

Municipality/Organization: City of Everett

EPA NPDES Permit Number: MAR041078

MaDEP Transmittal Number: W- 035930

Annual Report Number
& Reporting Period: No. 12: April 1, 2015 to March 31, 2016

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: William F. O'Rourke, P.E. Title: Director of Engineering

Telephone #: 617-394-2250 Email: william.orourke@ci.everett.ma.us

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 F. O'Rourke, P.E.

Title: Director of Engineering

Date: AUG. 18, 2016

Part II. Self-Assessment

The City of Everett has completed the required self-assessment. The City has made significant progress in implementing a number of new programs, conducting construction projects, improving to staff education and organization, and engaging consultants to assist with a several projects and extensive public outreach and education campaigns.

These efforts included:

- Cleaning over 900 catch basins and tracking sediment removal.
- Developing a catch basin disconnection program. The City identified and confirmed catch basins connected to the sewer and developed a program to disconnect the catch basins using MWRA funds.
- Contracting a consultant for design services for catch basin redirection from sewer system to stormwater system based on findings from Catch Basin Disconnections Program. Design is underway (summer 2016) and construction is expected to begin in fall 2016.
- Designing four illicit connection eliminations and those are expected to commence in summer 2016. Construction to follow in the fall 2016. These four locations identified in a 2014 IDDE report are: #59 Shute Street, #22/24 Rosedale Avenue, #44 Peirce Avenue, #940 Broadway.
- Identifying and confirming an illicit connection of a clothing and restoration business sewer line to the drain at 15 Henderson St. An attempt was made to remove the illicit connection; however, contaminated soils were encountered. The design is being changed and the project is scheduled to be rebid in summer of 2016.
- Constructing new drain and sewer pipes on Orient Avenue and Hadley Court as part of sewer separation efforts.
- Developing Stormwater/Sewer Integrated Plan. The purpose of this report was to present the results of the integrated planning effort, including a capital improvements plan, to act as a roadmap for the City's Department of Public Works and Engineering Department moving forward. The plan includes an evaluation of the citywide stormwater and wastewater collection infrastructure in Everett to provide a long-term plan outlining an approach for efficiently operating and maintaining these systems as well as addressing MassDEP's short term and long term Clean Water Act goals.
- Ongoing citywide IDDE Program. Investigations were conducted in the Kelvin Street outfall area in 2015.
- Continuing GIS mapping updates. Through Integrated Plan data collection and field investigations, a number of discrepancies in pipe connectivity in the existing GIS geodatabase were identified. The draft Integrated Plan proposes a strategy to address deficiencies and missing items in the GIS database.
- Enhancing public education efforts through website videos on local public access television. The video was presented to the Central Massachusetts Regional Stormwater Coalition and is being considered as a model for other communities.
- Efforts towards raising awareness about the importance of the Malden and the Mystic Rivers water quality and collaboration with the Mystic River Watershed Association (MyRWA), a nonprofit organization, on projects to address water quality, promote green infrastructure and provide stormwater education.
- Posting Everett press releases on their websites and social media by MyRWA and the Friends of the Malden River.

- Publishing articles, including links, such as the following:
 - Daniel, Seth. “Swimming in the Malden River? Mayor DeMaria, MyRWA Hope it can Happen.” Everett Independent. 11 March 2016. <http://www.everettindependent.com/2016/03/11/swimming-in-the-malden-river-mayor-demariamyrwa-hope-it-can-happen/>
 - Daniel, Seth. “Better than the Charles Rowers on the Malden River: Sometimes It’s so Calm You Feel like You’re Flying.” Everett Independent. 27 March 2016. <http://www.everettindependent.com/2016/05/27/better-than-the-charles-rowers-on-the-malden-river-sometimes-its-so-calm-you-feel-like-youre-flying/>
 - Domelowicz Jr., Joseph. “State of the City: DeMaria Focuses on Health and Growth.” Everett Independent. 4 March 2016. <http://www.everettindependent.com/2016/03/04/state-of-the-citydemaria-focuses-on-health-and-growth/>
 - “Letters to the Editor.” Everett Independent. 20 May 2016. <http://www.everettindependent.com/2016/05/20/letters-to-the-editor-11/>
 - Daniel, Seth. “DeMaria Has Eye on Eliminating Hot Top, Enhancing Malden River.” Everett Independent. 28 January 2016. <http://www.everettindependent.com/2016/01/28/demaria-has-eye-on-eliminating-hot-top-enhancing-malden-river/>
 - Daniel, Seth. “Everett Real Estate Market Highlighted in Globe Magazine.” Everett Independent. 21 April 2016. <http://www.everettindependent.com/2016/04/21/everett-real-estate-market-highlighted-in-globe-magazine/>
 - Daniel, Seth. “Wynn Everett Officials Shut Down Remediation: Curtatone Called on to Drop Appeal.” Everett Independent. 11 March 2016. <http://www.everettindependent.com/2016/03/11/wynn-everett-officials-shut-down-remediationcurtatone-called-on-to-drop-appeal/>
- Regular informational Facebook and Twitter posts
- A diligent effort, throughout the development of the Stormwater and Sewer Infrastructure Integrated Plan, to engage various City departments, regulators, watershed groups, businesses, and neighboring communities. The integrated plan itself was driven by the Engineering and Public Works Departments in conjunction with the Planning Department. Working meetings were held on a regular (monthly or bi-monthly) basis with these three departments (working group) to create and shape the plan. Other stakeholder groups were invited to attend meetings to learn about how the plan may affect their department/organization and to gain feedback to incorporate into the planning effort.
- Continuation with in-house employee education
- Continuation with improved grease trap inspection and enforcement program conducted by Inspectional Service Department (ISD)

Overall, the City of Everett has improved tremendously over the last 12 years and will continue this work under the new NPDES permit.

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
1-1.1	Develop and distribute educational material to residential property owners; and post on City web site for municipal employees. Include information on the hazards associated with illicit discharges and improper disposal of waste and steps the public can take to minimize pollution from stormwater runoff	CONCOMM	Year 1: Procure, develop or adapt one brochure/fact sheet on stormwater issues; post stormwater information on City web site Years 2 through 5: Distribute information quarterly, utility customers, both residential and commercial, and distribute at City Hall, the library and Waterfront Fairs. Also during Years 2 through 5, post information on the City web site and update the web site semi-annually, and air information on cable television annually.	<ul style="list-style-type: none"> - The City has made significant efforts towards raising awareness about the importance of the Malden and the Mystic Rivers water quality and is collaborating with the Mystic River Watershed Association, on projects to address water quality, promote green infrastructure and provide storm water education. - The City installed educational signage about rain gardens at existing rain gardens along bike paths on West and Wellington. - MyRWA and the Friends of the Malden River have been posting Everett articles on their websites and social media. - The City developed and hosts information about stormwater including “FAQs” and “Quick Links” on the Department of Public Works Water Division page. -The DPW posted a video on the City’s website educating residents and businesses about stormwater issues that have been escalating over the years. In the video, the Director of Engineering informs residents what stormwater is, what the City is doing to help alleviate the issue, and what the future looks like with the new MS4 Permit. - A public education program was implemented through video on local public access television and expanded to include a number of topics. The video was presented to the Central Massachusetts Regional Stormwater Coalition and may be used as a model for other communities - The City published many public articles in Everett Independent Newspaper emphasizing that water quality and access to the Malden River is a high priority. 	<ul style="list-style-type: none"> - The City committed to support MyWRA’s application entitled Maiden River Public Health Risk Assessment. Everett will provide \$5,000 of financial support and \$2,500 of in-kind efforts to help broadcast the outcomes of the study through translation services, cable TV access and social media. The study will identify spots along the Malden River that can be improved to give local communities the healthiest option for water recreation, and identify potential canoe launch sites along the Malden River. Directional and way-finding signage is proposed to give residents greater awareness of these riverfront parks. This program is supported by the Mayor and clean up and access to Malden River is a high priority. - Raise awareness and promote positive acceptance for the Integrated Plan by posting it on the City website. Links will be provided for education and outreach materials including slideshows and pamphlets. - Pamphlets, mailers and door hangers will be developed and distributed to provide general education of stormwater and sewer issues. They will be tailored to address specific issues in particular neighborhoods. -Continue programs outlined in Year 1. - Meet measurable goals as outlined.

1-1.2	<p>Revise dog licensing materials to include information on stormwater issues related to pet waste management, and use revised materials. Conduct limited visual survey of City-owned parklands to determine where additional signs, pooper scooper stations or repairs to same may be needed. Install/repair signage and pooper scooper stations in selected locations.</p>	CONCOMM	<p>Year 1: Revise dog licensing materials. Years 2 through 5: Use revised materials. Years 2 and 4: Conduct limited visual survey of City-owned parklands. Years 3 and 5: Install/repair signage and pooper scooper stations based on survey results.</p>	<p>-Dog licensing materials revised and posted on web site for downloading. -Animal Control Officer conducted visual survey. -Posted 11x17 laminated board for dog waste pick up at City Hall and distributed to apartment buildings and schools.</p>	<p>- Continue to install and maintain signage and pooper-scooper stations through all public park spaces. - Meet measurable goals as outlined.</p>
-------	--	---------	--	---	---

1-1.3	<p>Develop and distribute educational material to business property owners; and post on City web site for municipal employees. Include information on the hazards associated with illicit discharges and improper disposal of waste.</p>	CONCOMM	<p>Year 1: Procure, develop or adapt one brochure/fact sheet on stormwater issues; post stormwater information on City web site. Years 2 through 5: Distribute information quarterly, via either mailing a brochure/ fact sheet to business property owners based on tax assessor records; airing information on the City's community television station; distributing a brochure/fact sheet at a community event; or making a brochure/ fact sheet available at City Hall, libraries or other municipal facilities open to the public. Update the web site semi-annually.</p>	<p>-Everett has implemented in-house employee education regarding the hazards associated with illicit discharges and the improper disposal of waste at the DPW, Planning Department, GIS Department, Finance Department, Police Department and the Engineering Department. The City is also working to educate other departments as part of the Stormwater and Sewer Infrastructure Integrated Plan.</p>	<p>-Meet measurable goals as outlined.</p>
-------	--	---------	--	--	--

1-1.4	Develop and distribute educational material to owners of properties on which land uses with higher potential pollutant loads have been identified; and post on City web site for municipal employees. Include information on the hazards associated with illicit discharges and improper disposal of waste	CONCOMM	Year 2: Procure, develop or adapt one brochure/fact sheet on stormwater issues; post stormwater information on City web site. Years 3 through 5: Distribute information bi-annually, via either mailing a brochure/ fact sheet to property owners based on tax assessor or DEP RCRA generator or other records; airing information on the City's community television station; distributing a brochure/fact sheet at a community event. Update the web site semi-annually.	<ul style="list-style-type: none"> - Posted stormwater information on City web site - Posted information on the City's community television station -Actively educating and enforcing developers and potential developers of pollutant reduction requirements. 	<ul style="list-style-type: none"> -Continue education to targeted parcels via meetings. - Meet measurable goals as outlined.
1-1.5	Conduct Waterfront Fairs to provide outreach to residents and businesses.	LACOMUNIDAD ZUMMER	Conduct one Waterfront FESTIVAL in 2012 and two Waterfront Fairs per year during Years 2 through 5.	Waterfront Festivals have been held consistently every year except for 2014/2015 due to funding issues.	-Support the reinstatement of future Waterfront Festivals

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	Establish Stormwater Task Force.	PDP	Identify individuals to serve on the Task Force within the first eight months of the permit period. The task force will hold at least four meetings per year. It will prepare and submit the required annual reports.	- Established Taskforce to include Director of Public Works, Director of Community Development, Director of Planning, Director of Engineering and Environmental Planner.	- Meet measurable goals as outlined.
2-2	Implement Catch Basin Stenciling Program.	PDP	Year 1: Contact Mystic River Watershed Association and/or other organization and develop phased stenciling plan. Years 2 through 9: Implement phased plan. Stencil 30% of all City-owned catch basins over five year permit term.	-Program in place for volunteer catch basin stenciling implementation.	-Stencil of catch basins during the fall of 2016
2-3	Conduct River Clean-up Day	PDP	Year 1: Develop program and invite participation of other organizations. Years 2 through 9: Conduct one clean-up day annually.	- Everett supports the MyRWA annual riverfront cleanup day each year on Earth Day.	- Continue to assist MyRWA with annual riverfront cleanup day. -Promote cleanup of waterfront at Wynn property and along the Malden River.

2-4	Establish Stormwater Hotline	CONCOMM	Year 1: Create database of stormwater related issues, including operation and maintenance concerns, possible illicit connections and unusual outfall discharges. During Years 1 through 9, publicize hotline number, update database regularly, undertake follow-up action on 80% of the items. Share data with Engineering Department, DPW, Planning Department, and Board of Health.	-The City maintains an online and app-based program called "See, Click, Fix" that allows residents to notify the City of any public safety and infrastructure issues. This will serve as the City's Stormwater Hotline and will be promoted.	-Add a reference to See, Click, Fix, encouraging the public to report drainage and pollution issues to the City via the webpage.
2-5	Seek easement to waterfront	PDP	Year 1: Propose easement to property owner by Year 2.	-Ongoing legal issues continue to slow attempts to obtain an easement on Mellon Bank property.	-Continue to pursue other access to the waterfront and raising awareness to obtain access.

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	Conduct hydraulic study of drainage system.	City Engineer/DPW	Complete hydraulic modeling by the end of Year 2.	Not Completed. As part of the draft Stormwater and Sewer Infrastructure Integrated Plan data collection phase, review of record plans and field investigations, identified a number of discrepancies in pipe connectivity as well as missing pipes and structures in the existing stormwater geodatabase. This updated information was added to the GIS geodatabase to ensure the most complete and comprehensive plan to be used for future hydraulic modeling.	The draft Stormwater and Sewer Infrastructure Integrated Plan will address schedule for hydraulic modeling completion and will be included as part of the Capital Improvements Plan.
3-2	Conduct dry weather outfall screening.	City Engineer/DPW	Year 1: Conduct dry weather screening of up to 25 outfalls. Evaluate those that are observed to have dry weather flow with field screening procedures. Sample outfalls for fecal coliform on two separate occasions. If warranted based upon field screening, conduct additional screening and analysis for some or all of the pollutants in the proposed 2002 “Massachusetts Integrated List of Waters” on up to five outfalls over the permit term beginning in Year 3. Year 5: Conduct dry weather screening of all City-owned outfalls.	Dry weather screening of outfalls was completed in 2006. From sampling events during this program, 10 outfalls were identified as having stormwater contamination as noted in the “City-wide Illicit Discharge Detection and Elimination (IDDE) Program 2009/2010”. E. coli samples were taken at all outfalls, except where signs of upstream pollution were present to confirm contamination. Many recommendations from the June 2009 IDDE Investigation were followed up during the “2014 Illicit Discharge Detection and Elimination (IDDE) Investigation”, and an additional investigation was conducted in the Kelvin Street outfall area in 2015. MyRWA and EPA have also been conducting sampling of outfalls of concern within the City.	- Meet measurable goals as outlined.

3-3	Develop and implement a plan to identify and remove non-stormwater discharges to the MS4.	City Engineer/DPW	Year 1: Prioritize outfalls, evaluate funding sources for identifying and removing illicit connections, and develop a system for maintaining electronic records of the program. Conduct field investigations of prioritized area to locate and remove illicit connections within two years of dry weather field screening subject to funding constraints.	IDDE Investigation work commenced in June 2009 with the "City-wide Illicit Discharge Detection and Elimination (IDDE) Program 2009/2010". Recommendations from the June 2009 IDDE Investigation were followed up during the "2014 Illicit Discharge Detection and Elimination (IDDE) Investigation", and additional investigation was conducted in the Kelvin Street outfall area in 2015. Four (4) illicit connection were confirmed.	- Meet measurable goals as outlined -Remove 5 illicit connections identified
3-4	Develop an ordinance to make it illegal to improperly connect a sanitary sewer to the storm drain system or to dump pollutants into the system (i.e. Non-Stormwater Discharge Prohibition).	. City Engineer/DPW	Year 1: Draft ordinance and present to the Mayor/Common Council/Board of Aldermen. If ordinance is adopted, develop and adopt regulations. If not, repeat in Years 2 through 9.	- Completed	- Meet measurable goals as outlined.

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	Revise Site Plan Review Ordinance/Regulations/ Procedures.	PDP	Year 1: Develop draft changes to the ordinance. Year 2: Present proposed changes to Mayor/Common Council/Board of Aldermen. If not approved, revise if necessary and present in Years 3 through 9 until approved. Develop and present to Planning Board revised Site Plan Review regulations and/or procedures within six months of adoption of ordinance.	- Completed	- Meet measurable goals as outlined - Continue to review and enforce ordinance on proposed site developments.
4-2	Develop site inspection and enforcement of construction control measures program.	CONCOMM	Year 2: Develop program. Years 3 through 5: implement program.	-Ordinance completed. -City is enforcing ordinance for stormwater runoff control on developments	- Meet measurable goals as outlined
4-3	Identify Preferred Standard Construction Site Runoff Controls	CONCOMM	Year 1: Identify preferred best management practices. Year 3: Complete a draft “Preferred Standard Construction Site Runoff Controls” document. Year 4: Distribute to contractors.	-Ordinance completed -Ensured that soil erosion and sedimentation control measures and storm water runoff control practices are incorporated into the site planning and design process and are implemented and maintained. - Controls informally identified and working on documentation and distribution	- Formal implementation and distribution - Confirm with regular site inspection and documentation.

4-4	Develop procedures to receive and consider information submitted by the public regarding stormwater issues on construction sites.	CONCOMM	Year 1: Create database and advertise hotline telephone number (see BMP 2-4). Years 2 through 5: Accept and document inquiries, convey information to appropriate department for follow-up, review database monthly.	- The City maintains an online and app-based program called "See, Click, Fix" that allows residents to notify the City of any public safety and infrastructure issues.	- Continue to promote "See, Click Fix" and educate public on identifying Stormwater issues. - Meet measurable goals as outlined
4-5	Develop site inspection and enforcement of control measures program.	City Engineer/DPW	Year 2: Develop program. Years 3 through 5: Implement program.	- Ordinance completed -Enforced site inspection: 1) Initial Site Inspection: prior to approval of any plan. 2) Erosion Control Inspection 3) Bury Inspection: prior to backfilling of any underground drainage or storm water conveyance structures. 4) Final Inspection. After the storm water management system has been constructed and before the surety has been released,	- Meet measurable goals as outlined.

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	Develop post-construction runoff control ordinance, regulations, procedures and guidance.	Planning Board	Year 2: Draft the post-construction runoff ordinance and hold a public meeting. Year 3: present the final ordinance to the Mayor / Common Council / Board of Aldermen. Present in Years 4 and 5 if necessary. Present the regulations, procedures and guidance to the appropriate board and conduct a public hearing thereon within six months of ordinance adoption.	- Ordinance completed -City is enforcing ordinance for stormwater post-construction runoff control on developments	- Meet measurable goals as outlined.
5-2.1	Require DPW review of selected structural BMPs.	City Engineer/DPW	Year 1: Develop draft procedures for evaluation of BMPs for operation and maintenance issues. Year 2: Develop final procedure. Years 3-5 implement procedure	- Operation and Maintenance plan is established through revised ordinance.	- Meet measurable goals as outlined.

5-2.2	Establish a mechanism to fund operation and maintenance of structural BMPs	City Engineer/DPW	Year 1: Investigate potential funding mechanisms, develop a draft funding mechanism, and hold a public meeting to solicit input from the community. Year 2: revise draft and present to Mayor / Common Council / Board of Aldermen. If not adopted, revise and present in Years 3 through 5.	Funding availability and schedule to be addressed as part of the Integrated Plan.	- Ongoing
-------	--	-------------------	--	---	-----------

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	Develop and Implement a Plan to Prevent and Reduce Pollutant Runoff from Municipal Operations.	City Engineer/DPW	By the end of Year 2, develop and adopt a plan. Implement plan beginning in Year 3.	-Plan in place and being implemented.	-Continue to ensure compliance and improve efforts.

7. BMPs for Meeting Total Maximum Daily Load (TMDL) Waste Load Allocations (WLA)

NOT APPLICABLE AS NO TMDL ESTABLISHED FOR EVERETT RECEIVING WATERS