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Tighe&Bond
Consulting Engineers
Environmental Specialists

M-352-4-313
May 3, 2004

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

2004 MAY -5 P 4:40

Re: Annual Report
NPDES General Permit MS4
EPA MAR041130/DEP W-035940
Town of Mattapoisett, Massachusetts

*** Sent Certified Mail ***

To Whom It May Concern:

On behalf of the Town of Mattapoisett, please find enclosed the NPDES Phase II Small MS4 General Permit Annual Report for the Town of Mattapoisett, Massachusetts. This information is submitted to the EPA in accordance with EPA's Annual Reporting requirement.

If you have any questions regarding this information, please contact me at (413) 572-3256. Thank you for your attention in this matter.

Very truly yours,

TIGHE & BOND, INC.

Tracy J. Adamski, AICP
Environmental Scientist

J:\M\M0352\REPORT\EPA AR TRANSMITTAL LETTER.DOC
Enclosure
Copy: Linda Domizio, MA DEP Division of Watershed Management
Michael Botelho, Town of Mattapoisett

53 Southampton Road, Westfield, MA 01085 Tel. 413-562-1600 Fax. 413-562-5317
Offices: Bellows Falls, VT; Middletown, CT; Norwalk, CT; and Worcester, MA
Original printed on recycled paper.

Tighe&Bond
Consulting Engineers
Environmental Specialists

2004 MAY -5 P 9:40

M352-4-50
May 3, 2004

DEP, Division of Watershed Management
627 Main Street
Worcester, MA 01608
Attn: Ms. Linda Domizio

Re: Annual Report
NPDES General Permit MS4
EPA MAR041130/DEP W-035940
Town of Mattapoisett, Massachusetts

*** Sent Certified Mail ***

Dear Ms. Domizio:

On behalf of the Town of Mattapoisett, please find enclosed the NPDES Phase II Small MS4 General Permit Annual Report for the Town of Mattapoisett, Massachusetts. An original report is submitted to DEP in accordance with DEP and EPA's Annual Reporting requirement.

If you have any questions regarding this information, please contact me at (413) 572-3256. Thank you for your attention in this matter.

Very truly yours,

TIGHE & BOND, INC.

Tracy J. Adamski, AICP
Environmental Scientist

J:\M\M0352\REPORT\DEP AR TRANSMITTAL LETTER.DOC
Enclosure
Copy: ~~US EPA, Boston~~
Michael Botelho, Town of Mattapoisett

Municipality/Organization: Mattapoisett

EPA NPDES Permit Number: MAR041130

MaDEP Transmittal Number: W-035940

Annual Report Number & Reporting Period: 04

2004 MAY -5 P 4:40

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Michael Botelho Title: Town Administrator

Telephone #: (508) 758-4100 Email: mbotelho@mattapoisett.net

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: Barry Denham

Title: Selectboard Chair

Date: 4/26/04

Part II. Self-Assessment

The release of oil from a tanker into Buzzards Bay in late April 2003 galvanized the community around the cleanup and protection of this important resource area, and made people aware of the impacts of oil to our resources. The public outreach and education in Year 1 focused on this issue, and also get the word out regarding the Fire Department's role in emergency response for releases. The Town of Mattapoisett has completed the required self-assessment and has determined that our municipality is in compliance with the Year 1 permit conditions.

Acronyms Used in Following Pages

BBPNEP = Buzzards Bay Project National Estuary Program
BI = Building Inspector
BOS = Board of Selectmen
ConCom = Conservation Commission
DPW = Department of Public Works
FD = Fire Department
HD = Highway Department
PB = Planning Board
PD = Police Department
SD = School District
WSC = Water & Sewer Commission

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	Classroom Education	SD	Incorporate water quality information in 3rd and 5th grades.	The Old Rochester School District incorporates water cycle and water quality education throughout the grade levels. The curriculum continued to include focus on water quality.	Continue to incorporate water quality information in the school system.
Revised					
1B	Field Trip	SD/ WSC	WSC provide guest speaker to one class and guide follow-up field trip to municipal wells.	In Spring 2003, WSC spoke to Applied Physics high school classes. Guided field trip to municipal wells.	WSC to continue to provide guest speaker to one class and guide follow-up field trip to municipal wells.
Revised					
1C	Newspaper Press Release	BOS	Publish 2x per year in local newspaper	Publicized information regarding oil contamination of Buzzards Bay, including public meetings.	Publish water quality/stormwater info twice in the year.
Revised					
1D	Local Cable Access	BOS	Post bulletins 2x per year on local cable	Publicized information regarding oil contamination of Buzzards Bay, including broadcast of BOS public meetings discussing the Bay.	Post bulletins on water quality/stormwater info twice in the year.
Revised					
1E	Informational pamphlets/ notices	BOS	Mail with drinking water quality report	Displayed EPA's *Stormwater and the Construction Industry* poster in Town Hall.	Post a stormwater related display in Town Hall.
Revised	*Educational Display*	BOS	Post one display in Town Hall		
1F	Community Website	BOS	Post bulletins 2x per year on Town website	Publicized information regarding oil contamination of Buzzards Bay, including public meetings. Link to BBPNEP website.	Post bulletins on water quality/stormwater info twice in the year.
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	Adopt-a-Road/ Stream/ Beach	HD/SD	Support interested groups by collecting bagged trash; Center School to conduct beach cleanup.	HD continued to pick up trash along public beaches, Ned's Point and other public places. Center School conducted beach cleanup.	Continue to support interested groups by collecting bagged trash; Center School to continue to conduct beach cleanup.
Revised					
2B	Community Hotline	BOS	Publicize PD hotline number, encourage use for reporting illegal dumpings.	The FD is in charge of emergency response related to spills in Town. Their number has been publicized at public meeting and in newspapers.	Continue to publicize FD hotline number, encourage use for reporting illegal dumpings.
Revised			Publicize FD number		
2C	Storm Drain Stenciling	HD	Work with volunteers to stencil 25% of catch basins per year	This task was not proposed in Year 1.	Work with volunteers to stencil catch basins.
Revised					
2D	Watershed Committee	WSC	Work with Mattapoisett River Valley Watershed Advisory Board	The WSC and Town Administrator sit on the advisory board: reviewed 2 subdivisions plans and the cleanup and impacts to Buzzards Bay resulting from an oil tanker release. With Buzzards Bay Action Commission, distributed grants for community water quality issues including booms for oil spills, stormwater remediation or management, rebuilding of herring run.	Continue to work with Mattapoisett River Valley Watershed Advisory Board and Buzzards Bay Action Commission.
Revised					
2E	Student Sampling Program	SD	7th Graders and environmental studies class to conduct waterfront beach sampling	7th Graders and environmental studies conducted waterfront beach sampling.	Continue to conduct waterfront beach sampling through school curriculum.
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	Mapping Stormwater Outfalls	HD	Develop map of outfalls	The HD working with the BBPNEP identified locations of storm drain structures including outfalls within the urbanized areas of the Town.	Field inspect 25% of outfalls in urbanized areas.
Revised					
3B	Develop Illicit Discharge Program	HD	Evaluate existing procedures	Evaluated existing procedures.	Prepare new procedures/ plan as necessary.
Revised					
3C	Non-Stormwater By-Law	BOS/HD	Evaluate – Year 1	Town evaluated existing regulations and model by-laws.	Prepare Draft By-law.
Revised					
3D	Illegal Dumping	BOH	Perform regular patrols/cleanup	The BOH continued to patrol and pick up illegally dumping trash. PD and HD are notified as necessary.	Continue to patrol and pick up illegally dumping trash and notify PD and HD as necessary.
Revised					
3E	Failing Septic Systems	BOH/HD	Obtain records on pumped septic systems; follow-up on problem systems.	The BOH continued to keep records on septic systems and follow-up as necessary. Sewer lines are being installed to alleviate the problem.	Continue to keep records of maintained septic systems; install sewers.
Revised					
3F	Water Quality Monitoring	BOH	Regular sampling at 14 beach sites through summer months.	BOH performed weekly sampling at beaches from June through August, 2003.	Continue to perform water quality monitoring at 14 public/ semi-public beaches during summer months.
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
4A	Construction Runoff By-law	HD/PB/ ConCom	Evaluate Year 1	Town evaluated existing regulations and model by-laws.	Prepare Draft By-law.
Revised					
4B	Plan Review	PB	Enforcement under by-law	Continued plan review per existing regulations. By-law enforcement proposed Years 3-5.	Continue plan review per existing regulations. By-law enforcement proposed Years 3-5.
Revised					
4C	Inspection / Reporting	HD/PB/ ConCom	Enforcement under by-law	Continued inspection / reporting under existing regulations. By-law enforcement proposed Years 3-5.	Continued inspection / reporting under existing regulations. By-law enforcement proposed Years 3-5.
Revised					
Revised					
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
5A	Post Construction Runoff By-law	PB/ ConCom	Evaluate Year 1	Town evaluated existing regulations and model by-laws.	Prepare Draft By-law.
Revised					
5B	Construction Site Plan Review	PB/ ConCom	Enforcement under by-law	Continued plan review per existing regulations. By-law enforcement proposed Years 3-5.	Continue plan review per existing regulations. By-law enforcement proposed Years 3-5.
Revised					
5C	Stormwater System Maintenance Plan	HD/PB/ ConCom	Enforcement under by-law	Continued inspection / reporting under existing regulations. By-law enforcement proposed Years 3-5.	Continued inspection / reporting under existing regulations. By-law enforcement proposed Years 3-5.
Revised					
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
6A	Municipal Maintenance Activity Program	HD	Evaluate existing policies, draft additional policies	Evaluated existing policies.	Draft new policies as necessary.
Revised					
6B	Training of all municipal employees	HD	Initial good housekeeping training	Good housekeeping practices are discussed with employees at the onset of tasks.	Conduct good housekeeping/ refresher training.
Revised					
6C	Catch Basin Cleaning Program	HD	Clean 50% of catch basins in urbanized area annually	The HD cleaned 100% of the catch basins within the urbanized areas in May, June, July.	Clean 50% of catch basins in urbanized area.
Revised					
6D	Street Sweeping & Cleaning	HD	Sweep all streets in urbanized area annually	100% of town streets within urbanized area were swept in 2003. The streets were swept in April, May.	Sweep 100% of streets in urbanized area annually.
Revised					
6E	Used Oil Recycling	BOH	Ongoing collection and recycling at Town of Fairhaven	The Town of Fairhaven DPW offered collection of used oil year-round from Mattapoisett residents.	Continue to provide service of used oil collection and recycling through Town of Fairhaven DPW.
Revised					
6F	Hazardous Waste Collection	BOH	Hold collection event annually with Town of Rochester.	The BOH conducted a Hazardous Waste Collection Day in 2002. Due to funding constraints, it was not held in 2003. The Town regularly collects paint, fluorescent light bulbs and batteries at the transfer station.	Work with Town of Rochester to hold collection event in Permit Year 2. Continue collection of paint, fluorescent light bulbs, batteries at transfer station.
Revised			Hold collection event every two years.		

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	TMDL	Various	Performance of previously identified BMPs.	Mattapoisett Harbor and its tributaries are identified as impaired. The BMPs described in the above tasks will also address impairment issues in these waters.	The BMPs described in the above tasks will also address impairment issues in Mattapoisett Harbor and its tributaries.
Revised					
Revised					
Revised					
Revised					
Revised					
Revised					

7a. Additions

7b. WLA Assessment

Part IV. Summary of Information Collected and Analyzed

- The release of oil from a tanker into Buzzards Bay in late April 2003 resulted in an increased interest and awareness of the fragility of the ecosystem. Town officials and residents have kept informed regarding the impacts and cleanup activities, which are ongoing.
- The BOH samples public beaches throughout the Town. No beach closures were required in Permit Year 1.