MAR041137 SP

Massachusetts Department of Environmental Protection
Bureau of Resource Protection - Watershed Management

W040942
Transmittal Number

BRP WM 08A NPDES Stormwater General Permit

Notice of Intent for Discharges from Small Municipal Separate Storm Sewer Systems (MS4s)

Facility ID (if known)

A. Instructions

Submission of this Notice of Intent constitutes notice that the entity named at item B1. of this form intends to be authorized by the DEP General Permit issued jointly with EPA for stormwater discharges from the small municipal separate storm sewer system (MS4), in the location identified at item B2. of this form. Submission of the Notice of Intent also constitutes notice that the party identified at item B1. has read, understands and meets the eligibility conditions of Part I.B. of the NPDES Small MS4 General Permit, agrees to comply with all applicable terms and conditions of the NPDES Small MS4 General Permit, and understands that continued authorization to discharge is contingent on maintaining eligibility for coverage. **In order to be granted coverage, all information required on BRP WM 08A, including the Stormwater Management Program Summary and Time Frames form, must be completed. Please read the permit and make sure you comply with all requirements, including the requirement to develop and implement a stormwater management program.**

B. Applicant Information

1. Small MS4 Operator/Owner Information:

   Town of Millis / Charles Aspinwall
   Name

   900 Main Street
   Mailing Address

   Millis — City/Town
   MA — State

   508-376-7040
   Telephone Number

   Email (if available)

2. Municipality Name

   Millis
   City/Town

3. Legal Status:

   ☐ Federal ☒ City/Town ☐ State ☐ Tribal ☐ Private

   ☐ Other public entity: _____
   Specify Public Entity

4. Other regulated MS4(s) within municipal boundaries:

   None

5. Based on the instructions provided in Part I of the NPDES Small MS4 General Permit, have the eligibility criteria for "listed species" and critical habitat been met?

   ☒ yes ☐ pending ☐ no

JUL 31 2003
MUNICIPAL ASSISTANCE UNIT

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B. Applicant Information (cont.)

6. Based on the instructions provided in Part I of the NPDES Small MS4 General Permit, have the eligibility criteria for protection of historic properties been met?

☒ yes ☐ pending ☐ no

Note: Section C may be duplicated to accommodate a larger list of receiving waters

C. Names of (Presently Known) Receiving Waters

Receiving Water:	No. of Outfalls	Listed as Impaired?	Impairment
Charles River (Name)	6 (Number)	☐ Yes ☒ No	Specify
Bogastow Brook (Name)	9 (Number)	☐ Yes ☒ No	Specify
McCarthy Pond (Name)	1 (Number)	☐ Yes ☒ No	Specify
Tributary along E. Main St. to Charles River (Name)	2 (Number)	☐ Yes ☒ No	Specify
Stream crossing Myrtle St. to Charles River (Name)	1 (Number)	☐ Yes ☒ No	Specify
Stream adjacent to Charles River Estates to Charles R. (Name)	2 (Number)	☐ Yes ☒ No	Specify
Stream crossing Eden St. to Charles River (Name)	4 (Number)	☐ Yes ☒ No	Specify
Wetland east of Timberline Rd. tributary to Charles River (Name)	5 (Number)	☐ Yes ☒ No	Specify
Stream crossing Bogastow Cir. to Bogastow Brook (Name)	3 (Number)	☐ Yes ☒ No	Specify
Stream crossing Brookview Rd. to Bogastow Brook (Name)	1 (Number)	☐ Yes ☒ No	Specify
Stream adjacent to Pleasant St. to Bogastow Br. (Name)	5 (Number)	☐ Yes ☒ No	Specify
Stream north of Greenwood Rd. to Bogastow Brook (Name)	2 (Number)	☐ Yes ☒ No	Specify
Stream crossing Spring St. to Bogastow Brook (Name)	2 (Number)	☐ Yes ☒ No	Specify

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C. Names of (Presently Known) Receiving Waters (continued)

Name	Number		Specify
Stream crossing W. Main St. to Bogastow Brook	2	☐ Yes ☒ No	
Stream crossing Rosenfeld Rd. to Richard's Pond	3	☐ Yes ☒ No	
Wetland Tributary to Richardson Pond	2	☐ Yes ☒ No	
Stream Crossing Island Rd. to Bogastow Brook	6	☐ Yes ☒ No	

D. Stormwater Management Program Summary

1. Public Education:

BMP ID #	Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
1A	Distribute Brochures & Fact Sheets to Residents & Businesses	Dept. of Public Works (DPW)	Number of Articles & Copies of Materials.
1B	Develop and Broadcast Stormwater Presentation on Local Cable Network	DPW & Town Selectmen	Cable TV tapes of presentations. Show annually during permit term.
1C	Send out Stormwater Press Releases	DPW	Copies of Articles.

2. Public Participation:

BMP ID #	Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
2A	Establish a Stormwater Telephone Hotline	DPW	Record number of phone calls to hotline, copies of articles.
2B	Mark Storm Drains with Stencils During Cleaning	DPW	10% of Storm Drains Marked by Year 1.

D. Stormwater Management Program Summary (Cont.)

2C
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Conduct River, Stream, and Pond Cleanups	DPW & Volunteers	Cleaner streams as documented by before and after photographs.

3. Illicit Discharge Detection and Elimination:

3A
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Make Annual Household Hazardous Waste Collections Available to Residents	DPW & Board of Health (BOH)	Document Quantity of Tickets Sold.

3B
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Develop Primary Town Storm Drain System Map	DPW	80 % of system mapped on GIS.

3C
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Identify Illicit Floor Drain Connections at Businesses	DPW	26 illicit connections identified and removed, 2 from the storm drain system and/or waterways in Millis.

3D
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Complete Storm Drain Map	DPW	Map All Outfalls by Year 4

3E
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Develop Illicit Discharge Prohibition Ordinance	DPW & BOH	Bylaw at Town meeting by end of year 2.

3F
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Develop Illicit Discharge Detection and Elimination Plan and Implement Activities	DPW, BOH, Consultant	Plan – Yr 2, All outfalls examined by year 4. Sources traced and results documented within one year of discovery.

D. Stormwater Management Program Summary (Cont.)

3G
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Incorporate Information on Illicit Discharges into Public Education and Outreach Topics	DPW & BOH	Copies of Materials.

3H
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Setup and Advertise a Hotline for Illicit Discharges	DPW & BOH	Log of Complaints and Action Taken.

4. Construction Site Runoff Control:

4A
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Develop Erosion Control Regulation	Building Inspector (BI) & DPW	Bylaw at Town Meeting by End of Yr 2.

4B
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Establish a Procedure for the Receipt of Information Submitted by the Public	BI & DPW	Record number of phone calls to hotline, copies of articles.

4C
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Develop & Adopt Design Standards Guidance for Erosion Controls	Planning Board (PB), DPW, Conservation Commission (Con. Com.) & Consultant	Inspection checklist and documented inspections.

5. Post Construction Runoff Control:

5A
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Develop BMP Regulation	BI & DPW	Bylaw at Town Meeting - Yr 2.

5B
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Develop and Implement Inspection Program	BI & DPW	Copies of maintenance reports received annually, plus records of inspections completed and results.

D. Stormwater Management Program Summary (cont.)

5C
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Develop BMP Design Standards	PB, DPW, Con. Com. & Consultant	Improved Bylaws - Yr 4

6. Municipal Good Housekeeping:

6A
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Clean Catch Basins	DPW	Clean all Basins - Ongoing

6B
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Sweep Streets in Town	DPW	Priority plan of sweeping based on water quality impact. Volume of sweepings collected.

6C
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Store Road Salt Under Cover and Clean Loading Area	DPW	Minimize Stormwater Contact with Salt.

6D
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Calibrate Salt Spreading Equipment	DPW	Prevent over-application of salt as shown with calibration records.

6E
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Use Low Salt Applications at Designated Areas	DPW	Use less salt at Norfolk county line than at other roadways as demonstrated with application rate.

6F
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Use IPM Practices for Application of Pesticides in Town	DPW	Copy of IPM Plan.

6G
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Use Licensed Applicators for Fertilizers and Insecticides in Town	DPW	Record quantities of fertilizers and pesticides purchased annually.

D. Stormwater Management Program Summary (cont.)

6H
BMP ID #

Ensure Compliance with SPCC Plan for the Highway Garage
Specify Best Management Practice

DPW
Responsible Dept./Person Name

Prevent releases of oil at the Highway Garage through weekly inspections, annual training, and annual plan evaluation.
Specify Measurable Goal

6I
BMP ID #

Ensure Compliance for Snow Disposal in Town
Specify Best Management Practice

DPW
Responsible Dept./Person Name

Map of Acceptable Snow Disposal Areas.
Specify Measurable Goal

6J
BMP ID #

Use Filter Socks for Excavation and Hydrant Waters
Specify Best Management Practice

DPW
Responsible Dept./Person Name

Prevent discharge of sediments during dewatering and hydrant flow testing activities.
Specify Measurable Goal

6K
BMP ID #

Evaluate Pollution Prevention BMPs for the Fueling Station at the Highway Garage
Specify Best Management Practice

DPW
Responsible Dept./Person Name

As-built sketches or plans and photos.
Specify Measurable Goal

6L
BMP ID #

Evaluate BMPs at the Highway Garage to Prevent Sedimentation to the Adjacent Waterway from Site Runoff and Road Material Storage
Specify Best Management Practice

DPW
Responsible Dept./Person Name

As-built sketches or plans and photos.
Specify Measurable Goal

6M
BMP ID #

Develop an Inspection and Maintenance Plan
Specify Best Management Practice

DPW
Responsible Dept./Person Name

Written Policy – Yr 3, Records of inspections and maintenance.
Specify Measurable Goal

6N
BMP ID #

Ensure Water Quality Improvements are Considered for Flood Projects
Specify Best Management Practice

DPW
Responsible Dept./Person Name

Records of Flood Control Projects.
Specify Measurable Goal

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D. Stormwater Management Program Summary (cont.)

6O
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Conduct Town Employee Stormwater Training	DPW	Attendance Sheet & Copy of Program

7. BMPs for Meeting TMDL: N/A

BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal

BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal

BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal

BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal

BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal

E. 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.

Charles Aspinwall — Town Administrator
Printed Name

Signature — 7/28/03
Date

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F. Example Storm Water Management Program TIME FRAMES

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	PERMIT YEAR ONE				PERMIT YEAR TWO				PERMIT YEAR THREE				PERMIT YEAR FOUR				PERMIT YEAR FIVE				
BMP ID #	Spring 03	Summer 03	Fall 03	Winter 03-04	Spring 04	Summer 04	Fall 04	Winter 04-05	Spring 05	Summer 05	Fall 05	Winter 05-06	Spring 06	Summer 06	Fall 06	Winter 06-07	Spring 07	Summer 07	Fall 07	Winter 07-08	Next Permit
1A			△		△		△		△		△		△		△		△		△		
1B	△		△		△				△				△				△				
1C			△		△		△		△		△		△		△		△		△		
2A				△	←	—	—	—	—	—	—	—	—	—	—	—	—	—	—	→	
2B		←	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	→	
2C									←	—	—	—	—	—	—	—	—	—	—	→	
3A			△				△				△				△				△		
3B	△																				
3C	Completed in 1991																				
3D					←	—	—	—	—	—	—	—	—	—	—	→					
3E							△														
3F				←	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	→
3G			△		△		△		△		△		△		△		△		△		
3H				△	←	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	→
4A							△														
4B								△	←	—	—	—	—	—	—	—	—	—	—	→	
4C				△	←	—	—	—	—	—	—	—	—	—	—	—	—	—	—	→	
5A							△														
5B						△	←	—	—	—	—	—	—	—	—	—	—	—	—	→	
5C											←	—	—	—	→						
6A-6J	Ongoing Under Existing Operations																				
6K							←	—	—	→											
6L							←	—	—	→											
6M									△	←	—	—	—	—	—	—	—	—	—	→	
6N					←	—	—	—	—	—	—	—	—	—	—	—	—	—	—	→	
6O							△				△				△				△		