the water storage tank land disturbance permit Meetings and site visit to determine if a land disturbance permit was required for a new access drive 	<ul style="list-style-type: none"> Implement Stormwater Management and Erosion Control Regulations of the Stormwater Management Commission
4.2 Revised	Promote the use of BMPs	Permit granting boards Stormwater Management Commission	Develop training and review procedures	<ul style="list-style-type: none"> Opportunities were made available for board members to receive site plan/BMP training (NEMO) Site plan review procedures in place in conjunction with Stormwater Management and Erosion Control Regulations Information on stormwater BMPs available and distributed as appropriate through Building Inspectors Office 	<ul style="list-style-type: none"> Implement site plan review procedures in conjunction with Stormwater Management and Erosion Control Regulations Provide information on stormwater BMPs to developers and permit applicants

4. Construction Site Stormwater Runoff Control Continued

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 10 (Reliance on non-municipal partners indicated, if any)	Planned Activities
4.3 Revised	Enforce regulations	Building Inspector Board of Health & Building Inspector	Develop inspection and enforcement procedure	<ul style="list-style-type: none"> • Training made available to Stormwater Management Commission on NPDES Phase II regulations and requirements • Continued availability of the Berkshire Conservation Agent program to Con Com/permitting authorities to improve capacity for inspection and enforcement • Site inspection / enforcement procedures in place 	<ul style="list-style-type: none"> • Implement site inspection / enforcement procedures • Improve capacity of Building/Zoning inspectors enforcement in upland areas through training
4.4 Revised	Sanctions	Building Inspector Stormwater Management Commission	Define penalties, fees, sanctions for non-compliance	<ul style="list-style-type: none"> • Appropriate penalties, fees, and sanctions for non-compliance defined • The use of sanctions for non-compliance approved • Cost of typical inspection process determined 	<ul style="list-style-type: none"> • Enforce the use of sanctions including appropriate penalties, fees for non-compliance
4.5 Revised	Incorporate public input	Public Works/Building Inspector Public Works/Emergency Management/Fire Department	Set-up Stormwater hotline	<ul style="list-style-type: none"> • Advertised stormwater hotline through website 	<ul style="list-style-type: none"> • Continue advertisement of stormwater hotline

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 10 (Reliance on non-municipal partners indicated, if any)	Planned Activities
5.1	Regulate post-construction run-off	Stormwater Committee/Planning Board	Develop or amend bylaws	<ul style="list-style-type: none"> Passed Stormwater Management and Erosion Control Bylaw regulating stormwater management and erosion sediment and erosion control to control/reduce runoff in all new and re-development sites ≥ 1 acre in prior year 	<ul style="list-style-type: none"> Implement Stormwater Management and Erosion Control regulations of the Stormwater Management Commission
Revised		Stormwater Management Commission		<ul style="list-style-type: none"> Established Stormwater Management Commission with representatives from the Select Board, Planning Board, Conservation Commission, and Board of Health in prior year Adopted Stormwater Management and Erosion Control regulations of the Stormwater Management Commission in prior year 	

5. Post-Construction Stormwater Management in New Development and Redevelopment Continued

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 10 (Reliance on non-municipal partners indicated, if any)	Planned Activities
5.2 Revised	Promote the use of BMPs	Permit granting boards Stormwater Management Commission	Develop training and review procedures	<ul style="list-style-type: none"> • Opportunities available for board members to receive site plan/BMP training (NEMO) • Site plan review procedures developed prior year • Recommended BMPs and Performance Standards for Subdivision/Special Permit regulations 	<ul style="list-style-type: none"> • Implement site plan review procedures • Recommend BMPs and Performance Standards for Subdivision/Special Permit applications • Provide site plan/BMP training to Stormwater Management Commission
5.3 Revised	Require operation and maintenance plans	Stormwater Committee/Permit granting boards Stormwater Management Commission	Develop bylaw and record keeping system	<ul style="list-style-type: none"> • O&M plans required in regulations (see above) • Encouraged public reporting of problems and the use of stormwater hotline 	<ul style="list-style-type: none"> • Encourage public reporting of problems and the use of stormwater hotline

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 10 (Reliance on non-municipal partners indicated, if any)	Planned Activities
6.1 Revised	Reduce runoff from municipal operations.	Public Works	Develop pollution prevention program	<ul style="list-style-type: none"> Developed SWPPP for Highway Garage prior year Established record-keeping for regular pollution prevention activities prior year Developed a pollution prevention program for municipal buildings and parks, including contracted activities 	<ul style="list-style-type: none"> Implement pollution prevention program for municipal buildings and parks, including contracted activities
6.2 Revised	Maintain and inspect public properties	Public Works	Adopt operation and maintenance program	<ul style="list-style-type: none"> Cleaned and inspected catch basin at transfer station Conducted annual inspection of highway garage and transfer station in accordance with SWPPP Monitored transfer station catch basin quarterly Inspected highway garage and transfer station annually in accordance with SWPPP 	<ul style="list-style-type: none"> Monitor transfer station catch basin quarterly Implement Operation and Maintenance plans for municipal buildings and parks Inspect highway garage and transfer station annually in accordance with SWPPP
6.3 Revised	Municipal housekeeping training	Stormwater Committee	See attached plan	<ul style="list-style-type: none"> Opportunities available to pursue pollution prevention training 	<ul style="list-style-type: none"> Provide opportunities for municipal employees and board members to pursue pollution prevention training

7. BMPs for Meeting Total Maximum Daily Load (TMDL) Waste Load Allocations (WLA) <<if applicable>>

This item is not applicable as Dalton does not have any MS4 discharges into a water body that has an approved total maximum daily load (TMDL).

Part IV. Summary of Information Collected and Analyzed

HVA is currently reviewing the collected water quality data to share with municipalities and Massachusetts DEP. HVA also has plans to begin Biological monitoring of selected streams in the Dalton area this summer.

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, 2012 through March 31, 2013)

Programmatic

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

Education, Involvement, and Training

Estimated number of property owners reached by education program(s)	(# or %)	
Stormwater management committee established	(y/n)	
Stream teams established or supported	(# or y/n)	
Shoreline clean-up participation or quantity of shoreline miles cleaned **	(y/n or mi.)	
Shoreline cleaned since beginning of permit coverage	(mi.)	
Household Hazardous Waste Collection Days		
<ul style="list-style-type: none"> ▪ days sponsored ** ▪ community participation ** ▪ material collected ** 	(#) (# or %) (tons or gal)	
School curricula implemented	(y/n)	

Legal/Regulatory

In Place Prior to Phase II	Reviewing Existing Authorities	Drafted	Draft in Review	Adopted
Regulatory Mechanism Status (indicate with "X")				
Accompanying Regulation Status (indicate with "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) **	(#)	
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 (for proper BMP installation & operation) completed **	(# or %)	
BMP maintenance required through covenants, escrow, deed restrictions, etc.	(y/n)	
Low-impact development (LID) practices permitted and encouraged	(y/n)	

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)	
Qty of structures cleaned **	(#)	
Qty. of storm drain cleaned **	(%, LF or mi.)	
Qty. of screenings/debris removed from storm sewer infrastructure **	(lbs. or tons)	
Disposal or use of screenings (landfill, POTW, compost, beneficial use, etc.) **	(location)	

Basin Cleaning Costs		
• Annual budget/expenditure (labor & equipment)**		(\$)
• 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		(#)
• Vacuum trucks specified in contracts		(y/n)
• % Structures cleaned with clam shells **		(%)
• % Structures cleaned with vactor **		(%)

	(Preferred Units)	Response
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)	
Annual Sweeping Costs		
• Annual budget/expenditure (labor & equipment)**	(\$)	
• 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	(#)	
• Vacuum street sweepers specified in contracts	(y/n)	
• % Roads swept with rotary brush sweepers **	%	
• % Roads swept with vacuum sweepers **	%	

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

▪ Fertilizers	(lbs. or %)
▪ Herbicides	(lbs. or %)
▪ Pesticides	(lbs. or %)
Integrated Pest Management (IPM) Practices Implemented	(y/n)

	(Preferred Units)	Response
Average Ratio of Anti-/De-Icing products used **	% NaCl % CaCl ₂ % MgCl ₂ % CIMA % Kac % KCl % Sand	
(also identify chemicals and ratios used in specific areas, e.g., water supply protection areas)		
Pre-wetting techniques utilized **	(y/n or %)	
Manual control spreaders used **	(y/n or %)	
Zero-velocity spreaders used **	(y/n or %)	
Estimated net reduction or increase in typical year salt/chemical application rate	(±lbs/ln mi. or %)	
Estimated net reduction or increase in typical year sand application rate **	(±lbs/ln mi. or %)	
% of salt/chemical pile(s) covered in storage shed(s)	(%)	
Storage shed(s) in design or under construction	(y/n or #)	
100% of salt/chemical pile(s) covered in storage shed(s) by May 2008	(y/n)	

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
Treatment units induce infiltration within 500-feet of a wellhead protection area	# or y/n

