Municipality/Organization: Millbury, MA

EPA NPDES Permit Number:

MaDEP Transmittal Number: W-

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: PAUL J. GUIDA Title: TOWN MANAGER

Telephone #: 508-865-4710 Email: pguida@townofmillbury.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: E. BERNARD PLANTE

Title: CHAIRMAN, BOARD OF SELECTMEN

Date: JULY 21, 2004

Municipality/Organization: Town of Millbury

EPA NPDES Permit Number: 1136 2004 MAY 17 P 1:35

MaDEP Transmittal Number: W- 040562

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: JOSEPH CHASE Title: DIRECTOR OF PUBLIC WORKS

Telephone #: (508) 865-4710 Email: JCHASE@TOWNOFMILLBURY.NET

Certification:

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Signature: Joseph Chase

Printed Name: JOSEPH CHASE

Title: DIRECTOR OF PUBLIC WORKS

Date: 5-11-04

Part II. Self-Assessment

The Town of Millbury has successfully implemented or begun implementation of several Measurable Goals noted in its Notice of Intent. Prior to the development of its 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 Millbury's Comprehensive Stormwater Program.

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

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	Millbury will present its Comprehensive Stormwater Management Program to the public at a public meeting.	The Town of Millbury has completed *Stormwater Management Phase II Assessment* report. Copies are available for review by town departments and the public. The Stormwater Management Program and IDDE were discussed at a Board of Selectmen meeting March 9, 2004.	The Town of Millbury will hold a multi-department stormwater work session to review goals and responsibilities of the Comprehensive Stormwater Management program.
2	Create a Stormwater Program	Department of Public Works	Millbury 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 its Comprehensive Stormwater Management Program, including public education and outreach.	The Town of Millbury was awarded grant assistance from DEP's 319 Nonpoint Source Pollution Grant Program and SRF. The 319 Grant will assist with drainage at Dorothy Pond and Lake Singletary. Tasks in this project include BMP installation, public education and outreach, storm sewer mapping, and O&M (Operations and Maintenance) manual for BMPs. Also, Millbury was approved for SRF loan assistance to develop a stormwater management plan and implement components of the IDDE program.	The Town of Millbury will continue to identify funding opportunities and implement the 319 grant and SRF loan programs to support the protection of local water bodies.

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 Millbury has a disk containing EPA educational materials that can be printed and distributed. Information available from the Town includes "Transfer Station Regulations." The Millbury High School (in conjunction with the Environmental Council) makes annual environmental education presentations to the third grade classes. The third graders were given "earth bags" of environmental information.	The Town will print brochures and make them available at town buildings.
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.	See BMP #3.

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
5	Identify alternative information sources	Department of Public Works MIS Department	Millbury will post links to stormwater BMPs and other water quality education resources, including EPA and DEP on its website. http://www.millbury-ma.org/ Millbury will post links to Our Lady of Assumption School student storm drain project. www.sdwgt.tripod.com / Town will work with Lake Singletary Watershed Association in the collection and dissemination of data from the Association's 8-year sampling program. Data will be posted on town website along with relevant BMPs for target audiences.	This BMP was not scheduled for Permit Year 1.	The Town of Millbury will consider posting BMPs, the EPA, DEP links, and student storm drain links on its website. The Our Lady of Assumption School website is not currently active, but attempts will be made to restart the site.
6	Identify alternative information sources	Department of Public Works MIS Department	The Town of Millbury will contact the Blackstone River Watershed Council to review opportunities in Millbury. These opportunities include hosting a watershed association meeting in Millbury with notice on website and local access channel, and televising a meeting reviewing watershed activities or needs specific to Millbury.	The Town of Millbury is in the process of identifying a liaison to the Blackstone River Watershed Council (BRWC.)	The Town of Millbury will identify the liaison to the BRWC.

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 a meeting reviewing Millbury's Comprehensive Stormwater Management Program will be posted/broadcast on Millbury's local access channel.	The IDDE was reviewed on local access in March 9, 2004 Board of Selectmen meeting.	Local access will continue to announce stormwater related public announcements.
8	Develop, conduct and document educational programs	Department of Public Works Selectmen Liaison	The Town of Millbury will contact the Blackstone River Watershed Council to review opportunities in Millbury. These opportunities include hosting a watershed association meeting in Millbury with notice on website and local access channel, and televising a meeting reviewing watershed activities or needs specific to Millbury. The Dorothy Pond Restoration Committee and the Ponds and Lakes Commission (appointed by the Town) will post meeting and event notices on the Town of Millbury's web page. Special events and seminars with guest speakers will be televised on Millbury's local access channel.	The Town of Millbury Board of Selectmen minutes include discussion of the 319 grant. These minutes are posted on the Town website. The Town website includes a link of contact information and meeting notices for the Dorothy Pond Restoration Committee. The Our Lady of Assumption School works with the Blackstone River Watershed Council and Massachusetts Audubon Society for environmental education programming regarding stormwater.	Millbury will consider hosting a Blackstone River Watershed meeting and post notices on the website and local cable access. Millbury will also continue to maintain and add to the Town website. The Our Lady of Assumption School programming is expected to continue.
9	Promote Household Waste Recycling	Department of Public Works Board of Health	The Town of Millbury will work with its contracted waste hauler and the Board of Health to continue to sponsor Hazardous Waste Collection Days.	The Town of Millbury has transfer station regulations available at the Town Clerk's office. The High School Environmental Council supports recycling education in the school system.	These recycling programs are expected to continue.

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
10	Storm drain stenciling	Department of Public Works	Millbury will work with local students at Our Lady of Assumption School in continuing its support of storm drain stenciling by students.	The Our Lady of Assumption School provided storm drain stenciling services for the Town during Permit Year 1.	The Our Lady of Assumption School will be providing storm drain stenciling services during May of Permit Year 2.
11	Community clean-ups	Department of Public Works Millbury Conservation Commission	Town of Millbury 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 Environmental Council at Millbury High School has coordinated a stream team event program. Information regarding the council can be found on the Environmental Council web-site at: http://www.millbury.k12.ma.us/hs/ec/main.htm The latest event was held October 5, 2004 around Brierly Pond. The Our Lady of Assumption School 7th graders performed a river cleanup during Permit Year 1.	The stream team cleanups with both schools are expected to continue annually.
12	Community clean-ups	Department of Public Works	Town will provide trucks and other material to support cleanup efforts and disposal of materials.	The Town of Millbury provides trucks for disposal of trash during stream team events.	The Town of Millbury is expected to continue supporting stream team clean ups.

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	Millbury 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 its Comprehensive Stormwater Management Program, including public education and outreach.	The Town of Millbury 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.	The Town of Millbury will seek local approval for the IDDE. If authorized, the Town will implement the program.
14	Mapping and identification of outfalls and receiving waters	Department of Public Works Board of Assessors	Millbury 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 Town Meeting approval of the IDDE.

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
15	Identification/description of problem areas	Department of Public Works	Millbury will develop and implement an Illicit Discharge Detection and Elimination (IDDE) plan, contingent on Town Meeting approval of funding.		This BMP is dependent on Town Meeting approval of the IDDE.
16	Enforcement procedures addressing illicit discharges	Planning Board Town Counsel Board of Health	Millbury 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.	This BMP was not scheduled for Permit Year 2.
17	Public information program regarding hazardous wastes and dumping	Department of Public Works Board of Health	Millbury will provide educational brochures to residents promoting proper disposal of household hazardous wastes and conditions for regional collections.	This BMP was not scheduled for Permit Year 1.	This BMP is dependent on Town Meeting approval of the IDDE.

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
18	Initiation of recycling programs	Planning Board Board of Health	Millbury will apply for funding assistance from DEP's Recycling Grant Program for assistance in public education and the purchase of recycling materials.	Recycling information is located within the transfer station regulations available at the Town Clerk's office. The Town recycles glass, plastic, cans, and newspaper and magazines. The High School Environmental Council supports recycling education in the school system.	The Town of Millbury expects to continue the recycling program.
19	Watershed assessments and studies	Department of Public Works Conservation Commission Board of Health	Millbury 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 may 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 Brierly Pond, Dorothy Pond, Hathaway Pond, Howe Pond, Howe Reservoirs, Slaughterhouse Pond, and Woolshop Pond. These waterbodies have been identified as impaired and on DEP's 303d list.	The Town of Millbury was awarded grant assistance from DEP's 319 Nonpoint Source Pollution Grant Program and SRF. The 319 Grant will assist with drainage at Dorothy Pond and Lake Singletary. Tasks in this project include BMP installation, public education and outreach, storm sewer mapping, and O&M (Operations and Maintenance) manual for BMPs. Also, Millbury was approved for SRF loan assistance to develop a stormwater management plan and implement components of the IDDE program.	The Town of Millbury will continue to identify funding opportunities and implement the 319 grant and SRF loan programs to support the protection of local water bodies.

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
20	Watershed assessments and studies	Department of Public Works Public Water Suppliers	The Town of Millbury will encourage the Massachusetts American Water Works Co. to apply for funding assistance from DEP's Source Water Protection Program for grant assistance to develop wellhead protection plans and stormwater management plans within Zone IIs. These plans can include stormwater management programs. The proposed tasks will include a public education component. The Lake Singletary Watershed Association will be consulted and asked to provide educational data from their studies and monitoring of Lake Singletary for posting on Millbury's local access channel and website.	The Water Protection Program was unavailable during Permit Year 1.	The Town of Millbury will ascertain the availability of funds from the Water Protection Program in Permit Year 2. The Town of Millbury will contact the Lake Singletary Watershed Association regarding educational data from their studies and monitoring.

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	Millbury 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 is to be scheduled with all departments to review the construction bylaws.

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
22	Bylaw: Require post-construction runoff controls	Planning Board Conservation Commission Town Counsel Board of Health Zoning Board of Appeals	Millbury 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 is to 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, Millbury will develop and update an operations and maintenance (O&M) plan to include proper disposal of street sweepings, catchbasin cleanout, snow disposal, roadway de-icing procedures, vehicle washing, and outside storage of materials.	The Town of Millbury has Stormwater Pollution Prevention Plans (SWPPP) for the highway facility, transfer station, and wastewater treatment facility. These plans contain stormwater BMPs, good housekeeping practices, and employee education.	The Town of Millbury will continue to follow the O&M plans as described in the SWPPP documents.
24	Develop a municipal Operations and Maintenance Plan	Department of Public Works	Millbury will implement a formal inspection program, including maintenance logs and scheduling, for catchbasin cleaning, repairs, and new installation.	This BMP was not scheduled for Permit Year 1.	The Town of Millbury will begin recording and documenting inspection and maintenance activities.
25	Develop and implement training programs for municipal employees	Department of Public Works	Millbury will send a minimum of 3 public works employees annually to training seminars sponsored by MassHighway, BayState Roads, and other relevant agencies or vendors.		Training has been allocated in the FY05 budget.

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
26	Review storm drainage infrastructure needs	Department of Public Works	Millbury will incorporate storm drain infrastructure review in its Chapter 90 project utilizations.	There are no current storm drain projects occurring.	Drainage infrastructures projects are expected begin during Permit Year 2. The Town of Millbury will be installing Stormceptor units or other appropriate Stormwater BMPs along Dorothy Pond and Lake Singletary. Another drainage infrastructure project is the elimination of the junior/senior high school drainage problem.

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 Millbury	

7a. Additions

7b. WLA Assessment

Municipality/Organization:

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Signature:

Printed Name: E. BERNARD PLANTE

Title: CHAIRMAN, BOARD OF SELECTMEN

Date: JULY 21, 2004

Gateway to the Blackstone Valley

TOWN OF MILLBURY *Office of the* Board of Selectmen

MUNICIPAL OFFICE BUILDING • 127 ELM STREET • MILLBURY, MA 01527-2632 • TEL. 508/865-4710 • FAX 508/865-0843

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