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

BRP WM 08A NPDES Stormwater General Permit

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

W 040988
Transmittal Number

Facility ID (if known)

A. Instructions

Important: When filling out forms on the computer, use only the tab key to move your cursor - do not use the return key.

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:

   Michael A. Caira, Town Manager
   Name

   121 Glen Road
   Mailing Address

   Wilmington — City/Town
   MA — State

   (978) 658-3311 — Telephone Number
   manager@town.wilmington.ma.us — Email (if available)

2. Municipality Name

   Town of Wilmington, Massachusetts
   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:

   I-93 (Massachusetts Highway Department)

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

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
Ipswich River (Name)	6 (Number)	☒ Yes ☐ No	Nutrients, Flow Alterations (Specify)
Maple Meadow Brook (Name)	19 (Number)	☒ Yes ☐ No	Flow Alterations (Specify)
Mill Brook (Name)	13 (Number)	☐ Yes ☒ No	(Specify)
Lubbers Brook (Name)	50 (Number)	☐ Yes ☒ No	(Specify)
Sawmill Brook (Name)	4 (Number)	☐ Yes ☒ No	(Specify)
Martins Brook (Name)	25 (Number)	☐ Yes ☒ No	(Specify)
Shawsheen River (Name)	17 (Number)	☐ Yes ☒ No	(Specify)
Mishawum River (Name)	4 (Number)	☐ Yes ☒ No	(Specify)
Silver Lake (Name)	8 (Number)	☐ Yes ☒ No	(Specify)

D. Stormwater Management Program Summary

1. Public Education:

BMP ID #	Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
1-1	Educational Material	DPW Director	Measurable goals for this BMP for Year 1 will be 1) procurement, development or modification of four brochures or fact sheets that include stormwater information, and 2) posting of stormwater information on the Town's web site. During Years 2 through 5, distribute one of the brochures or fact sheets annually to property owners based on Assessors records and update the web site semi-annually.

2. Public Participation:

BMP ID #	Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
2-1	Stormwater Task Force	DPW Director	The individuals who will serve on this task force will be identified within the first two months of the permitting period. One a yearly basis, this task force will hold meetings every four months, will be responsible for the development of material, and will keep track of the status of the control measures and record keeping associated with programs being developed
2-2	Promote Public Programs	BOH/DPW Director	The Town will hold a household hazardous waste day four times per year and will support community clean-up days by providing clean-up materials and will pick up and dispose of the waste collected

D. Stormwater Management Program Summary (Cont.)

3. Illicit Discharge Detection and Elimination:

BMP ID #	Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
3-1	Map Stormwater Assets	DPW Director	Using GPS, the exact locations will be identified for outfalls. All information from field investigations will be attached to the database. During the first two years of this permit, this mapping will be updated on a quarterly basis to integrate all information into the database system from investigations. Following the first two years, this schedule will be revised based on the amount of data to be added, however, at a minimum, the database will be updated every six months. A Goal of completing mapping of 50 percent of surface water outfalls, major stormwater drainage structures, and receiving surface water bodies by the end of Year 5.
3-2	Detection and Elimination Program	DPW Director/BOH	The goal is to identify a plan for completing dry weather sampling during the first year of the permit term. Subsequent years will include completing dry weather investigations of all outfalls along the Ipswich River and Maple Meadow Brook, and 50% of outfalls along other waterways
3-3	Conduct Illicit Discharge Education Program	See BMP 1-1 and BMP 6-1	See BMP 1-1 and BMP 6-1

D. Stormwater Management Program Summary (Cont.)

BMP ID #	Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
3-4	Proposed by-law to prohibit illicit discharges and illegal connections	DPW Director	The draft bylaw will be developed by the end of Year 1 of the permit period, and the final bylaw will be prepared by the end of Year 2. The bylaw will be presented to Town Meeting in Year 3. If it is not approved, it will be revised, if appropriate, and presented to Town Meetings in Year 4, and again in Year 5, if necessary
3-5	Enforce illicit discharges and illegal connections By-law	DPW Director	The draft changes to regulations and policies will be developed by the end of Year 1 of the permit period. The final changes will be prepared by the end of Year 2. Adoption of the new regulations and policies will be dependent upon approval of the bylaw. Regulations will be proposed for adoption within one year of approval of the bylaw

4. Construction Site Runoff Control:

BMP ID #	Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
4-1	Revise Site Plan Review Bylaw	Planning Director	Draft changes to the bylaw will be developed by the end of Year 1 of the permit period. The proposed changes will be presented to Town Meeting in Year 2. If they are not approved, they will be revised, if appropriate, and presented to Town Meeting in Year 3, Year 4, and Year 5, if necessary.

D. Stormwater Management Program Summary (Cont.)

BMP ID #	Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
4-2	Improve Site Plan Review Process	DPW Director	The revised process will be developed with departments involved in the Construction Site Plan Review Process. A checklist or similar tracking tool will be developed during the first year of the permitting period. This tool will be adopted during the second year of the permitting period and employed as described thereafter
4-3	Develop Procedures for receipt and consideration of information submitted by the public	Planning Director	This program will be developed with departments involved in the Construction Site Plan Review Process. The review of existing procedures will be completed by the end of Year 1. If revisions to the procedures are deemed necessary, they will be drafted by the end of Year 2 and adopted during Year 3.
4-4	Develop site inspection and enforcement of control measures program	DPW Director	The program will be developed by the end of Year 2, and will be implemented in Years 3, 4 and 5.

D. Stormwater Management Program Summary (Cont.)

5-3
BMP ID #

Ensure adequate long-term operation and maintenance of BMPs
Specify Best Management Practice

DPW Director
Responsible Dept./Person Name

A draft procedure for evaluation of BMPs for operation and maintenance issues will be developed by the end of Year 1 of the permitting period, and the final procedure will be prepared by the end of Year 2. This effort will be coordinated with the revisions to the procedure for joint boards review of construction projects. During Year 1, the DPW and Planning Board will investigate potential funding mechanisms, develop a draft warrant article, and hold a public meeting to solicit input from the community. During Year 2, the draft article will be revised if necessary and presented to Town Meeting. If it is not approved, it will be revised, if appropriate, and presented to Town Meeting in Years 3, 4, and 5, if necessary.
Specify Measurable Goal

6. Municipal Good Housekeeping:

6-1
BMP ID #

Educate Municipal Employees
Specify Best Management Practice

DPW Director
Responsible Dept./Person Name

General stormwater training sessions will be held by the Department of Public Works on an annual basis. The goal will be for 90% of municipal employees with storm water management responsibilities to attend at least one session over the permit period. Department specific training sessions will be held annually, with a goal of 50% of personnel responsible for storm water management attending 90% of the sessions.
Specify Measurable Goal

D. Stormwater Management Program Summary (Cont.)

6-2
BMP ID #

Develop and adhere to operation and maintenance schedule Specify Best Management Practice	DPW Director Responsible Dept./Person Name	The Municipal Operation and Maintenance Schedule will be created and implemented within the first two years of the permit period Specify Measurable Goal

7. BMPs for Meeting TMDL: TMDLs have not been established for the Ipswich River or any of its tributaries in Wilmington; however a TMDL has been established for bacteria for the Shawsheen River.

1-1
BMP ID #

Educational Material Specify Best Management Practice	DPW Director Responsible Dept./Person Name	Educational Material will include sections designed to encourage pet waste management. See Section D-1 above for implementation schedule. Specify Measurable Goal

3-3, 3-4 & 3-5
BMP ID #

Conduct Illicit Discharge Education Program, Propose & Enforce Illicit Discharge By-Law Specify Best Management Practice	DPW Director Responsible Dept./Person Name	Detecting and eliminating illicit sanitary connection to the storm drain system will reduce bacteria loads. See Section D-3 above for implementation schedule. Specify Measurable Goal

5-1, 5-2 & 5-3
BMP ID #

Develop Post-Construction Runoff By-Law, Regulations & Guidance, Develop Post-Construction Monitoring Program, & Ensure Long-Term O&M of BMP's. Specify Best Management Practice	DPW Director Responsible Dept./Person Name	Developing local stormwater regulations requiring the inclusion of stormwater BMP's for all development and redevelopment in Wilmington will result in the construction of treatment systems thereby reducing pollutant loads to receiving water bodies. See Section D-5 above for implementation schedule. 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.

Michael A. Caira, Town Manager
Printed Name

Signature

11/17/03
Date