

**Municipality/Organization:** Town of Bourne

**EPA NPDES Permit Number:** MAR041094

**MaDEP Transmittal Number:** W-040428

**Annual Report Number  
& Reporting Period:**

**No. 12:  
April 1, 2014-March 31, 2015**

## **NPDES PII Small MS4 General Permit Annual Report**

### **Part I. General Information**

**Contact Person:** Mr. Thomas Guerino

**Title:** Town Administrator

**Telephone #:** (508) 759-0600

**Email:** Tguerino@townofbourne.com

### 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 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:**

Thomas Guerino

**Title:**

Town Administrator

**Date:**

4/3/17

## **Report 12 - Due May 1, 2015**

### **Part II. Self-Assessment**

The Town of Bourne has completed the required self-assessment on the annual compliance review for the Phase II Storm water Program. Our municipality is working towards compliance, however proving difficult. The Town has worked with a consultant to draft a comprehensive bylaw, however in the opinion of the working group this version of the bylaw would not be feasible to enforce. The Town's staff stormwater working group has worked with the Buzzards Bay National Estuary Program staff Bernie Taber and John Rockwell to revise the Subdivision control bylaw as a first phase to implementation to compliance. This is projected to be presented to the Planning Board the fall of 2015 for adoption. The Town's staff stormwater working group is continuing to pursue a combination of bylaw and subdivision regulations that will be enforceable and effective.

In accordance with the NPDES Phase II Storm water requirements, the following topics were also evaluated for the completion of the annual report.

1. Compliance with the minimum Storm water Phase II Regulatory requirements
2. Housekeeping maintenance for municipal operations
3. Drafting of storm water bylaw and revised subdivision regulations
4. Continue public education including restoring links on the Town's new website
5. Pollution Task Force/Oversight Committee continues to identify sources of pollution and seek funding and relief for the formulation of corrective actions
6. Board of Health's continuation of overseeing detection and resolution of illicit discharges.
7. The Integrated Solid Waste Management Department continues to fund curbside recycling, also household hazardous waste collection days. Also receives mercury items, waste oil, antifreeze and paint at residential recycling drop off center, and street sweepings and catch basin cleanings. Also distributes educational materials including re waste medications, also offers composting bins and rainbarrels.

## 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 12 (Reliance on non-municipal partners indicated, if any)	Planned Activities
1-1	Establish an Advisory Committee	1. Town Administrator 2. Board of Selectman	<ul style="list-style-type: none"> <li>Task Force on Local Pollution appointed 3/30/04 as Phase II Stormwater Community Oversight Group</li> </ul>	<ul style="list-style-type: none"> <li>Community Oversight Group meets monthly and is updated from time to time by the Town Staff Working Group.</li> <li>Education of Bourne residents through monthly meetings and literature table at Town Meeting.</li> </ul>	<ul style="list-style-type: none"> <li>Continue public education and outreach efforts.</li> <li>Continue a broad base of support for Phase II By-law enactment.</li> </ul>
Revised 1-1-a1	Advisory Committee /Community Oversight Group Activities	Advisory Committee/Community Oversight Group	<ul style="list-style-type: none"> <li>Committee/Group Members taking on “homework assignments” monitoring sets of culverts and outfalls</li> </ul>	<ul style="list-style-type: none"> <li>Committee consists of 5 members.</li> </ul>	<ul style="list-style-type: none"> <li>Advisory Committee/Community Oversight Group goal to be able to re-open some shellfish beds currently closed</li> </ul>
1-1-a2	Committee training	Advisory Committee/Community Oversight Group	<ul style="list-style-type: none"> <li>Training sessions attended</li> </ul>	<ul style="list-style-type: none"> <li>Attendance of various committee members at workshops sponsored by Buzzards Bay Coalition and EPA.</li> </ul>	<ul style="list-style-type: none"> <li>Recruit additional members</li> <li>Continue to attend trainings as available</li> </ul>

1-2	Town publicity initiatives	1. Public Works Supt., 2. Integrated Solid Waste (ISWM) Manager 3. Stormwater Working Group 4. Board of Health 5. Police Dept. 6. Fire Dept.	Handouts and posters	<ul style="list-style-type: none"> <li>• Posters at Public Buildings</li> <li>• Regional Municipal Hazardous Waste Collections (4 times per year), flyers publicizing</li> <li>• Municipal weekly curbside recycling</li> <li>• 7 day a week drop off center</li> <li>• Used motor oil collection at drop off center.</li> <li>• Paint collection Fridays and Saturdays April – Oct. at drop off center</li> <li>• ISWM continues to publicize and offer rain barrels and compost bins to residents at a discount.</li> <li>• Flyers distributed at Town Hall on proper application of lawn products, authored by Buzzards Bay Action Committee.</li> <li>• Board of Health &amp; ISWM educate the public on how to dispose of unused medications properly, not down the drain.</li> <li>• Police Dept: Unused medication collection bin (see 1a-1).</li> <li>• Fire Department has implemented a medical wastes collection program.</li> </ul>	Continue these initiatives
1-3	Network with other Agencies	1. Supt. DPW 2. Other Town staff, e.g. Conservation Agent, BOH Agent, Planning Dept staff	Meet 2 times per year minimum.	<ul style="list-style-type: none"> <li>• Participated with Cape communities through resources of Cape Cod Commission.</li> <li>• Conservation Agent meets monthly with other members of Buzzards Bay Action Committee.</li> <li>• Town Planner attends Cape Cod Commission-sponsored events and programs.</li> </ul>	<ul style="list-style-type: none"> <li>• Work closely with Cape Cod Commission Group to share information and reduce costs.</li> <li>• Work with Buzzards Bay National Estuary Program staff to get information out.</li> <li>• Continue to work with Buzzards Bay Action Committee.</li> <li>• Continue to utilize resources of Buzzards Bay National Estuary Program to seek Stormwater remediation construction funds.</li> <li>• Continue networking</li> </ul>

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**1a. Additions**

1a-1	Proper Disposal of unwanted Medications (Crush Don't Flush)	Board of Health, ISWM, Police Department Barnstable County Hazardous Materials Program	Reduced concentration of medications & by-products in groundwater	<ul style="list-style-type: none"><li>• Board of Health displays and distributes flyers (Think Twice About Unwanted Medication Disposal) by Barnstable County Hazardous Materials Program and UMass Cooperative Extension Service.</li><li>• ISWM website continues to instruct residents not to flush pharmaceuticals down the drain.</li><li>• Collection bin for Unwanted Medications installed in Police Station entrance, April 2014. Approx. 85 lbs collected this year for incineration at SEMASS.</li><li>• Link on Board of Health web page to Cape Cod Extension Service pamphlet "How to Dispose of Unwanted Medications."</li></ul>	Continue these initiatives.  Restore this link and improve labeling/instructions
1a-2	Health Fairs	Board of Health	Number of events	Town no longer hosting Health Fairs	
1a-3	General Stormwater information	Board of Health/ Town Planner		<ul style="list-style-type: none"><li>• Link on Board of Health web page to Cape Cod Extension Service info on Hazardous Waste &amp; Water Quality, and fact sheet on Drinking Water Wells detailing sources of groundwater pollution including stormwater discharge</li></ul>	Restore these links and improve labeling/instructions.  Town Planner update education brochure, distribute at Town Meeting, Town website

## 2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 12 (Reliance on non-municipal partners indicated, if any)	Planned Activities
2-1	Public Input to Process	Public Works Supt/Health Dept/Conservation Agent/Community Oversight Group	Record and respond to complaints	<ul style="list-style-type: none"> <li>Public has been calling DPW, Conserv, BOH. BOH responds to illicit discharge complaints.</li> <li>Community Oversight Group investigates stormwater problems, and as Selectman's Task Force on Local Pollution, determines pollution priorities.</li> </ul>	<ul style="list-style-type: none"> <li>Continue to inform Bourne citizens how to contact Town about stormwater concerns.</li> <li>Meet with Civic Associations.</li> <li>Share information at Family Day at Town Green, Scallop Festival, and Beach Clean-up.</li> <li>Involve TRIAD (Senior organization).</li> </ul>
2-2	Work with other pro-active stormwater groups to sample water quality and share information.	Stormwater Community Oversight Group/ DPW Supt.	Attendance at, and participation with Agencies and volunteer groups.	<ul style="list-style-type: none"> <li>Mass. Div. Of Marine Fisheries samples local waters and determines if restrictions (or prohibitions) will be placed on shellfishing.</li> <li>BOH &amp; County sample bathing beaches for similar sanitary conditions.</li> <li>Coalition for Buzzards Bay has an active membership that regularly samples and reports water quality.</li> <li>Massachusetts Bays Program.</li> </ul>	Continue to participate in these programs.
2-3	Present annual progress report at Selectmen's meeting.	Community Oversight Group/Public Works Supt.	Meet and present information to Selectmen.	Stormwater Oversight group meets periodically with Selectmen also includes Selectmen in distribution of agendas & minutes.	Community Oversight Committee report to BOS.

### 2a. Additions

2a-1	Medical Wastes Collection	Fire Dept / Joe Carrara	Medical wastes (sharps) collected	Fire Department receives used sharps and distributes free sharps collection containers.	Continue this program.
2a-2	Hazardous Wastes Collection	ISWM	Hazardous wastes collected	Hazardous Waste Collection Days (regional), 4 per year, one in Bourne.	Continue this program.
2a-3	Compost bins and rain barrels	ISWM	Compost bins & Rain barrels distributed	ISWM distributes composting bins and rain barrels to residents.	Continue this program.
2a-4	Municipal Compost	ISWM	Finished compost distributed to public	ISWM composts brush, stumps & yard waste and distributes free compost to residents.	Continue this program.
2a-5	Unwanted Medication Collection bin	Police Dept	Amount of medications collected	In entrance to Police Station. Approx. 85 lbs collected.	Continue this program.

### 3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 12 (Reliance on non-municipal partners indicated, if any)	Planned Activities
3-1	Inventory Storm Drain System.	Supt. DPW Planning Department	Produce map with drainage structures and outfall locations.	<ul style="list-style-type: none"> <li>Existing Bourne Stormwater Drainage system mapped in 2006.</li> <li>Updated per approved subdivision as-built plans &amp; DPW reports of stormwater remediation projects. Maintained on the Town GIS.</li> <li>Maps of Stormwater Drainage system at DPW &amp; Town Hall.</li> <li>DPW has three GPS units to update as necessary.</li> </ul>	Continue
Revised					
3-2	Illicit discharge detection plan.	Supt. DPW and BOH Agent	<ul style="list-style-type: none"> <li>Respond to all complaints and record.</li> <li>Install leaching chambers to reduce run-off to waterways.</li> </ul>	<ul style="list-style-type: none"> <li>DPW logs all complaints, referenced to specific location. Other departments forward calls to DPW (Karen).</li> <li>Staff is checking outfalls in dry weather and looking for suspicious indicators.</li> <li>BOH received, investigated &amp; resolved 3 illicit discharge complaints, 9/14/14, 10/22/14, 10/27/14; 2 permanent, one temporary.</li> </ul>	<ul style="list-style-type: none"> <li>Staff to continue checking outfalls in dry weather and look for suspicious indicators. Employees have been given training to also spot illicit discharges.</li> <li>Priorities will be set from water quality sampling and information from complaints received.</li> </ul>
Revised					
3-3	General Information Materials	Supt. DPW, Stormwater Community Oversight Group	Produce informational brochures or flyer. Distribute information to all employees. Distribute information to businesses. Provide to public at Library, Town Hall and Town Meeting.	<ul style="list-style-type: none"> <li>Posters at Town Hall and Public Library</li> <li>Due to reduction in staff, materials have not been updated</li> </ul>	<ul style="list-style-type: none"> <li>Continue distribution of materials.</li> <li>Increase distribution to schools and public gathering places.</li> </ul>
Revised					
3-4	DPW training for Illicit Connections	Supt. DPW	Hold meeting. Take attendance. Training materials available.	Meeting held for DPW personnel and a record of attendees and program is on file.	Continue to share training materials.
Revised					
3-5	Illicit discharge prohibition	Board of Health, Supt. DPW	Necessary Regulation changes.	Regulation adopted by Board of Health April 13, 2005	Action complete.

**3a. Additions**

3a-1	Illicit connection and discharge detection and enforcement	Board of Health	Number of events	3 illicit discharges detected and enforcement action taken 2014-2015.	Continue this activity
3a-2	Encourage restaurants to find free or low-cost markets for used cooking oils				Utilize resources of Cape & Islands Self Reliance, based at Waquoit National Estuarine Reserve, for referrals.
3a-6	Stormwater Remediation, Buttermilk Way, Mass Maritime Academy, Taylors Point	Supt. DPW, Conservation Agent (public)	Raingarden (bioretention area) installed to infiltrate parking lot runoff	Raingarden system completed May 2014	Completed
3a-7	Stormwater Remediation, Clubhouse Drive, Pocasset	Supt. DPW Private (betterment)	New stormwater filtration system installed	Installed drainage system	Completed
3a-8	Stormwater Remediation, Marsh at Circuit Ave near Penobscot Ave, Pocasset	Supt. DPW	Culvert replacement	Replaced rotted 12" metal spiral pipe with two 12" plastic ADS pipes, completed September 2014	Completed



#### 4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 12 (Reliance on non-municipal partners indicated, if any)	Planned Activities
4-1	[Wetlands By-law for Stormwater Management] Note: This was initially conceived to be a stand-alone bylaw. Town is now working on a single comprehensive stormwater bylaw, See 4-3.	[Conservation Commission]	See 4-3.	See 4-3.	See 4-3.
Revised					
4-2	Subdivision Regulations for Stormwater Management	Planning Board, Town Planner, Zoning Enforcement Officer, DPW Supt.	Adoption of revised Subdivision Regulations to incorporate MA Stormwater standards	<ul style="list-style-type: none"> <li>Town has been working with NRCS to update Subdivision Regulations for stormwater runoff control.</li> <li>Stormwater management is currently required, and standards specified, by Bourne's current Subdivision Regulations.</li> </ul>	<ul style="list-style-type: none"> <li>Planning Board amend Subdivision Regulations adopting Stormwater standards and procedures developed with help from Buzzards Bay National Estuary Program staff Bernie Taber and John Rockwell.</li> <li>Town, Staff, Oversight Committee promote passage.</li> </ul>
Revised					

4-3	<p>Stormwater Management and Erosion &amp; Siltation Control Bylaw</p> <p>(formerly conceived as more limited “Erosion control by-law”)</p>	Planning Board, Conservation Commission, DPW Supt., Town Planner, Zoning Enforcement Officer	Adoption of this bylaw by Town Meeting	<ul style="list-style-type: none"> <li>• Town has worked with consultant to draft a comprehensive bylaw, however in opinion of staff working group the consultant’s version will not be feasible to enforce.</li> <li>• Staff working group working to produce a comprehensive stormwater/erosion control bylaw to be enforced by Conservation Commission and Planning Board.</li> </ul>	<ul style="list-style-type: none"> <li>• Town, Staff, Boards &amp; Committees come to agreement and promote passage by earliest possible Town Meeting.</li> <li>• Planning Board or authorized agents proposed to review, inspect and enforce all Stormwater Management Permits under new bylaw except for projects within Conservation jurisdiction.</li> </ul>
Revised				<ul style="list-style-type: none"> <li>• Planning Board currently requires construction &amp; post-construction erosion control plan, best management practices prescribed in MA Stormwater Handbook, &amp; stormwater calculations for all projects subject to Site Plan or Special Permit review &amp; approval.</li> <li>• Projects before the Conservation Commission must demonstrate compliance with MA Storm Water Management Standards as reflected in an Order of Conditions from the Conservation Commission.</li> <li>• Conservation Commission currently administers provisions of the Massachusetts Wetlands Protection Act, Riverways Act, and Bourne’s own Wetland Regulations, for all development projects within 100 &amp; 200 feet of a wetlands resource.</li> </ul>	<ul style="list-style-type: none"> <li>• Projects before the Conservation Commission will have to comply with new bylaw &amp; demonstrate compliance with MA Storm Water Management Standards as reflected in an Order of Conditions from the Conservation Commission.</li> </ul>
4-4	Complaints re stormwater issues from public	Supt. DPW/ Board of Health/ Planning Dept/ Conservation/ Engineering	Record calls and respond. Keep records.	<ul style="list-style-type: none"> <li>• Receiving calls, bringing to staff working group.</li> <li>• Other departments forward complaints to DPW. Karen logs all complaints, referenced to location, and DPW investigates and resolves.</li> </ul>	Continue to inform the public of the stormwater program and how everyone can help by forwarding information to staff.

4-5	Site plan review/ construction site inspection program	DPW Supt., Planning Board, Zoning Enforcement Officer, Conservation Commission	Review plans, inspect, pre-construction, construction and post- construction site visits.	<ul style="list-style-type: none"> <li>• Town has formal site plan-special permit review of commercial development, including stormwater design, calculations, construction and post-construction erosion control measures.</li> <li>• Conservation Commission currently reviews projects within 100 and 200 feet of wetlands resources.</li> <li>• Staff working group has been working out division of labor for future inspection process.</li> </ul>	<ul style="list-style-type: none"> <li>• Planning Board or authorized agents proposed to review, inspect and enforce all Stormwater Management Permits except for projects with Conservation filings.</li> <li>• Projects before the Conservation Commission will have to demonstrate compliance with MA Storm Water Management Standards as reflected in an Order of Conditions from the Conservation Commission.</li> </ul>
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#### 4a. Additions

4a-1	Site Plan-Special Permit Review process adopted as amendment to Zoning Bylaw, May 2006.	Planning Board, regulatory staff		Passed unanimously by Town Meeting May 2006. Includes requirement that commercial development projects infiltrate all runoff on site, employ best management practices and control erosion and siltation. Reviewing staff recommend improved stormwater/ erosion-siltation control measures, e.g., separate infiltration of roof runoff, vegetated swales, construction entrances, and have been providing relevant fact sheets & diagrams to applicants & consultants.	Continue to require, recommend and educate re best management practices.
4a-2	Request copy of commercial projects' construction permit 1+ acre filings with EPA.	Planning Board, regulatory staff		As part of Site Plan-Special Permit review process for commercial development projects.	Continue this practice.
4a-3	Zoning Bylaw change – Backlot Division	Town Meeting, Planning Board		Amended Section 2497 – Backlot Division – in May 2010, added the language “Stormwater must be designed so that post-development runoff is contained on site and does not exceed pre-development runoff.”	Completed
4a-4	Downtown Buzzards Bay Zoning – raingardens	Planning Board, regulatory staff	Raingardens constructed	Downtown Zoning District, passed in 2008 & 2009, states landscape planting areas should be constructed to serve as stormwater raingardens.	Completed

## 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 12 (Reliance on non-municipal partners indicated, if any)	Planned Activities
5-1	[Wetlands By-law for Stormwater Management] Note: This was initially conceived to be a stand-alone bylaw. Town is now working on a single comprehensive stormwater bylaw, See 4-3.	[Conservation Commission]		See 5-3.	See 5-3.
Revised					
5-2	Subdivision Regulations for Stormwater Management	Planning Board, Town Planner, Zoning Enforcement Officer, DPW Supt.	Adoption of revised Subdivision Regulations to incorporate MA Stormwater standards	<ul style="list-style-type: none"> <li>• Town has been working with NRCS to update Subdivision Regulations for stormwater runoff control.</li> <li>• Stormwater management is currently required, and standards specified, by Bourne's current Subdivision Regulations.</li> </ul>	<ul style="list-style-type: none"> <li>• Planning Board amend Subdivision Regulations adopting Stormwater standards and procedures developed with help from Buzzards Bay National Estuary Program staff Bernie Taber and John Rockwell.</li> <li>• Town, Staff, Oversight Committee promote passage.</li> </ul>

5-3	Stormwater Management and Erosion & Siltation Control Bylaw  (formerly conceived as more limited “Erosion control by-law”)	Planning Board, Conservation Commission, DPW Supt., Town Planner, Zoning Enforcement Officer	Adoption of this bylaw by Town Meeting	<ul style="list-style-type: none"> <li>• Town has worked with consultant to draft a comprehensive bylaw, however in opinion of staff working group the consultant’s version will not be feasible to enforce</li> <li>• Staff working group working to produce a comprehensive stormwater/erosion control bylaw to be enforced by Conservation Commission and Planning Board.</li> <li>• Planning Board currently requires construction &amp; post-construction erosion control plan, best management practices prescribed in MA Stormwater Handbook, &amp; stormwater calculations for all projects subject to Site Plan or Special Permit review &amp; approval.</li> <li>• Projects before the Conservation Commission must demonstrate compliance with MA Storm Water Management Standards as reflected in an Order of Conditions from the Conservation Commission.</li> <li>• Conservation Commission currently administers provisions of the Massachusetts Wetlands Protection Act, Riverways Act, and Bourne’s own Wetland Regulations, for all development projects within 100 &amp; 200 feet of a wetlands resource.</li> </ul>	<ul style="list-style-type: none"> <li>• Town, Staff, Boards &amp; Committees come to agreement and promote passage by earliest possible Town Meeting.</li> <li>• Planning Board or authorized agents proposed to review, inspect and enforce all Stormwater Management Permits under new bylaw except for projects within Conservation jurisdiction.</li> <li>• Projects before the Conservation Commission will have to comply with new bylaw &amp; demonstrate compliance with MA Storm Water Management Standards as reflected in an Order of Conditions from the Conservation Commission.</li> </ul>
Revised					

### 5a. Additions

5a-1	Site Plan-Special Permit Review process adopted as amendment to Zoning Bylaw, May 2006.	Planning Board, regulatory staff		Planning Board & Staff review commercial development projects re requirement that they infiltrate all runoff on site, employ best management practices and control erosion and siltation. Reviewing staff recommend improved stormwater/ erosion-siltation control measures, e.g., separate infiltration of roof runoff, vegetated swales, construction entrances, and have been providing relevant fact sheets & diagrams to applicants & consultants.	Continue to require, recommend and educate re best management practices.
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5a-2	Request copy of commercial projects' construction permits 1+ acre filings with EPA.	Planning Board, staff		As part of Site Plan-Special Permit review process for commercial development projects.	Continue this practice.
5a-3	Zoning Bylaw change – Backlot Division	Town Meeting, Planning Board	Town Meeting, Planning Board	Amended Section 2497 – Backlot Division – in May 2010, added language “Stormwater must be designed so that post-development runoff is contained on site and does not exceed pre-development runoff.	Completed
5a-4	Downtown Buzzards Bay Zoning – raingardens	Planning Board, regulatory staff	Raingardens constructed	New Downtown Zoning District, passed in 2008 & 2009, states landscape planting areas should be constructed to serve as stormwater raingardens.	Completed

## 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 12 (Reliance on non-municipal partners indicated, if any)	Planned Activities
6-1	Street sweeping program	Supt. DPW	Spring annual sweeping all streets/parking lots. Record periodic sweeping of other areas as needed.	<ul style="list-style-type: none"> <li>• Goal has been met and exceeded. All roadways swept 3 times per year.</li> <li>• Disposal at double-lined landfill in Bourne.</li> <li>• Town utilizes 3 sweepers.</li> <li>• Winter salt stockpiles kept in storage shed.</li> </ul>	Continue this program.
Revised					
6-2	Catch basin Cleaning/drain cleaning	Supt. DPW	500 catch basins per year	<ul style="list-style-type: none"> <li>• 476 catch basins cleaned in past year with Town's Vac-All trucks.</li> <li>• Disposal at municipal double-lined landfill.</li> <li>• All stormwater infiltration systems inspected and cleaned as needed.</li> </ul>	Continue this program.
Revised			350 catch basins per year		
6-3	DPW Annual Training and Policy Guide	Supt. DPW	Preparation of document, distribution, completion of annual training and attendance	<ul style="list-style-type: none"> <li>• Training session held. Training material &amp; attendance on file.</li> <li>• Policy document not yet complete.</li> </ul>	Continue this program and complete the Policy Guide.
Revised					
6-4	Pet waste prohibition	DNR/DPW/ Clerk	Pet waste education, signage and collection	<ul style="list-style-type: none"> <li>• By-law exists.</li> <li>• Educational literature distributed with dog licenses. Dog-waste stations in place.</li> <li>• Dogs prohibited from beaches.</li> </ul>	<ul style="list-style-type: none"> <li>• Continue to publicize Town By-law change passed in 2006 prohibiting dogs from all Town owned beaches.</li> </ul>
Revised					

6-5	Regional Landfill	Town Administrator, ISWM General Manager	To provide and operate a state-of-the-art double-lined landfill for region.	<ul style="list-style-type: none"> <li>• Revenues from the operation of the facility funds local collection of municipal solid waste and recyclables at the curb, also household hazardous waste collection days (off-site) for Bourne residents and property owners.</li> <li>• Residential recycling center offers drop-off for universal waste (mercury items), waste oil, used antifreeze, batteries, (NiCad, LI, auto &amp; marine), paints (latex &amp; oil), &amp; used oil filters, also Swap Shop availability for re-use of usable items.</li> <li>• Facility is also depository for street sweepings &amp; catch basin cleanings from municipal operations.</li> <li>• Quarterly monitoring protects groundwater.</li> </ul>	Facility and programs it supports are scheduled to continue.
Revised				<ul style="list-style-type: none"> <li>• Bylaw prohibiting water wells downgradient from landfill protects drinking water.</li> <li>• Facility offers rain barrels and compost bins.</li> <li>• ISWM website instructs residents not to flush pharmaceuticals down the drain.</li> <li>• Facility compost brush, stumps &amp; yard waste and provides finished compost to residents.</li> <li>• ISWM website offers information on sharps, hazardous waste collect dates &amp; other important information &amp; links.</li> <li>• ISWM maintains site roads with street sweeper.</li> <li>• All stormwater managed on site via infiltration basins.</li> </ul>	

#### 6a. Additions

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## 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 12 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 8
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	(y/n)	n
Annual program budget/expenditures	(\$)	0

### Education, Involvement, and Training

Estimated number of residents reached by education program(s)	(# or %)	11,000 +/-
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
Household Hazardous Waste Collection Days		
▪ Days sponsored	(#)	4 (regional, one in Bourne)
▪ Community participation <b>204 cars / 243 households</b>	(%)	
▪ Material collected	(tons or gal)	
School curricula implemented	(y/n)	Yes

### 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 and Comprehensive Stormwater Managemt		X		
▪ Stormwater Management for Subdivisions		X		
Accompanying Regulation Status (indicate with "X")				
▪ Illicit Discharge Detection & Elimination				X
▪ Erosion & Sediment Control and Comprehensive Stormwater Managemt		X		
▪ Stormwater Management for Subdivisions		X		

### Mapping and Illicit Discharges

Outfall mapping complete	(%)	100%
Estimated or actual number of outfalls	(#)	154
System-Wide mapping complete	(%)	100%
Mapping method(s)		
▪ Paper/Mylar	(%)	
▪ CADD	(%)	
▪ GIS	(%)	100%
Outfalls inspected/screened	(# or %)	
Illicit discharges identified ** (This year)	(#)	3
Illicit discharges identified (Since beginning of permit coverage)		8
Illicit connections removed ** (This year)		3
Illicit connections removed (Since beginning of permit coverage)	(# ) (est. gpd)	8
% of population on sewer	(%)	12%
% of population on septic systems	(%)	88%

### Construction

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

### Post-Development Stormwater Management

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	(%)	
Site inspections completed	(# or %)	
Estimated volume of stormwater recharged	(gpy)	

### Operations and Maintenance

Average frequency of catch basin cleaning (non-commercial/non-arterial streets)	(times/yr)	As needed
Average frequency of catch basin cleaning (commercial/arterial or other critical streets)	(times/yr)	As needed
Total number of structures cleaned	(#)	476
Storm drains cleaned	(LF or mi.)	Clogged only
Qty. of screenings/debris removed from storm sewer infrastructure	(lbs. or tons)	3250 tons
Disposal or use of sweepings (landfill, POTW, compost, recycle for sand, beneficial use, etc.)		Landfill
Cost of screenings disposal	(\$)	0\$
Average frequency of street sweeping (non-commercial/non-arterial streets)	(times/yr)	3 times a year
Average frequency of street sweeping (commercial/arterial or other critical streets)	(times/yr)	3 times a year
Qty. of sand/debris collected by sweeping	(lbs. or tons)	1010 tons
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.)	(location)	Landfill
Cost of sweepings disposal	(\$)	0\$
Vacuum street sweepers purchased/leased	(#)	Town owns 3
Vacuum street sweepers specified in contracts	(y/n)	0

Reduction in application on public land of: (“N/A” = never used; “100%” = elimination)		
▪ Fertilizers	(lbs. or %)	N/A
▪ Herbicides	(lbs. or %)	N/A
▪ Pesticides	(lbs. or %)	N/A

Anti-/De-Icing products and ratios	% NaCl % CaCl <sub>2</sub> % MgCl <sub>2</sub> % CMA % Kac % KCl % Sand	25% neg.     75%
Pre-wetting techniques utilized	(y/n)	Yes
Manual control spreaders used	(y/n)	Yes
Automatic or Zero-velocity spreaders used	(y/n)	No
Estimated net reduction in typical year salt application	(lbs. or %)	0 %
Salt pile(s) covered in storage shed(s)	(y/n)	Yes
Storage shed(s) in design or under construction	(y/n)	Yes