Municipality/Organization: Town of Bellingham

EPA NPDES Permit Number: MAR041091

MaDEP Transmittal Number: W- 050942

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: Donald F. DiMartino Title: DPW Director

Telephone #: 508-966-5813 Email: ddimartino@bellinghamma.org

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: Donald F. DiMartino

Printed Name: Donald F. DiMartino

Title: DPW Director

Date: 4/26/04

Part II. Self-Assessment

The Town of Bellingham has completed the required self-assessment and has determined that our municipality is in compliance with all permit conditions.

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 1 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 2
1.01	Youth Summer Water Awareness Program	Donald DiMartino	Run Program in Summer of 2003	Program run by DPW Public Education Administrator. Approximately 200 students grades one through four participated.	None required but plan to run a similar program in 2004 if requested funds are appropriated.
Revised					
1.02	Distribute Written Information	Donald DiMartino	Distribute Semi-Annually Starting in 2005	None required in Year 1.	Start distribution in 2005 as noted in NOI
Revised					
1.03	SmartStorm Roof Runoff Recharge/reuse Info Posting	Donald DiMartino	Post on Cable & Web once CRWA produces info flyer	Reliance on non-municipal partners Charles River Watershed Association (CRWA) to complete pilot study and provide info for us to post.	Waiting for CRWA will post once available from them.
Revised					

1a. Additions - NONE

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
2.01	Create Storm Water Management Committee	Donald DiMartino	First Meeting by May 31, 2004	None required in Year 1.	First meeting of Water Resources Committee (WRC) planned for April 26, 2004. Nine member committee appoint by the Board of Selectmen early April 2004.
Revised					
2.02	Open and Advertise SWMC Meetings	SWMC	Quarterly Televised Meetings 2004 thru 2007	First televised meeting set for 4/26/04 at 7:00 PM	Quarterly meetings planned
Revised	*Renamed Committee*	*Now called WRC*	*Committee renamed Water Resource Committee (WRC)*		

2a. Additions - NONE

3. Illicit Discharge Detection and Elimination

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
3.01	Complete GIS Mapping of 2000 Urbanized Area	Donald DiMartino	Map and Databases Complete by July 1, 2006.	Contracted with BETA Group, Inc. to perform GIS Mapping services. Funding source being determined.	BETA to start work to complete our mapping that is complete for the 1990 Census Urban the total project is over 50% complete.
Revised					
3.02	Distribute Written Info to Residents on Illicit Discharge	Donald DiMartino	One of the 1.02 Distributions to cover Illicit Discharges in 2005	None required in Year 1.	Distribute as proposed in NOI in 2005
Revised					

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
3.03	Illicit Discharge Bylaw to Town Meeting	SWMC/WRC	October 2006 Fall Town Meeting Bylaw for Acceptance	None required in Year 1.	None required in Year 2.
Revised					
3.04	Train DPW Staff to Identify Illicit Discharges	Donald DiMartino	Annual Training Start Spring 2004 w/Summer Help Staff	First annual training session scheduled for June 29, 2004 with Weston and Sampson Engineers, Inc. providing training services	Schedule again in last week of June 2005 and each year. This is when full Summer Help staff is in place.
Revised					

3a. Additions - NONE

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
4.01	Review Existing Bylaws	SWMC/WRC	Review report completed by March 2007	Organized WRC to start process	WRC initiate work on the process.
Revised					
4.02	Suggest Modification to Bylaws & Regulations	SWMC/WRC	October 2007 Fall Town Meeting Bylaw for Acceptance	Organized WRC to start process	WRC initiate work on the process.
Revised					
4.03	Procedures for Town's Site Inspectors	SWMC/WRC	Draft procedures completed by March 2008	Organized WRC to start process	WRC initiate work on the process.
Revised					

4a. Additions – NONE

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 1 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 2
5.01	Review existing bylaws	SWMC/WRC	Review report completed by December 2005	Organized WRC to start process	WRC initiate work on the process.
Revised					
5.02	Suggest Modification to Bylaws & Regulations	SWMC/WRC	October 2006 Fall Town Meeting Bylaw for Acceptance	Organized WRC to start process	WRC initiate work on the process.
Revised					
5.03	Annual Review of Post Construction Runoff Procedures	SWMC/WRC	Forms and Procedures completed by March 2008	Organized WRC to start process	WRC initiate work on the process.
Revised					

5a. Additions - NONE

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 1 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 2
6.01	Continuous Street Sweeping & CB Cleaning	DPW	Continuous as Weather and Manpower Allow	Performed Continuous Street Sweeping. CB Cleaning as allowed in coordination of West Nile Virus advisories from State & Local Health Organizations	Performed Continuous Street Sweeping. CB Cleaning as allowed in coordination of West Nile Virus advisories from State & Local Health Organizations
Revised					

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
6.02	Sweeping & CB Cleaning Records	DPW	Establish Maintenance Records Procedure by March 2008.	None required in Year 1.	None required in Year 2.
Revised					
6.03	DWP & Parks Dept. Facilities Maser Plan	DPW – Consultant	Complete Master Plan by July of 2005	Space needs analysis completed. Site construction and or additional existing build purchase being studied.	Continue on conceptual design and options for presentation to the Town managers (Selectmen and Finance Committee).
Revised					
6.04	All Town Facilities Stormwater Review and Master Plan	DPW – Consultant	Complete Master Plan by July of 2007	None required in Year 1.	None required in Year 2.
Revised					
6.05	Construct Recharge & Treatment at Plymouth Road	DPW – Contractor	Complete Construction by November of 2004	Project is out for bid with bid opening scheduled for May 5, 2004.	Complete construction with funds from 319 Grant and Power Plant Water Mitigation funds.
Revised					

6a. Additions -NONE

7. BMPs for Meeting Total Maximum Daily Load (TMDL) Waste Load Allocations (WLA) NO TMDL – Not Applicable

Part IV. Summary of Information Collected and Analyzed - NONE

Part V. Program Outputs & Accomplishments (OPTIONAL) – NONE this Year.

We will start to track this information and try to complete this section in future Annual Reports