

Municipality/Organization: Town of Wareham

EPA NPDES Permit Number: MAR-04-1168

MaDEP Transmittal Number: W-045147

**Annual Report Number
& Reporting Period:** No. 15: May 1, 2017-May 1, 2018

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Ken Buckland Title: Director of Planning & Econ. Dev.

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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: KENNETH J. BUCKLAND

Title: DIRECTOR OF PLANNING AND COMMUNITY DEVELOPMENT

Date: APRIL 30, 2018

Part II. Self-Assessment

The Town of Wareham has completed the required self-assessment and has determined that our municipality is in compliance with all permit conditions, except for the following provisions:

Part II.B.1-6 Any Provisions of Part II.B.1-6 that have not been met are detailed in Part III below.

Part II.B.8 The Town encourages BMPs that promote groundwater recharge and Standard 3 of the DEP Stormwater Management Standards. Town mandated groundwater recharge/infiltration regulations, however, have not been adopted.

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 15 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 16
1-1 Revised	Form Partnerships	Town Administrator	Partnerships Developed	The Town continues to work with the Buzzards Bay Natural Estuaries Program. They have also partnered with the Buzzards Bay Action Committee for assistance with water quality monitoring and training. The BBAC trained 4-5 DPW employees on water quality sampling and testing.	Continue to work with the Buzzards Bay Natural Estuaries Program and BBAC. Reach out to other similar groups. A new grant application has been submitted to pay for water quality testing at beach and drainage outfall areas.
1-2 Revised	Educational Material	Director of Planning	Educational Material Developed	The town displays educational pamphlets and provides handouts in the Town Hall and Municipal Maintenance Building. Links are provided on the town website that access storm water regulations and guidelines. Some prior MS4 annual reports are available on the Maintenance Dept. web page.	Continue to make educational materials available throughout the Town and on the Town’s website. Update the website by including the MS4 annual reports from 2008-2017. Review the storm water related links and update the information as needed.
1-3 Revised	Annual Public Hearing	Town Administrator	Y1. Meetings Held Y2. Radio ads for participation Y3. Community participation in community cleanups Y4. Establish Citizen Watch Groups	The annual meeting on the Phase II Stormwater Permit requirements was not held during Permit Year 15. The Town invites the public to assist with various activities pertaining to the Phase II permit. The Town participates in the annual Earth Day activities, as well as various designated beach clean up days.	Continue to invite the public to participate in Phase II activities including Earth Day activities and beach cleanup days. Conduct the annual Public Hearing and meet with the Board of Selectmen to review the new permit requirements, previously unmet goals, and advocate for more funding and cooperation toward meeting the Town’s objectives.

1a. Additions

None at this time.

2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 15 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 16
2-1	Encourage Citizen Action	Dir. of Municipal Maintenance	Brochure and flyers prepared in step 1-2 utilized to invite public participation in discharge mapping and detection.	For Permit Year 15, the Town invited the public to assist with various activities pertaining to the Phase II permit. The Town participates in the annual Earth Day activities, as well as, various designated beach cleanup days. Rain barrels were purchased for use at municipal buildings and made available to the public. The town sponsors an annual Hazardous Waste Collection program which encourages residents to drop off their old or unwanted containers of paints and solvents which requires special disposal.	Continue to invite the public to participate in Phase II activities including Earth Day activities and beach cleanup days. Rain barrels will continue to be made available to the public and utilized at municipal buildings. Continue the Hazardous Waste Collection program.
Revised					
2-2	Establish Stormwater Committee	Town Administrator	Committee Created	The Stormwater Committee did not hold any meetings during Permit Year 15.	Hold at least one Stormwater Committee meeting. Discuss the goals and requirements of the new 2018 MS4 General Permit.
Revised					
2-3	Selectmen's Meeting	Town Administrator	Meeting Held	General discussions were conducted with the Town Administrator but a separate meeting with the Selectmen was not held.	Discuss progress on Phase II requirements at a Selectmen's meeting. Present the new 2016 MS4 General Permit requirements.
Revised					
2-4	Storm Drain Stenciling	Dir. of Municipal Maintenance	Record No. of CB's Stenciled	No additional storm drains were stenciled this year however the Town has been purchasing grates which come pre-stenciled with "no dumping" or similar messaging cast into the grate.	During Permit Year 16, at least 16 new storm drains will be stenciled.
Revised					
2-5	Stream Cleanup	Dir. of Municipal Maintenance	Report on Cleanup Activities	The Town invites the public to assist with various activities pertaining to the Phase II permit. The Town participates in the annual Earth Day activities, as well as, various designated beach clean up days.	Continue to invite the public to participate in Phase II activities including Earth Day activities and beach cleanup days. Reach out to the local kayak groups to encourage organized cleanup trips.
Revised					

2a. Additions

The Town of Wareham completed an update to the Master Plan in 2018 which was based in part on well publicized public meetings. On June 3, 2017 a “Master Plan Discovery Workshop” was held to receive public comment on the various sections of the Plan. A second “Master Plan Open House” was held on September 14, 2017. There is a “Natural & Cultural Resources” section of the plan which includes goals for reducing nitrogen and improving both drinking water supply areas and coastal waters. There are specific goals in the Master Plan which are consistent with the EPA NPDES goals.

3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 15 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 16
3-1	Discharge Identification	Dir. of Municipal Maintenance	Discharges Identified	In Permit Year 15, the Town continued to update the drainage system mapping. Three direct discharges to Onset Bay were capped and replaced as part of the Hotel St., Ocean Ave., East Blvd. street improvement project.	In Permit Year 16, the Town will continue to update the drainage system mapping on an as-needed basis. The direct discharge from the Onset Mobile Home Park will be eliminated. The system will be connected to the new Ocean Ave. system.
Revised					
3-2	Prohibition/ Enforcement	Board of Health	Report Prepared, Bylaws Amended	During Permit Year 15, the Town has not amended the bylaws to provide a mechanism for illicit discharge detection and elimination. During Permit Year 15, the Town continued to discuss drafting a by-law.	In Permit Year 16, the Town will continue to work on a stormwater bylaw. The Town plans to present a stormwater article at a future Town Meeting.
Revised					
3-3	Drainage Network Map	Director of Planning	Map Produced	In Permit Year 15, the Town updated the drainage system mapping.	In Permit Year 16, the Town will continue to update the drainage system mapping on an as-needed basis.
Revised					
3-4	Illicit Discharge Identification	Dir. of Municipal Maintenance	Y1. Illicit Discharges Quantified Y2. Ordinances adopted re: illicit discharges Y3. Elimination of illicit discharges ongoing & household hazardous collection program in place Y4. Elimination of most illicit discharges complete	During Permit Year 15, the Town has not taken any formal steps to identify illicit discharges. However, if an illicit discharge is discovered, the Town takes steps to eliminate the illicit discharge. The Town is considering the establishment of a stormwater remediation fund which would be used in part to detect illicit discharge connections.	For illicit discharge detection, the Town will work on updating the drainage system mapping. Since the original drainage system map was produced, new subdivisions and developments with drainage systems have been built. These drainage systems will be added to the drainage system mapping. The Director will meet with the Buzzards Bay Action Committee to coordinate the detection of illicit discharges.
Revised					

3-5	Illicit Discharge Enforcement	Dir. of Municipal Maintenance	Y1. Illicit Discharges Quantified Y2. Ordinances adopted re: illicit discharges Y3. Elimination of illicit discharges ongoing & household hazardous collection program in place Y4. Elimination of most illicit discharges complete	During Permit Year 15, the Town has not taken any formal steps to identify illicit discharges. However, if an illicit discharge is discovered, the Town takes steps to eliminate the illicit discharge. The sewer department purchased a pipe network camera system which can be used to detect illicit discharges.	For illicit discharge detection, the Town will update the drainage system mapping on an as-needed basis. Utilize the new pipe camera system where needed to detect illicit connections.
Revised					
3-6	DPW Training	Dir. of Municipal Maintenance	Training Provided	The Municipal Maintenance Director and Conservation Administrator attended meetings of the Buzzards Bay Action Committee (BBAC). The BBAC has been training DPW employees on water quality sampling and testing.	Continue attending BBAC meetings. In addition, the Town plans to continue the stormwater training program for DPW and other Town employees during the permit year.
Revised					
3-7	Public Information	Dir. of Municipal Maintenance	Complaint File Completion and Maintenance	The Town has implemented a system for residents to report illicit discharge complaints. If a resident calls about an illicit discharge, the message is taken and the Director is notified. They, in turn, investigate the call and determine ways to rectify the situation.	Continue educating residents about illicit discharges. Continue current practice of accepting stormwater and illicit discharge calls at the Municipal Maintenance office. The Director or Foreman will investigate the call and determine ways to rectify the situation.
Revised					

3a. Additions

The Town has hired a data input specialist to work on updating the Town's GIS mapping which will include the locations of catch basins, drain manholes, and the outfall piping.

4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 15 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 16
4-1	Conservation Commission Bylaw	Conservation Commission Agent	<ol style="list-style-type: none"> 1. Review bylaw, prepare findings, report on necessary changes/amendments to bylaw, revise bylaw to incorporate necessary revisions 2. Institute site inspection procedures 3. Realize improved water clarity 4. Realize increased number of aquatic organisms in water bodies. 	The Conservation Commission already prevents erosion from construction sites and controls post construction stormwater management, although the bylaw language does not directly state this. The Conservation Commission has developed a local wetland by-law.	The Conservation Commission may propose updates to the bylaw at the Fall 2018 Town Meeting.
Revised					
4-2	Subdivision Rules and Regulations	Director of Planning	<ol style="list-style-type: none"> 1. Review regulations, prepare findings report, rules and regulations revised per findings 2. Institute site inspection procedures 3. Realize improved water clarity 4. Realize increased number of aquatic organisms. 	The current subdivision rules and regulations have adopted the DEP Stormwater Management Standards as the Town's drainage requirements. The Director of Planning has been working with the regulations for the past year and has been compiling a list of recommended updates for review by the Planning Board	The Director of Planning will complete his review of the existing regulations and will be providing recommendations for revisions to the regulations which will include provisions consistent with the MS4 permit requirements.
Revised					

4-3	Zoning Review	Director of Planning	<ol style="list-style-type: none"> 1. Review bylaw, prepare findings report on necessary changes/amendments to bylaw, revise bylaw to incorporate necessary revisions 2. Institute site inspection procedures 3. Realize improved water clarity 4. Realize increased number of aquatic organisms in water bodies. 	The Town appointed a Zoning Study Committee which reviewed the bylaws and made recommendations for changes to the Director of Planning. Some of the changes were adopted at this past spring annual Town Meeting.	In Permit Year 16, the Town will continue to attempt to implement the recommendations of the Zoning Study Committee at Town Meeting.
Revised					

4a. Additions

None at this time.

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 15 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 16
5-1 Revised	Conservation Commission Bylaw	Conservation Commission Agent	Bylaw Amended	The Conservation Commission already controls erosion from construction sites and controls post construction stormwater management, although the bylaw language does not directly state this. The Conservation Commission has an existing wetland protection by-law.	The Town has established a committee to review the current wetland protection bylaw and make any recommendations to Town Meeting.
5-2 Revised	Subdivision Rules and Regulations	Director of Planning	Rules and Regulations Revised	The Town did not update the subdivision rules and regulations regarding erosion from construction sites and to control post construction stormwater management during Permit Year 15. The subdivision rules and regulations have a provision that the Planning Board could require a “Soil Erosion and Sedimentation Control Plan” if erosion due to development activity is excessive or significant to wetlands, streams, ponds, or other water bodies.	In Permit Year 16, the Director of Planning will have the task of reviewing and providing recommendations for updating the Planning Board’s Rules and Regulations.
5-3 Revised	Zoning Review	Director of Planning	By-laws Amended	The Town appointed a zoning study committee in year 15 to evaluate the current By-laws and make recommendations for changes. Some of the recommendations have been adopted at the recent Spring annual Town Meeting	The Director of Planning will work with the Planning Board to develop a stormwater by-law which addresses the requirement for long term maintenance of drainage systems and prohibition of illicit discharges.

5a. Additions

The Town Planner and MS4 town consultant attended an EPA sponsored seminar on the use of the Opti-Tool Inputs program. This tool is particularly useful for comparing the cost of the various BMP options in Redevelopment projects.

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 15 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 16
6-1	D.P.W. Policy Guide	Dir. of Municipal Maintenance	Policy Guide Developed	The Town did not establish a policy guide for vehicle maintenance and salt storage. The Town is, however, moving ahead with a project to construct a new state of the art salt storage shed at the Town Barn.	The Town plans to develop a policy guide for vehicle maintenance and salt storage. The salt storage shed project has funding in place and is scheduled to be constructed this year.
Revised					
6-2	D.P.W. Annual Training	Dir. of Municipal Maintenance	Training Manual Prepared, Employee Training completed, recycling program fully implemented, pesticide reduction implemented	The Town did not complete the training manual for stormwater pollution prevention. The Town continued the recycling program. In addition, the DPW has used pesticides minimally for weed control only. Training of employees by the BBAC is ongoing.	The Town plans to continue the recycling program. The Town plans to start the development of a training manual for stormwater pollution prevention. The Town plans to continue using pesticides minimally for weed control only. The BBAC is utilized for employee training to the extent possible.
Revised					
6-3	D.P.W. Maintenance Schedule	Dir. of Municipal Maintenance	Maintenance Schedule Developed	Street sweeping begins in March and catch basin cleaning is ongoing. Over 200 catch basins were cleaned during permit year 15.	The Town plans to continue street sweeping and catch basin cleaning. All new catch basins installed shall be deep sump units with special outlet traps which will greatly enhance the water quality leaving each catch basin.
Revised					
6-4	D.P.W. Permit Filing	Dir. of Municipal Maintenance	Permits on File	On-going filing of all stormwater related projects.	Continue permit filing.
Revised					

6a. Additions

6-5					
Revised	Water Quality Improvements to Existing Drainage System	Dir. of Municipal Maintenance	Y13. Design stormwater treatment system Y13. Construct stormwater treatment system	The Onset Mobil Home park was successfully connected to the Onset Avenue drainage system which eliminated 4 separate direct outlets to Onset Bay. The Rose Point neighborhood was identified as a possible next area for drainage improvements.	Existing streets proposed for reconstruction, drainage, and sidewalk improvement in Year 16 will include stormwater treatment BMPs and Low Impact Development techniques where possible. Streetscapes reconstruction project for Main Street is entering a new phase of design and will include drainage system improvements.

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

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 15 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 16
7-1	Pooper Scooper Educational Materials	Conservation Commission	Y8. Start to develop educational materials on pet waste and pooper scooper regulations Y9. Distribute educational materials	The Town continued to work on developing educational material on pet waste and the pooper scooper regulations.	The Town plans to develop and distribute educational material on pet waste and the pooper scooper regulations. Dog waste bag stations will be requested to be installed at popular pet walking locations.
Revised					
7-2	Educational Materials for Reduction in Phosphorus in Stormwater	Conservation Commission	Y9. Start to develop educational materials on phosphorus reduction Y10. Distribute educational materials	The Town continued to work on educational material on septic system maintenance and reducing fertilizer use.	The Town plans to develop educational material on septic system maintenance and reducing fertilizer use.

7a. Additions

7b. WLA Assessment

Not applicable at this time.

Part IV. Summary of Information Collected and Analyzed

The Buzzards Bay Stormwater Collaborative Healthy Communities Grant Preliminary Report January 24, 2017