

Part I: General Conditions

General Information

Name of Municipality or Organization: State:

EPA NPDES Permit Number (if applicable):

Primary MS4 Program Manager Contact Information

Name: Title:

Street Address Line 1:

Street Address Line 2:

City: State: Zip Code:

Email: Phone Number:

Fax Number:

Other Information

Stormwater Management Program (SWMP) Location (web address or physical location, if already completed):

Eligibility Determination

Endangered Species Act (ESA) Determination Complete? Eligibility Criteria (check all that apply): ☐ A ☐ B ☒ C

National Historic Preservation Act (NHPA) Determination Complete? Eligibility Criteria (check all that apply): ☒ A ☐ B ☐ C

☒ Check the box if your municipality or organization was covered under the 2003 MS4 General Permit

MS4 Infrastructure (if covered under the 2003 permit)

Estimated Percent of Outfall Map Complete? If 100% of 2003 requirements not met, enter an estimated date of completion (MM/DD/YY):

Web address where MS4 map is published:

If outfall map is unavailable on the internet an electronic or paper copy of the outfall map must be included with NOI submission (see section V for submission options)

Regulatory Authorities (if covered under the 2003 permit)

Illicit Discharge Detection and Elimination (IDDE) Authority Adopted? (Part II, III, IV or V, Subpart B.3.(b.) of 2003 permit)	Yes	Effective Date or Estimated Date of Adoption (MM/DD/YY):	11/13/07
Construction/Erosion and Sediment Control (ESC) Authority Adopted? (Part II, III, IV or V, Subpart B.4.(a.) of 2003 permit)	Yes	Effective Date or Estimated Date of Adoption (MM/DD/YY):	11/13/07
Post- Construction Stormwater Management Adopted? (Part II, III, IV or V, Subpart B.5.(a.) of 2003 permit)	Yes	Effective Date or Estimated Date of Adoption (MM/DD/YY):	11/13/07

Notice of Intent (NOI) for coverage under Small MS4 General Permit

Part II: Summary of Receiving Waters

Please list the waterbodies to which your MS4 discharges. For each waterbody, please report the number of outfalls discharging into it and, if applicable, the segment ID and any impairments.

Massachusetts list of impaired waters: [Massachusetts 2014 List of Impaired Waters- http://www.mass.gov/eea/docs/dep/water/resources/07v5/14list2.pdf](http://www.mass.gov/eea/docs/dep/water/resources/07v5/14list2.pdf)

[illegible]

[Click to lengthen table](#)

Notice of Intent (NOI) for coverage under Small MS4 General Permit

Part III: Stormwater Management Program Summary

Identify the Best Management Practices (BMPs) that will be employed to address each of the six Minimum Control Measures (MCMs). For municipalities/organizations whose MS4 discharges into a receiving water with an approved Total Maximum Daily Load (TMDL) and an applicable waste load allocation (WLA), identify any additional BMPs employed to specifically support the achievement of the WLA in the TMDL section at the end of part III.

For each MCM, list each existing or proposed BMP by category and provide a brief description, responsible parties/departments, measurable goals, and the year the BMP will be employed (public education and outreach BMPs also requires a target audience). **Use the drop-down menus in each table or enter your own text to override the drop down menu.**

MCM 1: Public Education and Outreach

BMP Media/Category (enter your own text to override the drop down menu)	BMP Description	Targeted Audience	Responsible Department/Parties (enter your own text to override the drop down menu)	Measurable Goal	Beginning Year of BMP Implementation
Brochures/Pamphlets		Residents	Planning/Building Department	Deliver twice during permit period.	2018
Brochures/Pamphlets		Businesses, Institutions and Commercial Facilities	Planning/Building Department	Deliver twice during permit period.	2018
Brochures/Pamphlets	Deliver detail during building application process.	Developers (construction)	Building	Annual ongoing.	2018
Brochures/Pamphlets		Industrial Facilities	Highway Department	Delivery twice during permit period.	2018
Web Page	Posting pet waste, fertilizer, organic gardening.	Residents	Planning/Land Use	Posted to web page annually.	2018
Web Page	Posting pet waste, fertilizer, organic gardening.	Businesses, Institutions and Commercial Facilities	Planning/Land Use	Posted to web page annually.	2018
Web Page		Developers (construction)		Posted to web page annually.	
Brochures/Pamphlets	Posting pet waste, fertilizer, organic gardening.	Industrial Facilities		Posted to web page annually.	2018
Brochures/Pamphlets	Deliver handouts through Board of Health.	Residents	Board of Health	Annual delivery of detail.	2018

[illegible]

Notice of Intent (NOI) for coverage under Small MS4 General Permit

Part III: Stormwater Management Program Summary (continued)

MCM 2: Public Involvement and Participation

[illegible]

Notice of Intent (NOI) for coverage under Small MS4 General Permit

Part III: Stormwater Management Program Summary (continued)

MCM 3: Illicit Discharge Detection and Elimination (IDDE)

BMP Categorization (enter your own text to override the drop down menu)	BMP Description	Responsible Department/Parties (enter your own text to override the drop down menu)	Measurable Goal (all text can be overwritten)	Beginning Year of BMP Implementation
SSO inventory	Develop SSO inventory in accordance of permit conditions	No sewers/Will not apply	Complete within 1 year of effective date of permit	NA
Storm sewer system map	Create map and update during IDDE program completion	Highway Department	Update map within 2 years of effective date of permit and complete full system map 10 years after effective date of permit	2018
Written IDDE program	Create written IDDE program	Highway Department	Complete within 1 year of the effective date of permit and update as required	2018
Implement IDDE program	Implement catchment investigations according to program and permit conditions	Highway Department	Complete 10 years after effective date of permit	2018
Employee training	Train employees on IDDE implementation	Highway Department	Train annually	2018
Conduct dry weather screening	Conduct in accordance with outfall screening procedure and permit conditions	Highway Department	Complete 3 years after effective date of permit	2018
Conduct wet weather screening	Conduct in accordance with outfall screening procedure	Highway Department	Complete 10 years after effective date of permit	2018
Ongoing screening	Conduct dry weather and wet weather screening (as necessary)	Highway Department	Complete ongoing outfall screening upon completion of IDDE program	2018

Notice of Intent (NOI) for coverage under Small MS4 General Permit

Part III: Stormwater Management Program Summary *(continued)*

MCM 4: Construction Site Stormwater Runoff Control

BMP Categorization (enter your own text to override the drop down menu or entered text)	BMP Description	Responsible Department/Parties (enter your own text to override the drop down menu)	Measurable Goal (all text can be overwritten)	Beginning Year of BMP Implementation
Site inspection and enforcement of Erosion and Sediment Control (ESC) measures	Complete written procedures of site inspections and enforcement procedures	Conservation/Land Use	Complete within 1 year of the effective date of permit	2018
Site plan review	Complete written procedures of site plan review and begin implementation	Planning/Building Department	Complete within 1 year of the effective date of permit	2018
Erosion and Sediment Control	Adoption of requirements for construction operators to implement a sediment and erosion control program	Planning/Land Use	Complete within 1 year of the effective date of permit	2018
Waste Control	Adoption of requirements to control wastes, including but not limited to, discarded building materials, concrete truck wash out, chemicals, litter, and sanitary wastes	Planning/Land Use	Complete within 1 year of the effective date of permit	2018

Notice of Intent (NOI) for coverage under Small MS4 General Permit

Part III: Stormwater Management Program Summary (continued)

MCM 5: Post-Construction Stormwater Management in New Development and Redevelopment

BMP Categorization (enter your own text to override the drop down menu or entered text)	BMP Description	Responsible Department/Parties (enter your own text to override the drop down menu)	Measurable Goal (all text can be overwritten)	Beginning Year of BMP Implementation
As-built plans for on-site stormwater control	The procedures to require submission of as-built drawings and ensure long term operation and maintenance will be a part of the SWMP	Planning/Land Use	Require submission of as-built plans for completed projects	2018
Target properties to reduce impervious areas	Identify at least 5 permittee-owned properties that could be modified or retrofitted with BMPs to reduce impervious areas and update annually	Highway Department	Complete 4 years after effective date of permit and report annually on retrofitted properties	2018
Allow green infrastructure	Develop a report assessing existing local regulations to determine the feasibility of making green infrastructure practices allowable when appropriate site conditions exist	Planning/Land Use	Complete 4 years after effective date of permit and implement recommendations of report	2019
Street design and parking lot guidelines	Develop a report assessing requirements that affect the creation of impervious cover. The assessment will help determine if changes to design standards for streets and parking lots can be modified to support low impact design options.	Planning/Land Use	Complete 4 years after effective date of permit and implement recommendations of report	2020

[illegible]

Notice of Intent (NOI) for coverage under Small MS4 General Permit

Part III: Stormwater Management Program Summary *(continued)*

MCM 6: Municipal Good Housekeeping and Pollution Prevention

BMP Categorization (enter your own text to override the drop down menu or entered text)	BMP Description	Responsible Department/Parties (enter your own text to override the drop down menu)	Measurable Goal (all text can be overwritten)	Beginning Year of BMP Implementation
O&M procedures	Create written O&M procedures including all requirements contained in 2.3.7.a.ii for parks and open spaces, buildings and facilities, and vehicles and equipment	Highway Department	Complete and implement 2 years after effective date of permit	2018
Inventory all permittee-owned parks and open spaces, buildings and facilities, and vehicles and equipment	Create inventory	Highway Department	Complete 2 years after effective date of permit and implement annually	2018
Infrastructure O&M	Establish and implement program for repair and rehabilitation of MS4 infrastructure	Highway Department	Complete 2 years after effective date of permit	2018
Stormwater Pollution Prevention Plan (SWPPP)	Create SWPPPs for maintenance garages, transfer stations, and other waste-handling facilities	Highway Department	Complete and implement 2 years after effective date of permit	2018
Catch basin cleaning	Establish schedule for catch basin cleaning such that each catch basin is no more than 50% full and clean catch basins on that schedule	Highway department	Clean catch basins on established schedule and report number of catch basins cleaned and volume of material moved annually	2018
Street sweeping program	Sweep all streets and permittee-owned parking lots in accordance with permit conditions	Highway Department	Sweep all streets and permittee-owned parking lots once per year in the spring	2018
Road salt use optimization program	Establish and implement a program to minimize the use of road salt	Highway Department	Implement salt use optimization during deicing season	2018

Notice of Intent (NOI) for coverage under Small MS4 General Permit

Part III: Stormwater Management Program Summary (continued)

Actions for Meeting Total Maximum Daily Load (TMDL) Requirements

Use the drop-down menus to select the applicable TMDL, action description to meet the TMDL requirements, and the responsible department/parties. If no options are applicable, or more than one, **enter your own text to override drop-down menus.**

[illegible]

Notice of Intent (NOI) for coverage under Small MS4 General Permit

Part III: Stormwater Management Program Summary (continued)

Actions for Meeting Requirements Related to Water Quality Limited Waters

Use the drop-down menus to select the pollutant causing the water quality limitation and enter the waterbody ID(s) experiencing excursions above water quality standards for that pollutant. In addition, if you are subject to additional requirements due to a downstream nutrient impairment (see Part 2.2.2 of the permit) select the pollutant of concern and indicate applicable waterbody IDs or write "all waterbodies" if applicable. Choose the action description from the dropdown menu and indicate the responsible party. If no options are applicable, or more than one, **enter your own text to override drop-down menus.**

[illegible]

Part IV: Notes and additional information

Use the space below to indicate the part(s) of 2.2.1 and 2.2.2 that you have identified as not applicable to your MS4 because you do not discharge to the impaired water body or a tributary to an impaired water body due to nitrogen or phosphorus. Provide all supporting documentation below or attach additional documents if necessary. Also, provide any additional information about your MS4 program below.

The Town Administrator is out. I signed the document electronically and will resend under his electronic signature as you require. Click to add text

We hired BETA Management to create documents and they were available to the town in August 2016. We are integrating that information with the assistance of Montachusett Regional Planning Commission.

Part V: 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, I certify that 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.

Name:

Dave Henkels

Title:

Conservation Agent

Signature:

Dave Henkels

Digitally signed by Dave Henkels
Date: 2018.09.27 11:19:57 -04'00'

Date:

09/27/18

[To be signed according to Appendix B, Subparagraph B.11, Standard Conditions]

Note: When prompted during signing, save the document under a new file name

Small MS4 Notice of Intent/Additional Detail

List of Water Bodies and Outfalls/Townsend, MA.

Date May 7, 2019

Prepared by- Dave Henkels Conservation Agent and James Smith Highway Department

Outfalls

Squannacook 8

Witches Brook 21

Bayberry Brook 4

Mason Brook 3

Willard Brook 1

Bixby Brook 2

Trout Brook 1

Pumpkin Brook 1

Unnamed Wetlands

Adams Road 2

Aquarius Lane 1

Barker Hill Road 1

Brookline Road 4

Cedar Circle 1

Cherry Drive 1

Chestnut Drive 1

Dudley Road 1

Edwards Road 4

Elm Street 4

Fitchburg Road 13

Fordway Lane 1

Haynes Road 2

Highland Street 4

Libra Lane 1

Lunenburg Road 2

Meadow Road 1

North End Road 4

Old Circle 1

Old City Road 2

Peach Road 1

Peter J Drive 2

Pheasant Ridge Road 2

Proctor Road 4

Ripple Road 1

Ryne Road 2

Sagittarius Lane 1

Saint James Place 1

South Row Road 1

South Street 2

Spaulding Street 1

Spruce Street 1

Sumac Drive 1

Sycamore Drive 1

Tamarack Lane 2

Townsend Hill Road 2

TurnPike Road 2

Tyler Road 1

Virgo Lane 2

Wallace Hill Road 6

West Street 1

Willow Road 1

Worcester Road 1

Unnamed Streams

Todd Drive 1

New Fitchburg Road 1

Old City Road 1

Reagan Road 1

Scales Lane 1

Unnamed Ponds

Bayberry Hill Road 2

Blood Road 1

Briar Way 1

Granite Road 1

Laurelwoods 3

Vuto, Michelle

From: David Henkels <dhenkels@townsend.ma.us>
Sent: Thursday, April 25, 2019 8:11 AM
To: Vuto, Michelle
Cc: 'Lyndsy Butler'
Subject: RE: Small MS4 NOI submission - additional or corrected information required

Categories: Record Saved - Shared

Michele as requested here is the detail you required. I have a question on Part II Appendix H.

NPDES ID MAR041228

ESA Eligibility: Receiving waters/Outfalls total 153.
Specially 19 to streams, 9 to ponds, 1 to retention pond, 2 to river, 1 to yard, 120 to wetlands. Bixby has an outlet that drains into Harbor Pond.

ESA eligibility/Statement on Planned discharge activities/Will not adversely affect the endangered species present
The town maintains specific Bylaws through Conservation and Zoning. An example maintaining the integrity of the Squannacook River as it is located within the ACEC and in part the NHESP. It includes regulations for construction, vegetation management, minimization of wildlife impacts, and site design requirements. Additionally the Aquifer Protection Overlay District maintains specific regulations pertaining to the integrity of the groundwater systems (note route 119 is within the MS4 regulated Area/State Controlled). Townsend continues to monitor activities that may adversely affect endangered species. Under Chapter 62 of the General Bylaws and Illicit Discharge definition and its applicability is outlined and enforced as required. Conservation has a series of Bylaws that further define the protection of wetlands and other resource areas.

Public Education:	BMP Media	BMP Description
Targeted Audience	Responsible Party	
	Brochures	Annual
mailing/Wetland Bylaw	Residents	Conservation
	Brochures	
Drafting Stormwater letter/Annual	Businesses	Conservation
	Brochures	See
above Commercial and Industrial Facilities		Conservation

Please let me know if I can assist you further. Thanks,
Dave Henkels
Conservation Agent
Townsend, MA.
978/597/1700/extension 1739

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committee please take care to never "respond to all" as you may inadvertently create a violation of the open meeting law.

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-----Original Message-----

From: David Henkels [mailto:dhenkels@townsend.ma.us]

Sent: Wednesday, April 24, 2019 6:09 PM

To: 'Vuto, Michelle' <Vuto.Michelle@epa.gov>

Subject: RE: Small MS4 NOI submission - additional or corrected information required

Michelle, I have completed the detail you requested. I had a question on the Impairments statement. I will call you Thursday to understand the statement more thoroughly.

Dave Henkels
Conservation Agent
Townsend, MA.
978/597/1700/extension 1739

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From: David Henkels [mailto:dhenkels@townsend.ma.us]
Sent: Wednesday, April 24, 2019 2:46 PM
To: 'Vuto, Michelle' <Vuto.Michelle@epa.gov>
Subject: RE: Small MS4 NOI submission - additional or corrected information required

Right. It drains into Harbor Pond as confirmed by the Highway Department.
Will have balance of detail shortly.
Thanks.

-----Original Message-----

From: Vuto, Michelle [mailto:Vuto.Michelle@epa.gov]
Sent: Monday, April 22, 2019 3:41 PM
To: David Henkels <dhenkels@townsend.ma.us>
Subject: RE: Small MS4 NOI submission - additional or corrected information required

Hi Dave,

Sorry for the delay in getting back to you-- I was at a conference late last week. The NOI lists Squannacook River with 153 outfalls but Bixby Reservoir does not have an estimate of outfalls. I am in the office until 4:30 today and all day tomorrow if you would still like to talk about the additional information requested. My number is listed below.

Best,
Michelle

Michelle Vuto
Stormwater & Construction Permits
U.S. EPA Region 1
5 Post Office Square-OEP06-4
Boston, MA 02109-3912
617-918-1222

-----Original Message-----

From: David Henkels <dhenkels@townsend.ma.us>
Sent: Thursday, April 18, 2019 8:05 AM
To: Vuto, Michelle <Vuto.Michelle@epa.gov>
Subject: RE: Small MS4 NOI submission - additional or corrected information required

Good morning Michelle,
I have reviewed the NOI submitted and would like to speak to you prior to submitting the request detail.
Below is an answer to one question posed. I thought this was addressed in NOI. I am not entirely clear on several questions. Can we arrange to speak shortly?
Thanks.

1.. Receiving Waters/Outfalls total 153. Specifically 19 to streams, 9 to ponds, 1 to retention pond, 1 to detention pond, 2 to river, 1 to yard, 120 to wetlands.

-----Original Message-----

From: Vuto, Michelle [mailto:Vuto.Michelle@epa.gov]

Sent: Wednesday, April 03, 2019 4:20 PM

To: dhenkels@townsend.ma.us

Cc: Reports Stormwater <Stormwater.Reports@epa.gov>

Subject: Small MS4 NOI submission - additional or corrected information required

Hi Dave,

EPA requires additional or corrected information to receive a complete NOI submission for your MS4 and continue the review process.

Please respond to this email with the requested details in the attached report. You do not need to resubmit your entire NOI form. Please respond with the requested information as soon as you can. If the additional information is not received within 30 days of the date on this email EPA may initiate the process to deny your NOI, unless additional time is granted by EPA for such submission.

Let me know if you have any questions.

Best,
Michelle

Michelle Vuto
Stormwater & Construction Permits
U.S. EPA Region 1
5 Post Office Square-OEP06-4
Boston, MA 02109-3912
617-918-1222

Vuto, Michelle

From: David Henkels <dhenkels@townsend.ma.us>
Sent: Friday, April 26, 2019 10:59 AM
To: Vuto, Michelle
Cc: 'Lyndsy Butler'
Subject: FW: Small MS4 NOI submission - additional or corrected information required

Categories: Record Saved - Shared

Michelle, I confirm that the town will follow the part II of Appendix H for phosphorus. I have read the Nashua River Phosphorous TMDL detail as well as the website pertaining to limitations and limits of the six WWTPS (though we do not have one) in several of the towns.

I am out from 11 am today until next Tuesday the 2nd of May. In my absence please feel free to Lyndsy Butler. She can be reached at 978 597 1700 x 1740.

I understand there is a time requirement in providing you this information. I am hopeful this additional information is satisfactory.

Thanks.

Dave Henkels
Conservation Agent
Townsend, MA.
978/597/1700/extension 1739

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Please let me know if I can assist you further. Thanks, Dave Henkels
 Conservation Agent Townsend, MA.
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Stormwater & Construction Permits
U.S. EPA Region 1
5 Post Office Square-OEP06-4
Boston, MA 02109-3912
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