

**Municipality/Organization:** Massachusetts Department of Correction  
North Central Correctional Center (NCCI)

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**EPA NPDES Permit Number:** MAR 042007

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**MADEP Transmittal Number:** W-041202

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**Annual Report Number & Reporting Period:** April 1, 2014 – March 31, 2015

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## NPDES PII Small MS4 General Permit Annual Report

### Part I. General Information

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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 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: 

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Printed Name: Jeffrey J Quick, A.I.A.

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Title: Director, Division of Resource Management

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Date: 5/01/2015

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## Part II. Self-Assessment

The Department of Correction (DOC) received correspondence from the Environmental Protection Agency (EPA) on May 28, 2004 determining the Notice of Intent (NOI) submission was administratively complete. From the time the NOI's were prepared and before they were submitted the DOC began a prioritization list of areas for investigation including but not limited to:

- Entry Points into the storm drainage system(s) maintained by the DOC.
- Documentation of discharges points on and off the DOC property.
- Coordination with Town(s) that are also MS4s
- Illicit connections identification (None were found).
- Investigation of infrastructure and identification of problem drainage areas.

Through the State of Massachusetts Clean State Program, NCCI had an oil-water separator (OWS) installed to handle parking lot drainage three years before the Phase II program required a NOI to be submitted. Each DOC operation was critically evaluated to determine what repairs were necessary. In summary, the storm drainage systems operated by the DOC at Gardner are not combined systems where sewer and storm water is discharged. The OWS is inspected approximately every six months and is cleaned as necessary.

The DOC has held numerous training sessions with the DOC executive board, the Directors of Engineering and Environmental Health and Safety Staff. Training will continue through the summer and in the later part of the current fiscal year and next fiscal year as funding becomes available. Training included an introduction of the program, the importance of the program and goals that were set for the first 5 years of the permit program. Ongoing and informal training has continued more so on a case by case basis.

Over the past 5 years storm drains had been systematically cleaned. Minor repairs are such as patching asphalt, and fixing catch basin rims were required. The roadway between the two wind turbines required material to be brought in to stabilize the shoulder and repair some washouts.

Lastly, a full utility of map of the facility was completed.

**Part III. Summary of Minimum Control Measures**

**1. Public Education and Outreach**

<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 12</b> (Reliance on non-municipal partners indicated, if any)	<b>Planned Activities – Permit Year 13</b>
1 Revised No	Publicize/Present SW Program to staff	Div. of Res. Management	Publicize and Present Program to	Conduct facility specific training with maintenance staff and other stakeholders in this program.	Continue with training on a case by case and as funding is identified.
2 Revised No	Distribute Printed Materials	Div. of Res. Management	Create and Post Material	Provide written updates and progress reports to management staff.	Provide progress reports to management staff
3 Revised Yes/New	Intranet Posting Preparation of Newsletter	Div. of Res. Management	Post Materials	Completed separate Intranet page.. In addition, a newsletter that highlighted the Stormwater Phase II program was completed and distributed.	Periodic updates as needed.
4 Revised No	Stenciling	Div. of Res. Management	Complete stenciling	Maintenance is required but concerns have been raised about security.	Need to revisit issue with security operations.
Revised					
Revised					

**1a. Additions**


**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 – Permit Year 13
5	Form Stormwater Committee	Div. of Res. Management	Form Committee	Formed Stormwater Committee that is part of the DOC's State Sustainability Council	Committee needs to meet every three months
Revised No					
6	Staff input	Div. of Res. Management	Solicit Input and Implement Ideas	Input has been received. Investigation and some locations prioritized. Repairs are necessary.	Continue with staff education
Revised No					
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 12 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 13
7 Revised	Map Drain System	Div. of Res. Management	Complete Mapping	Mapping completed.	Annual inspections and update as needed.
8 Revised	Dry/Wet Weather Surveys	Div. of Res. Management	Document and Prioritize	Storm drains require minor repairs. Funding limited ability to make any repairs. Minor paving repairs completed. One section of drain line replaced	Prioritize those catch basins that require repairs.
9 Revised	Correct Problems	Div. of Res. Management	Make Repairs and Document	Extensive paving and catch basin rebuilds.	Quarterly inspections and cleaning as required.
10 Revised	Policy for Enforcement	Div. of Res. Management	Prepare Policy	Stormwater Committee to be charged with preparation of policy. Policy in place that ties in sustainable practices with this BMP.	Update policy as needed. Review for improvements.
Revised					
Revised					

#### 3a. Additions


**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 – Permit Year 13
11 Revised	Construction Management	Div. of Res. Management	As Necessary	Installation of 2 large wind turbines. Project completed area is stabilized, area has been established and re-vegetated	Some rip rap placement and shoulder stabilization is necessary.
Revised	Paving of Facility	Div. of Res. Management	Monitor for pavement failures and flooding	During rain storms, monitor new paving and look for washouts, erosion and ponding water.	Continue as Needed
Revised					

**4a. Additions**


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

<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 12</b> (Reliance on non-municipal partners indicated, if any)	<b>Planned Activities – Permit Year 13</b>
12	Post Construction Activities	Div. of Res. Management	As Required	None during permit year	See above – roadway maintenance required
Revised					
	Post Paving	Div. of Res. Management		Monitor paving over time	Repairs as needed
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 12 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 13
13 Revised	Develop O&M Plan	Div. of Res. Management		Clean catch basins and repaired some under the paving project.	Continue with evaluation of program
14 Revised	Execute O&M Plan	Div. of Res. Management		With new paving O&M activities incorporated in to routine inspections major maintenance and improvements made.	Review and Execute O&M Plan
15 Revised	Long Term Planning	Div. of Res. Management		Evaluated what is needed to implement O&M plan.	Modify as necessary
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 12 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 13
	NA				
Revised					

**7a. Additions**


**7b. WLA Assessment**

**Part IV. Summary of Information Collected and Analyzed**

At the NCCI, the locations of the drain lines and outfalls have been identified. Paving of the perimeter road, catch basin work and access drives solved many problems at the facility. The facility has been charged to conduct routine inspections and take corrective actions as needed. Currently, inmate labor is used to pick-up litter and other roadside debris.

Of note the NCCI Facility constructed a sand and salt shed in 2001.

Will continue to monitor roadway for the two wind turbines- repairs will be made as necessary and as needed. After storm events, road conditions will be documented.

Work has been funded for the past year for additional drain cleaning.

**Part V. Program Outputs & Accomplishments (OPTIONAL)**

**Programmatic**

Stormwater management position created/staffed	YES	Staff by DRM
Annual program budget/expenditures	(\$)12,000	yes

**Education, Involvement, and Training**

Estimated number of residents reached by education program(s)	100%	DOC Staff only
Stormwater management committee established	Yes	
Stream teams established or supported	No	
Shoreline clean-up participation or quantity of shoreline miles cleaned	NA	
Household Hazardous Waste Collection Days	NA	
▪ days sponsored	No	
▪ community participation	N/A	
▪ material collected	(tons or gal)	
School curricula implemented	NA	

Recycling efforts	1800 tons	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	X			
▪ Post-Development Stormwater Management				X
Accompanying Regulation Status (indicate with "X")				
▪ Illicit Discharge Detection & Elimination		X		X
▪ Erosion & Sediment Control		X		X
▪ Post-Development Stormwater Management		X		X

### Mapping and Illicit Discharges

Outfall mapping complete	100%	
Estimated or actual number of outfalls	Six (6)	One to stream and 5 to veg. swales
System-Wide mapping complete	(100%)	
Mapping method(s)		
▪ Paper/Mylar	100 %	
▪ CADD	10%	
▪ GIS	100 %	
Outfalls inspected/screened	100 %	
Illicit discharges identified	Zero (0)	
Illicit connections removed	NA	
% of population on sewer	(100 %)	

% of population on septic systems	(0%)	
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**Construction**

Number of construction starts (>1-acre)	Paving	yes
Estimated percentage of construction starts adequately regulated for erosion and sediment control	1	
Site inspections completed	2	
Tickets/Stop work orders issued	NA	
Fines collected	NA	
Complaints/concerns received from public	None	

**Post-Development Stormwater Management**

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	NA – 0%	
Site inspections completed	4	
Estimated volume of stormwater recharged	NA	unk

**Operations and Maintenance**

Average frequency of catch basin cleaning (non-commercial/non-arterial streets)	1 time / year	In permit yr.10
Average frequency of catch basin cleaning (commercial/arterial or other critical streets)	NA	
Total number of structures cleaned	8	6
Storm drain cleaned	8	8
Qty. of screenings/debris removed from storm sewer infrastructure	(lbs. or tons)	3 cy
Disposal or use of sweepings (landfill, POTW, compost, recycle for sand, beneficial use, etc.)		X
Cost of screenings disposal	(\$)	\$2000.00

Average frequency of street sweeping (non-commercial/non-arterial streets)	NA	
Average frequency of street sweeping (commercial/arterial or other critical streets)	0/yr contract	
Qty. of sand/debris collected by sweeping	(lbs. or tons)	
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.)	(location)	ben. reuse
Cost of sweepings disposal	(\$)	0
Vacuum street sweepers purchased/leased	Contracted Services	
Vacuum street sweepers specified in contracts	No	No

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

Anti-/De-Icing products and ratios	10% NaCl 0% CaCl <sub>2</sub> 0% MgCl <sub>2</sub> 0% CMA 0% Kac 0% KCl 90% Sand	
Pre-wetting techniques utilized	-	
Manual control spreaders used	-	
Automatic or Zero-velocity spreaders used	-	
Estimated net reduction in typical year salt application	TBD	
Salt pile(s) covered in storage shed(s)	Yes	Yes
Storage shed(s) in design or under construction	NA	NA