Municipality/Organization: Town of Acton

EPA NPDES Permit Number: MAR041238

MaDEP Transmittal Number: W- 2004 APR 29 P 9:54

Annual Report Number & Reporting Period: **No. 1: March 03-March 04**

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Doug Halley Title: Health Director

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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: Don P. Johnson

Printed Name: Don P. Johnson

Title: Town Manager

Date: 4/30/04

2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 1 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 2
PP-1	Partner with Local Organization	Board of Health Health Director	Provide financial contribution to partner with SUASCO WCC	On October 3, 2003 Acton committed to participate in the SUASCO Watershed Community Council's "Storm Water Community Assistance Program" for Storm Water Phase II Permit Year 1 from July 2003 to June 2004.	Continue commitment to participate in the SUASCO Watershed Community Council's "Storm Water Community Assistance Program" for Storm Water Phase II Permit Year 2 from July 2004 to June 2005.
Revised					
PP-2	Place traveling display at various locations	Board of Health Health Director	Place display provided by SUASCO at one location throughout the year.	On December 19th SUASCO delivered the traveling storm water display to Acton. Since that date it has been displayed in the main entrance way to the Town Hall above the Isaac Davis Plow. Display will be brought to Town Meeting and other public events during the course of the year.	Continue to place display provided by SUASCO at one location throughout the year.
Revised					
PP-3	Poster/Photo Contests	Recreation Department Recreation Director	No Goal Established for Year One	No action taken in year one.	Hold a Storm Water poster contest for Youth Groups at NARA.
Revised					

PP-4	Organize Public Meetings/Panels	Board of Health Health Director	Discuss Storm Water at one public meeting every year.	On February 24, 2003 the Board of Selectmen at their regularly scheduled meeting were updated on the NPDES Permit. They discussed the schedule of tasks, the anticipated costs and the potential of volunteer organizations assistance.	Continue to discuss Storm Water at one public meeting every year.
Revised					
PP-5	Stencil Storm Drains	Board of Health Health Director	1.1 OAR volunteers stenciled small portion of town 1.2 Submit grant application for new stenciling program	1.1 Stenciling Project completed in 2000. 1.2 Grant application unavailable at this time (see PP-6 for alternative measure).	Construct and place Stream Identification Signs at stream and street intersections in conjunction with Acton's Stream Team.
Revised					

2a. Additions

PP-6	*Stream Identification Signs*	Board of Health Health Director	*1.2 Submit grant application for the creation and placement of Stream Identification Signs*	Applied for and received grant to place Stream Identification Signs at Stream and Street Intersections in conjunction with Acton's Stream Team	Construct and place Stream Identification Signs at stream and street intersections in conjunction with Acton's Stream Team.
PP-7	*Citizen Involved Storm Water Programs*	Acton Stream Team Coordinator	Provide educational displays at town events	Acton Stream Team provided an educational display on Storm Water Issues at Earth Day event in Acton.	No Goal Established for Year Two

ID-4	Correct Illicit Discharges	Board of Health Health Director	No Goal Established for Year One	No action taken in year one.	No Goal Established for Year Two.
Revised					

3a. Additions

ID-5	On-site Wastewater Impacts	Board of Health Health Director	Analyze on-site Wastewater Impacts.	Case study on Impact of Title V issues on communities	No Goal Established for Year Two

4. Construction Site Stormwater Runoff Control

BMP ID #	**BMP Description**	**Responsible Dept./Person Name**	**Measurable Goal(s)**	**Progress on Goal(s) – Permit Year 1** (Reliance on non-municipal partners indicated, if any)	**Planned Activities – Permit Year 2**
CS-1	Develop/Implement Construction Site Runoff Control Program	Planning Board Town Planner	No Goal Established for Year One.	No action taken in year one.	Begin In-House Assessment of current status of construction site runoff control program.
Revised					
CS-2	Develop/Implement Erosion And Sediment Control Bylaw	Planning Board Town Planner	No Goal Established for Year One.	No action taken in year one.	Begin In-House Assessment of current status of Erosion and Sediment Control Bylaws, Rules And Regulations.
Revised					

GH-1	Reporting	Public Works Director of Public Works Board of Health Health Director	Create a method to record storm water activities for Good Housekeeping and all Minimum Control Measures (MCM's)	Forms developed for recording Catch Basin cleaning and Street sweeping activities. Reporting system established for any drainage maintenance or repair work or unusual storm water activity.	6.1 Record all storm water management activities. 6.2 Reassess eligibility criteria 6.3 Provide yearly report as required in the General Permit Part II.F.
Revised					
GH-2	Audit Current Town Facilities	Public Works Director Of Public Works	No Goal Established for Year One	No action taken for year one.	No Goal Established for Year Two
Revised					
GH-3	Operation and Management Program	Public Works Director of Public Works	1.1 Create list of priority outfalls and complete 1st round of outfall cleaning 1.2 Begin tracking records for catch basins cleaned	1.1 Woodard and Curran has developed a prioritized list of identified outfalls for the Town. 1.2 Tracking records for catch basin cleaning has been delayed until forms have been approved.	2.1 Continue to track records for outfalls cleaned. 2.2 Begin tracking records for catch basins cleaned.
Revised					

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 1 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 2
TMDL-1	Check Current Impairment List.	Board of Health Health Director	There are No completed studies for receiving waters in Acton.	Annual check of list has confirmed that a Draft Total Maximum Daily Load (TMDL) Report for Total Phosphorus in the Assabet River (Report # MA 82B-01-2004-01) is available for public comment. Implementation of Report is scheduled to begin in the summer of 2004. Review of the draft report has not thus far identified new implementation requirements for receiving waters in Acton.	Check list annually to determine new implementation requirements.
Revised					

7a. Additions

7b. WLA Assessment

Annual program budget/expenditures	($)	

Education, Involvement, and Training

Estimated number of residents reached by education program(s)	(# or %)	
Stormwater management committee established	(y/n)	
Stream teams established or supported	(# or y/n)	
Shoreline clean-up participation or quantity of shoreline miles cleaned	(y/n or mi.)	
Household Hazardous Waste Collection Days		
▪ days sponsored	(#)	
▪ community participation	(%)	
▪ material collected	(tons or gal)	
School curricula implemented	(y/n)	

Legal/Regulatory

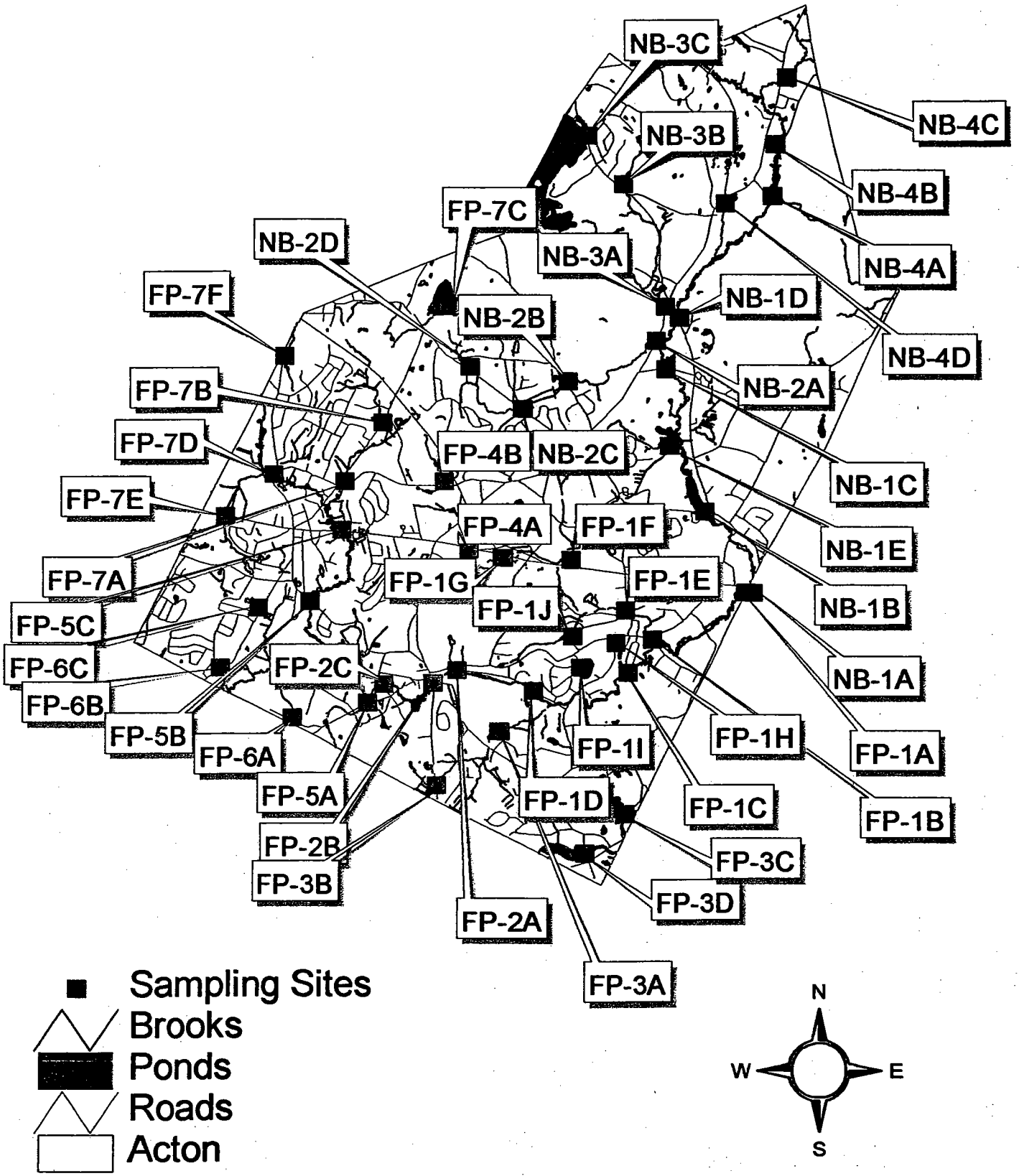
	In Place Prior to Phase II	Under Review	Drafted	Adopted
Regulatory Mechanism Status (indicate with "**X**")				
▪ Illicit Discharge Detection & Elimination				
▪ Erosion & Sediment Control				
▪ Post-Development Stormwater Management				
Accompanying Regulation Status (indicate with "**X**")				
▪ Illicit Discharge Detection & Elimination				
▪ Erosion & Sediment Control				
▪ Post-Development Stormwater Management				

Mapping and Illicit Discharges

Operations and Maintenance

Average frequency of catch basin cleaning (non-commercial/non-arterial streets)	(times/yr)	
Average frequency of catch basin cleaning (commercial/arterial or other critical streets)	(times/yr)	
Total number of structures cleaned	(#)	
Storm drain cleaned	(LF or mi.)	
Qty. of screenings/debris removed from storm sewer infrastructure	(lbs. or tons)	
Disposal or use of sweepings (landfill, POTW, compost, recycle for sand, beneficial use, etc.)		
Cost of screenings disposal	($)	

Average frequency of street sweeping (non-commercial/non-arterial streets)	(times/yr)	
Average frequency of street sweeping (commercial/arterial or other critical streets)	(times/yr)	
Qty. of sand/debris collected by sweeping	(lbs. or tons)	
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.)	(location)	
Cost of sweepings disposal	($)	
Vacuum street sweepers purchased/leased	(#)	
Vacuum street sweepers specified in contracts	(y/n)	

Reduction in application on public land of: ("N/A" = never used; "100%" = elimination)		
▪ Fertilizers	(lbs. or %)	
▪ Herbicides	(lbs. or %)	
▪ Pesticides	(lbs. or %)	

Fecal Coliform Sampling Points
Acton Health Department