Municipality/Organization: **Hudson, MA**

EPA NPDES Permit Number: **MA 041198/MaDEP**

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MaDEP Transmittal Number: **W-036113**

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: Bob LaBossiere Title: Assistant DPW Director

Telephone #: (978) 521-4056 Email: BlaBossiere@TownofHudson.org

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: Robert LaBossiere

Printed Name: Robert LaBossiere

Title: Assistant DPW Director

Date: May 26, 2004

Part II. Self-Assessment

The Town of Hudson has completed the required self-assessment and have determined that our municipality is in compliance with all permit conditions, except for the following provisions:

Part II.F Failed to submit annual report on or before May 1st Submitted on May 26th.

Note: Our BMP numbers assigned to the various task are identified as follows:
BMP 2-1 (Year – control measure) – This would be year #2 for control measure #1 Public Education and Outreach

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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
1-1	Storm Water Flyer to Community Residents	DPW and SuAsCo	Flyer distributed to 75%of residents and compile survey results	Flyers and surveys have been printed and distributed at Town Meeting, public meetings, and during meter reading.	Surveys to be sent back to SUASCO and compile multi-watershed-wide "survey" results
Revised					
2-1	Storm Water Lesson Plan for 5th Grade Students	Hudson School Dept and SuAsCo	Develop & distribute lesson plan to 5th grader teachers	Have had discussions with SuAsCo regarding the plan.	Implementation of the plan with the School Dept.
Revised					
3-1	Storm Water Flyer to Community Businesses	DPW and SuAsCo	Flyer distributed to 50% of businesses & have stormwater logos displayed at business	None to date	Start with the development and printing of the flyer
Revised					
4-1	Storm Water Media Campaign	DPW and SuAsCo	Media info packet delivered to local media and generate 4 press releases for major media outlets	None to date	None to date
Revised					
5-1	Storm Water Video	DPW and SuAsCo	Show storm water video @ 1 public meeting and on local cable stations	Have had discussions with the local cable station and are discussion different ideas	Possibly implementing part of the BMP earlier and on a yearly/or monthly basis
Revised					

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Revised					

1a. Additions

3a-1	Develop Storm Water Web Site	DPW and IT Dept.	Develop a storm water page on the Town web site by spring of 06	None to date	Discuss various options on how we would like to set up the web page

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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
1-2	Storm Water Traveling Display	DPW and SuAsCo	Circulate display for 3 months in permit year #1	The display has been shown at the Town Hall, Town Library, and at May Town Meeting to date.	Continue to display at Town Meeting and other Public facilities.
Revised					
2-2	Storm Water Poster Contest for 5th Graders	SuAsCo & Hudson School Dept	Contest is held and entries are received, judged, & displayed	Discussions with SuAsCo regarding the contest	Implementation of the contest
Revised					
3-2	Storm Water Photo Contest for High School Students	SuAsCo & Hudson School Dept.	Contest is held and entries are received, judged, & displayed	Discussions with SuAsCo regarding the contest	Additional discussions with SuAsCo and school dept.
Revised					
4-2	Storm Water Summit Special Event	DPW & SuAsCo	Hold local or multi-community summit & encourage community to attend	None to date	SuAsCo will have initial discussions
Revised					
5-2	Storm Water Super Summit and Conduct an Evaluation & Assessment of Public Stormwater Awareness	DPW & SuAsCo	Municipal participation in Summit, self-test distributed to 75% of residents, compile test results	None to date	None to date
Revised					
Revised					

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2a. Additions

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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
1-3	Identify & map outfalls and receiving waters	DPW	Map all outfalls and incorporate into GIS	Approximately 60% of the outfalls, CB's, and DMH's have been identified and placed on a map	Continue to map and incorporate into our GIS system.
Revised					
2-3	Database of existing structures	DPW	Locate all structures and develop rating & maintenance plan	None to date	To start a database on all structures and outfalls identified and develop a module to adapt to the GIS system
Revised					
3-3	Develop and implement a Storm water ordinance	DPW & Town Boards	Have an ordinance adopted within 12 months	Initial discussions have started with the Conservation commission and Planning Boards	Continue discussions and work towards adopting an ordinance
Revised					
4-3	Inform Public, employees, businesses of illicit discharges	DPW	To inform who, what, where, and how to detect an illicit discharge	None to date	None to date
Revised					
5-3	Develop & implement illicit discharge plan	DPW	Review existing mechanisms and determine how to regulate illicit discharges and develop a bylaw	None to date	None to date
Revised					
Revised					

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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
1-4	Sediment & Erosion Control Ordinance	DPW & All Boards	Have an ordinance for erosion control within 12 months	Discussions have proceeded with the Conservation Commission	To continue discussions with ConCom and Planning Board and work towards implementing the ordinance
Revised					
2-4	Develop procedures for site plan review	DPW & All Boards	All construction activities to submit plan for review prior to start of construction	Started discussion with the building inspector	The DPW and Building Dept. will meet with various boards to inform them on the site plan review requirements
Revised					
3-4	Procedures for site inspections and enforcement	DPW & All Boards	Develop new procedures and documentation format	Have started to compile info for inspections and have had informal discussions with inspectors	Continue to proceed forward with the procedures
Revised					
4-4	Sanctions to ensure compliance	DPW & All Boards	To establish fines and penalties for non-compliance	None to date	None to date
Revised					
5-4	Require control of waste from construction sites	DPW & Building Dept.	Develop a Management Plan aimed at recycling	None to date	None to date
Revised					
Revised					

4a. Additions

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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
1-5	Post Construction Ordinance	DPW & All Boards		Discussions have started with various boards	Work towards implementing ordinance
Revised					
2-5	Long-Term O&M of BMP's	DPW		None to date	Develop database of Town's BMP's
Revised					
3-5	Inventory of all BMP's within Town jurisdiction	DPW		None to date	None to date
Revised					
Revised					
Revised					
Revised					

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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
1-6	Employee Training	DPW	Inform employees on what our goals are with this permit	Have spoken to DPW employees relative to the goals of the permit, DEP, and EPA	Continue updating employees on the progress of the permit
Revised					
2-6	Municipal Vehicle Wash Area	DPW	To bring our wash area into compliance	Started researching options for our wash area	Develop a plan of action and approach Selectmen on budgetary ideas
Revised					
3-6	Material Management	DPW	Inventory and properly store all material used at DPW	Started cleaning up our maintenance yard and disposing waste properly	Develop a plan of action and approach Selectmen on budgetary ideas
Revised					
4-6	Catch Basin Cleaning Disposal Plan	DPW	Catalog and dispose of material from CB's properly	Our catchbasin cleaning contract has been revised to make sure the waste is disposed of properly	To start a catalog and inform Selectmen of possible increase in budget if needed
Revised					
5-6	Stream Cleanup Day	DPW, Community, SuAsCo	To remove all debris from the rivers and banks	SuAsCo has a clean up day for cleaning Assabet River annually.	Continue cleaning Assabet River and expand the days and waterways to be cleaned
Revised					
Revised					

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6a. Additions

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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
1-7	Installation of leaching catch basins using a S319 Grant (Lake Boon)	DPW	To install CB's and elliminate point source discharges	To submit design plans to DEP and EPA for drainage systems	To start to install catch basins
Revised					
2-7	Educational Pamphlets	DPW & Board of Health	To distribute flyers to encourage inspection and improvement of septic systems around Lake Boon	None to date	Request money through the Selectmen for printing of the flyers
Revised					
Revised					
Revised					
Revised					
Revised					

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7a. Additions

7b. WLA Assessment

The S319 Grant was obtained by the Lake Boon Association and the Lake Boon Commission. The DPW has agreed to cooperate with both groups in helping to reduce phosphorus loading and other contaminants from entering Lake Boon. The Town as well as the two groups agreed that installing catch basin with leaching trenches were best because it will recharge the groundwater as well as stop direct discharge into the Lake. The two groups will be responsible for sampling pre and post construction runoff.

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Part IV. Summary of Information Collected and Analyzed

We have not started any water quality test in general at this time. The recreation department does test the water at the Town Beach on Fort Meadow Reservoir. I do not have those results at this time, but will include the results in future reports.

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Part V. Program Outputs & Accomplishments (OPTIONAL)

Programmatic

Stormwater management position created/staffed	(y/n)	N
Annual program budget/expenditures	($)	$3,000

Education, Involvement, and Training

Estimated number of residents reached by education program(s)	(# or %)	1000
Stormwater management committee established	(y/n)	N
Stream teams established or supported	(# or y/n)	Y
Shoreline clean-up participation or quantity of shoreline miles cleaned	(y/n or mi.)	Y 6 Miles
Household Hazardous Waste Collection Days		
▪ days sponsored	(#)	2
▪ community participation	(%)	
▪ material collected	(tons or gal)	
School curricula implemented	(y/n)	N

Legal/Regulatory

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

Mapping and Illicit Discharges

Outfall mapping complete	(%)	60
Estimated or actual number of outfalls	(#)	100
System-Wide mapping complete	(%)	60
Mapping method(s)		
▪ Paper/Mylar	(%)	60
▪ CADD	(%)	60
▪ GIS	(%)	60
Outfalls inspected/screened	(# or %)	0
Illicit discharges identified	(#)	3
Illicit connections removed	(#) (est. gpd)	3
% of population on sewer	(%)	80
% of population on septic systems	(%)	20

Construction

Number of construction starts (>1-acre)	(#)	2
Estimated percentage of construction starts adequately regulated for erosion and sediment control	(%)	2
Site inspections completed	(# or %)	2
Tickets/Stop work orders issued	(# or %)	0
Fines collected	(# and $)	0
Complaints/concerns received from public	(#)	1

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Post-Development Stormwater Management

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

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
Total number of structures cleaned	(#)	2200
Storm drain cleaned	(LF or mi.)	500
Qty. of screenings/debris removed from storm sewer infrastructure	(lbs. or tons)	50+/-
Disposal or use of sweepings (landfill, POTW, compost, recycle for sand, beneficial use, etc.)		
Cost of screenings disposal	($)	N/A

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)	30
Qty. of sand/debris collected by sweeping	(lbs. or tons)	6000
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.)	(location)	Beneficial use
Cost of sweepings disposal	($)	N/A
Vacuum street sweepers purchased/leased	(#)	0
Vacuum street sweepers specified in contracts	(y/n)	N

Reduction in application on public land of: ("N/A" = never used; "100%" = elimination)		
▪ Fertilizers	(lbs. or %)	30%
▪ Herbicides	(lbs. or %)	30%
▪ Pesticides	(lbs. or %)	30%

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Anti-/De-Icing products and ratios	% NaCl % $CaCl_2$ % $MgCl_2$ % CMA % Kac % KCl % Sand	15% 85%
Pre-wetting techniques utilized	(y/n)	N
Manual control spreaders used	(y/n)	Y
Automatic or Zero-velocity spreaders used	(y/n)	Y
Estimated net reduction in typical year salt application	(lbs. or %)	N/A
Salt pile(s) covered in storage shed(s)	(y/n)	Y

Storage shed(s) in design or under construction	(y/n)	N/A

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