

Municipality/Organization: Salisbury, Massachusetts

EPA NPDES Permit Number: MA-041220

MA DEP Transmittal Number: X270537

Annual Report Number
& Reporting Period: No. 13: May 2015 – April 2016

NPDES Phase II Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Mr. Donald R. Levesque Title: Director of Public Works

Telephone #: (978) 463-0656 Email: dlevesque@salisburyma.gov

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: Neil Harrington

Title: Town Manager

Date: April 29, 2016

Part II. Self-Assessment

The Town of Salisbury has had many budgetary limitations in the past several years. The Department of Public Works continues to have a realistic approach with dealing with stormwater concerns. In addition to state cuts in local aid, the Town has had to make the following adjustments to annual budgeting:

- FY10 through FY13 budget cuts totaled more than 25 percent
- FY14 budget was \$15,000 total for all stormwater activities as well as an approved \$54,000 capital expenditure of a pre-owned sweeper that has allowed the Town to increase street sweeping frequency in known problem areas
- FY15 and FY16 stormwater budgets matched the FY14 \$15,000 level

However, given these financial difficulties, the Town has been able to maintain compliance with the permit and achievement of goals through the diligent efforts of in-house staff, who have invested of their time to make continual progress on stormwater management. This includes the recruitment and management of local volunteers and social organizations.

As the new permit takes effect in FY18, the Town is prepared to review the requirements and work with Town staff, elected and appointed officials, and other local stakeholders to develop a plan to achieve compliance with the new mandates.

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 13 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 14
1A	Posters	Town Manager	Posting all town buildings	Restocked signs throughout permit year.	Continue to restock signs as necessary.
1B	Local cable	Town Manager	Post message monthly	Conservation Commission hearings have been televised all permit year, as well as public participation events and advance notice of volunteer opportunities, including the Greenscapes NSC stormwater video.	Will seek out additional local access opportunities.
1C	Repair shop brochures	Town Manager	Distribute to impacted businesses, complete brochure	BMP online and printed materials were procured through Greenscapes North Shore Coalition and made available throughout the year.	Maintain available BMP information.
Revised					
1D	Town Website	Town Manager	Update quarterly	Website has been updated on a quarterly basis, including the Greenscapes NSC stormwater video.	Continue to update the website on a quarterly basis.
1E	Stormwater Education Video	Public Works Director	Distribute educational materials to appropriate parties.	Maintained Greenscapes North Shore Coalition membership in good standing. Distributed materials to School Dept.	Assessing the value of Greenscapes North Shore Coalition membership relative to new permit requirements. If appropriate to continue, distribute information as it becomes available.
1F	Public Info Mailer	Public Works Director	Make information available online	Online availability has taken the place of direct mailing and brochure distribution.	Refer to 1E, above.
1G	Stormwater Management Workshop	Town Planner and Conservation Commission	Distributed educational materials to students and area youth	Workshop held on a Saturday in April 2016 at the Parker River Refuge as part of a multi-town group.	Town will assess benefits for FY17 in the context of the new permit requirements.

2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 13 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 14
2A	Citizen Advisory Committee	Town Manager	Master Plan refinement	Citizen’s Master Plan Committee will be focusing part of efforts on stormwater management. Goal is to establish future town-wide progress.	Ensure stormwater remains a focus of the Master Plan effort.
2B Revised	Waste oil collection	Public Works	Collect once every two years	Conducted a hazardous materials collection day in November 2015 and maintained membership in Essex County waste collection consortium.	Recent collection days have seen far lower participation rates as homeowner inventory of materials is dropping. Therefore, Town has begun collecting hazardous materials every two years. The next event is scheduled for the fall of 2017.
2C Revised	Paint collection	Public Works	Collect paint	Continued collection of hazardous materials on an every two years basis.	Recent collection days have seen far lower participation rates as homeowner inventory of materials is dropping. Therefore, Town has begun collecting hazardous materials every two years. The next event is scheduled for the fall of 2017.
2D	Stenciling	Public Works	Change to standard grate as part of S.O.P.	Sought to better inventory number of catch basins. Town has identified 623 catch basins, which is much higher than the initial 450 assumed value.	Continue using new catch basin grate to indicate “NO DUMPING FLOWS TO DRAIN” as a more permanent measure than stenciling.
2E	Coalition membership	Public Works	Maintain membership	Maintained membership and distributed educational materials provided by coalition.	Annual assessment on the value of Greenscapes North Shore Coalition membership. If continued, distribute information as it becomes available.
2F	Women in Transition/Trial Court/Middleton Inmates/Beach Betterment Association/Probation Department	Public Works	Seasonal cleanup efforts	Maintained and expended working relationship with organizations and performed cleanup work throughout town. What was once a quarterly activity has become a year-round program.	Continue to work with organizations and perform regularly-scheduled activities.

2G	Rail Trail Extension	Public Works	Trail Expansion and Public Education	<ul style="list-style-type: none"> • Border to Boston rail trail secured place on FY18 TIP for construction funding. The 25% design hearing will be held on June 8, 2015. • Amesbury/Salisbury rail trail designed by MADOT to 25% stage. Not yet on TIP. • Stevens Trail Loop to extend 1 mile off of Eastern Marsh Trail. • School connection 1 mile trail to connect to Partridge Brook Park. 	<ul style="list-style-type: none"> • New trail study off of Stevens Trail Loop, approx. 1 mile extension • Connection trail from Northpointe Village to Partridge Brook Park.
Revised					
2H	Stormwater Management Workshop	Town Planner and Conservation Commission	Distributed educational materials to students and area youth	Workshop held on a Saturday in April 2016 at the Parker River Refuge as part of a multi-town group.	Town will assess benefits for FY17 in the context of the new permit.
2I	Seeking Stormwater Grant Funding	Town Planner	Secure grant and utilize funding	MVPC conducted stormwater compliance training. Activities included: <ul style="list-style-type: none"> • Multiple Town staff attended training program on EPA requirements. • Town public education campaign for stormwater management. Multiple workshops to help the Town assess need for a stormwater utility. 	MVPC to conduct stormwater compliance training on new permit requirements.
Revised					

3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 13 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 14
3A	Outfall mapping	Public Works	Map outfalls	Funding could not be secured for outfall inventory of assumed 623 structures.	New permit requirements will be evaluated and progress made to the degree possible within available budget restraints.
3B	Review existing bylaws and regulations	Town Manager	Evaluate and recommend changes	Continued to track changes to regulations as required by future permits and make changes as appropriate.	Continue to track changes to regulations as required by future permits and make changes as appropriate.
3C	Develop IDDE Plan	Public Works	Develop Plan of action	Awaiting new permit requirements before acting.	Awaiting new permit requirements before acting.
3D	IDDE By-law modifications	Public Works	Evaluate and recommend changes	Continued to track changes to regulations as required by future permits and make changes as appropriate.	Continue to track changes to regulations as required by future permits and make changes as appropriate.
3E	Test Outfalls	Public Works	Test Outfall	SEE 3A	SEE 3A
3F	Stream Sampling for Contamination	Public Works	Sample streams for BOD and TSS	SEE 3A	SEE 3A

4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 13 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 14
4A	Review site inspection	Planning	Evaluate existing	Continued assessment/monitoring of inspection program.	Continue assessment/monitoring of inspection program.
4B	Modify Site Inspection Program	Planning	Recommend Modifications	Continued to assess improvements semi-annually at department head meeting, with particular attention paid to new General Permit requirements.	Continue to assess improvements semi-annually at department head meeting, with particular attention paid to new General Permit requirements.
4C	Review by-laws	Planning	Determine adequacy	Continued to assess improvements semi-annually at department head meeting, with particular attention paid to new General Permit requirements.	Continue to evaluate and recommend any changes to bylaws, specifically as they pertain to revised stormwater management guidelines.
4D	Modify by-laws	Planning	Recommend Modifications	Continued to assess improvements semi-annually at department head meeting, with particular attention paid to new General Permit requirements.	Continue to evaluate and recommend any changes to bylaws, specifically as they pertain to revised stormwater management guidelines.

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 13 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 14
5A	Site Inspectors	Planning	Evaluate existing	Continued to evaluate and recommend any changes.	Continue to evaluate and recommend any changes.
5B	Modify Site Inspection Policy//Procedures	Planning	Implement Modifications	Assessed improvements semi-annually at department head meeting.	Assess improvements semi-annually at department head meeting.
5C	Review by-laws	Planning	Evaluate existing	Continued to evaluate and recommend any changes.	Continue to evaluate and recommend any changes.
5D	Modify by-laws for Post Construction Site Runoff	Planning	Implement Modifications	Continued to evaluate and recommend any changes.	Continue to evaluate need for future changes.
5E	By-law changes	Planning	Proposed Modifications	Continued to evaluate and recommend any changes.	Continue to seek potential revisions.

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 13 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 14
6A	Street sweeping	Public Works	Majority of town	Maintained the expanded sweeping program, concentrating on environmentally sensitive areas, through the use of the FY15 purchase of a pre-owned sweeper.	Continue program in FY17.
6B	Catch basin cleaning	Public Works	Majority of town	Annual cleaning completed.	Continue current program.
6C	Public Facility site inspections and BMP practice review	Public Works Director	Perform Inspections at each Public Facility	Performed annual inspections pursuant to prior program outline.	Continue current program.
6D	Training	Town Manager	Train Municipal employee	Educational videos and information have been implemented into training.	Continue to provide annual training with appropriate educational information and videos as appropriate.
6E	Public Facility follow-up	Public Works Director	Perform follow-up inspections	Annual inspections are continued and any follow up is performed.	Continue annual inspections.
6F	Improved runoff containment	Public Works	Reduce runoff potential from salt storage areas	Maintain salt shed BMPs.	Continue current program.
6G	Infrastructure Management	Public Works	Resolve problematic stormwater system areas	Work conducted in Year 13 included: <ul style="list-style-type: none"> Stormwater improvements on 	Year 14 work expected to include: <ul style="list-style-type: none"> Stormwater improvements

Revised				<p>Lincoln Avenue and Howard George Court.</p> <ul style="list-style-type: none"> • Culvert replacement on Ferry Road. 	<p>ongoing on Pleasant Street.</p> <ul style="list-style-type: none"> • Design of stormwater improvements on Taft, Washington, and Garfield Streets ongoing. • Culvert replacements on Ferry Road and Locust Street to improve stormwater management and sediment transfer. • ACOE project ongoing to install 3,000 linear foot flood management project. Estimated construction cost approx. \$5.5M in area of Blackwater Creek. Estimated completion date November 2016.
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7. BMPs for Meeting Total Maximum Daily Load (TMDL) Waste Load Allocations (WLA) Not Applicable

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 13 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 14

7a. Additions

7b. WLA Assessment

Part IV. Summary of Information Collected and Analyzed

Salisbury Beach area **did not** have any beach closures during the 2015 recreational summer season, based on water quality monitoring performed by the Salisbury Board of Health and the Massachusetts Division of Marine Fisheries.

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