

Municipality/Organization: Town of Groveland

EPA NPDES Permit Number: MA041195

MassDEP Transmittal Number: W-035834

Annual Report Number

& Reporting Period: No. 11: March 2013-March 2014

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person:

Title: Chairman-Board of Selectmen

Telephone #: 978-556-7200 ext.208

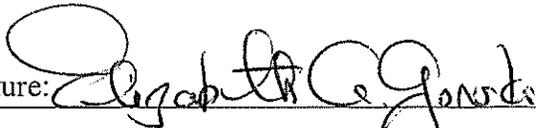
Email: rarakelian@grovelandma.com

Mailing Address: 183 Main Street Groveland, MA 01834

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:

Elizabeth A. Gorski

Title: Chairman – Board of Selectmen

Date:

4/7/15

Part II. Self-Assessment

- **The office of the Road Commissioner (Highway Dept.) has taken on the responsibility of completing the yearly Annual Report.**
- **The Towns compost site located and operated by the Highway Department at 160 Center Street has a permit from MA DEP to operate a public compost facility. All catch basin screenings and debris and all street sweepings are to be used for compost. The compost is used for loam (top soil) for town property and road sides.**
- **Use of NaCl and liquid Ice-Ban for roadways for the reporting period. Sand used only when needed for steep hills and curves.**

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
1A Revised	Public Education Seminars	Board of Selectmen	Number per year	Road Commissioner reports to Board of Selectmen about goals at public meetings.	Road Commissioner holds meetings with Selectmen about storm water issues.
1B Revised	Storm Water education Flyers	Board of Selectmen	Number of flyers and posters dist .per year	No flyers distributed this period.	Selectmen will evaluate whether additional mailings are justified.
1C Revised	Storm water web page	Board of Selectmen	Number of web page visits	Storm water informational web page being maintained	Continue monitoring and maintenance.
1D Revised	Local cable station campaign	Board of Selectmen	Number of times shown	None this period	Determine feasibility of cable campaign for next period.
Revised					
Revised					

1a. Additions

1E	Public Education Table	Board of Selectmen	Staff Table	None	Staff table at Groveland Day -- Fall 2014

2. Public Involvement and Participation

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
2A	Comment & Q&A at seminars	Board of Selectmen	Document concerns and respond	Presentation to Board of Selectmen by Road Commissioner	Help with cleanups
Revised	<i>Present annual report to Board of Selectmen</i>				
2B	Volunteer cleanup & monitoring	Board of Selectmen	# of volunteers & accomplishments	Volunteer group cleaned along river at the Pines recreation area for Earth Day DPW removed collected debris	Volunteer group will hold a stream clean up on Earth Day
Revised					
2C	Local business partnerships	Board of Selectmen	# per year accomplishments	None to date	None planned
Revised					

2a. Additions

2D	Storm Drain Stenciling	Board of Selectmen	Number of drains stenciled	None this period	Re-stencil in permit year 12

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
3A	Storm drain system map	Board of Selectmen	Percent of system mapped	Storm drain map complete	Up-date map as needed
Revised					
3B	Ordinance prohibiting illicit discharges	Board of Selectmen	Adoption of ordinance	Bylaw being re-written	Bylaw being reviewed
Revised					
3C	Plan to detect illicit discharges	Board of Selectmen	# of illicit discharges identified	Ongoing observation by DPW personnel	Ongoing observation by DPW personnel
Revised					

3a. Additions

3D	Inspect outfalls / perform dry weather screening	DPW	Number of Outfalls inspected / screened	One	Continue inspection and screening as time permits.

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
4A	Ordinance for erosion & sediment control at construction sites	Board of Selectmen	Adoption of ordinance	Bylaw in place	None
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
5A	Enforce MA DEP WPA Storm water management policy on sites – 1ac.	Board of Selectmen	Adoption of Site Plan Review Zoning By-Law	All new subdivisions and site plans comply with MA DEP WPA Storm Water Management Policy	Maintain conformance
Revised					
5B	Ordinance for post storm water management	Board of Selectmen	Adoption of ordinance	Bylaw in place	None
Revised					
5C	Low Impact development storm water management incorporated into subdivision regulations	Planning Board	Implement new regulations	Maintain new regulations	Maintain new regulations
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
6A	Develop municipal O&M plan	Office of the Road Commissioner	# of structures/streets cleaned, amount of employee training	Main arterials are swept and catch basins cleaned twice/year. Non-arterials are swept and catch basins cleaned once/year.	Maintain O&M
Revised					
6B	Upgrade drainage systems	Office of Road Commissioner	Number of upgrades per year	2	Maintain O&M
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					

7a. Additions

7b. WLA Assessment

Part IV. Summary of Information Collected and Analyzed

Part V. Program Outputs & Accomplishments (OPTIONAL)

Programmatic

	(Preferred Units)	Response
Stormwater management position created/staffed	(y/n)	
Annual program budget/expenditures **	(\$)	
Total program expenditures since beginning of permit coverage	(\$)	
Funding mechanism(s) (General Fund, Enterprise, Utility, etc)		

Education, Involvement, and Training

Estimated number of property owners reached by education program(s)	(# or %)	
Stormwater management committee established	(y/n)	Yes
Stream teams established or supported	(# or y/n)	1
Shoreline clean-up participation or quantity of shoreline miles cleaned **	(y/n or mi.)	2
Shoreline cleaned since beginning of permit coverage	(mi.)	1
Household Hazardous Waste Collection Days		
▪ days sponsored **	(#)	
▪ community participation **	(# or %)	
▪ material collected **	(tons or gal)	
School curricula implemented	(y/n)	

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					
Accompanying Regulation Status (indicate with "X")					
▪ Illicit Discharge Detection & Elimination					
▪ Erosion & Sediment Control					X
▪ Post-Development Stormwater Management					X

Mapping and Illicit Discharges

	(Preferred Units)	Response
Outfall mapping complete	(%)	75
Estimated or actual number of outfalls	(#)	8
System-Wide mapping complete (complete storm sewer infrastructure)	(%)	75
Mapping method(s)		
▪ Paper/Mylar	(%)	75
▪ CADD	(%)	
▪ GIS	(%)	75
Outfalls inspected/screened **	(# or %)	1
Outfalls inspected/screened (Since beginning of permit coverage)	(# or %)	
Illicit discharges identified **	(#)	0
Illicit discharges identified (Since beginning of permit coverage)	(#)	
Illicit connections removed **	(#); and (est. gpd)	0
Illicit connections removed (Since beginning of permit coverage)	(#); and (est. gpd)	
% of population on sewer	(%)	60
% of population on septic systems	(%)	40

Construction

	(Preferred Units)	Response
Number of construction starts (>1-acre) **	(#)	1
Estimated percentage of construction starts adequately regulated for erosion and sediment control **	(%)	100
Site inspections completed **	(# or %)	1
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
Site inspections (for proper BMP installation & operation) completed **	(# or %)	1
BMP maintenance required through covenants, escrow, deed restrictions, etc.	(y/n)	y
Low-impact development (LID) practices permitted and encouraged	(y/n)	y

Operations and Maintenance

Average frequency of catch basin cleaning (non-commercial/non-arterial streets) **	(times/yr)	once
Average frequency of catch basin cleaning (commercial/arterial or other critical streets) **	(times/yr)	twice
Qty of structures cleaned **	(#)	867
Qty. of storm drain cleaned **	(%, LF or mi.)	42 lf
Qty. of screenings/debris removed from storm sewer infrastructure **	(lbs. or tons)	160 ton
Disposal or use of screenings (landfill, POTW, compost, beneficial use, etc.) **	(location)	compost

Basin Cleaning Costs		
• Annual budget/expenditure (labor & equipment)**	(\$)	20,000.00
• Hourly or per basin contract rate **	(\$/hr or \$ per basin)	20.00 per basin
• Disposal cost**	(\$)	compost
Cleaning Equipment		
• Clam shell truck(s) owned/leased	(#)	leased
• Vacuum truck(s) owned/leased	(#)	leased
• Vacuum trucks specified in contracts	(y/n)	y
• % Structures cleaned with clam shells **	(%)	90
• % Structures cleaned with vector **	(%)	10

	(Preferred Units)	Response
Average frequency of street sweeping (non-commercial/non-arterial streets) **	(times/yr)	Once
Average frequency of street sweeping (commercial/arterial or other critical streets) **	(times/yr)	twice
Qty. of sand/debris collected by sweeping **	(lbs. or tons)	15 tons
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.) **	(location)	Compost
Annual Sweeping Costs		
• Annual budget/expenditure (labor & equipment)**	(\$)	9,000.00
• Hourly or lane mile contract rate **	(\$/hr. or ln mi.)	105.00 hr
• Disposal cost**	(\$)	0
Sweeping Equipment		
• Rotary brush street sweepers owned/leased	(#)	leased
• Vacuum street sweepers owned/leased	(#)	leased
• Vacuum street sweepers specified in contracts	(y/n)	y
• % 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 %)	Organic only

▪ Herbicides	(lbs. or %)	n/a
▪ Pesticides	(lbs. or %)	n/a
Integrated Pest Management (IPM) Practices Implemented	(y/n)	

	(Preferred Units)	Response
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	45 45 10
Pre-wetting techniques utilized **	(y/n or %)	y
Manual control spreaders used **	(y/n or %)	n
Zero-velocity spreaders used **	(y/n or %)	y
Estimated net reduction or increase in typical year salt/chemical application rate	(±lbs/l _n mi. or %)	20% reduction
Estimated net reduction or increase in typical year sand application rate **	(±lbs/l _n mi. or %)	10% reduction
% of salt/chemical pile(s) covered in storage shed(s)	(%)	100%
Storage shed(s) in design or under construction All ready in place	(y/n or #)	
100% of salt/chemical pile(s) covered in storage shed(s) by May 2008	(y/n)	y

Water Supply Protection

Storm water outfalls to public water supplies eliminated or relocated	# or y/n	n
Installed or planned treatment BMPs for public drinking water supplies and their protection areas	# or y/n	n
Treatment units induce infiltration within 500-feet of a wellhead protection area	# or y/n	n