Municipality/Organization: Town of Hopedale

EPA NPDES Permit Number: MAR041123 2004 MAY 28 A 11: 15

MaDEP Transmittal Number: W- 040560

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

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

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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: Michael Milanoski

Printed Name: Michael Milanoski

Title: Board of Selectmen Chairman.

Date: May 19, 2004

Part II. Self-Assessment

The Town of Hopedale has successfully implemented or begun implementation of several Measurable Goals noted in its Notice of Intent. Prior to the development of Hopedale's Comprehensive Stormwater Management Program, including Measurable Goals, the Town had an assessment performed of current activities, programs, and regulations that could support the NPDES Phase II Stormwater program. This assessment became the basis for modifying current activities, recommending new programs, and informing town boards and departments of their obligation toward successful implementation of Hopedale's Comprehensive Stormwater Program.

Hopedale is pleased to present the following summary describing its success at implementing the first year of the town's Comprehensive Stormwater Management Program.

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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	Create a Stormwater Program	Department of Public Works Planning Board Conservation Commission Board of Health Board of Selectmen	Hopedale will present to the public at a public meeting Hopedale's draft Comprehensive Stormwater Management Program.	The Town of Hopedale has completed "*Stormwater Management Phase II Assessment*" report. Copies are available for review by town departments and the public. Hopedale's Comprehensive Stormwater Management Program was presented to the Board of Selectmen at a meeting on March 22, 2004. On July 23, 2003, Hopedale's Comprehensive Stormwater Management Program, including IDDE, was reviewed with town department heads.	The Stormwater Program will be presented at the annual Town Meeting.
2	Create a Stormwater Program	Department of Public Works	Hopedale will identify appropriate sources of funding assistance (SRF, 319 Grant Program, 604(b) Grant Program, Lakes & Ponds Grant Program, Source Water Protection Grant Program, Recycling Grant Program) and apply for assistance in implementing portions of Hopedale's Comprehensive Stormwater Management Program, including public education and outreach.	Hopedale applied and was approved for an SRF loan for funding of the IDDE. Components of the program include: o GIS Basemap, o Mapping entire stormwater system including tracing application and modeling, o Outfall inspection and inventory, o Bacterial sampling of outfalls, o Education on the hazards of illegal dumping, and o Bylaw review.	Annual Town Meeting will be asked to approve participation in the SRF program.

1. Public Education and Outreach (cont'd.)

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	Address specific groups	Department of Public Works	Distribute EPA and other relevant educational brochures to targeted audiences. Distribution points include Town Hall, Library, and Transfer Station.	The Town of Hopedale is in receipt of EPA educational materials on disk for easy printing and distribution. The Town Hall has several educational brochures/ informational resources including: - "Hopedale Recycling Information"; - Board of Health messages to the public regarding rubbish removal and recycling; - Recycling Center fees and hours; - A newsletter titled, "www.blackstonedaily.com, The Blackstone Valley's #1 online news and information service; and - "2002 Water Quality Report" by the Hopedale Water Department. - "Mercury Recovery Program with the Hopedale Board of Health." The Town Hall has several box deposits for the following hazardous item programs: - "Button Cell battery Recycling Program"; - "Recycle Your Household Nickel/ Cadmium Batteries (Ni-Cd) here!"; and - "You Can Make a Difference, In the Future of Your World, Recycle Ink Jet Cartridges." The Town website includes a study report from the 6th grade at Hopedale Memorial Elementary School titled, "Is the Hopedale Pond Really Polluted?" This report presents the results of a series of tests by the class to determine whether the pond was polluted.	Brochures will continue to be distributed and made available at town buildings.

1. Public Education and Outreach (cont'd.)

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	Target groups likely to impact storm water	Department of Public Works	Brochures targeting specific audiences and activities will be available. These target groups include homeowner and lawn maintenance activities, disposal of household waste, and pet maintenance.	See BMP #3. This information is available to all residents of the Town of Hopedale.	Brochures will continue to be distributed and made available to the public.
5	Identify alternative information sources	Department of Public Works MIS Department	Hopedale will post links to stormwater BMPs and other water quality education resources, including EPA and DEP on its website. http://www.hopedale-ma.gov/Home/	The Town of Hopedale has made a link to the DEP website on the Town's website. The link is listed under the category, "Informational Links" and "Neighboring Town Information." The Parks Commission and local schools have contributed water quality information to the Town regarding Hopedale Pond. This information is available on the Town website, under the Parks Commission link.	The Town of Hopedale will continue to sponsor this DEP link and will insert a link to the EPA.
6	Identify alternative information sources	Department of Public Works MIS Department	Hopedale will also post links on its website to the Blackstone River Watershed Association @ http://www.thebrwa.org/, the Blackstone River Watershed Council @ http://www.bvtourism.com/, and the Charles River Watershed Association @ http://www.crwa.org/	The Town of Hopedale has made a link to the Lake Maspenock Preservation website on the Town's website. The link is listed under the category, "Informational Links" and "Neighboring Town Information."	The Town of Hopedale will update the "Informational Links" site and include links to the watersheds listed in Measurable Goal 6.

1. Public Education and Outreach (cont'd.)

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
7	Utilize local public access channel	Department of Public Works	Public meeting notice and the meeting reviewing Hopedale's Comprehensive Stormwater Management Program will be posted on Hopedale's local access channel.	Hopedale's Comprehensive Stormwater Management Program was presented to the Board of Selectmen at a meeting on March 22, 2004. This meeting was televised on the local access channel.	The next Town of Hopedale public meeting will include an article specific to the Phase II Stormwater program. Information regarding the public meeting will be advertised on local access and the newspaper.
8	Develop, conduct and document educational programs	Department of Public Works TRW Liaison	The Town of Hopedale will appoint a liaison to the Blackstone River Watershed Association and the Charles River Watershed Association to disseminate information to the Town on programs and activities.	The Town of Hopedale has appointed Alan Ryan to be the liaison with the Blackstone River Watershed Association.	Alan Ryan will continue to act as liaison between the Town of Hopedale and the Blackstone River Watershed Association.
Revisions				The Charles River Watershed Association is not active within the Town of Hopedale because The Town has its own water and sewer.	

1. Public Education and Outreach (cont'd.)

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
9	Promote Household Waste Recycling	Department of Public Works Board of Health	The Town of Hopedale will work with the Town's contracted waste hauler and the Board of Health to continue to sponsor Hazardous Waste Collection Days.	The Town of Hopedale has publicized drop-off centers for the following hazardous item programs: - "Button Cell battery Recycling Program"; - "Recycle Your Household Nickel/ Cadmium Batteries (Ni-Cd) here!"; and - "You Can Make a Difference, In the Future of Your World, Recycle Ink Jet Cartridges." The Town recycling program is mandatory. Town residents are issued verbal notice, and then written notice, followed by a fine for failure to comply with recycling guidelines. The Recycling Facility accepts bulk items; electronics; automobile batteries and motor oil; yard waste; paper; and recyclable containers.	The Town of Hopedale will continue to accept hazardous waste and recycling. The Town will attempt to identify funding assistance to support the collection of extremely hazardous materials.
10	Storm drain stenciling	Department of Public Works	Hopedale will work with local Scout groups to develop a stenciling program. Stenciling will target Hopedale's subwatersheds.	This BMP was not scheduled for Permit Year 1.	The Town of Hopedale will distribute storm drain stenciling information to the high school and to other interested organizations.
11	Community clean-ups	Department of Public Works Hopedale Conservation Commission	Town of Hopedale will encourage local stream team cleanups with local residents and area Scout groups. Town will provide solicitation of sponsors and notice of events on local access channel and website.	The Town of Hopedale did not have a formal community clean up within Permit Year 1.	The Town of Hopedale will work with the Parks Commission to establish a community clean up through the Scouts, the School, or another interested organization.

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
12	Community clean-ups	Department of Public Works	Town will provide trucks and other material to support cleanup efforts and disposal of materials.	The Parks Commission provides rubbish removal for public parks.	The Parks Commission and the Town of Hopedale will assist organizations interested in community clean up.

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
13	Inventory and mapping of storm drain system	Department of Public Works	Hopedale will identify appropriate sources of funding assistance (SRF, 319 Grant Program, 604(b) Grant Program, Lakes & Ponds Grant Program, Source Water Protection Grant Program, Recycling Grant Program) and apply for assistance in implementing portions of Hopedale's Comprehensive Stormwater Management Program, including public education and outreach.	The Board of Selectmen of the Town of Hopedale has appropriated funding for many aspects of the Phase II Stormwater program. - March 8, 2004 the Board of Selectmen approved aerial photography to begin the IDDE mapping requirement. - Hopedale's Comprehensive Stormwater Management Program was presented to the Board of Selectmen at a meeting on March 22, 2004. Hopedale applied and was approved for an SRF loan for funding of the IDDE. Components of the program include: o GIS Basemap, o Mapping entire stormwater system including tracing application and modeling, o Outfall inspection and inventory, o Bacterial sampling of outfalls, o Education on the hazards of illegal dumping, and o Bylaw review.	Annual Town Meeting will be asked to approve participation in the SRF program.

3. Illicit Discharge Detection and Elimination (cont'd.)

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
14	Mapping and identification of outfalls and receiving waters	Department of Public Works Board of Assessors	Hopedale will develop and implement a plan to map all outfalls and receiving bodies of water, contingent on Town Meeting approval of funding.	This BMP is dependant on the outcome of the annual public meeting described in BMP #13.	This BMP is dependant on the outcome of the annual public meeting described in BMP #13.
15	Identification/description of problem areas	Department of Public Works	Hopedale will develop and implement an Illicit Discharge Detection and Elimination (IDDE) plan, contingent on Town Meeting approval of funding.	This BMP is dependant on the outcome of the annual public meeting described in BMP #13.	The Town of Hopedale will review the requirements of the IDDE program with Town departments. Funding of the IDDE segment of the Phase II Stormwater Program is dependent on the outcome of the annual public meeting described in BMP #13.
16	Enforcement procedures addressing illicit discharges	Planning Board Town Counsel Board of Health	Hopedale will review whether local authority is appropriate and able to respond to potential illicit discharges. New by-laws, if necessary, will be proposed to Town Meeting.	This BMP was not scheduled for Permit Year 1.	The Town of Hopedale will review the IDDE sample bylaw with Town departments.

3. Illicit Discharge Detection and Elimination (cont'd.)

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
17	Public information program regarding hazardous wastes and dumping	Department of Public Works Board of Health	Hopedale will provide educational brochures to residents within the member communities promoting proper disposal of household hazardous wastes and conditions for regional collections.	The Town of Hopedale has publicized drop-off centers for the following hazardous item programs: - "Button Cell battery Recycling Program"; - "Recycle Your Household Nickel/ Cadmium Batteries (Ni-Cd) here!"; and - "You Can Make a Difference, In the Future of Your World, Recycle Ink Jet Cartridges." The Town recycling program is mandatory. Town residents are issued verbal notice, and then written notice, followed by a fine for failure to comply with recycling guidelines. The Recycling facility accepts bulk items; electronics; automobile batteries and motor oil; yard waste; paper; and recyclable containers.	The Town of Hopedale will continue to accept hazardous waste and recycling. The Town will attempt to identify funding assistance to support the collection of extremely hazardous materials.
18	Initiation of recycling programs	Department of Public Works Board of Health	Hopedale will apply for funding assistance from DEP's Recycling Grant Program for assistance in public education and the purchase of recycling materials.	The Town recycling program is mandatory. Town residents are issued verbal notice, and then written notice, followed by a fine for failure to comply with recycling guidelines. The Recycling Facility accepts bulk items; electronics; automobile batteries and motor oil; yard waste; paper; and recyclable containers.	The Town of Hopedale will continue to accept hazardous waste and recycling. The Town will attempt to identify funding assistance to support the collection of extremely hazardous materials.

3. Illicit Discharge Detection and Elimination (cont'd.)

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
19	Watershed assessments and studies	Department of Public Works Conservation Commission Board of Health	Hopedale will identify opportunities for funding assistance from DEP's 604(b) and 319 grant programs and the Department of environmental Management's Lakes and Ponds Grant Program to support watershed assessment and implementation activities. Tasks can include design and installation of stormwater BMPs and public outreach including storm drain stenciling. Emphasis will be on assessments and remediation of stormwater related problems impacting water quality in Hopedale Pond, Milford Street Pond, Spindleville Pond and sections of the Mill River. These waterbodies have been identified as impaired an on DEP's 303d list.	Hopedale has not identified an appropriate funding vehicle.	Hopedale will investigate resources for funding.
20	Watershed assessments and studies	Department of Public Works Water Department	The Town of Hopedale Water Department will apply for funding assistance from DEP's Source Water Protection Program for grant assistance to develop wellhead protection plans and stormwater management plans within Zones II.	Funding from the Source Water Protection Program was unavailable during Permit Year 1.	The Town of Hopedale will ascertain the availability of funds from the Source Water Protection Program in Permit Year 2.

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
21	Bylaw: Storm water management regulations for construction sites 1 acre or larger	Planning Board Conservation Commission Town Counsel Board of Health Zoning Board of Appeals	Hopedale will review model by-law developed by DEP in consultation with the Attorney General's Office.	This BMP was not scheduled for Permit Year 1.	A meeting will be scheduled with all departments to review the construction bylaws.

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

22	Bylaw: Require post-construction runoff controls	Planning Board Conservation Commission Town Counsel Board of Health Zoning Board of Appeals	Hopedale will review model by-law developed by DEP in consultation with the Attorney General's Office.	This BMP was not scheduled for Permit Year 1.	A meeting will be scheduled with all departments to review the post-construction bylaws.

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
23	Develop a municipal Operations and Maintenance Plan	Department of Public Works	Using regulations and recommendations from DEP and EPA, Hopedale will develop and update an operations and maintenance plan to include proper disposal of street sweepings, catchbasin cleanout, snow disposal, roadway de-icing procedures, vehicle washing, and outside storage of materials.	The Highway Department is performs yearly spring cleanout of all catch basins and sweeps all of the streets in town at least 3 (three) times per year. The Town of Hopedale has a "*Stormwater Pollution Prevention Plan (SWPPP)*" of the Municipal Highway Facility. This plan is located at the Highway Facility and the Town Hall. Within the SWPPP are several municipal operations and maintenance (O&M) procedures.	The Town of Hopedale Highway Department will continue to make use of the SWPPP for O&M procedures. The Highway Department will update the plan as necessary with relevant BMPs.
Revision		Highway Department			
24	Develop a municipal Operations and Maintenance Plan	Department of Public Works	Hopedale will implement a formal inspection program, including maintenance logs and scheduling, for catchbasin cleaning, repairs, and new installation.	The Highway Department is performs yearly spring cleanout of all catch basins and sweeps all of the streets in town at least 3 (three) times per year. The Town of Hopedale has a "*Stormwater Pollution Prevention Plan (SWPPP)*" of the Municipal Highway Facility. This plan is located at the Highway Facility and the Town Hall. Within the SWPPP are several municipal operations and maintenance (O&M) procedures.	The Town of Hopedale Highway Department will continue to make use of the SWPPP for O&M procedures.
Revision		Highway Department			

6. Pollution Prevention and Good Housekeeping in Municipal Operations (cont'd.)

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
25	Develop and implement training programs for municipal employees	Department of Public Works	Hopedale will send a minimum of 5 public works employees annually to training seminars sponsored by MassHighway, BayState Roads, and other relevant agencies or vendors.	The Town of Hopedale did not find any applicable training for its employees during Permit Year 1.	The Town of Hopedale will investigate appropriate training for municipal employees.
Revision		Highway Department			
26	Review storm drainage infrastructure needs	Department of Public Works	Hopedale will incorporate storm drain infrastructure review in Hopedale's Chapter 90 project utilizations.	The Highway Department makes note of any problems with the storm drain system during catchbasin cleaning. During Permit Year 1 it was not necessary for the Highway Department to perform drainage repair.	
Revision		Highway Department			

7. BMPs for Meeting Total Maximum Daily Load (TMDL) Waste Load Allocations (WLA)- *NOT 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
				No TMDLs in the Town of Hopedale	

7a. Additions

7b. WLA Assessment