

**Municipality/Organization:** Town of Dalton

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**EPA NPDES Permit Number:** MA041004

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**MaDEP Transmittal Number:** W-036254

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**Annual Report Number & Reporting Period:** Year 14  
April 1, 2016 - March 31, 2017

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## NPDES PII Small MS4 General Permit Annual Report

### Part I. General Information

**Contact Person:** Kenneth E. Walto **Title:** Town Manager

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**Telephone #:** (413) 684-6122 **Email:** daltonth@bcn.net

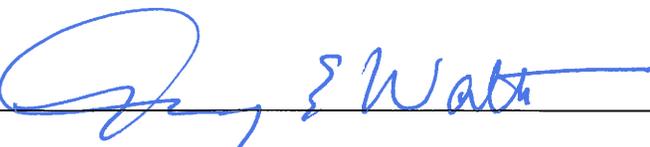
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**Mailing Address:** 462 Main Street, Dalton, MA 01226

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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:** Kenneth E. Walto

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**Title:** Town Manager

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**Date:** May 9, 2017

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**Part II. Self-Assessment**

*The Town of Dalton has completed the required self-assessment and has determined that our municipality is in compliance with all permit conditions.*

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

*The BMP, responsible party, and measurable goal information from the Town of Dalton's NOI have been transcribed here. A description of the progress made toward achieving the measurable goals during the prior year and what activities are planned for next year are included in the last two columns, respectively. Changes that revise/replace or add components to the storm water management program as reflected in the Annual Report are included where applicable.*

**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 14</b> (Reliance on non-municipal partners indicated, if any)	<b>Planned Activities</b>
1.1	Educational Brochures	Stormwater Committee	Develop and distribute brochures per attached plan	<ul style="list-style-type: none"> <li>• Materials available and distributed as appropriate through the Building Inspectors Office</li> <li>• Local contacts for stormwater outreach</li> <li>• Maintained list of publications and other education and outreach materials</li> </ul>	<ul style="list-style-type: none"> <li>• Submit Notice of Intent for coverage under the 2016 Final MA Small MS4 Permit</li> <li>• Develop a written Stormwater Management Plan in compliance with the 2016 Final MA Small MS4 Permit</li> <li>• Comply with requirements of Year 1 of the 2016 Final MA Small MS4 Permit</li> </ul>
Revised					
1.2	Educational Display	Local School	Create display for Town Hall and town library	<ul style="list-style-type: none"> <li>• Display of Storm Drain Awareness posters was developed in the Craneville school programs in prior years.</li> </ul>	
Revised		HVA & Local School			

## 2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 14 (Reliance on non-municipal partners indicated, if any)	Planned Activities
2.1	Involve public in planning process	Select Board	Establish a Stormwater Committee	<ul style="list-style-type: none"> <li>Conducted regular meetings of Stormwater Management Commission</li> <li>Invited public to stormwater planning meetings</li> </ul>	<ul style="list-style-type: none"> <li>Submit Notice of Intent for coverage under the 2016 Final MA Small MS4 Permit</li> <li>Develop a written Stormwater Management Plan in compliance with the 2016 Final MA Small MS4 Permit</li> </ul>
Revised		Stormwater Management Commission			
2.2	Storm drain labeling	Housatonic Valley Association	Label storm drains in defined neighborhoods	<ul style="list-style-type: none"> <li>HVA worked with local schools to label storm drains prior years</li> <li>HVA installed Storm Drain Decals at town storm drains as part of their program with the Dalton Community Recreation Association in prior years.</li> </ul>	<ul style="list-style-type: none"> <li>Comply with requirements of Year 1 of the 2016 Final MA Small MS4 Permit</li> </ul>
Revised					
2.3	River clean-up	Housatonic Valley Association	Conduct semi-annual river clean-ups	<ul style="list-style-type: none"> <li>River clean-ups are conducted on an as needed basis.</li> </ul>	
Revised					

### 3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 14 (Reliance on non-municipal partners indicated, if any)	Planned Activities
3.1	Detect and eliminate illicit discharges	Public Works	See attached plan	<ul style="list-style-type: none"> <li>Maintained stormwater hotline</li> <li>Organized and held household hazardous waste collection day</li> <li>Mail and phone contact processes in place for property owners with potential illicit discharges</li> <li>Inspection certification process in place</li> </ul>	<ul style="list-style-type: none"> <li>Submit Notice of Intent for coverage under the 2016 Final MA Small MS4 Permit</li> <li>Develop a written Stormwater Management Plan in compliance with the 2016 Final MA Small MS4 Permit</li> <li>Comply with requirements of Year 1 of the 2016 Final MA Small MS4 Permit</li> </ul>
Revised		Public Works & Board of Health			
3.2	Storm system map	Public Works	Map 20% of outfalls per year	<ul style="list-style-type: none"> <li>Complete</li> </ul>	
Revised					
3.3	Prohibit non-stormwater discharges	Stormwater Committee	Develop bylaw	<ul style="list-style-type: none"> <li>Completed in prior year</li> </ul>	
Revised		Stormwater Management Commission & Board of Health			

### 3. Illicit Discharge Detection and Elimination Continued

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 14 (Reliance on non-municipal partners indicated, if any)	Planned Activities
3.4	Illicit discharge training	Public Works/Stormwater Committee	See attached plan	<ul style="list-style-type: none"> <li>• Opportunities for training in illicit discharge detection and elimination available</li> <li>• Educational brochure about the bylaw, program and requirements available on the Town website and through the Stormwater Management Commission</li> </ul>	<ul style="list-style-type: none"> <li>• Submit Notice of Intent for coverage under the 2016 Final MA Small MS4 Permit</li> <li>• Develop a written Stormwater Management Plan in compliance with the 2016 Final MA Small MS4 Permit</li> <li>• Comply with requirements of Year 1 of the 2016 Final MA Small MS4 Permit</li> </ul>
Revised					
3.5	Investigate non-stormwater discharges	Public Works	Collect data	<ul style="list-style-type: none"> <li>• No non-stormwater discharges were reported</li> <li>• Tighe &amp; Bond conducted an I&amp;I analysis to determine where there may be deficiencies in the stormwater and sewer systems and developed a report. A sewer system evaluation survey is recommended.</li> </ul>	
Revised					

#### 4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 14 (Reliance on non-municipal partners indicated, if any)	Planned Activities
4.1	Regulate construction run-off	Stormwater Committee	Develop bylaw	<ul style="list-style-type: none"> <li>Continued permitting and enforcement of the Stormwater Management and Erosion Control Regulations</li> </ul>	<ul style="list-style-type: none"> <li>Submit Notice of Intent for coverage under the 2016 Final MA Small MS4 Permit</li> <li>Develop a written Stormwater Management Plan in compliance with the 2016 Final MA Small MS4 Permit</li> <li>Comply with requirements of Year 1 of the 2016 Final MA Small MS4 Permit</li> </ul>
Revised		Stormwater Management Commission			
4.2	Promote the use of BMPs	Permit granting boards	Develop training and review procedures	<ul style="list-style-type: none"> <li>Opportunities available for board members to receive training through initiatives including CPTC, BRPC 5th Thursdays, BRPC Conservation Commission workshops, and MACC</li> <li>Site plan review procedures in place in conjunction with Stormwater Management and Erosion Control Regulations</li> <li>Information on stormwater BMPs available and distributed as appropriate through Building Inspectors Office</li> </ul>	
Revised		Stormwater Management Commission			

#### 4. Construction Site Stormwater Runoff Control Continued

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 14 (Reliance on non-municipal partners indicated, if any)	Planned Activities
4.3	Enforce regulations	Building Inspector	Develop inspection and enforcement procedure	<ul style="list-style-type: none"> <li>• Training made available to Stormwater Management Commission on NPDES Phase II regulations and requirements</li> <li>• Training available through the Berkshire Regional Planning Commission for permitting authorities to improve capacity for inspection and enforcement</li> <li>• Site inspection / enforcement procedures in place</li> </ul>	<ul style="list-style-type: none"> <li>• Submit Notice of Intent for coverage under the 2016 Final MA Small MS4 Permit</li> <li>• Develop a written Stormwater Management Plan in compliance with the 2016 Final MA Small MS4 Permit</li> <li>• Comply with requirements of Year 1 of the 2016 Final MA Small MS4 Permit</li> </ul>
Revised		Board of Health & Building Inspector			
4.4	Sanctions	Building Inspector	Define penalties, fees, sanctions for non-compliance	<ul style="list-style-type: none"> <li>• Appropriate penalties, fees, and sanctions for non-compliance defined</li> <li>• The use of sanctions for non-compliance approved</li> <li>• Cost of typical inspection process determined</li> </ul>	
Revised		Stormwater Management Commission			
4.5	Incorporate public input	Public Works/Building Inspector	Set-up Stormwater hotline	<ul style="list-style-type: none"> <li>• Advertised stormwater hotline through website</li> </ul>	
Revised		Public Works/Emergency Management/Fire Department			

### 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 14 (Reliance on non-municipal partners indicated, if any)	Planned Activities
5.1	Regulate post-construction run-off	Stormwater Committee/Planning Board	Develop or amend bylaws	<ul style="list-style-type: none"> <li>• Passed Stormwater Management and Erosion Control Bylaw regulating stormwater management and sediment and erosion control to control/reduce runoff in all new and re-development sites <math>\geq</math> 1 acre in prior year</li> </ul>	<ul style="list-style-type: none"> <li>• Submit Notice of Intent for coverage under the 2016 Final MA Small MS4 Permit</li> </ul>
Revised		Stormwater Management Commission		<ul style="list-style-type: none"> <li>• Established Stormwater Management Commission with representatives from the Select Board, Planning Board, Conservation Commission, and Board of Health in prior year</li> <li>• Adopted Stormwater Management and Erosion Control <b>regulations of the Stormwater Management Commission</b> in prior year</li> </ul>	<ul style="list-style-type: none"> <li>• Develop a written Stormwater Management Plan in compliance with the 2016 Final MA Small MS4 Permit</li> <li>• Comply with requirements of Year 1 of the 2016 Final MA Small MS4 Permit</li> </ul>

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

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 14 (Reliance on non-municipal partners indicated, if any)	Planned Activities
5.2	Promote the use of BMPs	Permit granting boards	Develop training and review procedures	<ul style="list-style-type: none"> <li>• Opportunities available for board members to receive training through initiatives including CPTC, BRPC 5<sup>th</sup> Thursdays, BRPC Conservation Commission workshops, and MACC</li> <li>• Site plan review procedures developed prior year</li> <li>• Recommended BMPs and Performance Standards for Subdivision/Special Permit regulations</li> </ul>	<ul style="list-style-type: none"> <li>• Submit Notice of Intent for coverage under the 2016 Final MA Small MS4 Permit</li> <li>• Develop a written Stormwater Management Plan in compliance with the 2016 Final MA Small MS4 Permit</li> <li>• Comply with requirements of Year 1 of the 2016 Final MA Small MS4 Permit</li> </ul>
Revised		Stormwater Management Commission			
5.3	Require operation and maintenance plans	Stormwater Committee/Permit granting boards	Develop bylaw and record keeping system	<ul style="list-style-type: none"> <li>• O&amp;M plans required in regulations (see above)</li> <li>• Encouraged public reporting of problems and the use of stormwater hotline</li> </ul>	
Revised		Stormwater Management Commission			

## 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 14 (Reliance on non-municipal partners indicated, if any)	Planned Activities
6.1 Revised	Reduce runoff from municipal operations	Public Works	Develop pollution prevention program	<ul style="list-style-type: none"> <li>Developed SWPPP for Highway Garage prior year</li> <li>Established record-keeping for regular pollution prevention activities prior year</li> <li>Developed a pollution prevention program in prior year</li> </ul>	<ul style="list-style-type: none"> <li>Submit Notice of Intent for coverage under the 2016 Final MA Small MS4 Permit</li> <li>Develop a written Stormwater Management Plan in compliance with the 2016 Final MA Small MS4 Permit</li> <li>Comply with requirements of Year 1 of the 2016 Final MA Small MS4 Permit</li> </ul>
6.2 Revised	Maintain and inspect public properties	Public Works	Adopt operation and maintenance program	<ul style="list-style-type: none"> <li>Cleaned and inspected catch basin at transfer station</li> <li>Conducted annual inspection of highway garage and transfer station in accordance with SWPPP</li> <li>Monitored transfer station catch basin quarterly</li> <li>Inspected highway garage and transfer station annually in accordance with SWPPP</li> </ul>	
6.3 Revised	Municipal housekeeping training	Stormwater Committee	See attached plan	<ul style="list-style-type: none"> <li>Opportunities available to pursue pollution prevention training</li> <li>Participated on a regional working group for NPDES Phase II funded through a 604b grant</li> </ul>	

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

*This item is not applicable as Dalton does not have any MS4 discharges into a water body that has an approved total maximum daily load (TMDL).*

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

*HVA is has reviewed the collected water quality data to share with municipalities and Massachusetts DEP. HVA has conducted Biological monitoring of selected streams in prior years.*

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

(Since beginning of permit coverage unless specified otherwise by a \*\*, which indicates response is for period covering April 1, 2016 through March 31, 2017)

**Programmatic**

	(Preferred Units)	Response
Stormwater management position created/staffed	(y/n)	
Annual program budget/expenditures **	(\$)	
Total program expenditures since beginning of permit coverage	(\$)	
Funding mechanism(s) (General Fund, Enterprise, Utility, etc)		

**Education, Involvement, and Training**

Estimated number of property owners reached by education program(s)	(# or %)	
Stormwater management committee established	(y/n)	
Stream teams established or supported	(# or y/n)	
Shoreline clean-up participation or quantity of shoreline miles cleaned **	(y/n or mi.)	
Shoreline cleaned since beginning of permit coverage	(mi.)	
Household Hazardous Waste Collection Days		
▪ days sponsored **	(#)	
▪ community participation **	(# or %)	
▪ material collected **	(tons or gal)	
School curricula implemented	(y/n)	

**Legal/Regulatory**

	In Place Prior to Phase II	Reviewing Existing Authorities	Drafted	Draft in Review	Adopted
Regulatory Mechanism Status (indicate with "X")					
▪ Illicit Discharge Detection & Elimination					
▪ Erosion & Sediment Control					
▪ Post-Development Stormwater Management					
Accompanying Regulation Status (indicate with "X")					
▪ Illicit Discharge Detection & Elimination					
▪ Erosion & Sediment Control					
▪ Post-Development Stormwater Management					

**Mapping and Illicit Discharges**

	(Preferred Units)	Response
Outfall mapping complete	(%)	
Estimated or actual number of outfalls	(#)	
System-Wide mapping complete (complete storm sewer infrastructure)	(%)	
Mapping method(s)		
▪ Paper/Mylar	(%)	
▪ CADD	(%)	
▪ GIS	(%)	
Outfalls inspected/screened **	(# or %)	
Outfalls inspected/screened (Since beginning of permit coverage)	(# or %)	
Illicit discharges identified **	(#)	
Illicit discharges identified (Since beginning of permit coverage)	(#)	
Illicit connections removed **	(#); and (est. gpd)	
Illicit connections removed (Since beginning of permit coverage)	(#); and (est. gpd)	
% of population on sewer	(%)	
% of population on septic systems	(%)	

**Construction**

	(Preferred Units)	Response
Number of construction starts (>1-acre) **	(#)	
Estimated percentage of construction starts adequately regulated for erosion and sediment control **	(%)	
Site inspections completed **	(# or %)	
Tickets/Stop work orders issued **	(# or %)	
Fines collected **	(# and \$)	
Complaints/concerns received from public **	(#)	

**Post-Development Stormwater Management**

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	(%)	
Site inspections (for proper BMP installation & operation) completed **	(# or %)	
BMP maintenance required through covenants, escrow, deed restrictions, etc.	(y/n)	
Low-impact development (LID) practices permitted and encouraged	(y/n)	

## Operations and Maintenance

Average frequency of catch basin cleaning (non-commercial/non-arterial streets) **	(times/yr)	
Average frequency of catch basin cleaning (commercial/arterial or other critical streets) **	(times/yr)	
Qty of structures cleaned **	(#)	
Qty. of storm drain cleaned **	(%, LF or mi.)	
Qty. of screenings/debris removed from storm sewer infrastructure **	(lbs. or tons)	
Disposal or use of screenings (landfill, POTW, compost, beneficial use, etc.) **	(location)	
Basin Cleaning Costs		
• Annual budget/expenditure (labor & equipment)**	(\$)	
• Hourly or per basin contract rate **	(\$/hr or \$ per basin)	
• Disposal cost**	(\$)	
Cleaning Equipment		
• Clam shell truck(s) owned/leased	(#)	
• Vacuum truck(s) owned/leased	(#)	
• Vacuum trucks specified in contracts	(y/n)	
• % Structures cleaned with clam shells **	(%)	
• % Structures cleaned with vactor **	(%)	
	(Preferred Units)	Response
Average frequency of street sweeping (non-commercial/non-arterial streets) **	(times/yr)	
Average frequency of street sweeping (commercial/arterial or other critical streets) **	(times/yr)	
Qty. of sand/debris collected by sweeping **	(lbs. or tons)	
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.) **	(location)	
Annual Sweeping Costs		
• Annual budget/expenditure (labor & equipment)**	(\$)	
• Hourly or lane mile contract rate **	(\$/hr. or ln mi.)	
• Disposal cost**	(\$)	
Sweeping Equipment		
• Rotary brush street sweepers owned/leased	(#)	
• Vacuum street sweepers owned/leased	(#)	

• Vacuum street sweepers specified in contracts	(y/n)	
• % Roads swept with rotary brush sweepers **	%	
• % Roads swept with vacuum sweepers **	%	
Reduction (since beginning of permit coverage) in application on public land of: (“N/A” = never used; “100%” = elimination)		
▪ Fertilizers	(lbs. or %)	
▪ Herbicides	(lbs. or %)	
▪ Pesticides	(lbs. or %)	
Integrated Pest Management (IPM) Practices Implemented	(y/n)	

	(Preferred Units)	Response
Average Ratio of Anti-/De-Icing products used **  (also identify chemicals and ratios used in specific areas, e.g., water supply protection areas)	% NaCl % CaCl <sub>2</sub> % MgCl <sub>2</sub> % CMA % Kac % KCl % Sand	
Pre-wetting techniques utilized **	(y/n or %)	
Manual control spreaders used **	(y/n or %)	
Zero-velocity spreaders used **	(y/n or %)	
Estimated net reduction or increase in typical year salt/chemical application rate	(±lbs/ln mi. or %)	
Estimated net reduction or increase in typical year sand application rate **	(±lbs/ln mi. or %)	
% of salt/chemical pile(s) covered in storage shed(s)	(%)	
Storage shed(s) in design or under construction	(y/n or #)	
100% of salt/chemical pile(s) covered in storage shed(s) by May 2008	(y/n)	

### Water Supply Protection

Storm water outfalls to public water supplies eliminated or relocated	# or y/n	
Installed or planned treatment BMPs for public drinking water supplies and their protection areas	# or y/n	
Treatment units induce infiltration within 500-feet of a wellhead protection area	# or y/n	