

**Municipality/Organization: Town of Falmouth**

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**EPA NPDES Permit Number: MAR 041114**

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**MaDEP Transmittal Number: W-035626**

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2004 APR 30 P 10:11

**Annual Report Number**

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

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## **NPDES PII Small MS4 General Permit Annual Report**

### **Part I. General Information**

**Contact Person: Steven C. Pisch**

**Title: Assistant Town Engineer**

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**Telephone #: (508) 495-7430**

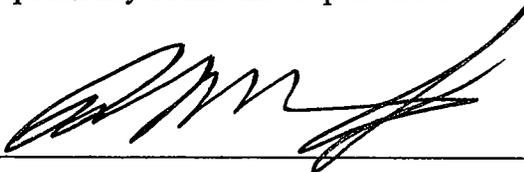
**Email: SCPISCH@CAPE.COM**

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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:**



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**Printed Name: Robert L. Whritenour, Jr.**

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**Title: Town Administrator**

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**Date:**

04/28/04

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## **Part II. Self-Assessment**

**The Town of Falmouth has completed the required self-assessment and has determined that our municipality is in compliance with all of the conditions for the NPDES Phase II Small MS4 General Permit.**

**Part III. Summary of Minimum Control Measures**

**1. Public Education and Outreach**

<b>BMP ID #</b>	<b>BMP description</b>	<b>Responsible Dept./Person Name</b>	<b>Measurable Goal(s)</b>	<b>Progress on Goal(s) – Permit Year 1 (Reliance on non-municipal partners indicated, if any)</b>	<b>Planned Activities – Permit Year 2</b>
1-1	Educational Flyer	Admin. and DPW	Flyer prepared and distributed	Coordinating development and funding for flyers.	Finalize flyer development and distribute.
Revised					
1-2	Annual Public Hearing	Admin.	Meetings held per schedule	Meeting scheduled and held.	Annual meeting to be scheduled and held.
Revised					
1-3	Posting Of Maps	Engineering	Map prepared and displayed	Map prepared and displayed.	Update map and display revised version.
Revised		Engineering and GIS			
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
2-1	Encourage participation	Admin./DPW	Maintain complaint file	Maintain a complaint report file.	Maintain a complaint report file.
Revised					
2-2	Stormwater Committee	Selectmen/DPW	Update management program	Committee established and meetings held.	Hold meetings and update management program.
Revised					
2-3	Selectmen's Meeting Review	Selectmen	Meetings held per schedule	Meeting held and review of comments pending.	Hold meetings per schedule and review comments of meeting.
Revised		Administrator			
2-4	Storm Drain Stenciling	DPW/Engineering	Documentation of catch basins stenciled	Not implemented.	Implement stenciling program.
Revised					
2-5	Hazardous Waste Collection	Board Of Health	Documentation of Collection	Hazardous waste collection was conducted 6 times in conjunction with 3 bordering towns.	Conduct hazardous waste collection days on a quarterly basis.
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
3-1	Discharge Identification	DPW	Production of maps	Initiated and completed input of all known discharges into GIS database.	Field inventory and locate with GPS to update GIS data.
Revised		DPW/ Engineering			
3-2	Drainage Network Mapping	DPW/GIS	Production of maps	Initiated and completed input of all known drainage system networks into GIS database.	Field verify and update GIS database.
Revised		DPW/GIS Engineering			
3-3	Illicit Discharge Identification	DPW/Board Of Health	Quantify Identification	Not implemented.	Implement and identify illicit discharges with BMP 3-1 & 3-2.
Revised					
3-4	Illicit Discharge Enforcement	DPW/Board of Health/Planning	Quantify Identification	Initiated review of existing enforcement authority.	Finalize review of existing enforcement measures. Modify if necessary.
Revised					
3-5	DPW Training	DPW	Meetings held	Not implemented.	Implement training and revise schedule to coincide with BMP 6-2.
Revised					
3-6	Public Information on Illicit Connections	DPW/Admin.	Maintain report file	Not implemented.	Implement in conjunction with BMP 1-1.
Revised					

#### 3a. Additions


**4. Construction Site Stormwater Runoff Control**

<b>BMP ID #</b>	<b>BMP Description</b>	<b>Responsible Dept./Person Name</b>	<b>Measurable Goal(s)</b>	<b>Progress on Goal(s) – Permit Year 1 (Reliance on non-municipal partners indicated, if any)</b>	<b>Planned Activities – Permit Year 2</b>
4-1 Revised	Con. Com. Bylaw Review	Con. Com.	Review and/or revise bylaws	Initiated review of bylaws and regulations.	Finalize review of bylaws and regulations.
4-2 Revised	Planning Board Regulations Review	Planning Board	Review and/or revise regulations	Initiated review of regulations.	Finalize review of regulations.
4-3 Revised	Zoning Bylaw Review	Planning Board	Review and/or revise regulations.	Initiated review of Zoning Bylaws.	Finalize review of Zoning Bylaws.
Revised					
Revised					
Revised					

**4a. Additions**


**5. Post-Construction Stormwater Management in New Development and Redevelopment**

<b>BMP ID #</b>	<b>BMP Description</b>	<b>Responsible Dept./Person Name</b>	<b>Measurable Goal(s)</b>	<b>Progress on Goal(s) – Permit Year 1 (Reliance on non-municipal partners indicated, if any)</b>	<b>Planned Activities – Permit Year 2</b>
5-1	Con. Com Bylaw Review	Con. Com.	Review and/or revise bylaws	Initiated review of bylaws and regulations.	Finalize review of bylaws and regulations.
Revised					
5-2	Planning Board Regulations Review	Planning Board	Review and/or revise regulations	Initiated review of regulations.	Finalize review of regulations.
Revised					
5-3	Zoning Bylaw Review	Planning Board	Review and/or revise regulations.	Initiated review of Zoning Bylaws.	Finalize review of Zoning Bylaws.
Revised					

**5a. Additions**


**6. Pollution Prevention and Good Housekeeping in Municipal Operations**

<b>BMP ID #</b>	<b>BMP Description</b>	<b>Responsible Dept./Person Name</b>	<b>Measurable Goal(s)</b>	<b>Progress on Goal(s) – Permit Year 1 (Reliance on non-municipal partners indicated, if any)</b>	<b>Planned Activities – Permit Year 2</b>
6-1 Revised	DPW Policy Guide	DPW	Preparation of Policy Guide	Not initiated.	Initiate the development of the DPW Policy Guide.
6-2 Revised	DPW Annual Training	DPW	Complete annual training	Not implemented.	Implement and revise schedule to coincide with BMP 3-5.
6-3 Revised	DPW Permit Filing	DPW	Copies of permits on file	Implemented and on-going..	Continue filing permits and adhere to design standards.
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					

**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)	

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 <sub>2</sub> % MgCl <sub>2</sub> % 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)	