

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

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**EPA NPDES Permit Number:** MAR 041231

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**MassDEP Transmittal Number:** W-21004703

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**Annual Report Number  
& Reporting Period:**

May 1, 2017 – April 30, 2018

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## NPDES PII Small MS4 General Permit Annual Report (Due: May 1, 2017)

### Part I. General Information

Contact Person: Gary Bill

Title: Highway Superintendent

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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: Gary Bill

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Title: Highway Superintendent

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Date: \_\_\_\_\_

3/21/18

## 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 has put together 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

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
1A	Public Education seminars	Public Works Dept.	One every year	Participate in the Green Scapes program already outlined.	Continue to participate in the Green Scapes program
Revised			Create new publications		
Revised					
1B	Flyers and Pamphlets	Public Works Dept and the Health Dept.	Send them out	Continue to send out flyers	Continue to send out flyers.
Revised					
Revised					
2C	Stormwater information on a web page	Selectmen, Merrimac Valley Planning and the Technology Comm.		The town is working on a new website that will incorporate the stormwater information  Green Scapes program information will be added to the web site	The Town is working on a completely new revised website and will incorporate the stormwater information added.
Revised					

## 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
2A Revised	Question and Answer sessions	Dept. of public Works	One every year and at Public Meetings	Working with MVP to continue and expand Q and A sessions.	Working with MVP to continue and expand Q and A sessions.
Revised					
2B Revised	Cleanup and monitoring	Dept. of Public Works and	continual	The DPW does cleanup on a routine basis	Will continue to do the same
Revised					
2C Revised	Cleanup and monitoring	Various volunteer groups	One or two /year	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.	Continue to have Earth day and a resident cleanup of the riverbank and roadsides. Continue to plan monitored cleanups with other volunteer groups
Revised		The Open Space Comm.			
Revised					

### 2a. Additions

2D					

### 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
3A	Storm drain map	Dept. of Public Works		Done	Merrimack Valley Planning Commission is updating maps with help from Salem State College as a class project
Revised					
Revised					
3B	Adoption of the By-Law	Board of Health and Planning		Done	
Revised					
Revised					
3C	Catch basin decal	Dept. of Public Works	Put decals on all catch basins	Done	Scheduled maintenance plan to redo the decals.
Revised					
Revised					

#### 3a. Additions


#### 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
4A	Construction By-law	Planning Board	Have in place	Done	Done
Revised					
Revised					
4B	Updated Planning Board Regs.	Planning Board	Regs to reflect upgrading of stormwater structures	Done	Done
Revised					
Revised					
Revised					
Revised					

##### 4a. Additions


## 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
5A	Enforcement of By-law	Planning Board	Add Enforcement Regs. to the By-Law	Implemented 2007	Done
Revised					
Revised					
Revised					
Revised					
Revised					
Revised					

### 5a. Additions


## 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
6A	Municipal Operation and Maintenance Plan	Dept. of Public Works	Extend to all Municipal facilities	Have had a training session with Merrimack Valley.	Planning more training sessions.
Revised					
Revised					
6B	Upgrading inadequate drainage systems	Dept. of Public Works	One street /year	Swales cleaned, rebuild several collapsed catch basins. Inspections ongoing.	Plan to clean swales as needed. Inspect culverts and replace as needed. Rebuild catch basins were needed.
Revised					
Revised					
Revised					

### 6a. Additions


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

<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 15</b> (Reliance on non-municipal partners indicated, if any)	<b>Planned Activities – Permit Year 16</b> (Reliance on non-municipal partners indicated, if any)
Revised					
Revised					
Revised					
Revised					
Revised					
Revised					

**7a. Additions**


**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, 2017 through April 30, 2018)

#### Programmatic

	(Preferred Units)	Response
Stormwater management position created/staffed	no	No funds
Annual program budget/expenditures **	(\$ ) 0	
Total program expenditures since beginning of permit coverage	(\$ ) 0	
Funding mechanism(s) (General Fund, Enterprise, Utility, etc)		

#### Education, Involvement, and Training

Estimated number of property owners reached by education program(s)	~1,650 households	all
Stormwater management committee established	yes	
Stream teams established or supported		Yes volunteers
Shoreline clean-up participation or quantity of shoreline miles cleaned **	yes	along the Merrimack River
Shoreline cleaned since beginning of permit coverage	yes	yes
Household Hazardous Waste Collection Days		
▪ days sponsored **	1	yearly
▪ community participation **	many	

▪ material collected **	Sizeable amount	no numbers
School curricula implemented	no	

### 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					X
▪ Erosion & Sediment Control	X				
▪ Post-Development Stormwater Management	X				
Accompanying Regulation Status (indicate with "X")					
▪ Illicit Discharge Detection & Elimination					X
▪ Erosion & Sediment Control					X
▪ Post-Development Stormwater Management					X

### Mapping and Illicit Discharges

	(Preferred Units)	Response
Outfall mapping complete	100 (%)	done
Estimated or actual number of outfalls	38	
System-Wide mapping complete (complete storm sewer infrastructure)	100 (%)	done
Mapping method(s)		
▪ Paper/Mylar	(%)	
▪ CADD	100 (%)	yes
▪ GIS	(%)	
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

	(Preferred Units)	Response
Number of construction starts (>1-acre) **	1	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

Average frequency of catch basin cleaning (non-commercial/non-arterial streets) **	1/yr	
Average frequency of catch basin cleaning (commercial/arterial or other critical streets) **	1/yr	Additional if needed or required
Qty of structures cleaned **	445	
Qty. of storm drain cleaned **	all	
Qty. of screenings/debris removed from storm sewer infrastructure **	150yds	
Disposal or use of screenings (landfill, POTW, compost, beneficial use, etc.) **	removed offsite	Added to roadside paving operations

Basin Cleaning Costs		
• Annual budget/expenditure (labor & equipment)**	(\$)	Figured into the budget
• Hourly or per basin contract rate **	(\$/hr or \$ per basin)	Figured into the budget
• Disposal cost**	0	
Cleaning Equipment		
• Clam shell truck(s) owned/leased	none	subcontracted
• Vacuum truck(s) owned/leased	no	
• Vacuum trucks specified in contracts	no	
• % Structures cleaned with clam shells **	100	
• % Structures cleaned with vector **	none	

(Preferred Units) Response

Average frequency of street sweeping (non-commercial/non-arterial streets) **	1(times/yr)	
Average frequency of street sweeping (commercial/arterial or other critical streets) **	1(times/yr)	
Qty. of sand/debris collected by sweeping **	50yds	
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.) **	Beneficial use	Added to gravel for road shoulders
Annual Sweeping Costs		
• Annual budget/expenditure (labor & equipment)**	\$8,000	
• Hourly or lane mile contract rate **	n/a	
• Disposal cost**	0	
Sweeping Equipment		
• Rotary brush street sweepers owned/leased	no	subcontracted
• Vacuum street sweepers owned/leased	no	
• Vacuum street sweepers specified in contracts	no	
• % Roads swept with rotary brush sweepers **	100 %	
• % Roads swept with vacuum sweepers **	0	

Reduction (since beginning of permit coverage) in application on public land of: ("N/A" = never used; "100%" = elimination)		
▪ Fertilizers	Small amount on ball fields	All fertilizers used are all organic
▪ Herbicides	0	
▪ Pesticides	0	
Integrated Pest Management (IPM) Practices Implemented	Mosquito control	

	(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	75      25
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

Storm water outfalls to public water supplies eliminated or relocated	no	
Installed or planned treatment BMPs for public drinking water supplies and their protection areas	None needed	
<ul style="list-style-type: none"> <li>Treatment units induce infiltration within 500-feet of a wellhead protection area</li> </ul>	Not needed	