TOWN OF HINGHAM

OFFICE OF SELECTMEN

MAR041038

Philip J. Edmundson, Chairman
Mathew E. MacIver
Melissa A. Tully

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MAY 3

2004 ~~JUN 4~~ A 12: 17

Charles J. Cristello
Town Administrator

April 30, 2004

U. S. Environmental Protection Agency
Water Technical Unit
P.O. Box 8127
Boston, MA 02114

Re: NPDES Stormwater General Permit Notice of Intent for Discharges from Small Municipal Separate Storm Sewer Systems (MS4s) Town of Hingham, MA

To Whom It May Concern:

Enclosed for your records is the NPDES Stormwater General Permit Annual Report for the Town of Hingham, MA. The Annual Report has simultaneously been filed with the Massachusetts DEP.

If you have any questions or require any additional information, please do not hesitate to call me at 781-741-1400 or our Consultant, Rebecca Balke with Comprehensive Environmental Inc. at (800)725-2550 ext. 308.

Sincerely,

Town of Hingham, Massachusetts

Charles J. Cristello
Town Administrator

cc: Massachusetts Department of Environmental Protection, Worcester Office
Rebecca Balke, Comprehensive Environmental Inc.

Enclosure - DEP Form BRP WM 08A

TOWN OF HINGHAM

OFFICE OF SELECTMEN

Philip J. Edmundson, Chairman
Mathew E. MacIver
Melissa A. Tully

2005 JUN -4 A 12: 17

Charles J. Cristello
Town Administrator

April 30, 2004

Massachusetts Department of Environmental Protection
Division of Watershed Management
627 Main Street
Worcester, MA 01608

Re: NPDES Stormwater General Permit Notice of Intent for Discharges from Small Municipal Separate Storm Sewer Systems (MS4s) Town of Hingham, MA

To Whom It May Concern:

Enclosed for your records is the NPDES Stormwater General Permit Annual Report for the Town of Hingham, MA. The Annual Report has simultaneously been filed with the U.S. Environmental Protection Agency.

If you have any questions or require any additional information, please do not hesitate to call me at 781-741-1400 or our Consultant, Rebecca Balke with Comprehensive Environmental Inc. at (800)725-2550 ext. 308.

Sincerely,

Town of Hingham, Massachusetts

Charles J. Cristello
Town Administrator

cc: U. S. Environmental Protection Agency, Boston Office
Rebecca Balke, Comprehensive Environmental Inc.

Enclosure - DEP Form BRP WM 08A

Municipality/Organization: Town of Hingham, MA

EPA NPDES Permit Number: MAR041100

MADEP Transmittal Number: W-041003

Annual Report Number
& Reporting Period: No. 1: May 1, 2003-April 30, 2004

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Joseph Stigliani Title: DPW Superintendent

Telephone #: 781-741-1430 Email:

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:

Printed Name: Charles Cristello

Title: Town Administrator

Date: April 30 2004

Part II. Self-Assessment

The Town of Hingham has completed the required self-assessment of the annual compliance review for the Phase II Stormwater Program. In accordance with the NPDES Phase II Stormwater requirements, the following topics were evaluated for the completion of the Annual Report:

1. Compliance with the Phase II Permit Conditions
2. Appropriateness of the Selected BMPs
3. Progress Towards Achieving the Program's Measurable Goals
4. Results of Any Information that has been Collected and Analyzed
5. Activities for the Next Reporting Cycle
6. Changes in Identified BMPs or Measurable Goals

The Town has determined that our municipality is in compliance with all permit conditions, except for the following provisions:

Part I.B.2(g) The Town of Hingham's permit eligibility with regard to the National Register of Historic Places was pending at the time of the NOI submission. The Town will evaluate all historic places for any adverse effects from their MS4 and verify compliance with the requirements of the MS4 Permit and National Historic Preservation Act in Permit Year 2.

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
1A	Distribute Brochures and Fact Sheets to Businesses & Residents	Department of Public Works (DPW)	Copies of Materials.	No progress has been made on this task to date.[1]	Educational materials will be procured and sent out to residents beginning in July 2004. Mailings will be sent out with tax bills on a biannual basis.
Revised					
1B	Send Out Stormwater Press Releases	DPW	Copies of Articles.	No progress has been made on this task to date.	Regular biannual press releases will begin in July 2004.
Revised					
1C	Develop Stormwater Section of Town Website	DPW and Town Website Manager(s)	Measure number of hits annually.	No progress has been made on this task to date.	Stormwater information will be posted on the DPW section of the Hingham website by Fall 2004. The website will be updated and expanded as the Phase II program develops and hits will be measured annually.
Revised					
1D	Create a Stormwater Educational Display	Conservation Commission	Track quantity of take home materials taken quarterly.	NOI specified to begin this BMP in Permit Year 3.	Prepare display in Permit Year 3 and track quantities of take home material quarterly.
Revised					
1E	Develop and Broadcast Stormwater Presentation on Local Cable Network	DPW and Town Officials	Cable TV tapes of presentations. Show annually during permit term.	No progress has been made on this task to date.	A stormwater presentation will be prepared for broadcast at two town meetings and cable broadcast on an annual basis.
Revised					

1. The Hingham DPW has not yet developed public education materials for stormwater; however, the DPW sends out press releases for Household Hazardous Waste Collections that discuss the purpose of the event and explain that materials cannot be dumped onto the ground or into storm drains. The collection events are also advertised at the Hingham Transfer Station with flyers, the DPW section of the Town website and through local cable broadcasts.

1F	Establish a Program for Free Stormwater Video Rentals	DPW and Planning Board	Track video rentals annually.	DPW is in the process of researching existing stormwater videos for the rental program.	Advertise videos rentals and make copies for renting to the general public.
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
2A	Establish a Stormwater Telephone Hotline	DPW and Town Website Manager(s)	Record number of phone calls to hotline, copies of advertisements.	NOI specified to begin this BMP in Permit Year 2.	Develop stormwater hotline and a phone log system to track calls. Update the hotline service throughout Permit Years 3-5.
Revised		Local Emergency Planner			
2B	Mark Storm Drains with Buttons or Stencils	DPW and Volunteers	50% of storm drains marked by year 5 with door hangers placed in associated neighborhoods.	NOI specified to begin this BMP in Permit Year 2.	Start storm water marking procedures and continue process throughout Permit Years 3-5. The DPW plans to stencil storm drains with the assistance of volunteers beginning in July 2004.
Revised					
2C	Develop and Implement a Native Tree/Shrub Planting Program	DPW, Conservation Commission, and Volunteers	Record the number, location, and kind of tree or shrub planted.	NOI specified to begin this BMP in Permit Year 2. The Town of Hingham currently replaces trees in public right of ways with native species. Records for each planting are maintained at the Hingham Tree Department.	Continue existing practices for tree replacement. Prepare a planting program for stormwater and environmental restoration projects and continue plantings throughout Permit Years 3-5.
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
3A	Hold Annual Household Hazardous Waste Collections	DPW	Document quantity of wastes collected annually.	A collection event was held at the Plymouth River School on September 6, 2003. The Town of Hingham participates in regional collections as part of the South Shore Recycling Cooperative and residents can visit collection sites in nearby towns throughout the year (September to June).	Continue Household Hazardous Waste Collection annually. Begin to track town participation and quantities collected, if possible.
Revised					
3B	Develop Primary Town Storm Drain System Map	DPW	70% of system mapped on GIS.	70% of system mapped on GIS.	
Revised					
3C	Complete Mapping of Stormwater Outfalls	DPW and Contractor	All outfalls mapped by year 4.	NOI specified to begin this BMP in Permit Year 2. The DPW has compiled a written list of drainage easements and outfalls in town.	Locate and verify storm system outfalls in highest priority sub-basins and continue mapping throughout Permit Years 2-5.
Revised					
3D	Evaluate Stormwater Discharges to Historic Places	DPW, Conservation Commission, and Contractor	Final list of historic places in Hingham. Results of evaluation.	The DPW will be responsible for coordinating this BMP with other parties.	Develop project needs and conduct evaluations and finalize list of discharges in historical areas.
Revised					

3E	Develop Illicit Discharge Prohibition Bylaw	Board of Health	Obtain authorization to control inputs to the municipal drainage system. Bylaw at Town meeting by end of year 2.	No progress has been made on this task to date.	A draft comprehensive Stormwater Management Bylaw will be developed and presented to the public. The Stormwater Management Bylaw will include a section to address illicit discharges to meet the requirements of Phase II.
Revised					
3F	Develop Illicit Discharge Detection and Elimination Plan and Implement Activities	DPW and Board of Health	All outfalls examined by year 4. Sources traced and results documented within one year of discovery.	No progress has been made on this task to date. The DPW inspects stormwater outfalls on an annual basis for drainage and erosion problems and has developed an inspection form for drainage structures and outfalls.	Continue routine outfall inspections, document results and develop an Illicit Discharge Detection and Elimination (IDDE) plan. Implement the IDDE plan throughout Permit Years 2-4.
Revised					
3G	Incorporate Information on Illicit Discharges into Public Education and Outreach Topics	DPW and Board of Health	Copies of materials.	The DPW sends out press releases for Household Hazardous Waste Collections that discuss the purpose of the event and explain that materials cannot be dumped onto the ground or into storm drains. The collection events are also advertised at the Hingham Transfer Station with flyers, the DPW section of the Town website and through local cable broadcasts.	Update illicit discharge information in the press releases for the Household Hazardous Waste Collections. Incorporate illicit discharge information into public education and outreach topics and activities (BMPs 1A through 1F).
Revised					
3H	Setup and Advertise a Hotline for Illicit Discharges	DPW, Fire Department, and Board of Health	Log of complaints and actions taken.	NOI specified to begin this BMP in Permit Year 2.	Develop stormwater hotline and a phone log system to track calls. Update the hotline service throughout Permit Years 3-5. This BMP will be tied into BMP 2A.
Revised		Local Emergency Planner			

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
4A	Develop Erosion Control Bylaw	Planning Board	Bylaw at Town meeting by end of year 2.	The Hingham Zoning Bylaws and Planning Board Regulations were amended to meet the minimum requirements of Phase II for erosion control at construction sites.	A draft comprehensive Stormwater Management Bylaw will be developed and presented to the public.
Revised					
4B	Establish a Procedure for the Receipt of Information Submitted by the Public	Planning Board and DPW	Record number of phone calls to hotline, copies of articles.	NOI specified to begin this BMP in Permit Year 2.	Establish record keeping program and protocol for addressing inquiries and complaints and track number of phone calls annually.
Revised					
4C	Conduct Inspections for Erosion Controls	Planning Board, DPW, and Consultant	Inspection checklist and documented inspections.	Construction site inspections are ongoing and are conducted by the Building Inspector, Conservation Commission and DPW. The various departments coordinate efforts to oversee sites and issues are handled by the most appropriate enforcement agent.	Prepare a standardized inspection checklist to document inspections and corrective actions. Continue inspections throughout the Permit Years in accordance with the new Erosion Control Bylaw, when effective.
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
5A	Develop BMP Bylaw	Planning Board	Bylaw at Town meeting by end of year 2.	The Hingham Zoning Bylaws and Planning Board Regulations were amended to meet the minimum requirements of Phase II for post construction stormwater management.	A draft comprehensive Stormwater Management Bylaw will be developed and presented to the public.
Revised					
5B	Develop and Implement Inspection Program	Planning Board, DPW, Building Inspector, and Consultant	Copies of maintenance reports received annually, plus records of inspections completed and results.	Inspections are conducted by DPW and the Building Inspector for BMPs in Town, as needed or when issues arise. The Planning Board is currently developing an Operation and Maintenance template for BMP inspections.	Finalize the inspection checklist to document inspections and corrective actions (coordinate with efforts for BMP 4C). Continue inspections throughout the Permit Years in accordance with the new BMP Bylaw, when effective.
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
6A	Clean Catch Basins	DPW	Clean all catch basins.	All catch basins were cleaned in town at least once. The DPW has developed a form for catch basin inspections.	Continue catch basin cleaning program annually. Utilize inspection forms to begin recording structure conditions and sediment data for future cleaning priorities.
Revised					
6B	Sweep Streets in Town	DPW	Priority plan of sweepings based on water quality impact. Volume of sweepings collected.	All streets were swept in town. The downtown area is typically swept 8-10 times each year. Environmentally sensitive areas, such as the roads near Accord Pond (surface drinking water supply), are swept 2-3 times each year.	Continue street sweeping program annually and begin recording sediment data for future sweeping priorities.
Revised					
6C	Develop an Inspection and Maintenance Plan	DPW	Written schedule. Records of inspections and maintenance.	The current in-house policy for disposal of maintenance generated wastes (stormwater residuals) is use as grading material at the uncapped portion of the Hingham Landfill. The DPW has developed a form for catch basin inspections.	Implement and expand the inspection/ maintenance program and track the condition of storm drain system components. A disposal policy for maintenance generated wastes will be developed prior to the final closure of the Hingham Landfill.
Revised					
6D	Continue Existing Pollution Prevention and Good Housekeeping Practices at the DPW Facility	DPW	Ensure existing practices are continued.	The following practices are ongoing at the DPW Facility: indoor vehicle maintenance, immediate repair of leaking vehicles, proper handling/ storing and disposing of hazardous materials and wastes, covered salt storage and indoor vehicle washing.	Continue existing practices and inform new employees of pollution prevention and good housekeeping practices.
Revised					
6E	Ensure Proper Cleaning of Vehicle Leaks at the DPW Facility	DPW	No significant vehicle leak stains at the facility.	Vehicle leaks are cleaned promptly at the facility.	Ensure proper cleaning of leaks.
Revised					
6F	Rinse Vehicles Indoors at the DPW Facility	DPW	Record of memo.	Vehicle rinsing is conducted indoors to the best extent practicable.	Ensure proper rinsing activities and address vehicle rinsing as part of the employee training program or during staff meetings, as needed.
Revised					

6G	Divert Stormwater Runoff Away From the White Building at the DPW Facility	DPW	Record of before and after photos.	The DPW will use a simple earth or asphalt berm to divert runoff away from the building.	Construct diversion berm.
Revised					
6H	Ensure Covered Storage for Salt Materials at the DPW Stockyard	DPW	All salt is covered.	All salt materials are covered. The Town of Hingham is currently evaluating a new DPW facility that will consider salt storage at its location and the new facility.	Evaluate salt storage options and ensure proper storage.
Revised					
6I	Improve Covering and Evaluate BMP's for the Sand/Salt Pile at the DPW Stockyard	DPW	No rain contact with pile. No significant runoff contact with pile.	The area around the sand/salt pile is swept to prevent the migration of sediments.	Evaluate BMP's to prevent runoff from salt/sand pile.
Revised					
6J	Construct Berms at the DPW Stockyard to Contain Earth Materials	DPW	Berms constructed. Before and after photos.	No progress has been made on this task to date since the Town of Hingham is considering a new DPW Facility and no funding has been appropriated for improvements at the existing facility.	Construct berms to contain earth materials, pending the progress of a new DPW Facility.
Revised					
6K	Disconnect Floor Drains and Prohibit Vehicle Washing at the Tree & Park Barn Facility	DPW	Floor drains disconnected as shown by closure records. Record of memo.	Outdoor vehicle washing at the facility is prohibited and equipment storage inside the building is minimal. The DPW is careful to ensure wastes are not disposed to the floor drains. Vehicles are washed at the DPW Facility with proper disposal to the sanitary sewer system. Floor drain closure is pending funds for 2004.	Disconnect floor drains and continue vehicle washing at the DPW Facility.
Revised					
6L	Prevent Stormwater Contact with Vehicle Leaks and Maintenance Areas at the Recycling Facility	DPW	No significant vehicle leak stains at the site.	No progress has been made on this task to date. The Town of Hingham is currently evaluating improvements to the overall facility with consideration for equipment storage/maintenance and stormwater issues.	Prevent vehicle leak stains.
Revised					

6M	Store Batteries Under Cover at the Recycling Facility	DPW	No uncovered outdoor storage of batteries.	No progress has been made on this task to date. The Town of Hingham is currently evaluating improvements to the overall facility with consideration for storage and stormwater issues.	Cover batteries outdoors with a simple covering (e.g., tarp) until a more permanent solution is determined.
Revised					
6N	Comply with DEP Policy for Vehicle Washing at the Recycling Facility	DPW	Record of memo.	Outdoor vehicle washing and rinsing is minimized to the best extent practicable.	Prohibit outdoor vehicle washing and post employee memo for appropriate vehicle washing.
Revised					
6O	Prevent Stormwater Discharges from Recycling Bales and Loading/Unloading Areas at the Recycling Facility	DPW	No contact with plastic bales and no stormwater discharges from the unloading area.	No progress has been made on this task to date.	Implement a prevention program in conjunction with upcoming facility improvements to the recycling center.
Revised					
6P	Conduct a Feasibility Study For the Trash Trailer Bays at the Transfer Station	DPW	Copy of the feasibility study report. Plans or sketches.	No progress has been made on this task to date.	Obtain funding for a feasibility study to improve water quality from the trash trailer bays. Conduct feasibility study and implement recommendations in Permit Year 3.
Revised					
6Q	Continue Existing Pollution Prevention and Good Housekeeping Practices at the Bus Depot	School Department and Contractor	Ensure existing practices are continued.	The following practices are ongoing at the Bus Depot: indoor vehicle maintenance for School Department vehicles and bus washing using a collection system for off-site disposal of wash water.	Continue existing practices.
Revised					
6R	Modify Downspout Discharges at the Fueling Station	School Department and DPW	Downspout discharges modified as shown by before and after photos.	No progress has been made on this task to date.	Evaluate downspout discharge modifications and construct by the end of Permit Year 2.
Revised					

6S	Install a Spill Kit at the Fueling Station	School Department	Spill kit installed. Record of memo.	No progress has been made on this task to date.	Install spill kit and post memo.
Revised					
6T	Ensure Compliance for Floor Drain Systems in the Bus Depot Building	School Department	Record of inspections and changes to floor drain systems, if any.	No progress has been made on this task to date.	Inspect floor drains and modify system if needed.
Revised					
6U	Continue Existing Facility Practices at the Town Hall and Building #104	Police Department and Department of Public Works	Ensure existing practices are continued.	Existing practices at the Town Hall for washing police vehicles off-site at an approved facility and at Building #104 for indoor storage of DPW vehicles and equipment.	Continue existing practices.
Revised					
6V	Ensure Compliance for Floor Drains at the North Fire Station	Fire Department	Sketches or inspection memos.	No progress has been made on this task to date.	Inspect floor drains and modify system if needed.
Revised					
6W	Ensure Compliance for Floor Drains and Vehicle Washing Activities at the Central Fire Station	Fire Department	Sketches or inspection memos. Record of memo.	No progress has been made on this task to date. The Town of Hingham is currently in the process of evaluating renovation options or a new building at the Central Fire Station. Floor drains will be addressed as part of this work.	Inspect floor drains and modify system if needed. Prohibit outdoor vehicle washing and post employee memo for appropriate vehicle washing.
Revised					
6X	Evaluate Alternative Vehicle Washing Options at the Hingham Light Plant	Light Plant	New methods for handling vehicle wash water at the site by the end of year 2.	No progress has been made on this task to date.	Prohibit outdoor vehicle washing and post employee memo for appropriate vehicle washing. Evaluate and implement alternative washing methods.
Revised					
6Y	Use IPM Program for Application of Pesticides in Town	DPW	Copy of IPM Program.	IPM practices consist primarily of frequent inspections for pests to determine the appropriateness of chemical applications for shade trees and Town-owned lands. Chemical applications are minimized to the best extent possible.	Continue existing practices and begin to document protocols.
Revised					

6Z	Use Licensed Applicators for Fertilizers and Pesticides in Town	DPW	Record quantities of fertilizers and pesticides purchased annually.	Licensed applicators and arborists apply pesticides and fertilizers in town.	Continue existing practices and record quantities applied annually.
Revised					
6AA	Calibrate Salt Spreading Equipment	DPW	Record quantity of salt purchased annually.	Salt spreading equipment is calibrated annually to ensure proper application rates. Salt quantities are tracked through purchase records.	Continue to calibrate salt equipment and track salt purchases. Maintain copies of records with the Stormwater Management Plan.
Revised					
6AB	Use Low Salt Applications at Designated Areas	DPW	Document application rate in Accord Pond watershed compared to other watersheds.	Low salt applications are used in the Accord Pond watershed for water supply protection.	Continue existing practices and compare application to other watersheds.
Revised					
6AC	Ensure Proper Waste Disposal in Town for Hazardous and Special Wastes	DPW	Document quantity of wastes collected annually.	Residents can dispose of special and regulated wastes (e.g., waste oil, batteries, light tubes, CRTs, electronic equipment) at the Hingham Transfer Station. A Household Hazardous Waste Collection event was held at the. Plymouth River School on September 6, 2003.	Continue existing practices at the Hingham Transfer Station for the collection of special and regulated wastes. Continue to offer Household Hazardous Waste Collections annually and begin to track town participation and quantities collected, if possible.
Revised					
6AD	Ensure Compliance for Snow Disposal in Town	DPW	Utilize designated snow disposal location.	Snow storage and disposal is conducted at the Town bathing beach parking lot. The parking lot is designed with vegetative buffers and sediment traps to filter snowmelt from the parking lot, before draining to the Hingham Harbor. The buffer areas are cleaned by hand in the spring to remove accumulated materials.	Continue existing practices of snow disposal to ensure surface water quality protection.
Revised					
6AE	Ensure Water Quality Improvements are Considered for Flood Projects.	DPW	Records of Flood Control Projects.	No flood projects were evaluated during permit Year 1.	Develop a review program through DPW for new flood projects to ensure that water quality improvements are considered for flood projects.
Revised					

6AF	Conduct Town Employee Stormwater Training	Attendance sheet and copy of program.	Town Administrator, Department of Public Works, Sewer Department, Police and Fire Departments, and Consultant	NOI specified to begin this BMP in Permit Year 2. Some training for drainage issues is discussed at staff meetings for DPW.	Establish a Stormwater Training program and track attendance annually.
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
7A	Develop a Water Quality Strategy for 303d Waters	DPW, Conservation Commission, and Consultant	Summary of pollution prevention efforts, future needs, and responsible parties. Copy of Surface Water Quality Strategic Plan.	NOI specified to begin this BMP in Permit Year 5.	Summarize pollution prevention, future needs and responsible parties in permit Year 5.
Revised					
7B	Implement BMP's from Water Quality Strategy	DPW, Conservation Commission, and Consultant	Photographs, logs, and BMP descriptions for completed efforts and water quality improvements.	NOI specified to begin this BMP in Permit Year 5.	Obtain funds and begin BMP implementation for Water Quality Strategies in Permit Year 5. Document BMP implementation through photographs, logs, and BMP descriptions for completed efforts and water quality benefits.
Revised					

7a. Additions

7b. WLA Assessment

The Town of Hingham has several 303d listed waters that are classified as Category 5 "Waters Requiring a TMDL". Water quality concerns associated with 303d waters will be address through the implementation of BMPs under the six minimum measures for Phase II, as outlined in the Hingham Stormwater Management Plan (SWMP). 303d waters are highlighted in the Hingham SWMP as a priority for implementation activities throughout the permit term. The WLA Assessment will be addressed as part of the Town's SWMP, as TMDL studies are completed for 303d waters in Hingham or those water bodies with watersheds in Hingham.

Part IV. Summary of Information Collected and Analyzed

None.

Part V. Program Outputs & Accomplishments (OPTIONAL)

Programmatic

Stormwater management position created/staffed	(y/n)	No
Annual program budget/expenditures	($)	TBD

Education, Involvement, and Training

Estimated number of residents reached by education program(s)	(# or %)	N/A Not Started
Stormwater management committee established	(y/n)	Yes
Stream teams established or supported	(# or y/n)	No
Shoreline clean-up participation or quantity of shoreline miles cleaned	(y/n or mi.)	N/A
Household Hazardous Waste Collection Days		
▪ days sponsored	(#)	1*
▪ community participation	(%)	Not Available
▪ material collected	(tons or gal)	Not Available
School curricula implemented	(y/n)	No
* A collection event was held at the Plymouth River School on September 6, 2003. The Town of Hingham participates in regional collections as part of the South Shore Recycling Cooperative and residents can visit collection sites in nearby towns throughout the year (September to June). Residents can dispose of special and regulated wastes (e.g., waste oil, batteries, light tubes, CRTs, electronic equipment) at the Hingham Transfer Station.		

Legal/Regulatory

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

Mapping and Illicit Discharges

Outfall mapping complete	(%)	50%
Estimated or actual number of outfalls	(#)	74 known
System-Wide mapping complete	(%)	70%
Mapping method(s)		
▪ Paper/Mylar	(%)	
▪ CADD	(%)	
▪ GIS	(%)	100%
Outfalls inspected/screened	(# or %)	100%*
Illicit discharges identified	(#)	0*
Illicit connections removed	(#) (est. gpd)	0
% of population on sewer	(%)	30%
% of population on septic systems	(%)	70%
*The Hingham DPW inspects stormwater outfalls on an annual basis for drainage and erosion problems and has developed an inspection form for drainage structures and outfalls. Future inspections will target water quality issues for stormwater management and illicit discharge detection.		

Construction

Number of construction starts (>1-acre)	(#)	6
Estimated percentage of construction starts adequately regulated for erosion and sediment control	(%)	6
Site inspections completed	(# or %)	Multiple
Tickets/Stop work orders issued	(# or %)	2
Fines collected	(# and $)	0
Complaints/concerns received from public	(#)	3
The Hingham Zoning Bylaws and Planning Board Regulations were amended to meet the minimum requirements of Phase II for erosion control at construction sites.		

Post-Development Stormwater Management

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	(%)	100%
Site inspections completed	(# or %)	Multiple
Estimated volume of stormwater recharged	(gpy)	Not Assessed
The Hingham Zoning Bylaws and Planning Board Regulations were amended to meet the minimum requirements of Phase II for post construction stormwater management.		

Operations and Maintenance

Average frequency of catch basin cleaning (non-commercial/non-arterial streets)	(times/yr)	1
Average frequency of catch basin cleaning (commercial/arterial or other critical streets)	(times/yr)	1-2/yr[1]
Total number of structures cleaned	(#)	9,000 approx.
Storm drain cleaned	(LF or mi.)	0
Qty. of screenings/debris removed from storm sewer infrastructure	(lbs. or tons)	3,000 tons[2]
Disposal or use of sweepings (landfill, POTW, compost, recycle for sand, beneficial use, etc.)		Landfill
Cost of screenings disposal	($)	N/A

1. Some drainage structures in the downtown area are cleaned more frequently based on the rate of sediment accumulation and historical flooding issues.
2. Approximately 3,000 tons of catch basins cleanings and street sweepings are collected each year. Estimates for each activity are not available at this time.

Average frequency of street sweeping (non-commercial/non-arterial streets)	(times/yr)	1
Average frequency of street sweeping (commercial/arterial or other critical streets)	(times/yr)	Varies[1]
Qty. of sand/debris collected by sweeping	(lbs. or tons)	3,000 tons[2]
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.)	(location)	Landfill
Cost of sweepings disposal	($)	N/A
Vacuum street sweepers purchased/leased	(#)	2 owned
Vacuum street sweepers specified in contracts	(y/n)	N/A

1. The downtown area is typically swept 8-10 times each year. Environmentally sensitive areas, such as the roads near Accord Pond (surface drinking water supply), are swept 2-3 times each year.
2. Approximately 3,000 tons of catch basins cleanings and street sweepings are collected each year. Estimates for each activity are not available at this time.

Reduction in application on public land of: ("N/A" = never used; "100%" = elimination)		
▪ Fertilizers	(lbs. or %)	
▪ Herbicides	(lbs. or %)	
▪ Pesticides	(lbs. or %)	
The DPW performs routine inspections of town-maintained lands for pests to determine the appropriateness of chemical applications for shade trees and Town-owned lands. Chemical applications are minimized to the best extent possible and Pesticides are applied only when necessary by a Tree and Park Department licensed pesticide applicator.		

Anti-/De-Icing products and ratios *Ice-Ban ($MgCl_2$) is applied to a 75:25 sand/salt mixture with a sprayer as the materials are dispensed from trucks during de-icing activities. This salt catalyst has replaced the liquid sodium chloride that was applied in the past. As a result, the Hingham DPW has observed improvements in shade tree conditions along streets. On some occasions, straight salt applications are used in town.*	% NaCl % $CaCl_2$ % $MgCl_2$ % CMA % Kac % KCl % Sand	
Pre-wetting techniques utilized	(y/n)	No
Manual control spreaders used	(y/n)	Yes
Automatic or Zero-velocity spreaders used	(y/n)	Zero Velocity
Estimated net reduction in typical year salt application	(lbs. or %)	Not Assessed
Salt pile(s) covered in storage shed(s)	(y/n)	Yes
Storage shed(s) in design or under construction	(y/n)	Yes[1]
1. The Town of Hingham is currently evaluating a new DPW facility that will consider salt storage at its location and the new facility.		