

Municipality/Organization: Town of Paxton

EPA NPDES Permit Number: MAR0418

MassDEP Transmittal Number: W-

Annual Report Number **Year 10**
& Reporting Period: **April 1, 2012 – March 31, 2013**

NPDES PII Small MS4 General Permit Annual Report (Due: May 1, 2013)

Part I. General Information

Contact Person: Carol L. Riches

Title: Town Administrator

Telephone #: 508-754-7638 ext. 20

Email: criches@townofpaxton.net

Mailing Address: 697 Pleasant Street, Paxton, MA 01612

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: *Carol L. Riches*

Printed Name: Carol L. Riches

Title: Town Administrator

Date: April 22, 2013

Part II. Self-Assessment

The Town of Paxton has completed a town-wide mapping of all outfalls (115) which have successfully transfer to electronic format by CMPRC.

The Town purchased a new state of the art street sweeper in 2006 which has improved our maintenance capabilities relating to our stormwater infrastructure.

The Town is part of the Wachusett Earthday with five other communities and the DCR. One aspect of this is to promote the capabilities to collect hazardous waste and recycling, to help prevent hazardous materials from being dumped into the watershed.

The Paxton DPW is part of the Greater Leicester Water Resource Group to share resources and collaborate on regional stormwater & other water related issues.

Paxton is part of the Stormwater Coalition which was originally 13 towns who were recipients of a \$310,000 Community Initiative Grant to assist in the future compliance of the stormwater regulations. This has since expanded to 30 towns with the assistance of a further grant of \$115,000. Working with the coalition under the direction of Tata & Howard the town has made great strides in providing education to town officials and the public in stormwater management. The coalition has also developed the following:

Stormwater Preventive Maintenance Plan

Best Management Practice Plan

Regional online database

Sump pump discharge policy

Salt decision tree

Regional stormwater system mapping integration.

The grant has also provided a tablet to the Paxton to record data out in the field as well as having a Leica GIS tablet available to the town.

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
	Develop and distribute educational brochures	DPW Superintendent		Provided information on stormwater issues, stenciling program on the Town’s website, Library and regional educational website	Expand program
Revised					
	Town’s website	Town Administrator	Keep website current	Continue to place information on the website and direct people to the new regional educational website	Expand program
Revised					
	Education the few restaurants in town regarding grease traps. DCR instrumental in providing BMP to all establishments	DPW Superintendent		Very minimal activity in town	Continue program
Revised					
	Tributary Signage	DPW Superintendent			Continue program
Revised					
Revised					
Revised					

1a. Additions

	Booth held at Paxton Days to promote Stormwater awareness			Information relating to Stormwater practices and flyers available for the public	

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
	Stormwater Control Bylaw adopted May 2006	Town Administrator/Planning Board		Stormwater regulations adopted by the Planning Board and at Town Meeting which included revisions to address IDDE.	Participation received through public hearing and from the Planning Board and Conservation Commission
Revised	amended May 2012				
Revised					
Revised					
Revised					
Revised					
Revised					

2a. Additions

	Stormwater program with Girl scouts			Information relating to stormwater	
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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
	Develop a regional online database for data management			Thirteen towns included in regional mapping	Increase participation to a total of thirty towns over the next twelve months, through CIC grant and towns support
Revised	<i>Regional Website created through coalition</i>				
	Mechanism prohibiting stormwater discharges	Town Administrator Planning Board and Conservation Commission		Bylaw in place that must be adhered to at all times	Continue
Revised	<i>Revisions for IDDE made through Stormwater Bylaw in 2012</i>				
	Education of Town Employees, businesses and the public on the hazards of illegal discharges and improper waste disposal	DPW Superintendent Board of Health		Discussions and training of DPW employees throughout the year	Continue program
Revised					
Revised					
Revised					

Revised					
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3a. Additions

	Development of training DVD through Coalition	Town Administrator	Make available		
	Development of Sump Pump Discharge Policy through Coalition	DPW Superintendent	Look to implement		
	Development of Salt & Sand Application Decision Tree through Coalition	DPW Superintendent	Look to implement next winter season		
	Brochures available: <i>Non Permitted Discharges to the Storm Drain System & Household Stormwater Pollution Prevention</i>	DCR	Available on website and Town Hall		

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
	Bylaw requiring implementation of BMP on construction sites	Planning Board		Stormwater plan required with submission of site plan review	Program in place
Revised	<i>Bylaw in place</i>		Regulations in place		
	Establish Procedures for site Inspections	Planning Board		Stormwater Permit required for all construction work	
Revised	<i>Regulations in place</i>	Planning Board Zoning Enforcement Officer			

	Methods and penalties to ensure compliance	Planning Board	Revised procedures adopted	Continue program	Program in place
Revised					
Revised					
Revised					
Revised					

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
	Post construction controls included in Stormwater Management Bylaw	Planning Board DPW		Program in place	Continue program
Revised	<i>Bylaw accepted</i>	DPW Zoning Enforcement Officer			
	Stormwater controls as part of Master Plan	Master Plan Implementation Committee		Ongoing	Implement the goals of Master Plan

Revised					
Revised					
Revised					
Revised					
Revised					

5a. Additions

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
	Maintenance of catch basins	DPW		Catchbasins cleaned, maintained and documented	Continue yearly program of yearly cleaning
Revised	<i>Catch basin Cleaning Program</i>	DPW			
		DPW			
Revised					

Revised					
Revised					
Revised					
Revised					

6a. Additions

	Tablet device acquired through Coalition to use out in field to detect any pollution			Training Complete need to put into use	Ongoing

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 9 (Reliance on non-municipal partners indicated, if any)	Planned Activities
Revised					
Revised					

Revised					
Revised					
Revised					
Revised					

7a. Additions

7b. WLA Assessment

Part IV. Summary of Information Collected and Analyzed

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, 2010 through March 31, 2011)

Programmatic

	(Preferred Units)	Response
Stormwater management position created/staffed	(y/n)	N

Annual program budget/expenditures **	(\$)	\$0
Total program expenditures since beginning of permit coverage	(\$)	\$0
Funding mechanism(s) (General Fund, Enterprise, Utility, etc)		CIC grant

Education, Involvement, and Training

Estimated number of property owners reached by education program(s)	(# or %)	80%
Stormwater management committee established	(y/n)	N
Stream teams established or supported	(# or y/n)	N
Shoreline clean-up participation or quantity of shoreline miles cleaned **	(y/n or mi.)	N
Shoreline cleaned since beginning of permit coverage	(mi.)	N
Household Hazardous Waste Collection Days		
▪ days sponsored **	(#)	4
▪ community participation **	(# or %)	16%
▪ material collected **	(tons or gal)	5424 GALLONS
School curricula implemented	(y/n)	N

Legal/Regulatory

	In Place Prior to Phase II	Reviewing Existing Authorities	Drafted	Draft in Review	Adopted
Regulatory Mechanism Status (indicate with "X")					
▪ Illicit Discharge Detection & Elimination					X
▪ Erosion & Sediment Control					X
▪ Post-Development Stormwater Management					X
Accompanying Regulation Status (indicate with "X")					
▪ Illicit Discharge Detection & Elimination					X
▪ Erosion & Sediment Control					X

▪ Post-Development Stormwater Management					X
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Mapping and Illicit Discharges

	(Preferred Units)	Response
Outfall mapping complete	(%)	100%
Estimated or actual number of outfalls	(#)	115
System-Wide mapping complete (complete storm sewer infrastructure)	(%)	100%
Mapping method(s)		
▪ Paper/Mylar	(%)	100%
▪ CADD	(%)	
▪ GIS	(%)	100%
Outfalls inspected/screened **	(# or %)	0
Outfalls inspected/screened (Since beginning of permit coverage)	(# or %)	0
Illicit discharges identified **	(#)	0
Illicit discharges identified (Since beginning of permit coverage)	(#)	0
Illicit connections removed **	(#); and (est. gpd)	0
Illicit connections removed (Since beginning of permit coverage)	(#); and (est. gpd)	0
% of population on sewer	(%)	.04%
% of population on septic systems	(%)	99.96%

Construction

	(Preferred Units)	Response
Number of construction starts (>1-acre) **	(#)	1
Estimated percentage of construction starts adequately regulated for erosion and sediment control **	(%)	100%
Site inspections completed **	(# or %)	0
Tickets/Stop work orders issued **	(# or %)	0
Fines collected **	(# and \$)	\$0
Complaints/concerns received from public **	(#)	0

Post-Development Stormwater Management

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	(%)	100%
Site inspections (for proper BMP installation & operation) completed **	(# or %)	100%
BMP maintenance required through covenants, escrow, deed restrictions, etc.	(y/n)	Y
Low-impact development (LID) practices permitted and encouraged	(y/n)	Y

Operations and Maintenance

Average frequency of catch basin cleaning (non-commercial/non-arterial streets) **	(times/yr)	1/yr
Average frequency of catch basin cleaning (commercial/arterial or other critical streets) **	(times/yr)	1/yr
Qty of structures cleaned **	(#)	300
Qty. of storm drain cleaned **	(%, LF or mi.)	10%
Qty. of screenings/debris removed from storm sewer infrastructure **	(lbs. or tons)	10tons
Disposal or use of screenings (landfill, POTW, compost, beneficial use, etc.) **	(location)	compost

Basin Cleaning Costs		
• Annual budget/expenditure (labor & equipment)**	(\$)	\$18,000
• Hourly or per basin contract rate **	(\$/hr or \$ per basin)	\$20.00hr non-contract
• Disposal cost**	(\$)	0
Cleaning Equipment		
• Clam shell truck(s) owned/leased	(#)	1
• Vacuum truck(s) owned/leased	(#)	0
• Vacuum trucks specified in contracts	(y/n)	No
• % Structures cleaned with clam shells **	(%)	100%
• % Structures cleaned with vacor **	(%)	0

(Preferred Units) Response

Average frequency of street sweeping (non-commercial/non-arterial streets) **	(times/yr)	Once year
Average frequency of street sweeping (commercial/arterial or other critical streets) **	(times/yr)	Once year

Qty. of sand/debris collected by sweeping **	(lbs. or tons)	30 tons
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.) **	(location)	Mooreland Cemetery
Annual Sweeping Costs		
• Annual budget/expenditure (labor & equipment)**	(\$)	\$8,200
• Hourly or lane mile contract rate **	(\$/hr. or ln mi.)	N/A
• Disposal cost**	(\$)	N/A
Sweeping Equipment		
• Rotary brush street sweepers owned/leased	(#)	1
• Vacuum street sweepers owned/leased	(#)	0
• Vacuum street sweepers specified in contracts	(y/n)	No
• % Roads swept with rotary brush sweepers **	%	100%
• % Roads swept with vacuum sweepers **	%	0

Reduction (since beginning of permit coverage) in application on public land of: ("N/A" = never used; "100%" = elimination)		
▪ Fertilizers	(lbs. or %)	50%
▪ Herbicides	(lbs. or %)	50%
▪ Pesticides	(lbs. or %)	50%
Integrated Pest Management (IPM) Practices Implemented	(y/n)	N

	(Preferred Units)	Response
Average Ratio of Anti-/De-Icing products used ** (also identify chemicals and ratios used in specific areas, e.g., water supply protection areas)	% NaCl % CaCl ₂ % MgCl ₂ % CMA % Kac % KCl % Sand	95% MgCl ₂ 5% Sand

Pre-wetting techniques utilized **	(y/n or %)	N
Manual control spreaders used **	(y/n or %)	Y 80%
Zero-velocity spreaders used **	(y/n or %)	Y 20%
Estimated net reduction or increase in typical year salt/chemical application rate	(±lbs/ln mi. or %)	25% reduction salt
Estimated net reduction or increase in typical year sand application rate **	(±lbs/ln mi. or %)	95% reduction sand
% of salt/chemical pile(s) covered in storage shed(s)	(%)	100%
Storage shed(s) in design or under construction	(y/n or #)	Yes - one
100% of salt/chemical pile(s) covered in storage shed(s) by May 2008	(y/n)	Yes - one

Water Supply Protection

Storm water outfalls to public water supplies eliminated or relocated	# or y/n	N
Installed or planned treatment BMPs for public drinking water supplies and their protection areas	# or y/n	N
Treatment units induce infiltration within 500-feet of a wellhead protection area	# or y/n	N