

**Municipality/Organization: Town of Falmouth**

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**EPA NPDES Permit Number: MAR 041114**

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**MADEP Transmittal Number: W-035626**

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**Annual Report Number**

**& Reporting Period: Year 11: May 1<sup>st</sup> 2013-April 30th 2014**

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## NPDES PII Small MS4 General Permit Annual Report

### Part I. General Information

Contact Person: Peter M. McConarty

Title: Town Engineer

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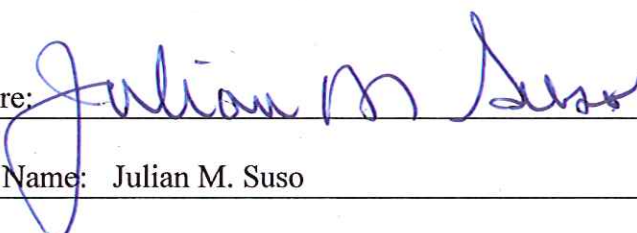
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#### Certification:

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 gathered and evaluated 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: 

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Printed Name: Julian M. Suso

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Title: Town Manager

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Date: April 25, 2014

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## Part II. Self-Assessment

The Engineering staff is responsible for implementing the Phase II requirements and has been moving forward with compliance.

Since 2012, Public Works had the opportunity of working with AmeriCorps Cape Cod on updating the Towns NPDES program and ensuring compliance. The Engineering Division works with an AmeriCorps staff employee two days a week with the main tasks of stormwater mapping and developing new NPDES education and outreach programs. Groups of AmeriCorps volunteers have been organized to perform the following tasks: Initiate an annual storm drain marker installation program in high profile locations throughout the town; develop and initiate an annual storm drain stenciling program that is used in the estuaries and tidal pond areas where there are no curbs to install the storm drain markers; design print and distribute door hangers aimed at public education regarding fertilizer, car washing, pet waste and litter control.

The Towns outfall maps are being updated on a continual basis including structure information, connections between structures, and stormwater contribution areas. Field inspections include recording private driveway stormwater runoff and identifying illicit discharges such as basement sump pumps draining to roadways or catch basins. The main focus at this time is identifying outfalls and roadway runoff areas affecting the coastal ponds and estuaries. Falmouth has several working groups and committees researching nitrogen and phosphorous reduction technology and implementation methods that can be used in sensitive areas.

Due to limited equipment and staffing, routine street cleaning has been limited to one street sweeping crew. Street cleaning is performed in the spring after snow removal operations, and in the fall after the hurricane and nor'easter season. Main arteries are swept on a weekly basis. A catch basin cleaning truck and crew has been dedicated to full time basin cleaning from April – October. The Town no longer applies sand/ salt mixtures to the roadways during the winter season. The roads are pretreated with a salt brine mixture that is applied prior to inclement weather.

Street sweeping and catch basin sediment removal amounts are tracked in an asset management program.

NPDES compliance programs and staff development training are continually being updated. Several key aspects include:

1. An all-inclusive Public Works Stormwater Regulation including NPDES compliance requirements has been developed and is currently under review with the anticipation of Selectmen approval and adoption in FY2015.
2. The Town "Driveway Permit" forms have been modified to include NPDES stormwater requirements.  
The modified "Driveway Permit" includes:
3. The Engineering Division maintains an active list of drainage concerns. Each site is evaluated for repair, including best management practices (BMP's), water quality, and accessibility for maintenance. Work is ongoing.

4. Evaluation review and update of the current "Public Outreach and Participation Program" is ongoing. With the help of qualified Americorps personnel, Public Works is advancing faster than expected.
5. Stormdrain markers stating "NO DUMPING, DRAINS TO WATERWAY" have been installed in the downtown and beach areas.
6. AmeriCorps led a beach grass planting program on Menauhant Beach and Old Silver Beach with the goals of preventing erosion, protecting the adjacent parking lots and preventing stormwater runoff into the beach areas.
7. AmeriCorps staff developed an informational document and placed on the Oyster Pond Environmental Trust website. The document contained information on minimizing water pollution and reducing stormwater runoff from private properties.
8. The following Public Works projects including stormwater LID design and best management practices have been designed and are currently under construction:
  - Old Barnstable Road – Approximately 3.75 miles of roadway is currently being reconstructed. The entire stormwater system is being replaced including deep sump catch basins and leaching pit structures, 2013-2014.
  - Ashumet Valley Road Takings – Four private roads were taken through the roadway betterment act in 2013. All roadways were reconstructed with in-house labor. The entire stormwater system was replaced including deep sump catch basins and leaching pit structures. The work will be completed in spring of 2014.
  - Public Works Facility – Installed one in-line Stormceptor, oil-water separator near the fuel depot in order to capture spills and surface contaminants within the fueling area. The positive limiting barrier build into the concrete fueling pad is swept on a regular basis.
  - Septic System Replacement at Old Silver Beach – The Town is currently replacing the septic system at Old Silver Beach. The new system is located at the furthest point of the parking lot to accommodate the Conservation Commission and Board of Heath construction buffer zones.
  - Falmouth received a grant from the Natural Resources Conservation Service (NRCS) for:
    - The reconstruction of a fish ladder and proposed LID drainage for improving sediment flow into Rands Canal. The Town must match 25% of the total cost with in-house professional design services, construction in 2013 with final compliance and signoff in spring 2014.

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 11 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 12
1-1 Revised	Televised Program for Falmouth Specific.	Engineering D.N.R.	Program airing on local station.	Program was initiated. In 2013, a new annual PSA was created and aired on Falmouth FCTV beginning spring 2013.	Will continue to air annual PSA's and update as necessary.
1-2 Revised	Posting Of Maps	Engineering Engineering and GIS	Map prepared and displayed	Maps are updated on a continuing basis. At this time, the primary focus has been the coastal ponds and estuaries.	Will continue to update the maps on a continuing basis.
1-3 Revised	Annual Public Hearing	Admin.	Meetings held per schedule	Monthly meeting are held regarding the improvement of all coastal ponds and reduction in nitrogen. Several community groups are moving forward with seeking Town Funding and Grants to improve the salt and fresh waters of Falmouth.	Continue with Monthly meetings and providing support for the community interest groups.
1-4 Revised	Educational Flyer	Admin. and DPW	Flyer prepared and distributed	Educational flyers and door hangers have been developed and distributed to Town Hall and public buildings. Flyers can also be picked up at the Engineering Division.	Update and distribute flyers as on a continual basis.
Revised					

1a. Additions

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<b>2. Public Involvement and Participation</b>						
<b>BMP ID #</b>	<b>BMP Description</b>	<b>Responsible Dept./Person Name</b>	<b>Measurable Goal(s)</b>	<b>Progress on Goal(s) – Permit Year 11 (Reliance on non-municipal partners indicated, if any)</b>	<b>Planned Activities – Permit Year 12</b>	
2-1 Revised	Encourage participation	Admin./DPW	Maintain complaint file	Working with the school department, Dog Park, and local groups/committees on public awareness and involvement.	Continue awareness and education with the various water quality committees and associations.	
2-2 Revised	Stormwater Committee	Selectmen/DPW	Update management program	Committee established. Monthly meeting are held regarding improvement of all coastal ponds and reduction in nitrogen. Several community groups are moving forward with seeking Town Funding and Grants to improve the salt and fresh waters of Falmouth.	Continue with Monthly meetings and providing support for the community interest groups.	
2-3 Revised	Selectmen's Meeting Review	Selectmen Administrator	Meetings held per schedule	Education and awareness activities were presented.	Continue to update the Selectmen and public on a continuing basis.	
2-4 Revised	Storm Drain Stenciling	DPW/Engineering	Documentation of catch basins stenciled	Stormdrain markers were purchased and installed. Stencils were created and painted near ponds and in high profile areas where curbing is not present.	Continue installing Stormdrain markers and painted Stencils.	
2-5 Revised	Hazardous Waste Collection	Board Of Health	Documentation of Collection	Hazardous waste collection was conducted 4 times in conjunction with 3 bordering towns. May thru Oct	Conduct hazardous waste collection days 4 days between May and Oct in conjunction with 3 bordering towns	
Revised						

**2a. Additions**


### 3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 11 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 12
3-1 Revised	Discharge Identification	DPW DPW/ Engineering	Production of maps	Continuing field inventory and updates to the Towns GIS data. Initial focus is the coastal ponds and nitrogen sensitive areas.	Field inventory and locate with GPS to update GIS data. Incorporate all discharges in Asset Management Software program.
3-2 Revised	Drainage Network Mapping	DPW/GIS DPW/GIS Engineering	Production of maps	Continuing field inventory and updates to the Towns GIS data.	Field upkeep and GIS database updated.
3-3 Revised	Illicit Discharge Identification	DPW/Board Of Health	Quantify Identification	Identified illicit discharges with BMP 3-1 & 3-2.	Identified illicit discharges with BMP 3-1 & 3-2.
3-4 Revised	Illicit Discharge Enforcement	DPW/Board of Health/Planning	Quantify Identification	Enforcement measures have been incorporated into the stormwater by-law.	Continuing enforcement through inspections and complaint follow-up.
3-5 Revised	DPW Training	DPW	Meetings held	Trucks have been outfitted with spill containment and prevention equipment. Educational workshops for supervisors.	Continuing education and training for supervisors and crew foremen. Programs sponsored by Barnstable County Board Of Health.
3-6 Revised	Public Information on Illicit Connections	DPW/Admin.	Maintain report file	Not implemented.	Implement and incorporate in conjunction with BMP 1-1.

### 3a. Additions

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**4. Construction Site Stormwater Runoff Control**

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 11 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 12
4-1 Revised	Con. Com. Bylaw Review	Con. Com.	Review and/or revise bylaws	A stormwater by-law has been drafted and is currently being reviewed.	Approval of the Stormwater bylaw regulation by the Selectmen and implementation.
4-2 Revised	Planning Board Regulations Review	Planning Board	Review and/or revise regulations	See BMP 4-1.	See BMP 4-1.
4-3 Revised	Zoning Bylaw Review	Planning Board	Review and/or revise regulations.	See BMP 4-1.	See BMP 4-1.
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 11 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 12
5-1 Revised	Con. Com Bylaw Review	Con. Com.	Review and/or revise bylaws	Review of current regulations and incorporation into the newly created stormwater by-law.	See BMP 4-1.
5-2 Revised	Planning Board Regulations Review	Planning Board	Review and/or revise regulations	Review of current regulations and incorporation into the newly created stormwater by-law.	See BMP 4-1.
5-3 Revised	Zoning Bylaw Review	Planning Board	Review and/or revise regulations	Review of current regulations and incorporation into the newly created stormwater by-law.	See BMP 4-1.
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 11 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 12
6-1 Revised	DPW Policy Guide	DPW	Preparation of Policy Guide	Catch basin and street sweeping program developed and implemented.	Program is ongoing.
6-2 Revised	DPW Annual Training	DPW	Complete annual training	Reviewed proprietary education dvds.	Implement and revise schedule to coincide with BMP 3-5.
6-3 Revised	DPW Permit Filing	DPW	Copies of permits on file	Implemented and on-going.	Continue filing permits and adhere to DEP, and local design standards.
Revised					
Revised					
Revised					

**6a. Additions**


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 11 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 12
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)**

**Programmatic**

Stormwater management position created/staffed (duel position)	(y/n)	Y
Annual program budget/expenditures (Capital Improvement Program)	(\$)	25,000.00
		Funded for FY 2014

**Education, Involvement, and Training**

Estimated number of residents reached by education program(s)	(# or %)	New Program Televised 100%
Stormwater management committee established	(y/n)	Y
Stream teams established or supported	(# or y/n)	
Shoreline clean-up participation or quantity of shoreline miles cleaned	(y/n or mi.)	Y 65 +/- Miles
Household Hazardous Waste Collection Days		
▪ days sponsored	(#)	4
▪ community participation	(%)	
▪ material collected	(tons or gal)	
School curricula implemented – Elementary & Middle School Grades	(y/n)	Y

**Legal/Regulatory**

	In Place Prior to Phase II	Under Review	Drafted	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**

Outfall mapping complete (known outfalls. Detection is ongoing)	(%)			100
Estimated or actual number of outfalls (known outfalls. Detection is ongoing)	(#)			129
System-Wide mapping complete	(%)			90
Mapping method(s)				
▪ Paper/Mylar	(%)			100
▪ CADD	(%)			
▪ GIS	(%)			100
▪ Asset Management Software program	(%)			100
Outfalls inspected/screened	(# or %)			20
Illicit discharges identified	(#)			Ongoing
Illicit connections removed	(#)			
	(est. gpd)			
% of population on sewer	(%)			3
% of population on septic systems	(%)			97

**Construction**

Number of construction starts (>1-acre)	(#)	3
Estimated percentage of construction starts adequately regulated for erosion and sediment control	(%)	100%
Site inspections completed	(# or %)	4 ea. project
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% By design
Site inspections completed	(# or %)	4 ea. project
Estimated volume of stormwater recharged	(gpy)	

**Operations and Maintenance**

Average frequency of catch basin cleaning (non-commercial/non-arterial streets)	(times/yr)	Continuous
Average frequency of catch basin cleaning (commercial/arterial or other critical streets)	(times/yr)	Continuous
Total number of structures cleaned ( 3,600 +/- Total), Clean approx. 40-50 month	(#)	On-going
Storm drain cleaned (See above)	(LF or mi.)	
Qty. of screenings/debris removed from storm sewer infrastructure	(lbs. or tons)	3 C.Y. Each
Disposal or use of sweepings (landfill, POTW, compost, recycle for sand, beneficial use, etc.)		Town Owned Gravel Pit
Cost of screenings disposal	(\$)	No Cost

Average frequency of street sweeping (non-commercial/non-arterial streets)	(times/yr)	2 or as needed
Average frequency of street sweeping (commercial/arterial or other critical streets)	(times/yr)	2 or as needed
Qty. of sand/debris collected by sweeping	(lbs. or tons)	20 C. Y./Day
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.)	(location)	Gravel Pit
Cost of sweepings disposal	(\$)	
Vacuum street sweepers purchased/leased	(#)	N/A
Vacuum street sweepers specified in contracts	(y/n)	N/A

Reduction in application on public land of: ("N/A" = never used; "100%" = elimination)		
▪ Fertilizers	Reduction from 3 lbs per acre to 2 lbs per acre	(lbs. or %) 2 lbs per Acre
▪ Herbicides		(lbs. or %) None Used
▪ Pesticides		(lbs. or %) Minimal Used

Anti-/De-Icing products and ratios	% NaCl % CaCl <sub>2</sub> % MgCl <sub>2</sub> % CMA % Kac % KCl % Sand	
Pre-wetting techniques utilized	(y/n)	Started 2008
Manual control spreaders used	(y/n)	N
Automatic or Zero-velocity spreaders used	(y/n)	Y (7)
Estimated net reduction in typical year salt application	(lbs. or %)	
Salt pile(s) covered in storage shed(s)	(y/n)	Y
Storage shed(s) in design or under construction	(y/n)	Y Complete