**Municipality/Organization:** **Shrewsbury, Massachusetts**

**EPA NPDES Permit Number:** **MAR041158**

**MaDEP Transmittal Number:** **W-036325** 2004 APR 28 P 10: 39

**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: Jack Perreault Title: Town Engineer

Telephone #: (508) 841-8502 Email: jperreau@th.ci.shrewsbury.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: Daniel J. Morgado

Title: Town Manager

Date: April 26, 2004

## Part II. Self-Assessment

*The Town has completed the required self-assessment and has determined that our municipality is in compliance with all permit conditions.*

## 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 |
|---|---|---|---|---|---|
| 01 | Pamphlet Mailings | Engineering & Water/Sewer | # Pamphlets Mailed | Collection of information to be used developing educational pamphlets. | Educational pamphlets mailed to residents in key watershed areas. |
| Revised | | | | | |
| 02 | Poster Distribution | Engineering Dept. | # Posters Distributed | 15 Educational Posters were distributed to public buildings, including – Town Hall, Library, and Schools | |
| Revised | | | | | |
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| Revised | | | | | |
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| Revised | | | | | |
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| Revised | | | | | |

### 1a. Additions

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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 |
|---|---|---|---|---|---|
| 03 | Catch Basin Stenciling | Highway Dept. | # Catch Basins Stenciled | | Catch basin stenciling to begin during this permit year. |
| Revised | | | | | |
| 04 | Water Monitoring & Sampling | Health Dept. | Sample Data | Samples for E Coli and Total Coliform bacteria were taken on a weekly basis during the bathing season in Lake Quinsigamond. | Same as Permit Year 1. |
| Revised | | | | | |
| 04 | Water Monitoring & Sampling | Health Dept. | Sample Data | | Testing of storm water outfalls at Lake Quinsigamond, approximately 6 sampling events total. |
| Revised | | | | | |
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| Revised | | | | | |
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| Revised | | | | | |
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| Revised | | | | | |

## 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 |
|---|---|---|---|---|---|
| 05 | Local Ordinance | Engineering Dept. | Town Warrant Article | Research of available information for the creation of a Town Bylaw. | Continue Town Bylaw development. |
| Revised | | | | | |
| 06 | Storm Sewer Map | Engineering Dept. | GIS Map | GIS Map currently under production for entire town. Outfalls at Lake Quinsigamond have been mapped | Continue outfall mapping. |
| Revised | | | | | |
| 07 | Public Employee Education | Engineering Dept. | Training Sessions | | Training session for public employees. |
| Revised | | | | | |
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| Revised | | | | | |
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| Revised | | | | | |
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| Revised | | | | | |

## 3a. Additions

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## 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 |
|---|---|---|---|---|---|
| 05 | Local Ordinance | Engineering Dept. | Town Warrant Article | Research of available information for the creation of a Town Bylaw. | Continue Town Bylaw development. |
| Revised | | | | | |
| 08 | Mass. Stormwater Policy | Engineering | # Projects Reviewed | Ten projects submitted to the Conservation Commission and/or Planning Board | Continue reviewing projects to comply with Mass. Stormwater Management Policy |
| Revised | | | | | |
| 09 | Site Plan Reviews | Engineering Dept. | # Projects Reviewed | Research of available information for the creation of a Town Bylaw. | Continue Town Bylaw development. |
| Revised | | | | | |
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| Revised | | | | | |
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| Revised | | | | | |
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| 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 |
|---|---|---|---|---|---|
| 05 | Local Ordinance | Engineering Dept. | Town Warrant Article | Research of available information for the creation of a Town Bylaw. | Continue Town Bylaw development. |
| Revised | | | | | |
| 08 | Mass. Stormwater Policy | Engineering Dept. | # Projects reviewed | Ten projects submitted to the Conservation Commission and/or Planning Board | Continue reviewing projects to comply with Mass. Stormwater Management Policy |
| Revised | | | | | |
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| Revised | | | | | |
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| Revised | | | | | |

## 5a. Additions

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## 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 |
|---|---|---|---|---|---|
| 10 | Catch Basin Cleaning | Highway Dept. | Catch Basins Cleaned | Total of 1,000 man-hours went into cleaning approximately 60% of catch basins. | Continue catch basin cleaning. |
| Revised | | | | | |
| 11 | Highway and Light Dept. Garage | Engineering | # Inspections | | Two annual inspections of municipal garage areas. |
| Revised | | | | | |
| 12 | Street Sweeping | Highway Dept. | Streets Swept | Total of 3,304 man-hours went into sweeping all municipal streets. | Continue street sweeping |
| Revised | | | | | |
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| Revised | | | | | |
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| Revised | | | | | |
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| Revised | | | | | |

## 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 |
|---|---|---|---|---|---|
| 05 | Local Ordinance | Engineering Dept. | Town Warrant Article | Research of available information for the creation of a Town Bylaw. | Continue Town Bylaw development. |
| Revised | | | | | |
| 08 | Mass. Stormwater Policy | Engineering Dept. | # Projects reviewed | Ten Projects submitted to the Conservation Commission and/or Planning Board. | Continue review projects to comply with Mass. Stormwater Management Policy. |
| Revised | | | | | |
| 13 | Stormwater Treatment Units | Engineering | Town Warrant Article | Research of available information for the creation of a Town Bylaw. | Continue Town Bylaw development. |
| Revised | | | | | |
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| Revised | | | | | |
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| Revised | | | | | |
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| Revised | | | | | |

### 7a. Additions

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| 04 | Water Monitoring & Sampling | Health Dept. | Sample Data | | Sample Data to include testing for Phosphorous. |
| 01 | Pamphlet Mailings | Engineering & Water/Sewer | # Pamphlets Mailed | Collection of information to be used developing educational pamphlets. | Educational pamphlets mailed to residents in Jordan Pond Watershed |

**7b. WLA Assessment**

*The Town has implemented an educational pamphlet program to distribute educational brochures to 330 resident dwellings in the Jordan Pond watershed area. The pamphlets include information asking residents not to over-fertilize their lawns and to use phosphorous free fertilizers. Jordan Pond is a close tributary to Lake Quinsigamond. The program effectiveness will be evaluated and implemented in other key watershed areas that contribute to TMDL water bodies. Program modifications and improvements will be made as necessary.*

## Part IV. Summary of Information Collected and Analyzed

*Water samples were tested weekly during the bathing season at Sunset Beach for E Coli and Total Coliform levels. The Town Health Department has reported that no violations of the water quality standards for bathing beaches were detected at Sunset Beach during 2003.*