Municipality/Organization: Town of West Newbury, Ma. 01985

EPA NPDES Permit Number: MAR 041231

MassDEP Transmittal Number: W-21004703

Annual Report Number & Reporting Period: May 1, 2015 – April 30, 2016

NPDES PII Small MS4 General Permit
Annual Report
(Due: May 1, 2015)

Part I. General Information

Contact Person: Gary Bill Title: Highway Superintendent

Telephone #: 978-363-1100 x 120 Email: GBill@wnewbury.org

Mailing Address: Town Office Building 381Main St., West Newbury, Mass. 01985

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: [Signature]

Printed Name: Gary Bill

Title: Highway Superintendent

Date: 5/2/16
Part II. Self-Assessment

The town of West Newbury is progressing well in achieving the goals stated in the original Notice of Intent for Phase II of NPDES. The Selectmen has adopted new By-Laws.

In addition to the requirements and outline shown in our progress report the Planning Board in conjunction with other boards has approved new Rules and Regulations that contains positive requirements that will help reach our goals. Included are provisions for competent supervision of projects, site cleanup requirements, catch basin details, and sedimentation control details.

These changes reinforce other department’s requirements to achieve the goals necessary to be in compliance with NPDES phase II.

Our maintenance efforts continue to be ongoing and new people and organizations are being brought on board to increase or effectiveness.

We have signed on with Merrimac Valley Planning Commission and are using their resources, which help us tremendously with reaching our goals of full compliance with the MS4 Stormwater Regulations and our own goals of protecting our natural resources.

In addition to the work in progress we plan on continuing these practices as outlined in the present permit until the new guidelines and permit are issued. At that time we will update all of our maintenance and good housekeeping measures as required by the new permit.

The Town is in the process of organizing a committee to incorporate departments and individuals other than Highway and Conservation to help meet the new requirements of the permit and will attend the public workshops offered.
### Part III. Summary of Minimum Control Measures

#### 1. Public Education and Outreach

<table>
<thead>
<tr>
<th>BMP ID #</th>
<th>BMP Description</th>
<th>Responsible Dept./Person Name</th>
<th>Measurable Goal(s)</th>
<th>Progress on Goal(s) – Permit Year 13 (Reliance on non-municipal partners indicated, if any)</th>
<th>Planned Activities – Permit Year 14</th>
</tr>
</thead>
<tbody>
<tr>
<td>1A</td>
<td>Public Education seminars</td>
<td>Public Works Dept.</td>
<td>One every year</td>
<td>Participate in the Green Scapes program already outlined.</td>
<td>Continue to participate in the Green Scapes program</td>
</tr>
<tr>
<td>Revised</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1B</td>
<td>Flyers and Pamphlets</td>
<td>Public Works Dept. and the Health Dept.</td>
<td>Send them out</td>
<td>Continue to send out flyers</td>
<td>Continue to send out flyers.</td>
</tr>
<tr>
<td>Revised</td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>2C</td>
<td>Stormwater information on a web page</td>
<td>Selectmen, Merrimac Valley Planning and the Technology Comm.</td>
<td>The town is working on a new website that will incorporate the stormwater information</td>
<td>The Town is working on a completely new revised website and will incorporate the stormwater information added.</td>
<td></td>
</tr>
<tr>
<td>Revised</td>
<td></td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>
2. Public Involvement and Participation

<table>
<thead>
<tr>
<th>BMP ID #</th>
<th>BMP Description</th>
<th>Responsible Dept./Person Name</th>
<th>Measurable Goal(s)</th>
<th>Progress on Goal(s) – Permit Year 13 (Reliance on non-municipal partners indicated, if any)</th>
<th>Planned Activities – Permit Year 14</th>
</tr>
</thead>
<tbody>
<tr>
<td>2A</td>
<td>Question and Answer sessions</td>
<td>Dept. of public Works</td>
<td>One every year and at Public Meetings</td>
<td>Working with MVP to continue and expand Q and A sessions.</td>
<td>Working with MVP to continue and expand Q and A sessions.</td>
</tr>
<tr>
<td>2B</td>
<td>Cleanup and monitoring</td>
<td>Dept. of Public Works and</td>
<td>continual</td>
<td>The DPW does cleanup on a routine basis</td>
<td>Will continue to do the same</td>
</tr>
<tr>
<td>2C</td>
<td>Cleanup and monitoring</td>
<td>Various volunteer groups</td>
<td>One or two /year</td>
<td>Had Earth Day and a resident cleanup of the riverbank and roadsides. Pentucket school has an annual senior class day where they sweep streets, clean debris and other cleanup activities.</td>
<td>Continue to have Earth day and a resident cleanup of the riverbank and roadsides. Continue to plan monitored cleanups with other volunteer groups</td>
</tr>
</tbody>
</table>

2a. Additions

<table>
<thead>
<tr>
<th>BMP ID #</th>
<th>BMP Description</th>
<th>Responsible Dept./Person Name</th>
<th>Measurable Goal(s)</th>
<th>Progress on Goal(s) – Permit Year 13 (Reliance on non-municipal partners indicated, if any)</th>
<th>Planned Activities – Permit Year 14</th>
</tr>
</thead>
<tbody>
<tr>
<td>2D</td>
<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
</tbody>
</table>
3. Illicit Discharge Detection and Elimination

<table>
<thead>
<tr>
<th>BMP ID #</th>
<th>BMP Description</th>
<th>Responsible Dept./Person Name</th>
<th>Measurable Goal(s)</th>
<th>Progress on Goal(s) — Permit Year 13 (Reliance on non-municipal partners indicated, if any)</th>
<th>Planned Activities — Permit Year 14</th>
</tr>
</thead>
<tbody>
<tr>
<td>3A</td>
<td>Storm drain map</td>
<td>Dept. of Public Works</td>
<td></td>
<td>Done</td>
<td>Continue to update as needed.</td>
</tr>
<tr>
<td>Revised</td>
<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Revised</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3B</td>
<td>Adoption of the By-Law</td>
<td>Board of Health and Planning</td>
<td></td>
<td>Done</td>
<td></td>
</tr>
<tr>
<td>Revised</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Revised</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3C</td>
<td>Catch basin decal</td>
<td>Dept. of Public Works</td>
<td>Put decals on all catch basins</td>
<td>Done</td>
<td>Scheduled maintenance plan to redo the decals.</td>
</tr>
<tr>
<td>Revised</td>
<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Revised</td>
<td></td>
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</tr>
</tbody>
</table>

3a. Additions
4. Construction Site Stormwater Runoff Control

<table>
<thead>
<tr>
<th>BMP ID #</th>
<th>BMP Description</th>
<th>Responsible Dept./Person Name</th>
<th>Measurable Goal(s)</th>
<th>Progress on Goal(s) – Permit Year 13 (Reliance on non-municipal partners indicated, if any)</th>
<th>Planned Activities – Permit Year 14</th>
</tr>
</thead>
<tbody>
<tr>
<td>4A</td>
<td>Construction By-law</td>
<td>Planning Board</td>
<td>Have in place</td>
<td>Done</td>
<td>Done</td>
</tr>
<tr>
<td>Revised</td>
<td></td>
<td></td>
<td></td>
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<td></td>
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<tr>
<td>Revised</td>
<td></td>
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</tr>
<tr>
<td>4B</td>
<td>Updated Planning Board Regs.</td>
<td>Planning Board</td>
<td>Regs to reflect upgrading of stormwater structures</td>
<td>Done</td>
<td>Done</td>
</tr>
<tr>
<td>Revised</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Revised</td>
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<td>Revised</td>
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<tr>
<td>4a. Additions</td>
<td></td>
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</table>


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

<table>
<thead>
<tr>
<th>BMP ID #</th>
<th>BMP Description</th>
<th>Responsible Dept./Person Name</th>
<th>Measurable Goal(s)</th>
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</tr>
</thead>
<tbody>
<tr>
<td>5A</td>
<td>Enforcement of By-law</td>
<td>Planning Board</td>
<td>Add Enforcement Regs. to the By-Law</td>
<td>Implemented 2007</td>
<td>Done</td>
</tr>
<tr>
<td>Revised</td>
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<td>Revised</td>
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### 5a. Additions

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</table>
### 6. Pollution Prevention and Good Housekeeping in Municipal Operations

<table>
<thead>
<tr>
<th>BMP ID #</th>
<th>BMP Description</th>
<th>Responsible Dept./Person Name</th>
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</tr>
</thead>
<tbody>
<tr>
<td>6A</td>
<td>Municipal Operation and Maintenance Plan</td>
<td>Dept. of Public Works</td>
<td>Extend to all Municipal facilities</td>
<td>Have had a training session with Merrimack Valley.</td>
<td>Planning more training sessions.</td>
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<tr>
<td>6B</td>
<td>Upgrading inadequate drainage systems</td>
<td>Dept. of Public Works</td>
<td>One street/year</td>
<td>Swales cleaned, rebuild several collapsed catch basins. Inspections ongoing.</td>
<td>Plan to clean swales as needed. Inspect culverts and replace as needed. Rebuild catch basins were needed.</td>
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#### 6a. Additions

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</table>
7. BMPs for Meeting Total Maximum Daily Load (TMDL) Waste Load Allocations (WLA) <<if applicable>>

<table>
<thead>
<tr>
<th>BMP ID #</th>
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7a. Additions

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</thead>
</table>

7b. WLA Assessment
Part IV. Summary of Information Collected and Analyzed

Part V. Program Outputs & Accomplishments (OPTIONAL)
(Since beginning of permit coverage unless specified otherwise by a **, which indicates response is for period covering May 1, 2015 through April 30, 2016)

### Programmatic

<table>
<thead>
<tr>
<th>(Preferred Units)</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stormwater management position created/staffed</td>
<td>no</td>
</tr>
<tr>
<td>Annual program budget/expenditures **</td>
<td>($) 0</td>
</tr>
<tr>
<td>Total program expenditures since beginning of permit coverage</td>
<td>($) 0</td>
</tr>
<tr>
<td>Funding mechanism(s) (General Fund, Enterprise, Utility, etc)</td>
<td></td>
</tr>
</tbody>
</table>

### Education, Involvement, and Training

<table>
<thead>
<tr>
<th>(Preferred Units)</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>Estimated number of property owners reached by education program(s)</td>
<td>1,650 households</td>
</tr>
<tr>
<td>Stormwater management committee established</td>
<td>no</td>
</tr>
<tr>
<td>Stream teams established or supported</td>
<td>Yes volunteers</td>
</tr>
<tr>
<td>Shoreline clean-up participation or quantity of shoreline miles cleaned **</td>
<td>yes</td>
</tr>
<tr>
<td>Shoreline cleaned since beginning of permit coverage</td>
<td>yes</td>
</tr>
<tr>
<td>Household Hazardous Waste Collection Days</td>
<td></td>
</tr>
<tr>
<td>* days sponsored **</td>
<td>1</td>
</tr>
<tr>
<td>* community participation **</td>
<td>many</td>
</tr>
<tr>
<td>Material collected **</td>
<td>Sizeable amount</td>
</tr>
<tr>
<td>----------------------</td>
<td>-----------------</td>
</tr>
<tr>
<td>School curricula implemented</td>
<td>no</td>
</tr>
</tbody>
</table>

**Legal/Regulatory**

<table>
<thead>
<tr>
<th>Regulatory Mechanism Status (indicate with “X”)</th>
<th>In Place Prior to Phase II</th>
<th>Reviewing Existing Authorities</th>
<th>Drafted</th>
<th>Draft in Review</th>
<th>Adopted</th>
</tr>
</thead>
<tbody>
<tr>
<td>Illicit Discharge Detection &amp; Elimination</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Erosion &amp; Sediment Control</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Post-Development Stormwater Management</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Accompanying Regulation Status (indicate with “X”)**

| Illicit Discharge Detection & Elimination | | X | |
| Erosion & Sediment Control | X | |
| Post-Development Stormwater Management | X | |

**Mapping and Illicit Discharges**

<table>
<thead>
<tr>
<th>Outfall mapping complete</th>
<th>(Preferred Units)</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>Outfall mapping complete</td>
<td>100 (%)</td>
<td>done</td>
</tr>
<tr>
<td>Estimated or actual number of outfalls</td>
<td>38</td>
<td></td>
</tr>
<tr>
<td>System-Wide mapping complete (complete storm sewer infrastructure)</td>
<td>100 (%)</td>
<td>done</td>
</tr>
</tbody>
</table>

**Mapping method(s)**

| Paper/Mylar | (% | |
| CADD | 100 (%) | yes |
| GIS | (%) | |

**Outfalls inspected/screened **

| Outfalls inspected/screened | 100 (%) | yes |
| Outfalls inspected/screened (Since beginning of permit coverage) | 100 (%) | |
| Illicit discharges identified ** | 0 | |
| Illicit discharges identified (Since beginning of permit coverage) | 0 | none known |
| Illicit connections removed ** | 0 | |
| Illicit connections removed (Since beginning of permit coverage) | 0 |
| % of population on sewer | 0 | no sewer |
| % of population on septic systems | 100% |

**Construction**

| Number of construction starts (>1-acre) ** | 2 | Vigorous insp. |
| Estimated percentage of construction starts adequately regulated for erosion and sediment control ** | 100 (%) |
| Site inspections completed ** | 100 (%) |
| Tickets/Stop work orders issued ** | 0 | We do issue stop work orders |
| Fines collected ** | 0 | |
| Complaints/concerns received from public ** | 0 | All complaints responded to |

**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 ** | 100 (%) |
| BMP maintenance required through covenants, escrow, deed restrictions, etc. | yes |
| Low-impact development (LID) practices permitted and encouraged | yes | Planning Board |

**Operations and Maintenance**
<table>
<thead>
<tr>
<th>Description</th>
<th>Unit</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Average frequency of catch basin cleaning (non-commercial/non-arterial streets)</td>
<td>1/yr</td>
<td></td>
</tr>
<tr>
<td>Average frequency of catch basin cleaning (commercial/arterial or other critical streets)</td>
<td>1/yr</td>
<td>Additional if needed or required</td>
</tr>
<tr>
<td>Qty of structures cleaned</td>
<td>445</td>
<td></td>
</tr>
<tr>
<td>Qty. of storm drain cleaned</td>
<td>all</td>
<td></td>
</tr>
<tr>
<td>Qty. of screenings/debris removed from storm sewer infrastructure</td>
<td>150yds</td>
<td></td>
</tr>
<tr>
<td>Disposal or use of screenings (landfill, POTW, compost, beneficial use, etc.)</td>
<td>removed offsite</td>
<td>Added to roadside paving operations</td>
</tr>
<tr>
<td><strong>Basin Cleaning Costs</strong></td>
<td>($$)</td>
<td><strong>Figured into the budget</strong></td>
</tr>
<tr>
<td>--------------------------</td>
<td>------</td>
<td>---------------------------</td>
</tr>
<tr>
<td>• Annual budget/expenditure (labor &amp; equipment)**</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Hourly or per basin contract rate **</td>
<td>($/hr or $ per basin)</td>
<td>Figured into the budget</td>
</tr>
<tr>
<td>• Disposal cost**</td>
<td>0</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Cleaning Equipment</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>• Clam shell truck(s) owned/leased</td>
<td>none subcontracted</td>
</tr>
<tr>
<td>• Vacuum truck(s) owned/leased</td>
<td>no</td>
</tr>
<tr>
<td>• Vacuum trucks specified in contracts</td>
<td>no</td>
</tr>
<tr>
<td>• % Structures cleaned with clam shells **</td>
<td>100</td>
</tr>
<tr>
<td>• % Structures cleaned with vacuum **</td>
<td>none</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>**Average frequency of street sweeping (non-commercial/non-arterial streets) **</th>
<th>1(times/yr)</th>
</tr>
</thead>
<tbody>
<tr>
<td>**Average frequency of street sweeping (commercial/arterial or other critical streets) **</td>
<td>1(times/yr)</td>
</tr>
<tr>
<td><strong>Qty. of sand/debris collected by sweeping</strong></td>
<td>50yds</td>
</tr>
<tr>
<td>**Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.) **</td>
<td>Beneficial use Added to gravel for road shoulders</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Annual Sweeping Costs</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>• Annual budget/expenditure (labor &amp; equipment)**</td>
<td>$8,000</td>
</tr>
<tr>
<td>• Hourly or lane mile contract rate **</td>
<td>n/a</td>
</tr>
<tr>
<td>• Disposal cost**</td>
<td>0</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Sweeping Equipment</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>• Rotary brush street sweepers owned/leased</td>
<td>no subcontracted</td>
</tr>
<tr>
<td>• Vacuum street sweepers owned/leased</td>
<td>no</td>
</tr>
<tr>
<td>• Vacuum street sweepers specified in contracts</td>
<td>no</td>
</tr>
<tr>
<td>• % Roads swept with rotary brush sweepers **</td>
<td>100 %</td>
</tr>
<tr>
<td>• % Roads swept with vacuum sweepers **</td>
<td>0</td>
</tr>
</tbody>
</table>
Reduction (since beginning of permit coverage) in application on public land of:
("N/A" = never used; “100%” = elimination)

<table>
<thead>
<tr>
<th></th>
<th>Small amount on ball fields</th>
<th>All fertilizers used are all organic</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fertilizers</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Herbicides</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Pesticides</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Integrated Pest Management (IPM) Practices Implemented</td>
<td>Mosquito control</td>
<td></td>
</tr>
</tbody>
</table>

Average Ratio of Anti-/De-Icing products used **
(also identify chemicals and ratios used in specific areas, e.g., water supply protection areas)

<table>
<thead>
<tr>
<th></th>
<th>% NaCl</th>
<th>% CaCl₂</th>
<th>% MgCl₂</th>
<th>% CMA</th>
<th>% Kac</th>
<th>% KCl</th>
<th>% Sand</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| Pre-wetting techniques utilized ** | no       |
| Manual control spreaders used **   | yes      |
| Zero-velocity spreaders used **    | no       |
| Estimated net reduction or increase in typical year salt/chemical application rate | none |
| Estimated net reduction or increase in typical year sand application rate ** | none |
| % of salt/chemical pile(s) covered in storage shed(s) | all      | yes    |
| Storage shed(s) in design or under construction | n/a      |
| 100% of salt/chemical pile(s) covered in storage shed(s) by May 2008 | yes      |

Water Supply Protection
<table>
<thead>
<tr>
<th>Storm water outfalls to public water supplies eliminated or relocated</th>
<th>no</th>
</tr>
</thead>
<tbody>
<tr>
<td>Installed or planned treatment BMPs for public drinking water supplies and their protection areas</td>
<td>None needed</td>
</tr>
<tr>
<td>• Treatment units induce infiltration within 500-feet of a wellhead protection area</td>
<td>Not needed</td>
</tr>
</tbody>
</table>