

Municipality/Organization: Town of Yarmouth, MA/DPW

EPA NPDES Permit Number: MAR041176

MassDEP Transmittal Number: W-035324

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

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Richard P. deMello

Title: Engineer

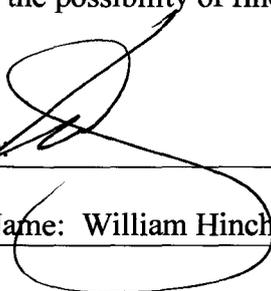
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Certification:

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: 

Printed Name: William Hinchey

Title: Town Administrator

Date: May 1, 2015

Part II. Self-Assessment

The Town of Yarmouth has completed the required self-assessment and has determined that our municipality is in compliance with all permit conditions, except for the provisions as outlined in Part III of this report. Several large ongoing projects in Yarmouth that relate directly to stormwater and water quality but are not listed below in any of the sections include:

1. Yarmouth contracted with SMAST, using Town funds, to complete a flushing study of the Parkers River/Swan Pond watershed as it relates to the existing bridge constriction on Route 28 at Parkers River. The study results have become part of the Estuary Study of that watershed, and have determined that bridge widening will have significant impacts on improving water quality as well as restoring the large salt marsh to the north. We have also applied for and received a Provisional Project Designation for this bridge replacement project under CZM's old Wetlands Restoration Program. The Division of Ecological Restoration contracted with Applied Coastal and determined the ideal bridge opening size to balance potential upstream flooding with ecological improvements. The Cape Cod Conservation District then hired a consulting engineer to complete a "Low-Property Mitigation Plan Alternative Analysis" for several properties upstream of the proposed bridge widening. The Division of Ecological Restoration (DER) then hired the Louis Berger Group (LBG) who performed a Bridge Type Study as required by MassDOT the owner of the Bridge on Route 28. In March 2013 the Town and DER cooperatively hired LBG to complete the initial phases of the Phase I – 25% Preliminary Bridge Design as required by MassDOT. LBG has recently begun work on the 75% Design Plans with an ambitious construction start date during the fall of 2016.
2. Last year we designed, permitted and constructed the removal of an existing asphalt sidewalk and replacement using porous pavement adjacent to a stormwater outlet to the Herring Run just downstream of the Long Pond Outlet in South Yarmouth (outlet #T-118). As part of this project, we also installed 2 large stormwater leaching systems upgradient of the outlet and replaced an overflow paved swale with a bioretention (or rain) garden.
3. Several years ago Yarmouth applied for and received a grant through the Cape Cod Commission for a "Does It Make Sense" (DIMS) Study of a potential Stormwater Management Utility for the Town. The initial workshops were a great success, were well received by the Board of Selectmen and the general public, and resulted in the backing of the idea of a possible development of a stormwater fee. However, the poor economy continues to keep this utility fee on hold.
4. For many years the Town has been working with the Army Corps of Engineers to improve the flushing of Run Pond which is going eutrophic. The initial studies have been completed, and we will continue to search for funds to complete the project construction. In 2013, the DPW installed leaching drainage facilities within the Run Pond Watershed and these facilities have decreased the amount stormwater runoff that enters Run Pond.
5. Yarmouth was the first Cape town to use porous pavement to address stormwater infiltration adjacent to a wetland, and as noted above we used porous pavement for the Long Pond Drive sidewalk replacement project. The porous pavement installed over the years has been working wonderfully and has pleased abutters and conservationists alike. In 2015, we plan to design sidewalks using porous pavement on Camp Street (outlets #T-199 & 200) and Bayview Street (outlet #T-211).

6. In anticipation of the new Phase II Stormwater requirements, Yarmouth continued mapping the drainage systems upgradient of our stormwater outlets (pipes and swales) as well as began determining watersheds for each of those outlets. We have also hired a consultant, CEI, to help us to plan preparations for the new regulations.
7. In 2011 the Town purchased and installed ArcPublisher software so that we can now share all of our drainage map information by publishing a drainage map on the Town's public drive. Other departments can view the map using free ArcReader software.

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 – Permit Year 13
1-1	Educational Flyer/Door Hanger	DPW/Highway Angell/Kelley	Distribute 300 copies – impaired watersheds first.	Continued cooperation with other Cape towns to share any Phase II related information. Continued participation in the County Coastal Resources Committee. See 1-2 below and 2-4.	Distribute 100+ door hangers and install 50+ drain decals in impaired watershed. Continue working with Cape towns on common stormwater issues by joining the Cape Cod Stormwater Group (aka Project Storm).
Revised	<i>Educational Materials (subject broadened)</i>		<i>Work with other Cape towns to develop educational materials and share information.</i>		
1-2	Annual Public Meeting	DPW/Selectmen R. Angell	Hold public meeting.	Stormwater information discussed at Board of Selectmen Meeting as part of Town sewerage project - meeting was repeatedly televised on local cable channel. See 2-2 and 2-3.	Hold several in-house meetings and several publicly advertised Stormwater Management Committee (SMC) meetings.
Revised					
1-3	Posting of Outlet Maps	DPW/IT Engineer/Barrow	Display for 1 month per year.	Continued to collect and plot (in GIS) information on drainage systems upgradient of outlet pipes and swales, and began determining watersheds for each of the outlets. See 3-2.	Add drainage information to GIS and update/publish drainage system map.
Revised			<i>Complete outlet mapping.</i>		
1-4	Add to Town Web Page	IT Director S. McInnes	Add stormwater information.	Continued to update Phase II Stormwater Information on Town's web page under Engineering Division and DPW.	Complete a major update of the Town's website required by recent reorganizations of several Town departments, most notably the DPW.
Revised	<i>Add to CCC Web Page.</i>		<i>Add to CCC Web Page.</i>		
1-5	Household Hazardous Waste Collection	Water and Waste Management Divisions R. Angell	Hold Annual Collection.	The Water and Waste Management Divisions of the DPW funded one Yarmouth only day. Ads placed in newspaper and flyers distributed. See 2-5.	One collection day is scheduled for 2015. A second day may be added if funding allows.
Revised	<i>Regional Household Haz Waste Collection with Barnstable</i>		<i>Participate in regional collection days.</i>		

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
2-1	Encourage Public Participation	DPW/Highway Angell/Kelley	Complaint log set-up.	The Town received funding to set up a replacement complaint log set-up (the use of the old CityWorks software has been discontinued) and has almost completed the installation of new “permitting” software with pertinent modules.	Once the permitting software installation has been finalized, complete a pilot program and additional training, and begin use of complaint tracking.
Revised			<i>Purchase software.</i>		
2-2	Stormwater Management Committee (SMC)	DPW R. Angell	Appoint Committee.	SMC goals given to existing committee – the Integrated Water Resources Planning Committee (IWRPC) made up of Town residents, businessmen, and employees. Town and IWRPC continued to support Estuary Program funding and study, and to include stormwater issues as appropriate.	Continue to include stormwater management issues in all committee efforts including the DEP Estuary Program involvement.
Revised	<i>Name change to: Integrated Water Resources Management Planning Committee (IWRMPC)</i>				
2-3	Annual Public Meeting	DPW/Selectmen R. Angell	Hold public meeting.	Stormwater information discussed at Board of Selectmen Meeting as part of Town sewerage project – meeting was repeatedly televised on local cable channel. See 1-2 and 2-2.	Hold several in-house meetings and several publicly advertised Stormwater Management Committee (SMC) meetings.
Revised					
2-4	Storm Drain Decals	DPW/Highway Angell/Kelley	Install 50 drain decals/year.	None installed in 2014. See 1-1.	Install 50+ decals near catch basins in impaired watersheds.
Revised					
2-5	Household Hazardous Waste Collection	Water and Waste Management Divisions R. Angell	Hold Annual Collection.	The Water and Waste Management Divisions of the DPW funded one Yarmouth only day. Ads placed in newspaper and flyers distributed. See 1-5.	One collection day is scheduled for 2015. A second day may be added if funding allows.
Revised					

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
3-1 Revised	Storm Drain Outlets ID	DNR K. von Hone	Inspect impaired watersheds.	Over the past 20+/- years, DNR staff has worked with DMF and the Town Conservation Administrator to inspect impaired watersheds. Two (2) CPR grants have been used to inspect and inventory Bass River outlets. Nothing new in 2014.	Inspect another impaired watershed (Parkers River or Mill Creek).
3-2 Revised	Drain Network Mapping	DPW/IT Engineer/Barrow	Complete outlet inventory.	Completed locating all known Town drainage outlets, and continued mapping of the entire drainage system network.	Locate and map drainage system network and watersheds, and coordinate map with complaint software.
3-3 Revised	Illicit Discharge ID	DPW/Con.Com. Engineer/Muldoon	Inspect outlets during dry weather.	Town has completed television inspection and repair of our 2 largest drainage outlet systems (Old Main Street systems). Inspected all known drainage outlets along wetlands during dry weather – no problems noted thus far.	Inspect known Town drainage outlets during dry weather flow using inspection form created by Yarmouth DPW for this purpose.
3-4 Revised	Illicit Discharge Enforcement	Con. Com./Health Muldoon/Murphy	Review existing by-laws and regulations. <i>Con. Com. strengthen by-law, rules and regulations.</i>	Although review indicated that the Town had adequate ability to enforce illicit discharge removal, April 07 Town Meeting approved additional by-law for Conservation Commission. CCC reviewed/commented, edits made, and final rules & regulations adopted January 5, 2009.	Conservation Commission enforce new rules and regulations.
3-5 Revised	Town Employee Training	DPW/Highway R. Angell/Kelley	Hold annual training session. <i>Develop training program.</i>	Informal training and educating completed during past, especially relative to routine maintenance. SPCC plans prepared for 3 DPW sites and training held. Continued to seek more formal training through County Health, Bay State Roads Program, etc. See 6-2.	Continue informal training when opportunities arise. Continue seeking formal training or develop a program in-house.

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
4-1	Con. Com. By-law Review Change	Con. Com. Kerry Muldoon	Review By-law.	Ad-hoc committee (Con.Com., Planning, Eng'g) drafted by-law and new rules/regulations. April 07 Town Meeting approved by-law. No Zoning or Subdivision Regulation changes needed. CCC reviewed/commented, edits made, and final rules & regulations adopted January 5, 2009.	Conservation Commission enforce new rules and regulations.
Revised	<i>Add By-law</i>		<i>Add By-law.</i>		
4-2	Zoning By-law Review/Change	Planning Williams	Review Zoning By-law.	No Zoning By-law changes needed for stormwater.	N/A
Revised					
4-3	Subdivision Regulation Review/Change	Planning Williams	Review Subdivision Rules/Regulations.	No Subdivision Rules and Regulation changes needed for stormwater.	N/A
Revised					
4-4	Construction Inspection	Building Comm	Review Zoning by-law.	Ad-hoc committee (Con.Com., Planning, Eng'g) drafted by-law, and new rules and /regulations. April 07 Town Meeting approved by-law. CCC reviewed/commented, edits made, and final rules & regulations adopted January 5, 2009.	Conservation Commission enforce new rules and regulations.
Revised		<i>Con. Com. Muldoon</i>	<i>Adopt Con. Com. rules/regulations.</i>		

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 – Permit Year 13
5-1	Con. Com. By-law Review Change	Con. Com. Kerry Muldoon	Review By-law.	Ad-hoc committee (Con.Com., Planning, Eng'g) drafted by-law and new rules/regulations. April 07 Town Meeting approved by-law. No Zoning or Subdivision Regulation changes needed. CCC reviewed/commented, edits made, and final rules & regulations adopted January 5, 2009.	Conservation Commission enforce new rules and regulations.
Revised	<i>Add By-law</i>		<i>Add By-law.</i>		
5-2	Zoning By-law Review/Change	Planning Williams	Review Zoning By-law.	No Zoning By-law changes needed for stormwater.	N/A
Revised					
5-3	Subdivision Regulation Review/Change	Planning Williams	Review Subdivision Rules/Regulations.	No Subdivision Rules and Regulation changes needed for stormwater.	N/A
Revised					
5-4	Post-Construction Inspection	Building Comm	Review Zoning by-law.	Ad-hoc committee (Con.Com., Planning, Eng'g) drafted by-law, and new rules and regulations. April 07 Town Meeting approved by-law. CCC reviewed/commented, edits made, and final rules & regulations adopted January 5, 2009.	Conservation Commission enforce new rules and regulations.
Revised		<i>Con. Com. Position vacant</i>	<i>Adopt Con. Com. rules/regulations.</i>		

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
6-1 Revised	Develop BMP Policy Guide	DPW R. Angell	Prepare and print guide. <i>Work thru CCC to develop guide.</i>	Reviewed and commented on proposed changes to DEP Stormwater Management Policy. Development of a BMP guide for the Cape not needed. See “Coastal Stormwater Management Through Green Infrastructure: A Handbook for Municipalities” 2014.	Continue to work with other Cape towns, and attend pertinent seminars to increase BMP knowledge.
6-2 Revised	Town Employee Training	DPW/Highway Angell/Kelley	Hold annual training session. <i>Develop training program.</i>	Informal training and educating completed during past, especially relative to routine maintenance. Continued to seek more formal training through County Health, Bay State Roads Program, etc. See 3-5.	Continue informal training when opportunities arise. Continue seeking formal training or develop a program in-house.
6-3 Revised	Coordinate with Con. Com.	DPW/Con.Com Kelley/Muldoon	Hold annual update meeting.	Annual meeting held, and numerous project-specific meetings and field visits held. Sample project included porous pavement sidewalk and additional leaching drainage at the Herring Run (outlet #T-118).	Hold annual meeting, and numerous project-specific meetings and field visits as needs arise.
6-4 Revised	Hazardous Materials Storage Program	Health Division B. Murphy	License and inspect all businesses.	Licensed 180 and inspected most businesses.	License and inspect businesses.
6-5 Revised	Used Oil Recycling	DPW/Highway Angell/Kelley	Burn all used oil to heat garages.	Burned all Town-produced used oil at Waste Management and Highway Divisions to heat Town garages. Also, recycled 750+ gallons of used motor oil received from residents.	Burn all Town-produced used oil at Waste Management and Highway Divisions to heat Town garages.

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
7-1 Revised	Boat Pump-out Program	DNR K. von Hone	Provide boat pump-out service. <i>Construct permanent boat pump-out facility on Bass River.</i>	Collected and properly disposed over 800 gallons of wastewater from vessels in Bass River using this free pump-out service. Applied for and received a CPR grant and installed a permanent boat pump-out facility at Packet Landing on Bass River.	Maintain, and operate the permanent boat pump-out facility installed at Packet Landing on Bass River free of charge.
7-2 Revised	Street Sweeping Program	DPW/Highway Angell/Kelley	Annually sweep roads in impaired watersheds.	Town completed annual sweeping of all roads in all wetland watersheds Town wide. Funding to hire a contractor to assist with the sweeping was partially restored in 2014.	In 2015, sweep all roads in all wetland watersheds.
7-3 Revised	Catch Basin Cleaning Program	DPW/Highway Angell/Kelley	Clean 200+/- priority catch basins/year.	Completed locating and mapping known Town outlets (see 3-2). Inspected and cleaned priority catch basins in wetland watersheds.	Inspect and clean (if needed) all priority catch basins within Town wetland watersheds.
7-4 Revised	Improve Drain Outlet Quality	DPW R. Angell	Improve quality of 2 drain outlets/year.	Removed drainage outlets and/or installed leaching facilities at 2 sites on Town Landing and at Packet Landing.	Improve 2 drainage outlets at Bass River. Continue to apply for available grants.
7-5 Revised	Encourage MHD Action (<i>Now MDOT</i>)	DPW R. Angell	Share Information.	Paid for design plans meeting MDOT requirements for drainage leaching facilities to leach stormwater on to Town property from State Route 28 (at Bass River). MDOT bid and awarded construction of system.	MDOT contractor finalized installation of system in 2012.

Part IV. Summary of Information Collected and Analyzed

Information provided above in Part III.