



NPDES Phase II Small MS4 General Permit Annual Report

Municipality/Organization: Town of Uxbridge
EPA NPDES Permit Number: MAR-04-1166
MaDEP Transmittal Number: W- 050211
Annual Report: No. 10
Number & Reporting Period: April 2012 through 31 March 2013

Part I. General Information

Contact Person: Benn Sherman, P.E. **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: Benn S. Sherman, P.E.

Title: Director of Public Works

Date: April 30, 2013

Part II. Self-Assessment

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

Part II.B.1-6 Any Provisions of Part II.B.1-6 that have not been met are detailed in Part III below.

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)	Continuing Activities
1.1	Classroom Education on Stormwater	Department of Public Works	Three grade levels participate, three sets of educational materials, two workshops for teachers.	Materials from the EPA, BRWA and DEP distributed to the public schools. Teachers currently teaching environmental sciences to three plus grade levels.	Review BMP and goals with the School Department. Revise and/or update program to reflect current school curriculum.
Revised					
1.2	Flyer and Brochure Distribution	Department of Public Works	Develop and distribute one flyer and two fact sheets, distribute in utility bills and Town buildings (eg. DPW, library, town hall).	A stormwater flyer is posted in DPW office entryway.	Continue to post a stormwater flyer in the DPW office and Town Hall. In anticipation of the new MS4 permit, evaluate materials and develop new materials which reflect the changing trends in stormwater management.
Revised					

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)	Continuing Activities
1.3	Using the Media	Department of Public Works	One article published local cable service announcement and press release each year.	Stormwater Management Guides for Homeowners, Small Farms, and Horse Owners are posted on the Town’s website for the Planning Department No stormwater messages were aired on the local cable service; however, the environmental hotline number continues to be aired on the local cable service. No articles or press releases were published in permit year 10. The Town recently updated the website and a Stormwater page was added to under the DPW. This page will be used to disseminate information regarding the Stormwater Management Plan and activities.	Update and continue posting Stormwater Management articles on the Town’s website. Restart stormwater messages to be aired on the local cable service announcement. Publish one article and one press release during next program year.
Revised					
1.4	Hazardous Waste Management	Department of Public Works	Track the amount of household hazardous waste collected during days.	Continued teaming with Town of Blackstone for collection of household hazardous materials in Blackstone. The facility is typically open three days per week and year round. Additionally, a metals recycling collections and leaf/brush disposal program was conducted 2-3 days per week from April through November. Local organizations in the Town of Uxbridge ran recycling fundraising programs for tv’s, appliances, and computers.	Continue to encourage teaming efforts with area Town’s to collect household hazardous materials. Uxbridge to continue to leaf/brush disposal and metal recycling program at the Compost Facility. Continue to promote local organizations to run recycling fundraising programs for tv’s, appliances, and computers.
Revised		Department of Public Works / Board of Health	Team with neighboring towns to hold monthly collection days.		

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)	Continuing Activities
2.1	Storm Water Committee	Department of Public Works	Establish committee and meet quarterly.	The Committee presented a new bylaw for consideration at the May 2012 Spring Annual Town Meeting. Passage of the bylaw failed for not attaining the needed 2/3's majority	Reevaluate the current draft bylaw and schedule public meetings with various boards and committees prior to the Fall 2013 Town Meeting. The Committee will put forth another article on the Fall 2013 Town Meeting warrant for consideration. Other tasks include a review and update to the Stormwater Management Plan.
Revised					
2.2	Stream Cleanup and Monitoring	Department of Public Works	Create a document which outlines procedures for stream cleanup and monitoring.	Two events were conducted during this permit year. These events were done in conjunction with Earth Day and a local Riverways event. A total of 225 volunteers and over 364 trash bags and other large debris were removed	Local groups will continue yearly cleanups. The Town is planning to conduct a town wide cleanup day in for the Spring of 2014
Revised			Yearly cleanups by local groups		
2.3	Stencil Storm Drains	Department of Public Works	Prioritize areas to be stenciled. Stencil 30 storm drains per year starting in year three.	No storm drains were stenciled in Permit Year 10. The Town through the stormwater committee is re-organizing the stenciling program.	Stormwater Committee to complete evaluation of stenciling program.
Revised					
2.4	Attitude Surveys	Department of Public Works	Two surveys completed, compiled and analyzed.	The Town started to collaborate with local organizations to develop stormwater workshops. Efforts concentrated on neighboring community workshops.	The Town, in association with local organizations (Blackstone River Association, Blackstone River Coalition), plans to hold stormwater workshop(s) on a variety of topics from the bylaw to illicit discharges.
Revised	Stormwater Workshops	Department of Public Works	Organize and hold one Stormwater Workshop per year.		
2.5	Community Hotline	Department of Public Works	Establish hotline, track number of calls and number of problems/incidents remedied.	Hotline continues to be active (508-278-8617) and advertised on local cable TV channel. This Permit Year only one call was received for illegal discharge from a gas station to the storm drain system. The DPW received a number of general drainage calls throughout the year.	Continue to track number of calls and number of problems/incidents remedied.
Revised					

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)	Continuing Activities
3.1	Illicit Discharge Bylaw or Regulation	Department of Public Works	Develop bylaw and present it to the Town meeting or adopt a regulation.	The Committee presented a new bylaw for consideration at the May 2012 Spring Annual Town Meeting. Passage of the bylaw failed for not attaining the needed 2/3's majority	Reevaluate the current draft bylaw and schedule public meetings with various boards and committees prior to the Fall 2013 Town Meeting. The Committee will put forth another article on the Fall 2013 Town Meeting warrant for consideration. Other tasks include a review and update to the Stormwater Management Plan.
Revised					
3.2	Drainage System Inspections and Mapping	Department of Public Works	Locate drainage structures with GPS unit, update the GIS databases and system map, and inspect each structure.	Updates to the drainage system mapping effort were not completed due to budget constraints.	The Town will continue the process to update the drainage system mapping as funding becomes available.
Revised					
3.3	Inspect and Sample Discharges in UAs	Department of Public Works	Inspect and sample discharges in Urban Areas if flow is present.	No activities were performed during for Permit Year 10.	The Town plans to begin implementing a program to inspect outfalls throughout the drainage system as funding becomes available.
Revised			Inspect discharges after mapping is complete and sample if flow is present.		

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)	Continuing Activities
3.4	Illegal Dumping Education	Department of Public Works	Track the number of educational tools distributed, illegal dumps reported, penalties, rewards to citizens, and illegal dumps cleaned up.	Illegal dumping materials have been provided to schools in BMP's 1.1 and 1.2. One call was received through the main DPW number for an illegal discharge to the drainage system in addition to a variety of illegal dumping activities.	Track the number of educational tools distributed, illegal dumps reported, penalties, rewards to citizens, and illegal dumps cleaned up.
Revised			Coordinate with non-municipal partner to include illegal dumping materials in the classroom education, flyers and brochures in BMP's 1.1 and 1.2. Track the number of educational tools distributed, illegal dumps reported, penalties, rewards to citizens, and illegal dumps cleaned up.		

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)	Continuing Activities
4.1	Soil and Erosion Control Bylaw or Regulation	Department of Public Works	Develop bylaw and present it to the Town meeting, or adopt a regulation.	The Committee presented a new bylaw for consideration at the May 2012 Spring Annual Town Meeting. Passage of the bylaw failed for not attaining the needed 2/3's majority	Reevaluate the current draft bylaw and schedule public meetings with various boards and committees prior to the Fall 2013 Town Meeting. The Committee will put forth another article on the Fall 2013 Town Meeting warrant for consideration. Other tasks include the development of a comprehensive stormwater management and erosion control handbook.
Revised					
4.2	Construction Inspections	Department of Public Works	DPW to inspect construction activities on a weekly basis. Report number of complaints from residents.	In Permit Year 10: The DPW started to develop a program to inspect construction sites. No construction-related complaints from residents have been reported. No complaints were received.	Continue to coordinate with the various boards and commissions on developing a program to inspect construction sites. The Town will continue to report number of complaints from residents.
Revised		DPW/Conservation Commission, Planning Board	Develop inspection form for documenting inspections.		

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)	Continuing Activities
5.1	Bylaw or Regulation for Post Construction Runoff	Department of Public Works	Develop bylaw and present it to the Town meeting or adopt a regulation.	The Committee presented a new bylaw for consideration at the May 2012 Spring Annual Town Meeting. Passage of the bylaw failed for not attaining the needed 2/3's majority	Reevaluate the current draft bylaw and schedule public meetings with various boards and committees prior to the Fall 2013 Town Meeting. The Committee will put forth another article on the Fall 2013 Town Meeting warrant for consideration. Other tasks include the development of a comprehensive stormwater management and erosion control handbook.
Revised					
5.2	BMP Inspection and Maintenance	Department of Public Works	Inspect all Town maintained structural BMPs bi-annually, document the number of problems identified and remedied, review changes in water quality of effluent.	The DPW continued development of a program to inspect Town maintained structural BMPs.	The Towns plans to continue to implement the inspection and maintenance program to inspect all Town maintained structural BMPs, document the number of problems identified and remedied, and review changes in water quality of effluent.
Revised					

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)	Continuing Activities
6.1	Predictive Catch Basin Program	Department of Public Works	Develop a standardized catch basin and storm drain inspection program, collect data, refine based on trends.	The Town cleaned 539 catch basins. Continued mechanical issues with the in house catch basin cleaner combined with budget cutbacks have dramatically limited the number of basins cleaned. The Highway Division repaired approximately 40 basins during the permit year.	The Town plans to continue cleaning and repairing catch basins as budgets allow.
Revised					
6.2	Street Cleaning	Department of Public Works	Sweep all streets once in years 1-2, twice in years 3-5, sweep all parking lots annually, in year five sweep lots twice.	We have experienced continued mechanical issues with the in house street sweepers combined with budget cutbacks have dramatically limited the number of streets and frequency that were swept. The streets within the downtown area (10%) were swept on a number of occasions which coincided with special events. Approximately 85% of the remainder of the streets were swept at least once. Those streets not swept did not require sweeping.	As funding becomes available, continue sweeping activities within the UAs twice and the remaining streets once per year. The Town continues to have issues with internal equipment and will have to consider the purchase of a new sweeper or investigate contract services to achieve compliance.
Revised					
6.3	Investigate Town Owned BMPs for Retrofit Opportunities	Department of Public Works	Inspect all the BMPs annually.	The DPW continued development of a program to inspect Town maintained structural BMPs.	The Towns plans to continue to develop a program to inspect all Town maintained structural BMPs, document the number of problems identified and remedied, and review changes in water quality of effluent. BMP inspections will begin during the next annual cycle.
Revised					

7. BMPs for Meeting Total Maximum Daily Load (TMDL) Waste Load Allocations (WLA)

Not Applicable. TMDL's have not been developed for any of the impaired water bodies in Uxbridge.

Part IV. Summary of Information Collected and Analyzed

The Town has completed GIS based mapping for water, wastewater and stormwater systems constructed prior to 2006. This information has not been updated since that time. It is estimated that over 85% of the stormwater collection system is mapped. Existing data verification and addition of undocumented stormwater collection system components will be the focus going forward. Due to budget shortfalls, additional time will be needed to fully complete the mapping component. There is no other information or data that was collected during permit year 10 that is not included elsewhere in this report.

Part V. Program Outputs & Accomplishments (OPTIONAL)

Programmatic

	(Preferred Units)	Response
Stormwater management position created/staffed	(y/n)	No
Annual program budget/expenditures **	(\$)	Not Determined
Total program expenditures since beginning of permit coverage	(\$)	Not Determined
Funding mechanism(s) (General Fund, Enterprise, Utility, etc)		General Fund

Education, Involvement, and Training

Estimated number of property owners reached by education program(s)	(# or %)	50%
Stormwater management committee established	(y/n)	Yes
Stream teams established or supported	(# or y/n)	No
Shoreline clean-up participation or quantity of shoreline miles cleaned **	(y/n or mi.)	Yes
Shoreline cleaned since beginning of permit coverage	(mi.)	Unknown
Household Hazardous Waste Collection Days *		
▪ days sponsored **	(#)	*
▪ community participation **	(# or %)	*
▪ material collected **	(tons or gal)	*
School curricula implemented	(y/n)	*

***Performed in conjunction with surrounding Towns.**

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	

Mapping and Illicit Discharges

	(Preferred Units)	Response
Outfall mapping complete	(%)	90%
Estimated or actual number of outfalls	(#)	200+
System-Wide mapping complete (complete storm sewer infrastructure)	(%)	90%
Mapping method(s)		
▪ Paper/Mylar	(%)	5%
▪ CADD	(%)	
▪ GIS	(%)	90%
Outfalls inspected/screened **	(# or %)	
Outfalls inspected/screened (Since beginning of permit coverage)	(# or %)	
Illicit discharges identified **	(#)	0
Illicit discharges identified (Since beginning of permit coverage)	(#)	0
Illicit connections removed **	(#); and (est. gpd)	None
Illicit connections removed (Since beginning of permit coverage)	(#); and (est. gpd)	
% of population on sewer	(%)	35%
% of population on septic systems	(%)	65%

Construction

(Preferred Units) Response

Number of construction starts (>1-acre) **	(#)	<10
Estimated percentage of construction starts adequately regulated for erosion and sediment control **	(%)	80%
Site inspections completed **	(# or %)	80%
Tickets/Stop work orders issued **	(# or %)	2
Fines collected **	(# and \$)	0
Complaints/concerns received from public **	(#)	5

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)	1
Average frequency of catch basin cleaning (commercial/arterial or other critical streets) **	(times/yr)	1
Qty of structures cleaned **	(#)	539 (2012)
Qty. of storm drain cleaned **	(%, LF or mi.)	Not Determined
Qty. of screenings/debris removed from storm sewer infrastructure **	(lbs. or tons)	500 CY +/-
Disposal or use of screenings (landfill, POTW, compost, beneficial use, etc.) **	(location)	DPW Yard
Basin Cleaning Costs		
• Annual budget/expenditure (labor & equipment)**	(\$)	General budget
• Hourly or per basin contract rate **	(\$/hr or \$ per basin)	
• Disposal cost**	(\$)	
Cleaning Equipment		
• Clam shell truck(s) owned/leased	(#)	1
• Vacuum truck(s) owned/leased	(#)	0
• Vacuum trucks specified in contracts	(y/n)	0
• % Structures cleaned with clam shells **	(%)	100%
• % Structures cleaned with vactor **	(%)	0%
Average frequency of street sweeping (non-commercial/non-arterial streets) **	(times/yr)	1
Average frequency of street sweeping (commercial/arterial or other critical streets) **	(times/yr)	1
Qty. of sand/debris collected by sweeping **	(lbs. or tons)	1500 CY +/-
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.) **	(location)	DPW Yard
Annual Sweeping Costs		Not Determined

	(Preferred Units)	Response
• Annual budget/expenditure (labor & equipment)**	(\$)	General Budget
• Hourly or lane mile contract rate **	(\$/hr. or ln mi.)	Not Determined
• Disposal cost**	(\$)	Not Determined
Sweeping Equipment		
• Rotary brush street sweepers owned/leased	(#)	1
• Vacuum street sweepers owned/leased	(#)	0
• Vacuum street sweepers specified in contracts	(y/n)	0
• % 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 %)	Unknown
▪ Herbicides	(lbs. or %)	Unknown
▪ Pesticides	(lbs. or %)	Unknown
Integrated Pest Management (IPM) Practices Implemented	(y/n)	Unknown

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	90% ClearLane 10% Sand
Pre-wetting techniques utilized **	(y/n or %)	No
Manual control spreaders used **	(y/n or %)	Yes
Zero-velocity spreaders used **	(y/n or %)	No
Estimated net reduction or increase in typical year salt/chemical application rate	(±lbs/ln mi. or %)	<400#/ln mi
Estimated net reduction or increase in typical year sand application rate **	(±lbs/ln mi. or %)	Phasing out Sand
% of salt/chemical pile(s) covered in storage shed(s)	(%)	95%
Storage shed(s) in design or under construction	(y/n or #)	No
100% of salt/chemical pile(s) covered in storage shed(s) by May 2008	(y/n)	No

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	