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Municipality/Organization: Salisbury, Massachusetts

EPA NPDES Permit Number: MA-041220

MA DEP Transmittal Number: X255710

**Annual Report Number
& Reporting Period:** No. 10: May 2012 – April 2013


NPDES Phase II Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Mr. Donald R. Levesque **Title:** Director of Public Works

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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: Neil Harrington

Title: Town Manager

Date: April 30, 2013

Part II. Self-Assessment

The Town of Salisbury has had many budgetary limitations in the past several years. The Department of Public Works continues to have a realistic approach with dealing with stormwater concerns. In addition to state cuts in local aid, the FY11 budget was a 5 percent reduction from FY10. The FY12 budget was an additional 10 percent less than FY11. The final FY13 budget was further reduced from FY12 levels to a near non-funded level. The FY14 budget is expected to match the minimal FY13 level. The continued economic difficulties have an adverse effect on Town resources.

However, given these financial difficulties, the Town has been able to maintain compliance with the permit and achievement of goals through the diligent efforts of in-house staff, who have invested of their time to make continual progress on stormwater management. This includes the recruitment and management of local volunteers and social organizations.

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
1A	Posters	Town Manager	Posting all town buildings	Restocked signs throughout permit year.	Continue to restock signs as necessary.
1B Revised	Local cable	Town Manager	Post message monthly	Conservation Commission hearings have been televised all permit year, as well as public participation events and advance notice of volunteer opportunities, including the Greenscapes NSC stormwater video.	Will seek out additional local access opportunities.
1C	Repair shop brochures	Town Manager	Distribute to impacted businesses, complete brochure	BMP brochures were procured through Greenscapes North Shore Coalition and made available throughout the year.	Maintain available BMP information.
1D Revised	Town Website	Town Manager	Update quarterly	Website has been updated on a quarterly basis, including the Greenscapes NSC stormwater video.	Continue to update the website on a quarterly basis.
1E	Stormwater Education Video	Public Works Director	Distribute educational materials to appropriate parties.	Maintained Greenscapes North Shore Coalition membership in good standing. Distributed online materials to School Dept. and community at large.	Renew Greenscapes North Shore Coalition membership and continue to distribute information as it becomes available, including Greenscapes NSC.
1F	Public Info Mailer	Public Works Director	Make information available online	Online availability has taken the place of direct mailing and brochure distribution.	Refer to 1E, above.

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
2A	Citizen Advisory Committee	Town Manager	Master Plan refinement	Citizen's Master Plan Committee will be focusing part of efforts on stormwater management. Goal is to establish future town-wide progress.	Ensure stormwater remains a focus of the Master Plan effort.
2B	Waste oil collection	Public Works	Collect once per year	Continued annual collection of waste oil and maintained membership in Essex County waste collection consortium.	Continue annual collection and maintain consortium status.
2C	Paint collection	Public Works	Collect paint	Continued annual collection.	Continue annual collection.
2D Revised	Stenciling	Public Works	Change to standard grate as part of S.O.P.	No new stenciling since 450 catch basins stenciled in 2008 (100% of entire Town inventory). Using new standard grate to better long-term effect.	Continue using new catch basin grate to indicate "NO DUMPING FLOWS TO DRAIN" as a more permanent measure than stenciling.
2E	Coalition membership	Public Works	Maintain membership	Maintained membership and distributed educational materials provided by coalition.	Funds historically used for coalition membership and materials may be re-purposed to address the requirements of the anticipated renewed permit.
2F	Women in Transition/Trial Court/Middleton Inmates/Beach Betterment Association/Probation Department	Public Works	Seasonal cleanup efforts	Maintained and expended working relationship with organizations and performed cleanup work throughout town. What was once a quarterly activity has become a year-round program.	Continue to work with organizations and perform regularly-scheduled activities.

2G	Rail Trail Extension	Public Works	Trail Expansion and Public Education	<p>Construction of 3,000 lf rail trail extension was constructed in summer 2012 (Fredenfels to Merrimack River).</p> <p>Rail trail extension of 15,000 lf from Mudnock to Seabrook town line achieved 25% design stage in summer 2012.</p> <p>Study of Amesbury/Salisbury rail trail link was initiated in 2012 and awaiting FY16 state funding for construction.</p>	<p>Continue Amesbury/Salisbury linkage study and seek funding for design and construction.</p> <p>Studying spurs to the Mudnock/Seabrook trail for:</p> <ul style="list-style-type: none"> • Connection to Salisbury Elementary School • Connection to Gerrish Road <p>There may be potential for summer 2013 construction of these spurs, pursuant to grant funding.</p>
Revised					

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
3A	Outfall mapping	Public Works	Map outfalls	Funding could not be secured for outfall inventory.	New permit requirements will be evaluated and progress made to the degree possible within available budget restraints.
3B Revised	Review existing bylaws and regulations	Town Manager	Evaluate and recommend changes	A number of regulatory changes were enacted in 2012 as a result of a 2011 MassBays Research & Planning Grant effort.	Continue to track changes to permits and make changes as appropriate.
3C Revised	Develop IDDE Plan	Public Works	Develop Plan of action	Awaiting new permit requirements before acting.	Awaiting new permit requirements before acting.
3D Revised	IDDE By-law modifications	Public Works	Evaluate and recommend changes	A number of regulatory changes were enacted in 2012 as a result of a 2011 MassBays Research & Planning Grant effort.	Continue to track changes to regulations as required by future permits and make changes as appropriate.
3E	Test Outfalls	Public Works	Test Outfall	SEE 3A	SEE 3A
3F	Stream Sampling for Contamination	Public Works	Sample streams for BOD and TSS	SEE 3A	SEE 3A

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
4A Revised	Review site inspection	Planning	Evaluate existing	A number of regulatory changes were enacted in 2012 as a result of a 2011 MassBays Research & Planning Grant effort.	Continued assessment/monitoring of inspection program.
4B Revised	Modify Site Inspection Program	Planning	Recommend Modifications	A number of regulatory changes were enacted in 2012 as a result of a 2011 MassBays Research & Planning Grant effort.	Continue to assess improvements semi-annually at department head meeting, with particular attention paid to new General Permit requirements.
4C Revised	Review by-laws	Planning	Determine adequacy	A number of regulatory changes were enacted in 2012 as a result of a 2011 MassBays Research & Planning Grant effort.	Continue to evaluate and recommend any changes to bylaws, specifically as they pertain to revised stormwater management guidelines.
4D Revised	Modify by-laws	Planning	Recommend Modifications	A number of regulatory changes were enacted in 2012 as a result of a 2011 MassBays Research & Planning Grant effort.	Continue to evaluate and recommend any changes to bylaws, specifically as they pertain to revised stormwater management guidelines.

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
5A Revised	Site Inspectors	Planning	Evaluate existing	A number of regulatory changes were enacted in 2012 as a result of a 2011 MassBays Research & Planning Grant effort.	Continue to evaluate and recommend any changes.
5B Revised	Modify Site Inspection Policy//Procedures	Planning	Implement Modifications	A number of regulatory changes were enacted in 2012 as a result of a 2011 MassBays Research & Planning Grant effort.	Assess improvements semi-annually at department head meeting.
5C Revised	Review by-laws	Planning	Evaluate existing	A number of regulatory changes were enacted in 2012 as a result of a 2011 MassBays Research & Planning Grant effort.	Continue to evaluate and recommend any changes.
5D Revised	Modify by-laws for Post Construction Site Runoff	Planning	Implement Modifications	A number of regulatory changes were enacted in 2012 as a result of a 2011 MassBays Research & Planning Grant effort.	Continue to evaluate need for future changes.
5E Revised	By-law changes	Planning	Proposed Modifications	A number of regulatory changes were enacted in 2012 as a result of a 2011 MassBays Research & Planning Grant effort.	Continue to seek potential revisions.

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
6A	Street sweeping	Public Works	Majority of town	Continue to run current program of sweeping, concentrating on environmentally sensitive areas.	Continue current program.
6B	Catch basin cleaning	Public Works	Majority of town	Annual cleaning completed.	Continue current program.
6C	Public Facility site inspections and BMP practice review	Public Works Director	Perform Inspections at each Public Facility	Performed annual inspections.	Continue current program.
6D	Training	Town Manager	Train Municipal employee	Educational videos and information have been implemented into training.	Continue to provide annual training with appropriate educational information and videos as appropriate.
6E	Public Facility follow-up	Public Works Director	Perform follow-up inspections	Annual inspections are continued and any follow up is performed.	Continue annual inspections.
6F	Improved runoff containment	Public Works	Reduce runoff potential from salt storage areas	Maintain salt shed BMPs.	Continue current program.
6G	Infrastructure Management	Public Works	Resolve problematic stormwater system areas	<ul style="list-style-type: none"> Preliminary study to be performed of Washington, Adams, Hayes, and Taft streets for stormwater improvements. Gardner Street Phase 2 construction started April 2013. Design complete for Lincoln Avenue improvements and awaiting funding decision. 	Year 11 work to include: <ul style="list-style-type: none"> 72 Ferry Rd. ongoing drainage work with homeowner. Tide gate on Town Creek to mitigate storm surges under construction, completion expected April 2014.
Revised					

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
Revised					
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7a. Additions

7b. WLA Assessment

Part IV. Summary of Information Collected and Analyzed

Salisbury Beach area **did not** have any beach closures during the 2012 recreational summer season, based on water quality monitoring performed by the Salisbury Board of Health and the Massachusetts Division of Marine Fisheries.

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