

Municipality/Organization: Town of Wareham

EPA NPDES Permit Number: MAR-04-1168

MaDEP Transmittal Number: W-045147

Annual Report Number

& Reporting Period: No. 10: April 1, 12-March 31, 13

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Mark Gifford

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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: Mark Gifford

Printed Name: Mark Gifford

Title: Director, Municipal Maintenance

Date: 4.20.13

Part II. Self-Assessment

The Town of Wareham 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 II.B.8 The Town encourages BMPs that promote groundwater recharge and Standard 3 of the state Storm Water Management Policy. However, specific groundwater recharge/infiltration policies have not yet been developed.

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
1-1	Form Partnerships	Town Administrator	Partnerships Developed	The Town continues to work with the Buzzards Bay Project.	Continue to work with the Buzzards Bay Project.
Revised					
1-2	Educational Material	Dir. of Municipal Maintenance	Educational Material Developed	The educational materials were made available in the Town Clerk’s office, Municipal Maintenance office and the Selectmen’s office. In addition, the educational materials were posted on the Town of Wareham’s website.	Continue to make educational materials available throughout the Town and on the Town’s website.
Revised				The Town continued to conduct an outreach to the public called “Wareham Works” which promoted stormwater awareness.	
1-3	Annual Public Hearing	Town Administrator	Y1. Meetings Held Y2. Radio ads for participation Y3. Community participation in community cleanups Y4. Establish Citizen Watch Groups	The annual meeting on the Phase II Stormwater Permit requirements was not held during Permit Year 10. The Town invites the public to assist with various activities pertaining to the Phase II permit. The Town participates in the annual Earth Day activities, as well as, various designated beach clean up days.	Continue to invite the public to participate in Phase II activities including Earth Day activities and beach clean up days.
Revised					

1a. Additions

1-4	Conduct an Annual Household Hazardous Waste Collection Day	Municipal Maintenance	Every Spring <ul style="list-style-type: none"> • Sponsor an annual Household hazardous waste collection day. 	The Town held an annual Hazmat Day on Saturday, May 5, 2012. The Hazmat Day is available to Wareham, Carver, and Marion residents on the first Saturday in May.	The Town plans to continue the annual Hazmat Day on the first Saturday in May.
Revised					

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
2-1	Encourage Citizen Action	Dir. of Municipal Maintenance	Brochure and flyers prepared in step 1-2 utilized to invite public participation in discharge mapping and detection.	For Permit Year 10, the Town invited the public to assist with various activities pertaining to the Phase II permit. The Town participates in the annual Earth Day activities, as well as various designated beach clean up days.	Continue to invite the public to participate in Phase II activities including Earth Day activities and beach clean up days.
Revised					
2-2	Establish Stormwater Committee	Town Administrator	Committee Created	The Stormwater Committee did not hold any meetings during Permit Year 10.	Hold at least one Stormwater Committee meeting.
Revised					
2-3	Selectmen's Meeting	Town Administrator	Meeting Held	The Town of Wareham worked on coordinating a progress update on Phase II requirements at a Selectmen's meeting.	Discuss progress on Phase II requirements at a Selectmen's meeting.
Revised					
2-4	Storm Drain Stenciling	Dir. of Municipal Maintenance	Record No. of CB's Stenciled	The Buzzards Bay Coalition and High School students stenciled storm drains during Permit Year 10.	During Permit Year 11, at least 30 more storm drains will be stenciled.
Revised					
2-5	Stream Cleanup	Dir. of Municipal Maintenance	Report on Cleanup Activities	The Town invites the public to assist with various activities pertaining to the Phase II permit. The Town participates in the annual Earth Day activities, as well as, various designated beach clean up days.	Continue to invite the public to participate in Phase II activities including Earth Day activities and beach clean up days.
Revised					

2a. Additions

None at this time.

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
3-1	Discharge Identification	Dir. of Municipal Maintenance	Discharges Identified	In Permit Year 10, the Town updated the drainage system mapping as new outfalls were added to the storm drain system. In previous years, a town wide program to identify and locate outfalls was completed.	In Permit Year 11, the Town will continue to update the drainage system mapping as new outfalls are added to the storm drain system.
Revised					
3-2	Prohibition/ Enforcement	Board of Health	Report Prepared, Bylaws Amended	In previous years, the Town performed a review of current regulations and prepared a letter describing how the current bylaws and regulations meet the requirements. A stormwater bylaw would strengthen the authority and provide additional prohibition and enforcement standards.	The Town will continue to prohibit illicit discharges. In addition, the Town will review bylaws of nearby communities to start to draft a stormwater article to strengthen current regulations.
Revised					
3-3	Drainage Network Map	Town Planner	Map Produced	In Permit Year 10, the Town updated the drainage system mapping by GIS locating all the catch basins within the Town.	In Permit Year 11, the Town will continue to update the drainage system mapping as new components are added to the storm drain system, and will also be mapping the interconnectivity of the drainage system using GIS.
Revised					

3-4	Illicit Discharge Identification	Dir. of Municipal Maintenance	Y1. Illicit Discharges Quantified Y2. Ordinances adopted re: illicit discharges Y3. Elimination of illicit discharges ongoing & household hazardous collection program in place Y4. Elimination of most illicit discharges complete	During Permit Year 10, the Town continued to update the drainage system mapping to determine potential/probably illicit discharges. In addition, all of the catch basins throughout the Town were GIS located.	For illicit discharge detection, the Town will continue to work on updating the drainage system mapping. Since the original drainage system map was produced, new subdivisions and developments with drainage systems have been built. These drainage systems will be added to the drainage system mapping. In addition, the Town will be mapping the interconnectivity of the drainage system using GIS to determine if there are any illicit connections.
Revised			Y1. Illicit Discharges Quantified Y2. Ordinances adopted re: illicit discharges Y3. Elimination of illicit discharges ongoing Y4. Elimination of most illicit discharges complete		
3-5	Illicit Discharge Enforcement	Dir. of Municipal Maintenance	Y1. Illicit Discharges Quantified Y2. Ordinances adopted re: illicit discharges Y3. Elimination of illicit discharges ongoing & household hazardous collection program in place Y4. Elimination of most illicit discharges complete	If an illicit discharge is discovered, the Town immediately investigates it and determines the best way to rectify the situation.	The Town will continue enforcement through the current process if illicit discharges are discovered.
Revised			Y1. Illicit Discharges Quantified Y2. Ordinances adopted re: illicit discharges Y3. Elimination of illicit discharges ongoing Y4. Elimination of most illicit discharges complete		

3-6	DPW Training	Dir. of Municipal Maintenance	Training Provided	Employees of the municipal maintenance department have not attended any stormwater seminars during Permit Year 10; however, the Conservation Administrator attended meetings of the Buzzards Bay Action Committee (BBAC). The BBAC goal is to assist in the implementation of the Buzzards Bay Comprehensive Conservation and Management Plan.	Continue attending BBAC meetings. In addition, the Town plans to develop a stormwater training program for DPW and other Town employees during Permit Year 11.
Revised					
3-7	Public Information	Dir. of Municipal Maintenance	Complaint File Completion and Maintenance	The Town does not have a specific complaint log for stormwater remediation. If a resident calls about an illicit discharge, the message is taken and the Director or Foreman is notified. They, in turn, investigate the call and determine ways to rectify the situation.	Continue educating residents about illicit discharges. Continue current practice of accepting stormwater and illicit discharge calls at the Municipal Maintenance office. The Director or Foreman will investigate the call and determine ways to rectify the situation. In addition, the Town will start to maintain a separate list or copy of stormwater and illicit discharge reports and complaints.
Revised					

3a. Additions

None at this time.

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
4-1	Conservation Commission Bylaw	Conservation Commission Agent	<ol style="list-style-type: none"> 1. Review bylaw, prepare findings report on necessary changes/amendments to bylaw, revise bylaw to incorporate necessary revisions 2. Institute site inspection procedures 3. Realize improved water clarity 4. Realize increased number of aquatic organisms in water bodies. 	<p>In previous years, the Town performed a review of Conservation Commission by-laws and prepared a letter describing how the current bylaws nominally meet the requirements. The Conservation Commission already prevents erosion from construction sites, although the bylaw language does not directly state this. The Conservation Committee is continuing to work on modifying the by-law to strengthen the requirements.</p>	<p>The Conservation Commission will continue to enforce current bylaws to prevent erosion from construction sites. The Conservation Committee plans to present a bylaw at the Fall 2013 Town Meeting.</p>
Revised					
4-2	Subdivision Rules and Regulations	Town Planner	<ol style="list-style-type: none"> 1. Review regulations, prepare findings report, rules and regulations revised per findings 2. Institute site inspection procedures 3. Realize improved water clarity 4. Realize increased number of aquatic organisms. 	<p>In previous years, the Town performed a review of the Subdivision Rules and Regulations and prepared a letter describing how the current regulations meet the requirements. The subdivision rules and regulations have a provision that the Planning Board can require a “Soil Erosion and Sedimentation Control Plan” if erosion due to development activity is excessive or significant to wetlands, streams, ponds, or other water bodies.</p>	<p>The Stormwater Committee and Town Planner will continue to enforce current regulations to prevent erosion from construction sites.</p>
Revised					

4-3	Zoning Review	Town Planner	<ol style="list-style-type: none"> 1. Review bylaw, prepare findings report on necessary changes/amendments to bylaw, revise bylaw to incorporate necessary revisions 2. Institute site inspection procedures 3. Realize improved water clarity 4. Realize increased number of aquatic organisms in water bodies. 	<p>In previous years, the Town performed a review of the Zoning Bylaw and prepared a letter describing how the Zoning Bylaw meets the requirements. The Town continued to prevent erosion from construction sites during Permit Year 10.</p>	<p>In Permit Year 11, the Zoning Board and Town Planner will continue to enforce current regulations to prevent erosion from construction sites.</p>
Revised					

4a. Additions

None at this time.

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
5-1 Revised	Conservation Commission Bylaw	Conservation Commission Agent	Bylaw Amended	The Conservation Commission already controls post construction stormwater management, although the bylaw language does not directly state this. Conservation Committee is continuing to work on modifying the by-law to strengthen the requirements for controlling post construction stormwater management.	The Conservation Commission will continue to control post construction stormwater management. In addition, the Conservation Committee plans to present a bylaw at the Fall 2013 Town Meeting that will strengthen the requirements for controlling post construction stormwater management.
5-2 Revised	Subdivision Rules and Regulations	Town Planner	Rules and Regulations Revised	In previous years, the Town performed a review of the Subdivision Rules and Regulations and prepared a letter describing how the current regulations meet the requirements.	In Permit Year 11, the Planning Board and Town Planner will continue to enforce current regulations control post construction stormwater management.
5-3 Revised	Zoning Review	Town Planner	Bylaws Amended	In previous years, the Town performed a review of the Zoning Bylaw and prepared a letter describing how the Zoning Bylaw meets the requirements for post construction stormwater management.	In Permit Year 11, the Zoning Board and Town Planner will continue to enforce current regulations to control post-construction stormwater management.

5a. Additions

None at this time.

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
6-1	D.P.W. Policy Guide	Dir. of Municipal Maintenance	Policy Guide Developed	The Town did not establish a policy guide for vehicle maintenance and salt storage.	The Town plans to start the development of a policy guide for vehicle maintenance and salt storage.
Revised					
6-2	D.P.W. Annual Training	Dir. of Municipal Maintenance	Training Manual Prepared, Employee Training completed, recycling program fully implemented, pesticide reduction implemented	The Town did not complete the training manual for stormwater pollution prevention. The Town continued the recycling program. In addition, the DPW has used pesticides minimally for weed control only.	The Town plans to continue the recycling program. The Town plans to start the development of a training manual for stormwater pollution prevention. The Town plans to continue using pesticides minimally for weed control only.
Revised					
6-3	D.P.W. Maintenance Schedule	Dir. of Municipal Maintenance	Maintenance Schedule Developed	Street sweeping and catch basin cleaning are constant and ongoing. Over 200 catch basins were cleaned during permit year 10. The 200 catch basins cleaned are believed to have had the greatest amount of sediment accumulation.	The Town plans to continue street sweeping and catch basin cleaning with a focus on the catch basins that collect the most sediment.
Revised					
6-4	D.P.W. Permit Filing	Dir. of Municipal Maintenance	Permits on File	On-going filing of all stormwater related projects.	Continue permit filing.
Revised					

6a. Additions

6-5				In partnership with Buzzards Bay National Estuary Program,	In partnership with the Buzzards
Revised	Water Quality Improvements to Existing Drainage System	Dir. of Municipal Maintenance	Y10. Design stormwater treatment system Y11. Construct stormwater treatment system	developed stormwater treatment designs for the Main Street drainage system. In addition, performed improvements to the drainage systems on Winter Street and Lake Avenue.	Day National Estuary Program, the stormwater treatment designs will be installed as part of the Main Street Phase II Streetscape project.

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 10 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 11
7-1	Pooper Scooper Educational Materials	Department of Public Works	Y8. Start to develop educational materials on pet waste and pooper scooper regulations Y9. Distribute educational materials	The Town continued to work on developing educational material on pet waste and the pooper scooper regulations.	The Town plans to develop and distribute educational material on pet waste and the pooper scooper regulations.
Revised					
7-2	Educational Materials for Reduction in Phosphorus in Stormwater	Department of Public Works	Y9. Start to develop educational materials on phosphorus reduction Y10. Distribute educational materials	The Town continued to work on educational material on septic system maintenance and reducing fertilizer use.	The Town plans to develop educational material on septic system maintenance and reducing fertilizer use.

7a. Additions

7b. WLA Assessment

Not applicable at this time.

Part IV. Summary of Information Collected and Analyzed

The Town located 2,347 catch basins throughout the whole Town and incorporated the locations into the GIS mapping. This will be used as a starting point for the previously mentioned interconnectivity survey.