TOWN OF BOYLSTON

221 MAIN STREET
BOYLSTON, MA 01505

THE OFFICE OF THE
TOWN ADMINISTRATOR
Suzanne C. Olsen

MAY 3 - 2004
MUNICIPAL ASSISTANCE UNIT
MAR041095

April 28, 2004

Thelma Murphy, Storm Water Coordinator
United States Department of Environmental Protection
Region 1
One Congress Street, Suite 100
Boston, MA 02114-2023

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

RE: Storm water Management Annual Report

Dear Thelma:

The Town of Boylston completed it's application for permit and submitted it within the extended allowable time frame and to date have not received a notice of permit approval, however we do not wish to be out of compliance by not filing a timely annual report.

We have begun to apply our proposed phases of our plan as follows:

- Public Education:
  - Provided financial contribution to & Partnered with Suasco
  - Created cable network educational advertisements
  - Circulated Storm water Brochure through town
  - Made brochures are available in Town Hall
  - Signs posted at public parks for pet owners to properly dispose of waste
- Public Participation
  - Partnered with a Local organization
  - Traveling display at Town Hall for one month and now at Regional at High School
- Illicit Discharge Detection & Elimination
  - Drainage mapping preliminary information gathering in process
- Construction Site Runoff Control

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- Municipal Good Housekeeping
  - Employee training on going
  - Catch Basin cleaning is done annually or more frequently as deemed necessary
  - Street Sweeping is done annually
  - Recycling Program: Highway Dept. does receive waste oil for proper disposal on an annual basis

Very truly yours,

Suzanne C. Olsen

Suzanne C. Olsen
Town Administrator
Town of Boylston
221 Main Street
Boylston, MA 01505

CC: Massachusetts Department of Environmental Affairs
Board of Selectmen
Storm Water Management Committee
Donald Parker, DPW Supt
Joe McGrath, Cons Com
Larry Solomini, Planning Board & Board of Health
Chip Burkhardt, Consultant @ Woodard & Curran, Inc.

Suzanne Olsen
<boylstonadmin@charter.net>

04/28/2004 02:14 PM

To: Thelma Murphy/R1/USEPA/US@EPA
cc: Chip Burkhardt <cburkhardt@woodardcurran.com>
Subject: Storm water Annual Report

Attached is our annual report, however brief because we have only recently (March 8,2004) filed for and not yet received confirmation of our permit.

A hard copy is in the mail to you.

Respectfully,

Sue Olsen
Town Administrator
Town of Boylston
(p)508-869-0143
(f)508-869-6170

annual report yr 1.doc

APR 2 8 2004

MUNICIPAL ASSISTANCE UNIT

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  - Nothing planned for year 1

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