



# Haverhill

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Water/Wastewater Division  
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April 29, 2014

United States Environmental Protection Agency  
1 Congress Street, Suite 1100 (CIP)  
Boston, MA 02114-2023  
Attn: Glenda Velez by email: [stormwater.reports@epa.gov](mailto:stormwater.reports@epa.gov)

Massachusetts Department of Environmental Protection  
One Winter Street -5<sup>th</sup> Floor  
Boston, MA 02108-4746  
Attn: Fred Civian by email: [Frederick.Civian@state.ma.us](mailto:Frederick.Civian@state.ma.us)

Subject: Haverhill, Massachusetts Permit Number: MAR 041197  
Annual Stormwater Report No. 11

Dear Ms. Velez and Mr. Civian:

We respectfully submit the City of Haverhill's NPDES Stormwater Permit; we are providing this annual report detailing activities from March 2013 to March 2014.

## **Self-Assessment**

The following is a brief summary of Stormwater activities undertaken during the ninth permit year:

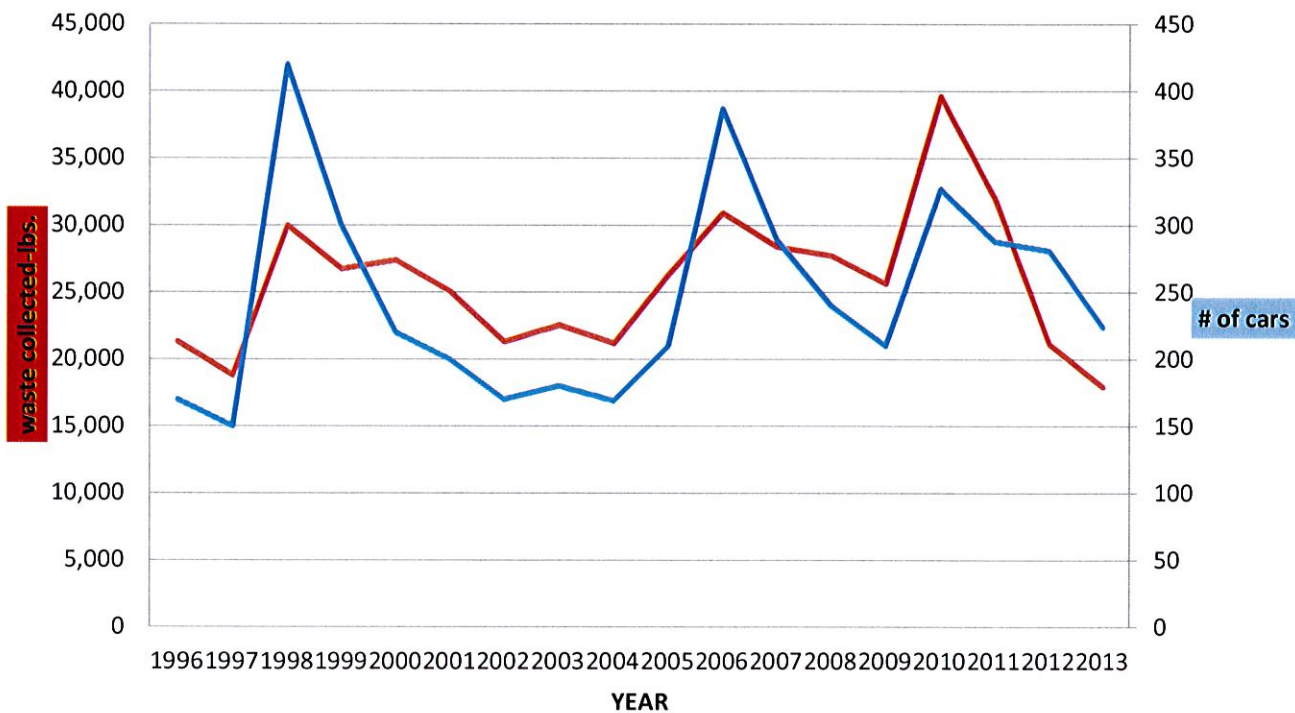
- Developed a draft Illicit Discharge and Detection manual, which can be found on the City's website at the following address.

[http://www.ci.haverhill.ma.us/haverhill/departments/storm\\_water\\_program/uploads/Haverhill\\_s\\_IDDE\\_Manual.pdf](http://www.ci.haverhill.ma.us/haverhill/departments/storm_water_program/uploads/Haverhill_s_IDDE_Manual.pdf).

- Haverhill Highway Department continued the street sweeping program. The City currently has over 1,400 streets, with 266 centerline miles of streets or 532 lane miles. The City began using the street sweeping odometer to track the sweeping activity, which includes travel mile to and from the work site. The City currently has a database that has the Right of Way (ROW) length. The street sweeping list was cross reference to the City's ROW database and determines that the City cleaned 1,053 miles of streets. The odometer-reading total was 1,291 miles a difference of 238 miles (18%) attributed to travel to and from the work site. Not all streets were swept; the City concentrated the street sweeping activity within the downtown section.

- Haverhill Wastewater Division continues to clean the City’s catch basins and have cleaned 53 catch basins during this reporting period.
- Highway Department collected waste oil on the last Saturday of the month from 9:00 AM to 1:00 PM from January to December.
- The Conservation Commission enforced the 2008 Massachusetts Stormwater Management Regulations for projects that are within its jurisdiction. Additionally, for projects that will disturb an acre or more, the Commission requires proof of EPA authorization under NPDES and copies of the Stormwater Construction General Permit Notice of Intent. The Commission also requires a copy of the related NPDES Stormwater Pollution Prevention Plan to be submitted before commencement of work.
- We continue to have a Household Hazardous Waste collection day twice per year. In calendar year 2012, we collected 17,889 pounds of hazardous waste. Household Hazardous Waste collection days for 2013 were scheduled for May and October. Below is a graph detailing the collections activities from 1996 to 2013.

**City of Haverhill WWTP HHW Day: 1996-2013**



- The City through the City Engineering Department has inputted all new subdivisions into GIS, which includes Stormwater features. In addition, other Stormwater features that are missing are being inputted into GIS as time allows.

The attached tables are the Best Management Practices (BMP's) listed in City of Haverhill's Notice of Intent, (NOI) and the City's progress in the eleventh permit year. The City of Haverhill is committed to the Stormwater program and will make every effort to achieve the BMP's listed in the City's NOI.

Should you have any question or comments please call my office 978-374-2382 or email me [pjessel@haverhillwater.com](mailto:pjessel@haverhillwater.com).

Sincerely



Paul J. Jessel  
Collection System Supervisor

cc: James J. Fiorentini, Mayor City of Haverhill  
Ann Herrick, [herrick.ann@epa.gov](mailto:herrick.ann@epa.gov)  
Fred Civian, [Frederick.Civian@State.MA.US](mailto:Frederick.Civian@State.MA.US)  
Michael Stankovich, DPW Director  
Robert E. Ward, Deputy DPW Director  
Don Freeman, CDM  
John Pettis, III P.E., City Engineer  
William Pillsbury, Planning, Economic, and Board of Health Director  
Robert E. Moore, Jr., Environmental Health Technician  
Margaret Toomey, City Clerk  
John D'Aoust, Water Treatment Plant Manager  
Mary D'Aoust, Water Treatment Chemist  
Bonnie Dufresne, Board of Health  
Les Godin, Health Inspector  
Highway Department

## Summary of Minimum Control Measures

### 1. Public Education and Outreach

BMP ID.	BMP	Responsible Department/ Person	Measurable Goal	Progress on Goal(s) – Permit Year 10	Planned Activities
#1-1	Designate Stormwater Coordinator	Mayor	Official Designation of Stormwater coordinator	Completed Committee is established	Official designations of a Stormwater coordinator establish a reoccurring meeting date and time.
#1-2	Add Stormwater Information to City Website	Stormwater Coordinator	Incorporation of Stormwater Page	Completed Stormwater web page	Place Stormwater information onto the City's web page. The City's Stormwater Web page is <a href="http://www.ci.haverhill.ma.us/haverhill/departments/storm_water_program/uploads/Haverhill_s_IDDE_Manual.pdf">http://www.ci.haverhill.ma.us/haverhill/departments/storm_water_program/uploads/Haverhill s IDDE Manual.pdf</a> Added request for catch basin cleaning and street sweeping onto the City's Web Site. <a href="http://www.ci.haverhill.ma.us/online_services/index.php">http://www.ci.haverhill.ma.us/online_services/index.php</a>
#1-3	Coordinate Outreach with Initiatives of Local Watershed Organizations	Stormwater Coordinator	Identification of groups annual contact	Completed	Initiate discussions with Haverhill's Lake Alliance, Merrimack Valley Planning Commission
#1-4	Develop and Distribute Informational Brochures	Stormwater Coordinator	Development and dissemination of 2 brochures.	Completed	Complete brochures.
#1-5	Install and Maintain Signage	Stormwater Coordinator	New Signs at 5 locations Develop List of future signs	Completed	Committee decided only CSO signs are required.
#1-6	Distribute Pet Waste Brochure with Dog Licenses	City Clerk	Brochure to all dog licensees	Completed	The City Clerk is now distributing pet waste brochure.

## Summary of Minimum Control Measures

### Summary of Minimum Control Measures (Continue)

#### 2. Public Involvement and Participation

BMP ID.	BMP	Responsible Department/Person	Measurable Goal	Progress on Goal(s) – Permit Year 10	Planned Activities
#2-1	Comply with State Public Notice Guidelines	City Clerk & Department Heads	Comply with State guidelines	Completed	Continue Compliance
#2-2	Annual Household Hazardous Waste Day	IPP Coordinator	Annual collection day held	Completed	Continue bi-annual household Hazardous Waste Day scheduled for <b>May 2013 and October 2013</b>
#2-3	Motor Oil Collection Days	Highway Department	Collection days held	Completed	Last Saturday of the month 9:00 AM to 1:00 PM Sept. to June
#2-4	Establish a Stormwater Hotline	Stormwater Coordinator	Establishment of hotline	Completed	Establish email for public, which is <a href="mailto:stormwater@cityofhaverhill.com">stormwater@cityofhaverhill.com</a> . Established and maintain hotline <b>978-374-2334</b>
#2-5	Establish a Stormwater Committee	Mayor	Establishment of Committee	Completed	Designate and formally establish Stormwater Committee and schedule regular meetings
#2-6	Stencil Catch basins	Stormwater Coordinator	Contact Groups stencil 50 CBs per year	In Progress	Wastewater Division where appropriate will stencil 50 catch basins

## Summary of Minimum Control Measures

### Summary of Minimum Control Measures (Continue)

#### 3. Illicit Discharge Detection and Elimination

<b>BMP ID.</b>	<b>BMP</b>	<b>Responsible Department /Person</b>	<b>Measurable Goal</b>	<b>Progress on Goal(s) – Permit Year 10</b>	<b>Planned Activities</b>
<b>#3-1</b>	Map Outfalls and Receiving Waters	City Engineer & Stormwater Coordinator	Completed map	Completed June 2007	The city and the EPA are currently discussing the proposed level of effort for this activity in 2014.
<b>#3-2</b>	Review and Revise, if necessary Stormwater Bylaw	Stormwater Coordinator	Completed review, modifications if needed	Submitted Ordinance on 3/23/10	City Council sent the Ordinance back for further review.
<b>#3-3</b>	Continue Dry-Weather Screening of Outfalls	Stormwater Coordinator	Complete first round of screening	In Progress	The city and the EPA are currently discussing the proposed level of effort for this activity in 2014.
<b>#3-4</b>	Develop Program for Detection and Elimination of Illicit Connections	Stormwater Coordinator, Board of Health, Wastewater	Develop procedures for removal	Completed	Finalize IDDE manual March 2008 see the complete manual.

## Summary of Minimum Control Measures

### Summary of Minimum Control Measures (Continue)

#### 4. Construction Site Stormwater Runoff Control

BMP ID.	BMP	Responsible Department /Person	Measurable Goal	Progress on Goal(s) – Permit Year 10	Planned Activities
#4-1	Review Existing Ordinance Requiring Stormwater Plan for Sites Greater than 1 Acre. Make Changes as Necessary.	Stormwater Coordinator Conservation Commission, City Eng., Planning, Water & Wastewater	Completed review, modifications if needed	In Progress	See BMP ID#3-2
#4-2	Develop Procedure for Receipt and Consideration of Public Comment	Stormwater Coordinator Conservation Commission, City Eng., Planning, Water & Wastewater	Completed review, modifications if needed	Completed	Established email hot line, which is <a href="mailto:stormwater@cityofhaverhill.com">stormwater@cityofhaverhill.com</a> phone hotline 978-374-2334
#4-3	Site Inspections of Stormwater Control and Material Management	Stormwater Coordinator Conservation Commission, City Eng., Planning, Water & Wastewater	Regular inspections	Site Inspections are currently being conducted	Continue ongoing inspections of subdivisions. see BMP ID#3-2

## Summary of Minimum Control Measures

### Summary of Minimum Control Measures (Continue)

#### 5. Post-Construction Stormwater Management in New Development and Redevelopment

BMP ID.	BMP	Responsible Department /Person	Measurable Goal	Progress on Goal(s) – Permit Year 10	Planned Activities
#5-1	Develop Ordinance Requiring Runoff Controls for New and Re-Development	Stormwater Coordinator Conservation Commission, City Eng., Planning, Water & Wastewater	Completed review, modifications if needed	Submitted Ordinance on 3/23/10	see BMP ID#3-2
#5-2	Recommend a BMP Manual	Stormwater Coordinator Conservation Commission, City Eng., Planning, Water & Wastewater	Manual selected	Currently researching appropriate manuals to comply with the new permit schedule to be issue soon	Finalize ordinance references (e.g. Massachusetts Stormwater Management Handbooks (including Volume 2, Chapter 2: Structural BMP Specifications for the Massachusetts Stormwater Handbook), Massachusetts Erosion and Sediment Control Guidelines for Urban and Suburban Areas – A Guide for Planners, Designers, and Municipal Officials, and Massachusetts Nonpoint Source Pollution Management Manual



## Summary of Minimum Control Measures

### Summary of Minimum Control Measures (Continue)

#### 6. Pollution Prevention and Good Housekeeping in Municipal Operations

<b>BMP ID.</b>	<b>BMP</b>	<b>Responsible Department /Person</b>	<b>Measurable Goal</b>	<b>Progress on Goal(s) – Permit Year 10</b>	<b>Planned Activities</b>
<b>#6-1</b>	Continue Catch Basin Cleaning Program	Wastewater, Stormwater Coordinator, Planning	Continuation with current program	In Progress	Continue with current program Catch basin cleaning program
<b>#6-2</b>	Continue Street Sweeping Program	Highway Department, Stormwater Coordinator		In Progress	Continue with Current Program
<b>#6-3</b>	Adopt Operating Procedures for CB and Street Sweeping Residuals.	Highway, Stormwater Coordinator	Completed review, modifications if needed	In Progress	Researching DEP standards
<b>#6-4</b>	Minimize Salt Usage and Maintain Salt Storage Area	Highway, Stormwater Coordinator	Continuation with current program	Completed	Salt storage is covered and maintained
<b>#6-5</b>	Develop and Implement Inlet Cleaning at Ponds	Stormwater Coordinator	Development of program	Began inventorying pond inlets where cleaning is likely needed	Develop and Identify what needs to be clean and where
<b>#6-6</b>	Develop and Implement Employee Training Program	Highway, Stormwater Coordinator	2 Hours annually of training per Employee	Completed	City staff trained DPW staff