

Municipality/Organization: Town of Hopedale

EPA NPDES Permit Number: MAR041123

MaDEP Transmittal Number: W- 040560

**Annual Report Number
& Reporting Period:** No. 9: April 12 - March 13

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Eugene Phillips **Title:** Town Coordinator

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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: Eugene Phillips

Title: Town Coordinator

Date: June 14, 2013

Part II. Self-Assessment

The Town of Hopedale has completed the required self-assessment and has determined that our municipality is in compliance with all permit conditions, with the exception of the following:

Part II.A.2 - The Town failed to implement all elements of the Storm Water Management Program by the expiration date of the permit. Specifically, the Town did not pass the necessary by-laws required under the permit. Several of the other BMP's were dependent upon final form of the by-laws, and consequently may have been only partially addressed within this permit period (e.g. development of regulations). Additional information regarding the efforts to date to implement this permit condition is provided in the Annual Report.

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 10 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 11
1	Create a Stormwater Program	Department of Public Works Planning Board Conservation Commission Board of Health Board of Selectmen	Hopedale will present to the public at a public meeting Hopedale's draft Comprehensive Stormwater Management Program.	Goal completed in previous reporting period.	The Town will initiate planning for the next five year program.
2	Create a Stormwater Program	Department of Public Works	Hopedale will identify appropriate sources of funding assistance (SRF, 319 Grant Program, 604(b) Grant Program, Lakes & Ponds Grant Program, Source Water Protection Grant Program, Recycling Grant Program) and apply for assistance in implementing portions of Hopedale's Comprehensive Stormwater Management Program, including public education and outreach.	All necessary SRF loan documentation was completed and provided to the state as required. The dam located at Hopedale Pond was undermined and required replacement. The remaining funds from the Grant were used to repair the dam. PARE Corporation was the engineer for the project.	The Town will continue to seek new funding assistance sources for implementation of the next five year program. The town has already requested funding assistance through the 319 Grant Program for further work to Hopedale Pond as suggested by the final report.

1. Public Education and Outreach (cont'd.)

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 – Permit Year 11
3	Address specific groups	Department of Public Works	Distribute EPA and other relevant educational brochures to targeted audiences. Distribution points include Town Hall, Library, and Transfer Station.	No further progress was achieved on this goal during the reporting period.	Brochures will continue to be distributed and made available at town buildings.
4	Target groups likely to impact storm water	Department of Public Works	Brochures targeting specific audiences and activities will be available. These target groups include homeowner and lawn maintenance activities, disposal of household waste, and pet maintenance.	See BMP #3. This information is available to all residents of the Town of Hopedale.	Brochures will continue to be distributed and made available to the public.
5	Identify alternative information sources	Department of Public Works MIS Department	Hopedale will post links to stormwater BMPs and other water quality education resources, including EPA and DEP on its website. http://www.hopedale-ma.gov/Home/	See previous Annual Reports	The Town of Hopedale will continue to sponsor this DEP and EPA links during Year 6.

1. Public Education and Outreach (cont'd.)

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 – Permit Year 11
6	Identify alternative information sources	Department of Public Works MIS Department	Hopedale will also post links on its website to the Blackstone River Watershed Association @ http://www.thebrwa.org/ , the Blackstone River Watershed Council @ http://www.bvtourism.com/ , and the Charles River Watershed Association @ http://www.crrwa.org/	See previous Annual Reports.	The Town will re-evaluate outreach opportunities for the next five year program.
7	Utilize local public access channel	Department of Public Works	Public meeting notice and the meeting reviewing Hopedale's Comprehensive Stormwater Management Program will be posted on Hopedale's local access channel. The Town of Hopedale will appoint a liaison to the Blackstone River Watershed Association and the Charles River Watershed Association to disseminate information to the Town on programs and activities.	Goal was completed in permit year 1.	The Town will investigate the use of the local access cable channel to update the stormwater program.
8	Develop, conduct and document educational programs	Department of Public Works TRW Liaison	The Town of Hopedale will appoint a liaison to the Blackstone River Watershed Association and the Charles River Watershed Association to disseminate information to the Town on programs and activities.	No progress achieved on this activity during the reporting period.	Town of Hopedale will continue to look for a Blackstone River Watershed Association liaison.
Revisions				The Charles River Watershed Association is not active within the Town of Hopedale because the Town has its own water and sewer.	

1. Public Education and Outreach (cont'd.)

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 – Permit Year 11
9	Promote Household Waste Recycling	Department of Public Works Board of Health	The Town of Hopedale will work with the Town's contracted waste hauler and the Board of Health to continue to sponsor Hazardous Waste Collection Days.	See previous Annual Reports. Information is unchanged.	The Town of Hopedale will continue to accept hazardous waste and recycling. The Town will attempt to identify funding assistance to support the collection of extremely hazardous materials. The next Hazardous Waste Day is scheduled Spring 2013

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 – Permit Year 11
10	Storm drain stenciling	Department of Public Works	Hopedale will work with local Scout groups to develop a stenciling program. Stenciling will target Hopedale's subwatersheds.	No progress was achieved during this reporting period.	Program will be re-evaluated for next five year program.
11	Community clean-ups	Department of Public Works Hopedale Conservation Commission	Town of Hopedale will encourage local stream team cleanups with local residents and area Scout groups. Town will provide solicitation of sponsors and notice of events on local access channel and website.	See previous Annual Reports. During the Hopedale Pond Dam restoration, community groups cleaned up the pond area while the water level of the pond was low. The Conservation Commission provided environmental oversight to the cleanup.	The Town of Hopedale will work with the Parks Commission to establish a community clean up through the Scouts, the School, or another interested organization.
12	Community clean-ups	Department of Public Works	Town will provide trucks and other material to support cleanup efforts and disposal of materials.	The Parks Commission provides rubbish removal for public parks. There are a few 30 yard dumpsters by the DPW that can be utilized for disposing of clean up waste.	The Parks Commission and the Town of Hopedale will assist organizations interested in community clean up.

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 – Permit Year 11
13	Inventory and mapping of storm drain system	Department of Public Works	Hopedale will identify appropriate sources of funding assistance (SRF, 319 Grant Program, 604(b) Grant Program, Lakes & Ponds Grant Program, Source Water Protection Grant Program, Recycling Grant Program) and apply for assistance in implementing portions of Hopedale's Comprehensive Stormwater Management Program, including public education and outreach.	See previous reports. Goal completed.	No further activity required.

3. Illicit Discharge Detection and Elimination (cont'd.)

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 – Permit Year 11
14	Mapping and identification of outfalls and receiving waters	Department of Public Works Board of Assessors	Hopedale will develop and implement a plan to map all outfalls and receiving bodies of water, contingent on Town Meeting approval of funding.	Base mapping was completed in Year 4. Additional field investigation of the 129 outfalls continued throughout the year. Approximately 95 of the outfalls have been inspected to date. The mapping has continued to be updated with Assessor Maps by Central Mass Regional Planning.	Field verification of outfalls to be completed.
15	Identification/description of problem areas	Department of Public Works	Hopedale will develop and implement an Illicit Discharge Detection and Elimination (IDDE) plan, contingent on Town Meeting approval of funding.	Plan for IDDE program has been developed.	Implementation of further investigations will be part of the next five year program.
16	Enforcement procedures addressing illicit discharges	Planning Board Town Counsel Board of Health	Hopedale will review whether local authority is appropriate and able to respond to potential illicit discharges. New by-laws, if necessary, will be proposed to Town Meeting.	A draft by-law to establish enforcement procedures has been provided to the Town, however, no by-law has yet been presented to Town Meeting. No further action has been taken.	Implementation of bylaws will be initiated in Year 11.

3. Illicit Discharge Detection and Elimination (cont'd.)

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 – Permit Year 11
17	Public information program regarding hazardous wastes and dumping	Department of Public Works Board of Health	Hopedale will provide educational brochures to residents within the member communities promoting proper disposal of household hazardous wastes and conditions for regional collections.	See previous annual reports. Information is unchanged.	The Town of Hopedale will continue to accept hazardous waste and recycling. The Town will attempt to identify funding assistance to support the collection of extremely hazardous materials.
18	Initiation of recycling programs	Department of Public Works Board of Health	Hopedale will apply for funding assistance from DEP's Recycling Grant Program for assistance in public education and the purchase of recycling materials.		The Town of Hopedale will continue to accept hazardous waste and recycling. The Town will attempt to identify funding assistance to support the collection of extremely hazardous materials.

3. Illicit Discharge Detection and Elimination (cont'd.)

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 – Permit Year 11
19	Watershed assessments and studies	Department of Public Works Conservation Commission Board of Health	Hopedale will identify opportunities for funding assistance from DEP's 604(b) and 319 grant programs and the Department of Environmental Management's Lakes and Ponds Grant Program to support watershed assessment and implementation activities. Tasks can include design and installation of stormwater BMPs and public outreach including storm drain stenciling. Emphasis will be on assessments and remediation of stormwater related problems impacting water quality in Hopedale Pond, Milford Street Pond, Spindleville Pond and sections of the Mill River. These water bodies have been identified as impaired on the DEP's 303d list.	Hopedale has not identified an appropriate funding vehicle.	Hopedale will investigate resources for funding.
20	Watershed assessments and studies	Department of Public Works Water Department	The Town of Hopedale Water Department will apply for funding assistance from DEP's Source Water Protection Program for grant assistance to develop wellhead protection plans and stormwater management plans within Zones II.	No activity on this BMP in Year 10.	The Town of Hopedale will ascertain the availability of funds from the Source Water Protection Program in Permit Year 10 for storm water studies.

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 – Permit Year 11
21	Bylaw: Storm water management regulations for construction sites 1 acre or larger	Planning Board Conservation Commission Town Counsel Board of Health Zoning Board of Appeals	Hopedale will review model by-law developed by DEP in consultation with the Attorney General's Office.	Draft by-law was submitted to the Town for review, however, no by-law was presented to Town Meeting at this time.	The Town will make efforts to incorporate the model bylaws into the Town Bylaws during Year 10.

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 – Permit Year 11
22	Bylaw: Require post-construction runoff controls	Planning Board Conservation Commission Town Counsel Board of Health Zoning Board of Appeals	Hopedale will review model by-law developed by DEP in consultation with the Attorney General's Office.	See BMP 21 above.	The Town will make efforts to incorporate the model bylaws into the Town Bylaws during Year 11.

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 – Permit Year 11
23	Develop a municipal Operations and Maintenance Plan	Department of Public Works	Using regulations and recommendations from DEP and EPA, Hopedale will develop and update an operations and maintenance plan to include proper disposal of street sweepings, catch basin cleanout, snow disposal, roadway de-icing procedures, vehicle washing, and outside storage of materials.	See previous annual reports. Information is unchanged.	The Town of Hopedale Highway Department will continue to make use of the SWPPP for O&M procedures. The Highway Department will update the plan as necessary with relevant BMPs.
Revision		Highway Department			
24	Develop a municipal Operations and Maintenance Plan	Department of Public Works	Hopedale will implement a formal inspection program, including maintenance logs and scheduling, for catch basin cleaning, repairs, and new installation.	See previous annual reports. Information is unchanged.	The Town of Hopedale Highway Department will continue to make use of the SWPPP for O&M procedures.
Revision		Highway Department			

6. Pollution Prevention and Good Housekeeping in Municipal Operations (cont'd.)

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 – Permit Year 11
25	Develop and implement training programs for municipal employees	Department of Public Works	Hopedale will send a minimum of 5 public works employees annually to training seminars sponsored by MassHighway, BayState Roads, and other relevant agencies or vendors.		The Town of Hopedale will investigate appropriate training for municipal employees for permit year 11.
Revision		Highway Department			
26	Review storm drainage infrastructure needs	Department of Public Works	Hopedale will incorporate storm drain infrastructure review in Hopedale's Chapter 90 project utilizations.	See previous annual reports. Information is unchanged.	The Hopedale Highway Department will continue to maintain their drainage system within the town with their own funding but will incorporate major work in Hopedale's Chapter 90 project utilizations.
Revision		Highway Department			

7. BMPs for Meeting Total Maximum Daily Load (TMDL) Waste Load Allocations (WLA)- NOT APPLICABLE

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 – Permit Year 11
				No TMDLs in the Town of Hopedale	

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)	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)	N
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	Under	Drafted	Adopted
	Prior to	Review		
	Phase II			
Regulatory Mechanism Status (indicate with "X")				

▪ Illicit Discharge Detection & Elimination			Y
▪ Erosion & Sediment Control			N
▪ Post-Development Stormwater Management			Y
Accompanying Regulation Status (indicate with "X")			
▪ Illicit Discharge Detection & Elimination			
▪ Erosion & Sediment Control			
▪ Post-Development Stormwater Management			

Mapping and Illicit Discharges

Outfall mapping complete		(%)	100%
Estimated or actual number of outfalls		(#)	129
System-Wide mapping complete		(%)	80%
Mapping method(s)			
▪ Paper/Mylar		(%)	
▪ CADD		(%)	
▪ GIS		(%)	100%
Outfalls inspected/screened		(# or %)	85%
Illicit discharges identified		(#)	0
Illicit connections removed		(#)	0
% 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)	3
Average frequency of catch basin cleaning (commercial/arterial or other critical streets)	(times/yr)	3
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 screenings (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 %)

Anti-/De-Icing products and ratios		% NaCl % CaCl ₂ % MgCl ₂ % 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)