04

Municipality/Organization: **Town of Somerset**

EPA NPDES Permit Number:

MaDEP Transmittal Number: W- 035563

Annual Report Number & Reporting Period: **No. 1: March 03-March 04**

AUG - 5 2004

MUNICIPAL ASSISTANCE UNIT

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: John McAuliffe Title: Town Administrator

Telephone #: 508-646-2800 Email:

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: John McAuliffe

Title: Town Administrator

Date: July 29, 2004

Part II. Self-Assessment

The Town of Somerset has completed the required self-assessment and has determined that our municipality complies with all permit conditions, except for delayed submission of Permit Year One Annual Report to July 29, 2004. Since mapping of the Stormwater system and any illicit discharge locations is scheduled to occur by the end of Permit Year Five, the town is continuing to verify compliance with the endangered species portion of the Stormwater II 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.b.	Add Stormwater information to web site	Administrator's Office/G. Mandeville	Include SWMP, general information, and links	• Information and links added to town's web site. Site developed by Outsource Creations, Inc. at no initial cost to the town.	• Maintain information and links • Amend site to include mechanism to count number of visitors to web site. • Track # hits/visitors to Stormwater information
Revised					
1.c.	Distribution of posters and plan	Conservation Commission/C. Wardell	Display posters and make plans available in all public buildings and at schools	• Posters and plan displayed in and outside Conservation Commission, Building, Planning and Board of Health Office. • Planning Department began distributing a NPDES advisory (dated July 1, 2003) to developers/landowners seeking permit approvals.	• Required in permit year 1 only, however information will remain on display and Planning Department will continue to distribute advisory literature.
Revised	Distribution of posters, plan, and informative literature to various departments		Limit distribution of materials to Town Hall only.		
1.d.	Inform Residents of Town's recycling programs/schedules	Administrator's Office/J. McAuliffe	Distribute information to all residents by web site and cable access.	• Information placed on Town web site. • (2) Brochures relative to household hazardous waste and recycling program mailed to 6,000 households • Fire Department operated a Household hazardous waste booth at Main Street Celebration in September 2003; distributed information	• Maintain web site information and update schedule when necessary; • Post information regarding Fall River disposal facility • Track # hits/visitors to web site.
Revised	Inform Residents of Town's recycling programs and household hazardous waste	Administrator's Office/G. Mandeville; Fire Department/S. Rivard	Distribute information to all residents by web site, cable access, and direct mailing		

#1.e. Revised	Existing Practice: Presentation of environmental programs to local organizations and schools	Conservation Commission/C. Wardell	Include Stormwater as a topic in environmental programs	• Agent conducted (1) hands-on water sampling demonstration at Town Beach with local Girl Scouts. Event included an educational component focused on the topic of Stormwater.	• Continue bringing environmental programs to the classroom. • Utilize EPA's sample public information pieces to augment presentation • Track # presentations and approximate # participants
Revised					
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
2.a.	Existing Practice: Household Hazardous Waste Collection Days	Fire Department/ S. Rivard	Hold collection days once per month	*This is a bi-annual program only. BRP WM 08A incorrectly identified the program as occurring monthly.* • Collection days occurred in June 03, Oct 03, April 04: Total cars participating: 209 cars.	• This is an established bi-annual program, however funding to conduct the program in Permit Year 2 is threatened due to expiry of grant funding source that originally established the program. • Secure funding to continue program in Permit Year 2
Revised			Secure funding to continue program		
2.b.	*Collect and Recycle Waste Oil	Fire Department/S. Rivard	Collect waste oil on household hazardous waste collection days.	**Waste Oil is disposed of either on Hazardous Waste Collection Days or residents may take waste oil to an Incinerator facility in Fall River, Monday – Friday*	• Secure funding to continue program in Permit Year 2.
Revised					
2.c.	Spring Stream Clean-up Day	Conservation Commission/C. Wardell	Hold volunteer-driven clean-up day once per year	• No action taken	• Re-introduce program • Measure tonnage weight or number of bags/large items of debris collected; # volunteers
Revised					
2.d.	Storm Drain Stenciling Program	Highway Department/T. Fitzgerald	With volunteer assistance, stencil 20% of storm drains each year of permit	• No action taken.	• Purchase stenciling supplies • Identify priority drains • Recruit Volunteers • Stencil all priority drains.
Revised		Highway Department/Conservation Commission	Identify and stencil priority storm drains by Fall '04; 40% of total # of storm drains stenciled by end of Permit Year Two.		

2.e.	Public review of Stormwater Management Plan	Administration/ J. McAuliffe	Post SWMP on Town web site, in library, and at Highway Dept.	• Paper copy of plan with accompanying comment book made available at Town Library ora period of two weeks; • Plan available for review at Highway Department and Conservation Commission indefinitely • Plan available for viewing at Town web site.	• Amend web site to include response form and mechanism to track #hits/visitors to the site.
Revise d					
Revise d					

2a. Additions

43. 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
3.a.	Mapping of Stormwater drainage system and outfalls	TBD by Town	Begin researching consultant qualifications and project cost.	• Initial contact made with prospective GIS consultants. • Computer inventory completed of hardware/software in the following departments: Sewer, Water, Building, Planning, Con Com, Board of Health, Highway, and Assessors.	• The town anticipates commencing development of GIS parcel data prior to stormwater mapping activities. Stormwater mapping is a desired deliverable for permit year 5.
Revised					
Revised					
Revised					
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Revised					

3a. Additions

4. Construction Site Stormwater Runoff Control *(N/A in Permit Year 1)*

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
Revised					
Revised					
Revised					
Revised					
Revised					
Revised					

4a. Additions

5. Post-Construction Stormwater Management in New Development and Redevelopment *(N/A in Permit Year 1)*

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
Revised					
Revised					
Revised					
Revised					
Revised					
Revised					

5a. Additions

5.a.	Evaluation of Regulations	Planning Board/T. Turner	Adoption of Amendments by Planning Board and/or Town Meeting	While not required until Permit Year Three, the Planning Board has begun to revise its Subdivision Rules and Regulations. SRPEDD and the Land Use Coordinator provide assistance to the Board.	Continue working with SRPEDD and Land Use Coordinator to revise Rules and Regulations

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
6.a.	Existing Practice: Street Sweeping Program	Highway Department/T. Fitzgerald	Conduct street sweeping once per year; twice per year for streets near Lee/Taunton Rivers	• Program Completed for Permit Year 1.	• Continue annual sweeping of streets; biannual sweeping of streets near Lee/Taunton Rivers.
Revised					
6.b.	Clean Catch Basins	Highway Department/T. Fitzgerald	Develop/implement cleaning schedule; Lee/Taunton Rivers, once per year.	• All catch basins cleaned in Permit Year 1; • Future cleaning schedule developed (all streets to receive once per year cleaning).	• Continue annual catch basin cleaning program.
Revised					
6.e.	**Develop SPCC plan for Highway Department	Highway Department/T. Fitzgerald		***BRP WM 08A incorrectly stated that the Highway Department would Develop a SPCC Plan. The Stormwater Management Plan, however, is correct in stating that the Highway Department already functions under a SPCC Plan.* • Inspection completed in Permit Year 1. See Attached Data.	• Continue annual inspection program.
Revised	Existing Practice: Highway Department: Monitoring/Inspection of Facility Oil/Water Separator		Annual inspection of oil/water separator		
Revised					
Revised					

Part IV. Summary of Information Collected and Analyzed *N/A in Permit Year On*