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Municipality/Organization: **Town of Essex**

EPA NPDES Permit Number: **MA041239**

MaDEP Transmittal Number: **W-035216**

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

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Erik G Mansfield Title: Wastewater Technician

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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: Erik G Mansfield

Printed Name: Erik G Mansfield

Title: Wastewater Technician

Date: 04/25/04

ATTACHMENT 2

MEASURABLE GOALS

SX24 – Create a Town wide Bylaw allowing fines for illicit discharges to the storm drain system. Work with Conservation Commision and Board of Health to create and enforce Bylaw.

SX25 – Create a Town wide Bylaw allowing fines for construction site runoff violations. Work with Conservation Commision and Planning Board to create and enforce Bylaw outside of the wetlands protection area.

SX26 – Create a Town wide Bylaw allowing fines for post construction site runoff violations. Work with Conservation Commision and Planning Board to create and enforce Bylaw outside of the wetlands protection area.

SX27 – Maintain current outfall map and update when needed.

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)
F. Storm Water Management Program TIME FRAMES

Transmittal Number W W 035216
Facility ID (if known)
Page ____ of 1

	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
SX1	X				X					X				X				X		
SX2		X				X			X				X				X			
SX3	X						X		X				X				X			
SX4	X		X		X		X		X		X		X		X		X		X	
SX5			X				X				X				X				X	
SX6			X				X				X				X				X	
SX7				X				X				X				X				X
SX8																				
SX9																				
SX10																				
SX11	X		X		X		X		X		X		X		X		X		X	
SX12																				
SX13																				
SX14																				
SX15																				
SX16									X				X				X			
SX17																				
SX18																				
SX19	X				X				X				X				X			
SX20	X				X				X				X				X			
SX21		X	X			X	X			X	X			X	X			X	X	
SX22																				
SX23																				
SX24																				
SX25																				
SX26																				
SX27																				

Part II. Self-Assessment

The first year I have spent a lot of time trying to set up a classroom program with the junior high science teacher. Unfortunately the middle school has been moved to Manchester-By-The-Sea and I am going to have to start all over again with the 6th grade teachers. The Town has been continuing our stormwater sampling project and has been working with the BOH to eliminate illicit discharges to our stormwater system. As our sewer project is in full swing now we have been uncovering and blocking non-permitted drain lines. Several outfall locations have been identified as being in need of repair and we are working to fund these jobs. The planning board has adopted a few new guidelines to help with jurisdiction and enforcement and for next year I hope that we can present a few more. I have some funds available for mailings and I am working on getting a mailing together for our July water bills. The timelines sheet needed some updating after real-time evaluation. Over all I would say that there is a need for more time to work on these projects, as we are a small community with limited resources.

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
SX1	Hazardous Waste Day	DPW Paul Goodwin	See Attachment 1	HHWD is scheduled to be held on June 5th.	We are planning to continue with HHWD around the same time.
Revised	*Timeline changed to Spring for 2004.*				
SX2	Water Conservation	Water Dept. Paul Goodwin	See Attachment 1	Working on mailing for July water bills.	More mailings.
Revised	*Timeline changed to Summer for 2004.*				
SX3	Lawn & Garden	Wastewater Erik Mansfield	See Attachment 1	Working on mailings for upcoming water bills.	More mailings.
Revised					
SX4	Classroom Education	Wastewater Erik Mansfield	See Attachment 1	Worked with 8th grade science teacher to come up with a program. Junior High to move out of Town next year.	Work with 6th grade teachers.
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
SX5	Drain Stencils	Wastewater Erik Mansfield	See Attachment 1	Set up Stencil program for the Fall.	Continue with program.
Revised	*Timeline changed to Fall.*				
SX6	Elementary School Projects	Wastewater Erik Mansfield	See Attachment 1	Unable to set program for this year.	Will talk with Principal about appropriate grade. Set up to due in Fall.
Revised					
SX7	Hazardous Waste Day	DPW Paul Goodwin	See Attachment 1	Added a tire collection and a battery collection.	See what else is out there.
Revised	*Timeline changed to Winter.*				
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
SX8	Identify Failing Septic Systems	Board of Health Elaine Wozney	See Attachment 1	Two failing systems were brought to the BOH attention and they were corrected.	Continue to identify.
Revised					
SX9	Drain Connection Permit	DPW Paul Goodwin	See Attachment 1	No permits were issued this year.	Anticipate a few permits due to disconnecting of drain lines during sewer project.
Revised					
SX10	Stormwater Sampling	Wastewater Erik Mansfield	See Attachment 1	Continued with current program.	Continued with current program.
Revised					
SX11	Outfall Inspections	Wastewater Erik Mansfield	See Attachment 1	Inspected a few basins after cleaning. Found that most met expectations.	Do a Fall inspection to see if twice a year is required.
Revised					
SX24	Illicit Discharge Enforcement	Wastewater Erik Mansfield	See Attachment 2	No progress at this time.	Spend more time to come up with a solid plan.
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
SX12 Revised	Inspection and Maintenance	Conservation Commission	See Attachment 1	ConCom has been very good about inspections.	Continue with current practices.
SX13 Revised	Construction Entrances	DPW Paul Goodwin	See Attachment 1	1 contractor was billed for clean-up of a roadway at a construction site.	Continue to be a nuisance to contractors about keeping roadways clean.
SX14 Revised	Silt Fence	Conservation Commission	See Attachment 1	ConCOm has been very good about silt-fence inspections.	Continue with current practices.
SX25 Revised	Enforcement	Conservation Commission	See Attachment 2	No progress at this time.	Talk to ConCom about By-Law.
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
SX15	Alternative Pavers	Planning Board	See Attachment 1	Planning board has made this a suggestion.	Continue with current practices.
Revised					
SX16	Catch Basins	Wastewater Erik Mansfield	See Attachment 1	No action taken.	Set up meetings with private road associations to work on details.
Revised					
SX17	Street Curbing	Planning Board	See Attachment 1	Planning board has made this a suggestion.	Continue with current practices.
Revised					
SX26	Enforcement	Conservation Commission	See Attachment 2	No action taken.	Work with ConCom to come up with a By-Law.
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
SX18	Truck Wash Bay	DPW Paul Goodwin	See Attachment 1	New garage is still in planning stage. Our hope is to out to bid in late 2004.	Construction of garage and truck wash bay.
Revised					
SX19	Street Cleaning	DPW Paul Goodwin	See Attachment 1	We feel that at this time our street sweeping is adequate.	Continue to review.
Revised					
SX20	Catch Basin Cleaning	DPW Paul Goodwin	See Attachment 1	Inspected a few basins after cleaning. Found that most met expectations	Do a Fall inspection to see if twice a year is required.
Revised					
SX21	Drain Repair / Replacement	DPW Paul Goodwin	See Attachment 1	Found a few outfalls that need repair. A few drains were also identified as needing repair.	Work on funding repairs and identifying more.
Revised					
SX22	Salt Storage	DPW Paul Goodwin	See Attachment 1	New garage is still in planning stage. Our hope is to out to bid in late 2004.	Construction of garage and salt shed.
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
SX23	Public Sewer System	Wastewater Erik Mansfield	See Attachment 1	We are currently about 45% complete on our sewer project.	Projected completion by December 2005.
Revised					
SX27	Outfall Map	Wastewater Erik Mansfield	See Attachment 2	Maintain and re-evaluate current map.	Maintain and re-evaluate current map.
Revised					
Revised					
Revised					
Revised					
Revised					

7a. Additions

7b. WLA Assessment