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Municipality/Organization: Town of Raynham, MA

EPA NPDES Permit Number: MAR 041151

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: Randall A. Buckner Title: Town Administrator

Telephone #: 508-824-2707 Email: rbuckner@town.raynham.ma.us

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: Randall A. Buckner

Title: Town Administrator

Date: October 29, 2004

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SELF ASSESSMENT

Part II –SELF ASSESSMENT

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

Part II.F

Failed to submit annual report by May 1, 2004. Report is submitted November 1, 2004.

2. Public Involvement and Participation

BMP ID#	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) Permit Year 2	Planned Activities-
2.1	Form Technical	Town Administrator/ Board of Selectmen	Board of Selectmen vote to form committee	Selectmen voted appoint a technical committee	-------
2.2	Tech.Comm. drafts by-law	Technical Committee	Illicit Discharge and E & S bylaws presented to Town	No action	No action
2.3	Use media to educate and motivate residents to comply	Technical Committee employees ot town agencies	Positive press coverage of storm water meeting actuvutues	No action	Invite public and press to meeting at Storm-water Committee
2.4	Solicit residents to	Task Force	Residents report	No action	Task Force asks for public's help in reporting violations
2.5	Provide public notice of all Meetings & Hearings	Technical Committee	Public attends meetings/hearings	All meetings of the technical committee and task force advertised in local paper & website	Same
2A	Additions				
2.6	HHW Collection Event	Hiway Supt	Hold one Town-wide event	Town-wide collection event held	Same

3. Illicit Discharge Detection and Elimination

BMP ID#	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) Permit Year 1	Planned Activities Permit Year 2
3.1	Map MS4 Outfalls	Highway & Planning Dept/Highway Supt. & Town Planner	Produce Maps of	No action	Town Planner used GIS to produce a to produce a draft may of MS4 outfalls
3.2	Dry weather screening during routine catch basin cleaning	Highway Dept. Supterintendent	Monitor MS4	No action	Use summer help in Highway Dept. to verify at least 25% of outfalls; use GPS
3.3	Inspections during routine detention/ detention basin assessment	Highway Supt.	Monitor MS4	No Action	Highway Dept. employees check the basins for dry weather flow
3.4	Illicit Discharge By Law enforcement	Highway Supt.	Violations caught or discouraged	No. Action	Draft illicit discharge by law and present to Town Meeting
3.5	Prvd.Insp. & tech. assist. to & ZBA Boards	Highway & Planning Board Dept/Hiway & P.B	Develop & enforce Management practices		

4. Construction Site Stormwater Runoff Control:

BMP IC#	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) Permit Year 1	Planned Activities- Permit Year 2
4.1	Devlp.by-law for construction along accepted ways	BOS & Hiway Dept. Town Adm& Hiway Supt.	Required permit & cash bond before excav. Along town	By-law pass by Town Meeting & approved by Att'y General	Permits & cash bond to be required for all sites on pubic way
4.2	Conduct subdivision review & inspections	Hiway & Planning Dept/Hiway Supt. & Planning Board	Enforce const. of aprv.plans through subdivision cont.	Seven subdivisions reviewed for compliance	All subdivision plans submitted to be reviewed for compliance
4.3	Develp.P.B.& ZBA to address MS4 issues	Highway & Planning Dept./Hiway & P.B. Agents	Provide regulations addressing MS4 issues	Site Plan reviews regulation modified	Subdivision control regulation to be reviewed & modified
4.4	Enforce by-laws & PB reg.	Highway & Planning Hiway Supt & P.B Regs	Encourage proper management of of MS4 issues	No Action	Begin to enforce new regulations adopted by Planning Board
4.5	Conduct routine & impromptu inspections during const.	Highway Dept / Highway Supt. or designated agent	Discourage MS4 violations & encourage best Mgt. Practices	Highway employees conducted to scheduled & unscheduled inspec of cons. sites	Same

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

BMP ID#	BMP Description	Responsible Dept/Person	Measurable Goals	Progress on Goal (s) Permit Year 1	Planned Activities Permit Year 2
5.1	Monitor,review & assess compliance with MS4 regs.	Hiway & Planning Board Depts/Hiway Supt & P.B. agents	Use bond surety to insure compliance with regulations	Sewer subdivisions and construction inspected for compliance with subdivision control regulations	Continue collecting bonds for subdivisions
5.2	Periodic assessment of BMP's for MS4 issues	Hiway & Planning Board Depts/Hiway Supt. & P.B.agent	Ongoing evaluation of what is working and what is not	No action	Stormwater Technical Committee will meet to assess BMP's being used
5.3	Provide tech support & BMP's to aprop. Boards & agencies	Hiway, P.B & Tech. Cmt/Hiway Supt. P.B.agents & Cmt member.	Ongoing assessment & use of improved BMP	No action	If BMP is working well, incorporate into regulations
5.4	Requuired review & comment B/4 bond reduction (or) return	Planning & Appeals Board Chairman each Board	Ensure compliance of BMP's of developing projects	P.B eng. & Cons. Agent did final inspections for compliance with plans on five subdivisions	Same

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6. Pollution Prevention and Good Housekeeping in Municipal Operations

BMP ID #	BMP Description	Responsible Dept/Person Name	Measurable Goals	Progress on Goal(s) Permit Year 1	Planned Activities Permit Year 2
6.1	Regular cleaning & inspections of catch basins	Hiway Dept./ Hiway Supt. Responsible Dept./Person Name	Regular assessment structure & removal of road soils	All catchbasins in Town cleaned	All catchbasins to be cleaned & inspected
6.2	Regular Street sweeping	Hiway Dept/ Hiway Supt.	Regular & periodic removal of road soils	All streets in Town swept at least once	Same
6.3	Installation of deep sump basins	Hiway Dept/ Hiway Supt.	Collection of additional road soils from MS 4 systems	No Action	Hiway Dept. will install deep sumps during reconstructions
6.4	Provide employee regds.train.hazs. mat. clean up & disposal	Hiway Dept/ Hiway Supt.	Employees are trained Specify Measurable goal	Three employees trained in Hazmat (40 hrs training)	Employees to maintain certification (8 hours)
6.5	Provide work orders system	Hiway Dept/ Hiway Supt & General Foreman	Provide records of mat. Removed & work pref.on MS4	Work order system system put in place	Contine

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