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Municipality/Organization: Town of Middleborough, MA

EPA NPDES Permit Number: MAR041134

MADEP Transmittal Number: W040722

**Annual Report Number
& Reporting Period: No. 14: April 1, 2016 – March 31, 2017**

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: **Robert G. Nunes** Title: **Town Manager**

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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: **Robert G. Nunes**

Title: **Town Manager**

Date: **4/24/17**

Part II. Self-Assessment

The Town had developed a Stormwater Management Plan with program priorities for 2003-2008 including:

1. Achieving regulatory compliance, particularly EPA and DEP Phase II NPDES permit requirements;
2. Incorporating storm water protection measures into municipal activities;
3. Focusing activities on target pollution reduction (e.g. Section 303.d. waters and protecting the Town's water supply);
4. Ensuring that the Program is current and innovative; and
5. Providing Program administration.

The Water Quality Stewardship element of the program focuses on the protection of the local water supply and addressing the State's Section 303.d waters located within the Town. To this end, staff will continue to develop and improve the Program activities to reduce storm water pollution to the maximum extent practicable and eliminate prohibited non-storm water discharges, while facilitating understanding and involvement in storm water management by various Town departments. Program priorities will also focus on increased efforts to reduce target pollutants and restore local water bodies.

The Town is committed to working with local watershed associations and local businesses to advance their goals and objectives. Another high priority of staff will be to keep abreast of the latest technology and approaches to achieve storm water management. Program activities will also strive to encourage environmental stewardship and continue to build on partnerships with other agencies, neighboring towns, and the community for active participation in accomplishing the Program mission.

The activities performed during Permit Year Thirteen focused on revisions to the Town's Stormwater bylaws, active involvement in the Plymouth-Carver aquifer committee, formalized training on the EPA's Stormwater Permit, , and updating the Town's MS4 map within the urbanized area. The Illicit Discharge Detection and Elimination (IDDE) Bylaw was approved by the Town during Permit Year Thirteen.

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 14	Planned Activities– Permit Year 15
1.a.	Distribute/post non-point source pollution poster	Town Manager	Post in public spaces	Pet Waste public notices posted on trails/adjacent to surface water bodies. HHHW day notices posted.	Repost stormwater education posters in schools/town offices.
1.b.	Air stormwater message on local cable access channel	Town Manager	Post one message every month	Local cable access broadcasts periodic meetings of the Plymouth-Carver aquifer committee. These broadcasts discuss Stormwater management and promote pollution prevention.	Continue to air stormwater messages on local cable access channel and add the messaging to the Town’s website.
1.c.	Obtain and distribute auto repair shop brochures	Highway Department	Distribution to all impacted local businesses	This was completed in past permit years.	Update brochures to be mailed to auto repair shops.
1.d.	Add stormwater information to town’s Website	Town Manager	Update information quarterly to address seasonal concerns	During year 11, the Town teamed with regional group (SERSG) to apply for and received a Community Innovation Challenge (CIC) grant to develop a regional stormwater website (http://www.semastormwater.org/). This has been linked to the Town’s website.	

2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 14	Planned Activities– Permit Year 15
2.a.	Expand Citizen’s Advisory Committee	Town Manager	Hold quarterly meetings	Town was unable to maintain involvement and activity in this committee.	Town plans to develop and pursue other public participation efforts that should be more successful. This effort will be coordinated with the General Permit reissuance to ensure that it meets any new requirements.
<p><u>Additional Activities:</u> April through October 2016, all-volunteer Middleborough Mess Movers conducted monthly cleanups in various parts of town. Additionally, Town representatives continue to meet with the Assawompset Pond Complex Committee to address the water levels and quality of the pond complex. The Town’s CIC grant funded Town involvement in SERSG, which proved training sessions for DPW Workers and Project Volunteers, a separate session for Department Managers, and completed design of an educational web site.</p>					
BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 14	Planned Activities– Permit Year 15
2.b.	Collect and recycle waste oil from residents	Highway Department	Collect waste oil at least once per month from residents	Completed. Waste oil collection and recycling offered at landfill. Participation in the South Shore Recycling Cooperative, where 14 local communities open up their local HHHW collection days to members of the cooperative. Helped sponsor 6 HHW collection as part of the South Shore Recycling Coop.	Continue waste oil collection program. Continue participation in South Shore Recycling Cooperative.
2.c.	Collect paint from residents	Highway Department	Collect paint from residents on at least a quarterly basis	Completed. Paint collection offered at landfill.	Continue paint collection program.
2.d.	Implement a Catch Basin Stenciling Program	Highway Department	Stencil 25% of catch basins each year	Stenciling on-going. Approximately 1858 of the catch basins stenciled during this past year.	Continue stenciling program (target 25%)

3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 14	Planned Activities– Permit Year 15
3.a.	Map outfalls and receiving waters	Highway Department	Map 25% of outfalls that drain urbanized areas each year	Town-wide inventory of CBs/DMHs/outfalls on-going.	Town to continue to collect connectivity data on the remaining streets within the urbanized area as required by draft EPA permit.
3.b.	Develop/Modify General Illicit Discharge Bylaw	Planning Department	Determine if existing bylaws and regulations fulfill EPA requirements	As a result of 2011-2012 review, a new draft bylaw was drafted during Permit Year 10. It was reviewed by the Board of Selectmen and approved during Permit Year 11.	BMP Completed.
3.c.	Develop Illicit Discharge Detection & Elimination Plan	DPW	Make recommendations for inclusion into proposed plan	Completed IDDE Plan to comply with the draft 2010 EPA Stormwater EPA permit to include ranking of catchment areas.	BMP Completed.

4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) Permit Year 14	Planned Activities– Permit Year 15
4.a.	Review existing site inspection practices	Planning Department	Determine if existing practices fulfill EPA requirements	Completed. Existing site inspection practices reviewed.	Re-examine existing site inspection practices per the draft EPA General Permit once it is finalized.
4.b.	Develop/modify site inspection program	Planning Department	Make recommendations for modifying existing program	Completed. No modifications required.	Re-examine existing site inspection program per the draft EPA General Permit once it is finalized.
4.c.	Review existing bylaws and regulations	Planning Department	Determine if existing bylaws and regulations fulfill EPA requirements	As a result of 2011-2012 review, a new draft bylaw was drafted during Permit Year 10. This bylaw was passed in Year 11. BMP Completed.	BMP Completed.
4.d.	Develop/modify bylaw for construction site runoff	Planning Department	Propose recommendations for modifying/developing bylaw	See 4.c	See 4.c
4.e.	Present Bylaw for Town Meeting Action	Board of Selectmen	Propose recommendations for modifying/developing bylaw	This bylaw was passed in Year 11. BMP Completed.	BMP completed.

Additional Activities:

- During 2016-2017, the Conservation Commission held 126 hearings and conducted 120 inspections. The Planning Board held 42 meetings and conducted 232 inspections to review proposed construction projects throughout the Town. The Conservation Agent as well as the Construction Administrator for the Planning Department conducts frequent visits (up to 2x/day as necessary) to construction areas to ensure proper stormwater controls are being implemented per the Planning Board Permit/Order of Conditions.

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	Planned Activities– Permit Year 15
5.a.	Review existing site inspection practices	Planning Department	Determine if existing practices fulfill EPA requirements	Completed. Existing site inspection practices reviewed.	Re-examine existing site inspection practices per the draft General Permit once it is finalized.
5.b.	Develop/modify inspection and maintenance practices	Planning Department	Make recommendations for modifying existing practices	Completed. No modifications required.	Re-examine existing site inspection practices per the draft EPA General Permit once it is finalized.
5.c.	Review existing bylaws and regulations	Planning Department	Determine if existing bylaws and regulations fulfill EPA requirements	As a result of 2011-2012 review, a new draft bylaw was drafted during Permit Year 10. This bylaw was passed in Year 11. BMP Completed.	BMP complete.
5.d.	Develop/modify bylaws for post-construction site runoff	Planning Department	Propose recommendations for modifying/developing bylaw	See 5.c.	See 5.c
5.e.	Present Bylaw for Town Meeting Action	Planning Department	Propose recommendations for modifying/developing bylaw	Delayed until BMP I.D. 5.d is completed.	Introduce bylaw modifications once finalized by the Planning Department.

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	Planned Activities– Permit Year 15
6.a.	Street Sweeping Program	Highway Department	Sweep all streets at a minimum twice per year	Annual street sweeping performed by DPW. This included 31 days of sweeping within the urbanized area of Middleborough.	Continue annual sweeping of streets
6.b.	Catch basin cleaning program	Highway Department	Check catch basins quarterly and clean up to twice per year	Completed. Annual catch basin inspection and cleaning performed by DPW. This included 1633 catch basins.	Continue annual catch basin cleaning program.
6.c.	Perform site visits to examine existing practices at facilities	Highway Department	Target all applicable municipal facilities	Inspection was conducted at the Town Highway Garage in year 11. This resulted in the generation and adoption of a Stormwater Pollution Prevention Plan (SWPPP) for the facility.	Continue implementing recommendations in the SPPP.
6.d.	Train municipal employees at each town facility	Highway Department	Target all applicable municipal facilities	Town DPW Workers April 28, 2016 attended formalized stormwater training.	Continue training updates to target employees.
6.e.	Perform follow-ups to ensure required practices are met	Highway Department	Target all applicable municipal facilities	Corrective action at other municipal facilities previously audited.	Continue corrective actions at other municipal facilities previously audited.
<u>Additional Activities:</u>					

Part IV: Summary of Information Collected and Analyzed

No additional information has been collected or analyzed outside of what was listed in Part III above.