Town of Swansea

CONSERVATION COMMISSION
Town Hall Annex
68 Stevens Road
Swansea, MA 02777
Tel (508) 673-6467 - Fax # (508) 676-0317

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September 7, 2004

Massachusetts Department of Environmental Protection
Division of Watershed Management
627 Main Street
Worcester, MA 01608

Subject: NPDES Phase II Small MS4 General Permit Annual Report
Swansea, MA

To whom it may concern:

In accordance with the reporting requirements for the NPDES Phase II Small MS4 General Permit, enclosed please find a copy of the Annual Report. A copy of the report will also be forwarded to the Environmental Protection Agency

If you have any questions or require additional information, please do not hesitate to contact me at 508-673-6467.

Very truly yours,

Colleen M. Brown
Conservation Agent

Encl.

Cc: Town Administrator
Town Engineer
Planning Board
Metcalf and Eddy
Edwards and Kelsey

Town of Swansea

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September 7, 2004

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

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Swansea, MA

To Whom It May Concern:

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Municipality/Organization: **Town of Swansea, MA**

EPA NPDES Permit Number:

MaDEP Transmittal Number: **W-035541**

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: Colleen M. Brown Title: Conservation Agent

Telephone #: 508-673-6467 Email: swanseaconcom@aol.com

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: Colleen M. Brown

Title: Conservation Agent

Date: 09-1-04

Part II. Self-Assessment

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

Part I.B.2(e): The Town's permit eligibility with regard to the Endangered Species Act was pending at the time of our NOI submission. The US department of the Interior Fish and Wildlife Service has since provided written determination (letter dated 8/28/03) that no federally-listed or proposed, threatened or endangered species or critical habitat under the jurisdiction of the U.S. Fish and Wildlife Service are known to occur in the project area.

Part I.B.2(g): The Town's permit eligibility with regard to the National Historic Preservation Act was pending at the time of our NOI submission. During Year 1, a letter was sent to the local Historic Commission requesting assistance in determining if any historic properties are known to be within the path or immediate area of any of the City's existing stormwater discharges and if so, whether or not the stormwater discharge has the potential to adversely impact the historic property. As of this date, this remains a pending issue.

Part II. F: The annual report for Year 1 was due to EPA-NE and MADEP on May 1, 2004. The Town was not able to meet this deadline due to recent issues with staffing and funding.

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	Add stormwater information and links to the Town's website	Conservation Agent/Planner	Post information by the end of Year 5 provided the town has developed an official website	No action taken.	Post information provided the town has developed an official website (pending funding availability).
Revised					
2	Develop informational brochure on storm water program	Conservation Agent/Planner	Provide and maintain copies at the Library by the end of Year 2 (pending funding availability)	No action taken.	Develop the information in a form which will allow the inclusion in a brochure.
Revised					
3	Distribute informational brochure via bulk mail to Town Residents	Conservation Agent/Planner	One mailing per year over the 5-year permit term (pending funding availability)	No action taken.	Distribute brochure pending funding availability.
Revised					
4	Broadcast the public meetings described below under BMP ID#5 over the local cable access channel	Board of Selectmen's Office	Three public meetings over the 5-year permit term	An informational meeting regarding the stormwater program was held at the public Board of Selectmen's meeting on April 27, 2004. This meeting was taped and broadcast over the cable network for several weeks.	Present the result of the Compton's Corner sampling to the Board of Selectmen and public.
Revised					

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
5	Conduct public meetings to describe the Town's stormwater program and receive input from the public.	Board of Selectmen's Office	Three public meetings over the 5 year permit term	An informational meeting regarding the stormwater program was held at the public Board of Selectmen's meeting on April 27, 2004. This meeting was taped and broadcast over the cable network for several weeks.	Present the result of the Compton's Corner sampling to the Board of Selectmen and public.
Revised					

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
6	Map stormwater drainage system and outfalls	Highway Department	Map 20% of the system per year (pending funding availability)	Approx. 50% of the drainage system has been mapped and incorporated into the Town's GIS system.	Finish mapping pending funding availability.
Revised					
7	Develop GIS database of the drainage system	Highway Dept	Map 20% of the system per year (pending funding availability)	Approx. 50% of the drainage system has been mapped and incorporated into the Town's GIS system.	Finish mapping pending funding availability.
Revised					
8	Visually inspect outfalls for dry weather flows	Board of Health/ Highway Dept	Year 1 Inspect all outfalls.	All outfalls which were mapped were inspected.	Continue to inspect outfalls, pending funding availability.
Revised					
9	Develop a sampling and analysis program for sampling outfalls.	Board of Health	Complete by end of year 1	A sampling plan (QAPP) has been developed for the Compton's Corner study area.	Develop additional sampling plans as needed, pending funding availability.

10	Conduct storm water sampling at suspected outfalls.	Board of Health	Years 1 through 2, Investigate Compton's Corner Area – Years 3 –4 Investigate other suspected illicit connections	A sampling plan (QAPP) has been developed for the Compton's Corner study area. In response to odor complaints, bacteria samples were collected from the Sandy Beach area. Illicit discharges were identified and property owners were directed to remove the illicit connections.	Collect and analyze samples from Compton's Corner area.
Revised					
11	Train Highway Dept. employees to recognize illicit connections	Highway Department	Conduct Annual training	No action taken.	Conduct annual training.
Revised					

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
12	Update Town bylaws and regulations to include storm water ordinances	Conservation Agent/Planner	Year 1 – Review existing by-laws Year 2 Propose changes Year 3 implement changes, subject to Town meeting approval	Reviewed existing by laws and proposed by-laws.	Propose changes for town meeting approval
Revised					

13	Develop an ordinance requiring developers to prepare and Erosion and Sedimentation Control Plan for all sites disturbing more than 1 acre. Require that the plan be reviewed and approved by the planning board	Conservation Agent/ Planner	Year 1 – Review existing by-laws Year 2 Propose changes Year 3 implement changes, subject to Town meeting approval	Reviewed existing by laws and proposed by-laws.	Propose changes for town meeting approval
Revised					
14	Periodically check erosion control measures and construction material management on-site inspection	Town Planner/Highway Department	Monitor and track violations through reports to the ConCom and/or Planning Board	No action taken.	

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**
15	Develop an Ordinance requiring stormwater controls for all new and redevelopment projects disturbing more than 1 acre	Conservation Agent/Town Planner	Year 1Review existing by-laws & regulations Year 2 Propose changes Year 3 Implement changes subject to town meeting approval	Reviewed existing bylaw and regulations. We have also reviewed copies of additional regulations to change our existing regulations	Review proposed changes to regulations for presentation to Town Meeting
Revised					

16	Inspect and maintain the storm water controls required under BMP ID #15	Building Inspector, Town Planner, Highway Dept,, Home Owner Association Commercial Property Owners	Inspect and maintain storm water controls annually (pending funding)	Inspected as many catch basins, detention ponds, and storm water controls as possible with town funds.	Continue to inspect additional catch basins, detention ponds and storm water controls as possible with town funds
Revised					

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
17	Street sweeping	Highway Department	Sweep streets annually	Completed annual sweeping program.	Continue program pending funding availability.
Revised					
18	Catch basin cleaning	Highway Department	Clean catch basins annually	Completed annual CB cleaning program.	Continue program pending funding availability.
Revised					
19	Replace existing mechanical catch basin cleaner with new vacuum cleaner	Highway Department	Purchase by end of Year 5 (pending finding availability)	No action taken.	None.
Revised					
20	Yard waste Program	Highway Department	Weekly curbside pickup except during winter months	Conducted weekly curbside pickup except during winter months	Continue program pending funding availability.
Revised					

21	Household Hazardous Waste program	Solid Waste Committee	Hold twice over the 5-year permit term (pending funding availability)	A Household Hazardous Waste Collection Day held in town on May 15, 2004 through Clean Harbors	Continue program pending funding availability.
22	Animal control program	Animal Control Officer	Track the number of animals collected	Animals collected are tracked in daily logs.	Continue program pending funding availability.
Revised					
23	Implement and maintain the Highway Dept's Storm Water Pollution Prevention Plan (SWPPP)	Highway Dept	Maintain SWPPP at Highway garage	Developed SWPPP.	Continue the program of SWPPP at Highway Garage
Revised					

7. BMPs for Meeting Total Maximum Daily Load (TMDL) Waste Load Allocations (WLA)

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**
	NOT APPLICABLE				
Revised					