Municipality/Organization: Town of BREWSTER

EPA NPDES Permit Number: MAR 041096

MaDEP Transmittal Number: W- 040679 2004 APR 30 P 10: 24

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: Charles L. Sumner Title: Town Administrator

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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: Chas L Sumner

Printed Name: Charles L. Sumner

Title: Town Administrator

Date: April 27, 2004

Annual Report Phase II Storm Water

The Town of Brewster is in compliance with the NPDES permit #MAR0041096. Educational materials have been created and will be distributed with stickers purchased for transfer station and beach use.

A Town web site has been established as a stormwater hot-line for information and enforcement.

Mapping of stormwater assets is in its preliminary stages. All structures have been located with hand sketches showing relative positions of the components to utility poles or house numbers, etc. Through the permit period all pertinent aspects will have a GPS location assigned, and will hopefully be included as a layer in the Towns mapping system.

By-law to make illegal, the connection of any non-stormwater discharges to any stormwater systems, is being developed. Possible presentation at Town Meeting in the fall of 2004. Natural Resources and Water Quality Officer regularly samples water from ponds, streams, embankments, etc., and traces sources of pollution.

Amending language is underway for controls at all construction sites greater than one acre by the Development Plan Review Board. Enforcement mechanisms will be included as well as penalties for violators.

Database for inquiries is being established via web-page. Most inquiries will probably be made to appropriate departments, such as Health and Conservation.

The Planning Board is in the process of developing Post-Construction Run-Off By-law with inspection mechanisms to insure compliance.

Public Works training in stormwater management is ongoing with emphasis on reduction of pollutants in operations.

Stormwater systems are inspected annually for cleaning requirements and identified areas of critical concern are dealt with more urgency.

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
D1 1-1 Revised	develop and distribute educational materials	Board of Health Nancy Ice	Biannual mail to property owners	on line	new materials
Revised					
Revised					
Revised					
Revised					
Revised					

1a. Additions

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
D-2 2-1 Revised	Establish webpage stormwater	I.T. Lew Stead	create web-page on town web site	on line	review & refine
Revised					
Revised					
Revised					
Revised					
Revised					

2a. Additions

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
D-3 3-1 Revised	map stormwater assets	A. Tkaczyk DPW	mapping outfalls	on-line	mapping all areas where repairs are done.
D-3 3-2 Revised	Bylaw prohibiting illegal discharge connections	Board of Health Nancy Ice	Get Bylaw passed	on line	continue to complete
D-3 3-3 Revised	Illicit connect-ions & discharge detection	Natural Resource R. Mant	detection & elimination	on line	ongoing detection to elimination
Revised					
Revised					
Revised					

3a. Additions

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
D-4 Revised	revise development plan review Bylaw	Planning Board E. Taylor	revision to established mechanisms	on line	proceed to conclusion
D-4 4-2 Revised	establish public input mechanism	Planning Board E. Taylor	public input	on line	refine & impliment
Revised					
Revised					
Revised					
Revised					

4a. Additions

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
D-5 5-1 Revised	post construction run-off Bylaw	Planning Board E. Taylor	Get Bylaw voted	on line	proceed to completion
D-5 5-2 Revised	post construction inspection	proponent engineering review by DPW	implementation	on line	revise to completion
Revised					
Revised					
Revised					
Revised					

5a. Additions

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
D-6 6-1 Revised	employee education	DPW Foreman J. Bearse	100% training stormwater	on line	review & expand
D-6 6-2 Revised	operation and maintenance schedule	DPW Foreman J. Bearse	in place by year two	on line	develope to full implementation
Revised					
Revised					
Revised					
Revised					

6a. Additions

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
Revised	n/a				
Revised					
Revised					
Revised					
Revised					
Revised					

7a. Additions

7b. WLA Assessment

Part IV. Summary of Information Collected and Analyzed

Part V. Program Outputs & Accomplishments (OPTIONAL)

Programmatic

Stormwater management position created/staffed	(y/n)	
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

Outfall mapping complete	(%)	
Estimated or actual number of outfalls	(#)	
System-Wide mapping complete	(%)	
Mapping method(s)		
▪ Paper/Mylar	(%)	
▪ CADD	(%)	
▪ GIS	(%)	
Outfalls inspected/screened	(# or %)	
Illicit discharges identified	(#)	
Illicit connections removed	(#) (est. gpd)	
% of population on sewer	(%)	
% of population on septic systems	(%)	

Construction

Number of construction starts (>1-acre)	(#)	
Estimated percentage of construction starts adequately regulated for erosion and sediment control	(%)	
Site inspections completed	(# or %)	
Tickets/Stop work orders issued	(# or %)	
Fines collected	(# and $)	
Complaints/concerns received from public	(#)	

Post-Development Stormwater Management

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	(%)	
Site inspections completed	(# or %)	
Estimated volume of stormwater recharged	(gpy)	

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 %)	

Anti-/De-Icing products and ratios	% NaCl % $CaCl_2$ % $MgCl_2$ % CMA % Kac % KCl % Sand	
Pre-wetting techniques utilized	(y/n)	
Manual control spreaders used	(y/n)	
Automatic or Zero-velocity spreaders used	(y/n)	
Estimated net reduction in typical year salt application	(lbs. or %)	
Salt pile(s) covered in storage shed(s)	(y/n)	
Storage shed(s) in design or under construction	(y/n)	