TOWN OF DALTON

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ANIMAL CONTROL/HEALTH AGENT, Ext. 28
BOARD OF ASSESSORS, Ext. 21
BOARD OF APPEALS, Ext. 29
INSPECTION SERVICES, Ext. 27 or 29
PLANNING BOARD, Ext. 29
TREASURER, Ext. 18

TOWN MANAGER, Ext. 12
TOWN ACCOUNTANT, Ext. 17
TOWN CLERK/REGISTRAR, Ext. 15
TOWN COLLECTOR, Ext. 25
SELECT BOARD, Ext. 11
OTHER BOARDS, Ext. 11

April 29, 2005

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

RE: EPA NPDES Permit Number MA041004

To Whom It May Concern:

Enclosed please find the NPDES Phase II Small MS4 General Permit Annual Report filed by the Town of Dalton. This report has been prepared according to the reporting format available through the U.S. Environmental Protection Agency at www.epa.gov/NE/npdes/stormwater/ms4-annual-rpt.html. A signature page including certification in accordance with Part VI.G of the Permit is enclosed. Signature requirements for the Town of Dalton have been met.

The Annual Report has been sent to the Massachusetts Department of Environmental Protection, Division of Watershed Management. If you have any questions, please feel free to contact me at (413) 684-6122.

Sincerely,

Kenneth E. Walto
Town Manager

Municipality/Organization: **Dalton**

EPA NPDES Permit Number: **MA041004**

MaDEP Transmittal Number: **W-036254**

Annual Report Number & Reporting Period: **No. 2: March 04-March 05**

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Kenneth E. Walto Title: Town Manager

Telephone #: (413) 684-6111 Ext. 12 Email: daltonth@bcn.net

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.

Part II. Self-Assessment

The results of the self-assessment review of compliance with all permit conditions for the Town of Dalton is included here. This self-assessment consists of a statement of full compliance. Information regarding the status of compliance with the minimum control measures is included in Part III of the annual report and is not included here.

The Town of Dalton 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

The BMP, responsible party, and measurable goal information from the Town of Dalton's NOI have been description of the progress made toward achieving the measurable goals during the prior year and what ac for next year are included in the last two columns, respectively. Changes that revise/replace or add compo water management program have not been proposed.

The implementation schedule included within the NOI has not been revised.

1. Public Education and Outreach

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any)	Planned Permit Y
1.1	Educational Brochures	Stormwater Committee	Develop and distribute brochures per attached plan	• Researched relevant and available educational brochures on the impacts of stormwater available through EPA, DEP, Watershed Associations and others. • Developed educational brochures on practices for reducing pollutants and on the impacts of stormwater through a contract with the Berkshire Regional Planning Commission (BRPC)	• Distri • Distri permi applic • Devel for st
Revised					
1.2	Educational Display	Local School	Create display for Town Hall and town library	• None to date	• No ac • Prepa for to for Y
Revised					

2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any)	Planned Permit Y
2.1	Involve public in planning process	Select Board	Establish a Stormwater Committee	• Formed Stormwater Committee with members of DPW, Con Com, Planning, Inspectors and public.	• Cond Storn Year • Invite plann cable
Revised					
2.2	Storm drain labeling	Housatonic Valley Association	Label storm drains in defined neighborhoods	• Developed a storm drain labeling program for elementary children geared toward fourth grade through efforts conducted by HVA	• Cond with towar
Revised					
2.3	River clean-up	Housatonic Valley Association	Conduct semi-annual river clean-ups	• None to date	• Cond on an comm hotlir
Revised					

3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any)	Plannec Permit
3.1	Detect and eliminate illicit discharges	Public Works	See attached plan	• Drafted program manual outlining schedules and tasks • Identified priority areas of town based on age of infrastructure, water quality concerns, etc. • Drafted an inspection certification process	• Set- • Set- • Resp wate • Dev and prop illici • Veri • Orga wast
Revised					
3.2	Storm system map	Public Works	Map 20% of outfalls per year	• Developed storm sewer system map (20% of outfalls) (BRPC developed a GIS based map.)	• Dev map
Revised					
3.3	Prohibit non-stormwater discharges	Stormwater Committee	Develop bylaw	• Evaluated model bylaws and General Bylaw prohibiting non-stormwater discharges • Identified enforcement authority for stormwater prohibition • Assessed the status of local regulations, policies and resources that may be used in developing appropriate stormwater programs through efforts conducted by BRPC	• Eval prop proh discl • Defi for n storr • Pass exist storr storr
Revised					
3.4	Illicit discharge training	Public Works/Stormwater Committee	See attached plan	• Planned opportunities for training in illicit discharge detection and elimination	• Prov on il elim • Dev abou
Revised					

3.5	Investigate non-stormwater discharges	Public Works	Collect data	• Ongoing investigation into sanitary connections • No sanitary connections have been identified • Collected and kept records of water quality sampling results (HVA) • Conducted investigation of potential sewer line leak into Walker Brook (HVA)	• Inve discl cond insp • Con whe • Con publ • Coll wate (HV • Rep conn (HV • Inve base resul • Disc imm
Revised					

4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any)	Planned Permit Y
4.1	Regulate construction run-off	Stormwater Committee	Develop bylaw	• Reviewed model bylaws for sediment and erosion control for all construction sites>= 1 acre • Assessed the status of local regulations, policies and resources that may be used in developing appropriate stormwater programs through efforts conducted by BRPC	• Work devel Subd regul
Revised					
4.2	Promote the use of BMPs	Permit granting boards	Develop training and review procedures	• Planned opportunities for board members to receive site plan/BMP training (NEMO)	• Deve proce • Provi storm and p • Plan mem plan/
Revised					
4.3	Enforce regulations	Building Inspector	Develop inspection and enforcement procedure	• Planned opportunities for training on NPDES Phase II regulations and requirements • Continued availability of the Berkshire Conservation Agent program to Con Com/permitting authorities to improve capacity for inspection and enforcement	• Deve enfor • Impr Build enfor throu
Revised					
4.4	Sanctions	Building Inspector	Define penalties, fees, sanctions for non-compliance	• None to date	• Deter inspe appro sanct • Appr non-c
Revised					
4.5	Incorporate public input	Public Works/Building Inspector	Set-up Stormwater hotline	• Identified a contact person/department	• Reass perso • Conti

Revised					

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 2 (Reliance on non-municipal partners indicated, if any)	Planne Permit
5.1	Regulate post-construction run-off	Stormwater Committee/Plannin g Board	Develop or amend bylaws	• Reviewed model bylaws to control/reduce runoff in all new and re-development sites >= 1 acre • Assessed the status of local regulations, policies and resources that may be used in developing appropriate stormwater programs through efforts conducted by BRPC	• Dev cont and acre • Wo Con part Spe
Revised					
5.2	Promote the use of BMPs	Permit granting boards	Develop training and review procedures	• Planned opportunities for board members to receive site plan/BMP training (NEMO)	• Dev proc • Rec Perf Sub regu • Plar men plan
Revised					
5.3	Require operation and maintenance plans	Stormwater Committee/Permit granting boards	Develop bylaw and record keeping system	• None to date	• Enc prol stor • Req Mai • Dev syst
Revised					
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 2 (Reliance on non-municipal partners indicated, if any)	Planned Permit Y
6.1	Reduce runoff from municipal operations	Public Works	Develop pollution prevention program	• Developed SWPPP for Highway Garage • Established record-keeping for regular pollution prevention activities	• Deve progr and p activi
Revised					
6.2	Maintain and inspect public properties	Public Works	Adopt operation and maintenance program	• Cleaned and inspected catch basin at transfer station • Conducted annual inspection of highway garage and transfer station in accordance with SWPPP	• Moni basin • Adop Main build • Inspe trans accor
Revised					
6.3	Municipal housekeeping training	Stormwater Committee	See attached plan	• Planned opportunities for municipal employees and board members to pursue pollution prevention training	• Plan empl pursu traini
Revised					

7. BMPs for Meeting Total Maximum Daily Load (TMDL) Waste Load Allocations (WLA) *<<if applic*

This item is applicable only to those municipalities with MS4 discharges into a water body that has an appr daily load (TMDL) and where the municipality is required to implement storm water waste load allocation (TMDL.

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 Permit Y
7.1	TMDL not yet developed				
Revised					

Part IV. Summary of Information Collected and Analyzed

The results of information or data, if any, that was collected and analyzed during Permit Year 1, but was not included elsewhere in the report or requires further elaboration has been included here. Information and data within this section may include results/trends from any storm or receiving water quality monitoring, beach monitoring or closure statistics, assessment of particular BMP performance, or financial impact of program implementation.

The Housatonic Valley Association (HVA) has conducted water quality monitoring of the East Branch of the Housatonic River during Year 2. HVA is currently in the process of summarizing water quality results and analyzing trends.

Part V. Program Outputs & Accomplishments (OPTIONAL)

The Town of Dalton has elected not to include estimated program results and accomplishments that have been realized during Year 2.

Stormwater Management Plan: Town of Dalton

Prepared for:
Compliance with federal National Pollution Discharge Elimination System (NPDES)
Phase II Stormwater program

Prepared by:
Berkshire Regional Planning Commission

Submitted to:
US Environmental Protection Agency, Region 1
MA Department of Environmental Protection

Dates:
Approved February 24, 2003
Submitted: March 10, 2003

Designated Community Officials

_____ Chair, Select Board

_____ Town Manager

_____ Highway Superintendent

_____ Chair, Conservation Commission

Stormwater Management Plan: Town of Dalton

Introduction

The Town of Dalton is required to comply with the recently promulgated National Pollutant Discharge Elimination System, Phase II regulations regarding stormwater management. The ultimate goals of this program are to improve the water quality in the Housatonic River and its tributaries in downtown Dalton, by preventing nonpoint source runoff and illicit stormwater discharges.

Waterways of Dalton:

- East Branch Housatonic River
- Cleveland Brook
- Wahconah Falls Brook
- Egypt Reservoirs and Brook
- Anthony Brook
- Center Pond
- Walker Brook
- Barton Brook
- Brattle Brook
- Sackett Brook
- Hathaway Brook, Ashley Brook and Windsor Brook (outside the jurisdictional area)

The East Branch Housatonic River is the main waterway through town. It enters Dalton from Hinsdale. The river travels northwesterly along Rt. 8 until it reaches Center Pond in the Dalton Town Center. The river leaves Center Pond to cross the first of 5 dams within Dalton. It travels in a southwesterly direction to the Pittsfield city line.

The East Branch Housatonic River (from its source to Center Pond) is on the 2002 Draft Integrated List of Waters, category 5, for Priority Organics. Below Center Pond, the river is listed for Cause Unknown, Unknown Toxicity, Priority Organics and Pathogens.

Center Pond is an impoundment of the East Branch Housatonic River. Wahconah Falls Brook (from the northeast) and Anthony Brook (from the north) are major tributaries to Center Pond.

Center Pond is on the 2002 Draft Integrated List of Waters, category 5, for Priority Organics. In 2002, the Department of Environmental Protection researched the presence of Priority Organics in Center Pond. Results are not available at the time of this draft, but are expected to be released in 2003.

Urbanized Area:

Stormwater quality issues unique to Dalton

- Sources of Sediment to Center Pond
- Presence or absence of Priority Organics in Center Pond
- Sources of pathogens to the East Branch Housatonic River
- Illicit discharges in the High St./Park St. neighborhood
- Illicit discharges in neighborhoods off Rt. 9
- Illicit discharges off E. Housatonic Street
- Illicit discharges in neighborhoods off Kirchner Rd.
- Impacts on stormwater from future residential/commercial/industrial development
- Residential practices such as lawn watering, fertilizer use, pet waste, septic system maintenance.
- Municipal practices such as street sweeping, catch basin cleaning, vehicle washing, sand/salt storage and application, pollution prevention.

Challenges Faced by Dalton

- Lack of funding and limited staff resources
- Burden of public awareness for federal regulations
- Limited existing regulatory authority
- Overlapping stormwater infrastructure with MA Highway Department
- Implementation waiting on model regulations yet to be prepared by DEP and EPA
- Staff and municipal board members need to acquire BMP and stormwater training

Potential Sources of funding

- State Revolving Fund (loans)
- 604b Water Quality Management Planning grants
- 104b3 Water Quality and Watershed Assistance grants
- s319 Nonpoint Source Pollution grants (may be limited)
- EOEA GROWetlands grants
- DCS Self-Help grants (land purchase)
- MET grants

Other

There are no Federally Listed endangered species known to inhabit Dalton. This was verified through a database search of the US Fish and Wildlife Service's Endangered Species program and the MA Natural Heritage and Endangered Species Program.

The following National Historic Register properties will not be negatively affected by this plan:

- Crane and Company, Main Street
- Dalton Grange Hall, South Street and Grange Hall Road
- East Main Street Cemetery, E. Main Street

Control Measures for Meeting NPDES Phase II Stormwater Requirements

ıtion and Outreach

ɜnt a public education program to distribute educational materials to the community and perform ater quality impacts of stormwater discharges and steps that can be taken to reduce them.

ıs on reaching citizens at home, through schools and workplaces and through regular town meeting Priorities will be defined based on important community water resources, especially Center Pond, f pollution, especially those that threaten public health.

	MEASURABLE GOALS / BMP OPTIONS	RESPONSIBLE PARTY/TIMELINE
ılic on the	▪ Develop educational brochures, or select brochures prepared by EPA, DEP, BRPC, Watershed Associations and others	Stormwater Committee, DPW and Conservation Commission, Year 1
	▪ Distribute brochures in tax bills	Tax Assessor, Years 2-5
	▪ Distribute brochures to building permit and other permit applicants	Building Inspector, Years 2-5
	▪ Develop list of contacts for local schools, watershed organizations, stream teams, neighborhood groups, etc.	Stormwater Committee, Year 3
ps the public stormwater	▪ Develop subsequent brochures on specific practices for reducing pollutants	Stormwater Committee, DPW and Conservation Commission, Years 2-5
	▪ Distribute brochures as above	Tax Assessor Years 3 & 5, Building Inspector Years 2-5
	▪ Prepare an educational display for town hall/library	Local school, Years 4-5

Control Measures for Meeting NPDES Phase II Stormwater Requirements

vement/Participation

de opportunities for citizens to participate in the development and implementation of the Phase II nent Program.

	MEASURABLE GOALS / BMP OPTIONS	RESPONSIBLE PARTY/TIMELINE
ic to ing	▪ Develop the Stormwater Management Plan using a public process	DPW, Stormwater Committee, Years 1-5
	▪ Establish a Citizen Panel for stormwater planning	Select Board, Year 1
	▪ Invite the public to stormwater committee meetings	Town Manager, Years 1-5
	▪ Organize community/river clean-up	Housatonic Valley Association, Year2
	▪ Conduct storm drain labeling project with local elementary students	Housatonic Valley Association, Year 1
	▪ Air stormwater committee meetings on cable access TV	Town Manager, Years 1-5

rge Detection and Elimination

ill institute an Illicit Discharge Detection and Elimination Plan (IDDEP) that concentrates on local citizen input and measures of prevention. Most of the area covered under this program is served by er, therefore septic influences are not anticipated.

ful IDDEP will be the passage of a municipal bylaw defining and prohibiting illicit discharges into the torm Sewer System (MS4). No existing illicit discharges will be grandfathered, therefore, an program will also be instituted to identify and remove these discharges. Recognizing that an must be followed for passing a new municipal bylaw, the detection, prevention and awareness will be initiated at the beginning of the 5-year program. The elimination aspects of the program will ment of the regulatory authority.

	MEASURABLE GOALS / BMP OPTIONS	RESPONSIBLE PARTY/TIMELINE
it discharges	▪ Prepare a program manual outlining each task with a schedule for implementation	DPW
	▪ Identify priority areas based on water quality concerns, age of infrastructure, etc.	Stormwater Committee, Year 1
	▪ Where dry-weather discharges are found, track the drain system upstream by visual inspection of catch basins and drop inlets	DPW, investigation within 24-48 hrs
	▪ Identify land uses of higher potential pollutant loads (as defined by the MA Stormwater Policy) on the MS4 map	DPW, as funding allows
	▪ Set-up and advertise a hotline for reporting illicit discharges and illegal dumping and develop protocol for following up all calls within 24-48 hours	DPW, Year 1
	▪ Conduct additional annual field inspections based on public input and water quality sampling results from HVA	DPW, as needed
cit discharges	▪ Where illicit discharges are suspected, contact property owners by mail and solicit their help in resolving the situation	DPW, as needed
	▪ Where illicit discharges are suspected, the town will have the authority to conduct surveys, audits, dye or smoke testing to locate source of discharges	DPW, as needed, 1-2 expected per year
	▪ Where sanitary wastewater is suspected, the Board of Health or DPW will act to eliminate the connection immediately	DPW, Board of Health, as needed
	▪ Enforce prohibition of non-stormwater discharge (see below)	DPW, Years 2-5

Control Measures for Meeting NPDES Phase II Stormwater Requirements

ı Site Stormwater Runoff Controls

), implement and enforce a sediment and erosion control program to reduce pollutants in stormwater on activities that disturb one or more acres of land.

e regulatory authority established through municipal bylaws including the zoning, subdivision and ;.

	MEASURABLE GOALS / BMP OPTIONS	RESPONSIBLE PARTY/TIMELINE
f controls	▪ Develop a Sediment and Erosion Control bylaw that applies to construction sites >= 1 acre (cumulative), in upland or wetland areas ▪ Work with Planning Board to develop bylaw as part of Zoning, Subdivision and Special Permit regulations	Stormwater committee, Years 1-2 Planning Board, Year 2
BMPs	▪ Develop Site Review Procedures for Planning/Zoning/Conservation ▪ Provide training opportunities for board members to learn more about BMP technologies and how to use them (NEMO) ▪ Provide information on appropriate BMPs to developers	Planning Board, Conservation Commission, Years 2-3 Town Manager, Years 1 and 3 Building Inspector, Years 2-5
ıtrol regulations	▪ Develop a site inspection and enforcement procedure ▪ Improve capacity of Conservation Commission enforcement in wetlands areas through training and use of Berkshire Conservation Circuit Rider ▪ Improve capacity of Building/Zoning inspectors enforcement in upland areas through training	Building Inspector, Year 1 Select Board approval, Years 1-5 Building Inspector, Year 2
	▪ Determine cost of typical inspection process and define appropriate penalties, fees, sanctions for non-compliance ▪ Sanctions may include monetary and non-monetary penalties	Building Inspector, Year 2 Select Board approval, Year 2
	▪ Identify a contact person/dept (probably the Building/Zoning inspector) ▪ Advertise the stormwater reporting telephone line	Building Inspector, Years 1-5 Town Manager, Year 1

Control Measures for Meeting NPDES Phase II Stormwater Requirements

	MEASURABLE GOALS / BMP OPTIONS	RESPONSIBLE PARTY/TIMELINE
owing outfalls	▪ Conduct field surveys and review old maps to identify 20% of outfalls each year	DPW, Years 1-5
	▪ Develop MS4 system network map indicating direction of flow and catchment area for each outfall	DPW, as funding allows
non-stormwater	▪ Evaluate model bylaws and information from EPA/DEP, and propose General Bylaw prohibiting non-stormwater discharges at Town meeting	Stormwater Committee, Year 1-2
	▪ Identify Public Works Dept., Board of Health, and Building inspector as the enforcement authorities	Stormwater Committee, Year 1
	▪ Pass general bylaw	Town Meeting, Year 2
water	▪ Enforce Illicit connections regulations	DPW, Years 2-5
	▪ Develop an inspection and enforcement procedure and a certification of inspection process	DPW, Year 2
	▪ Develop notification of stormwater problem process	DPW, Year 2
	▪ Define penalties, fees, sanctions for non-compliance	Stormwater Committee, Year 2
	▪ Develop a tracking system, possibly using GIS	DPW, as funding allows
	▪ Keep disconnection program records	DPW, Years 1-5
citizens and bout hazards of ing	▪ Train municipal employees regarding pollution prevention, detection techniques, and hazards of illicit connections	DPW, as opportunity, at least 1x/year
	▪ Utilize/attend programs offered by BRPC, DEP, EPA, etc.	DPW, municipal boards, as opportunity
	▪ Develop and distribute brochures, or select brochures from EPA, DEP, and others	DPW, Conservation Commission, Year 1-2
	▪ Promote proper disposal of hazardous wastes; Institute hazardous waste collection days	DPW, Year 3 & 5
ater discharges roblem*	▪ Determine if "allowable" discharges are a problem	DPW, Conservation Commission, citizens, HVA, ongoing
	▪ Collect Stream Team data and water quality sampling results	HVA, Conservation Commission, Select Board

scharges are:

1;
ws;

10. irrigation water, springs;
11. water from crawl space pumps;
12. footing drains;

Control Measures for Meeting NPDES Phase II Stormwater Requirements

;
ınndwater infiltration;
ıped groundwater;
ɔle water sources;

lensation;

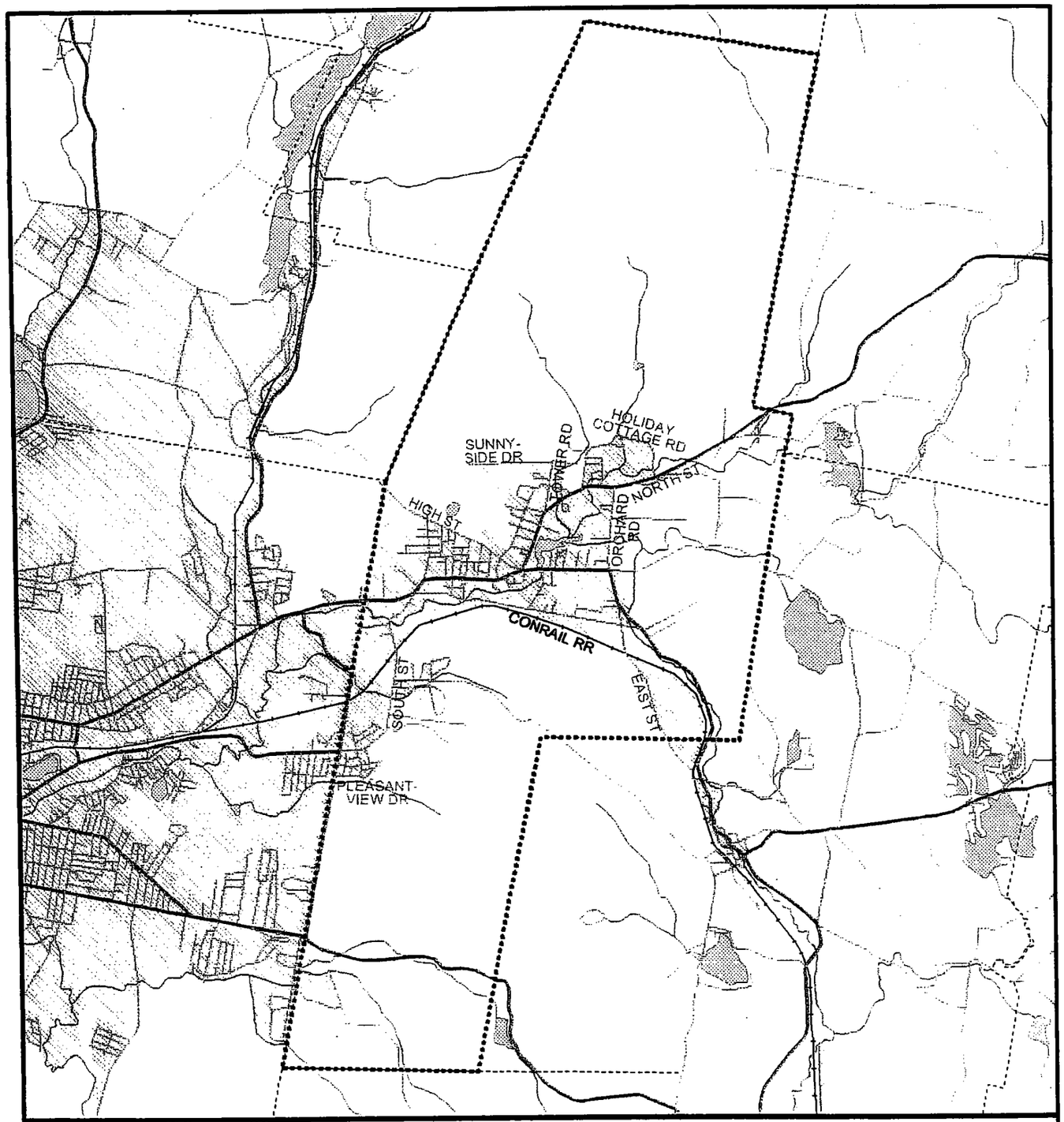
13. Lawn watering;
14. individual resident car washing;
15. flows from riparian habitats and wetlands;
16. dechlorinated swimming pool discharges;
17. street wash water;
18. residential building wash waters without detergents.

Control Measures for Meeting NPDES Phase II Stormwater Requirements

ıction Stormwater Management

, implement and enforce a program to reduce pollutants in post-construction runoff from
ɔw development projects.

	MEASURABLE GOALS / BMP OPTIONS	RESPONSIBLE PARTY/TIMELINE
·construction	▪ Develop or amend existing bylaws to control/reduce runoff on new and redevelopment for sites >= 1 acre (cumulative), in upland or wetland areas ▪ Work with Planning Board to develop bylaw as part of Zoning, Subdivision and Special Permit regulations	Stormwater committee, Years 1-2 Planning Board, Year 2
ıMPs	▪ Develop Site Review Procedures for Planning/Zoning/Conservation ▪ Provide training opportunities for board members to learn more about BMP technologies and how to use them (NEMO) ▪ Recommend appropriate BMPs in Performance standards for Subdivision/Special Permit regulations	Planning Board, Conservation Commission, Years 2-3 Town Manager, Years 1 and 3 Stormwater committee, Year 2
ıance and and	▪ Place requirement for O&M plans in bylaw (see above) ▪ Encourage public reporting of problems ▪ Develop a record-keeping system for O&M plans	Stormwater committee, Years 1-2 Town Manager, Year 1 Planning Board, Conservation Commission, Year 2 and ongoing


SUNNY-
SIDE DR
HOLIDAY
COTTAGE RD
TOWER RD
NORTH ST
HIGH ST
ORCHARD
RD
CONRAIL RR
SOUTH ST
EAST ST
PLEASANT-
VIEW DR

' Control Measures for Meeting NPDES Phase II Stormwater Requirements

evention/Good Housekeeping for Municipal Operations

ɔ and implement an operations and maintenance program with the goal of preventing or reducing municipal facilities and operations including activities by town contractors such as street sweeping ning.

	MEASURABLE GOALS / BMP OPTIONS	RESPONSIBLE PARTY/TIMELINE
ɡ polluted runoff	• Identify all discharges from municipal properties and correlate to MS4 map	DPW, Year 1
	• Develop a Pollution Prevention program for municipal operations, including contracted activities	DPW, Years 2-3
	• Develop a Stormwater Pollution Prevention Plan for the Dalton Highway Department facility	DPW, Year 1
	• Create a Pollution Prevention program pamphlet for all town contractors to include in bid packages	DPW, Year 3
	• Evaluate opportunities for improved stormwater treatment from existing MS4 system	DPW, Years 4-5
	• Establish record-keeping for regular catch basin cleaning and street sweeping activities	DPW, Year 1
	• Incorporate pollution prevention and good housekeeping principles into Master and Open Space plans	Planning Board, Conservation Commission, as opportunity
ıection plans for	• Adopt an Operation and Maintenance program for municipal buildings and facilities	DPW, Year 2
	• Conduct quarterly monitoring of transfer station catch basin	DPW Years 1-5
	• Adopt an Operation and Maintenance program for municipal land and parks	DPW, Year 2
	• Conduct annual inspections of Highway Garage and Transfer station	DPW Years 1-5
	• Prepare a program manual outlining each task with a schedule for implementation	DPW, Year 3
	• Establish a capital budget item for stormwater system upgrades	Town meeting, Year 3 & ongoing
municipal	• Form a committee to recommend BMPs at municipal sites	Stormwater Committee, Year 4
	• Pursue NEMO educational presentations	Individual Boards, Town Manager, Years 1-5

Control Measures for Meeting NPDES Phase II Stormwater Requirements

Small MS4 Stormwater Management Program

will comply with the federal regulations for the National Pollution Discharge Elimination System Phase
ations. To do so, the town will develop, implement and enforce a program to reduce the discharge of
unicipal separate storm sewer system (MS4) to the maximum extent practicable; protect water
e water quality requirements of the Clean Water Act and Massachusetts Water Quality Standards

nagement program developed by the town will implement the six minimum control measures required
al permit, as described below.

orm water management program will be implemented by the expiration date of the permit (5 year
ch 10, 2003).

vater Management Program, this document:
person or department responsible for each stormwater control measure;
Best Management Practice (BMP) for the measure;
surable goals for each BMP, including time lines and milestones for implementation;
ear-by-Year implementation plan.

Six Minimum Control Measures for Meeting NPDES Phase II Stormwater Requirements

Year by Year Action Plan

The following tables outline the measurable goals and best management practice options for each of the six minimum control measures required under the NPDES Phase II Storm
The tables organize program tasks by responsible party/department.

2003

YEAR 1	PUBLIC EDUCATION AND OUTREACH	PUBLIC INVOLVEMENT AND PARTICIPATION	ILLICIT DISCHARGE DETECTION AND ELIMINATION	CONSTRUCTION SITE STORMWATER RUNOFF CONTROL	POST-CONSTRUCTION STORMWATER MANAGEMENT	POL HOU
DPW	▪ Develop educational brochures on the impacts of stormwater	▪ Develop Stormwater Plan using a public process	▪ Prepare a program manual outlining schedules and tasks ▪ Develop storm sewer system map (20% of outfalls this year) ▪ Set-up stormwater hotline ▪ Set-up disconnection record log ▪ Train employees to recognize illicit connections annually ▪ Disconnect sanitary connections immediately			▪ ▪ ▪ ▪ ▪
SELECT BOARD		▪ Convene a Stormwater Committee with members of DPW, Con Com, Planning, Inspectors and public ▪ Develop Stormwater Plan using a public process		▪ Improve Con Com capacity for inspection and enforcement through authorizing use of Berkshire Conservation Agent, annually as needed		
TOWN MANAGER		▪ Organize first Stormwater Committee meeting ▪ Invite public to stormwater planning meetings, arrange cable broadcast		▪ Plan opportunities for board members to receive site plan/BMP training (NEMO) ▪ Advertise stormwater hotline	▪ Plan opportunities for board members to receive site plan/BMP training (NEMO) ▪ Encourage use of stormwater hotline	▪
TAX ASSESSOR						
BUILDING INSPECTOR			▪ Train employees to recognize illicit connections annually	▪ Train employees on construction-phase stormwater BMPs ▪ Develop site inspection/enforcement procedures ▪ Identify stormwater BMP contact for department		
STORMWATER COMMITTEE	Develop educational brochures on the impacts of stormwater	▪ Develop Stormwater Plan using a public process	▪ Identify priority areas of town based on age of infrastructure, water quality concerns, etc. ▪ Evaluate model bylaws and propose General Bylaw prohibiting non-stormwater discharges ▪ Identify enforcement authority for stormwater prohibition	▪ Develop Sediment and Erosion control bylaw for all construction sites>= 1 acre	▪ Develop bylaws to control/reduce runoff in all new and re-development sites >= 1 acre	
TOWN MEETING						
BOARD OF HEALTH			▪ Disconnect sanitary connections immediately			
CONSERVATION COMMISSION	▪ Develop educational brochures on the impacts of stormwater		▪ Train board members to recognize illicit connections			
PLANNING BOARD			▪ Train board members to recognize illicit connections			
COMMUNITY GROUP						
OTHER						

Six Minimum Control Measures for Meeting NPDES Phase II Stormwater Requirements

2004

YEAR 2	PUBLIC EDUCATION AND OUTREACH	PUBLIC INVOLVEMENT AND PARTICIPATION	ILLICIT DISCHARGE DETECTION AND ELIMINATION	CONSTRUCTION SITE STORMWATER RUNOFF CONTROL	POST-CONSTRUCTION STORMWATER MANAGEMENT	POLLU HOUS
DPW	▪ Develop educational brochures on practices for reducing pollutants	▪ Develop Stormwater Plan using a public process	▪ Develop and inspection certification process ▪ Investigate dry-weather discharges within 24-48 hours – conduct upstream visual inspections ▪ Develop storm sewer system map (20% of outfalls this year) ▪ Develop educational brochure about program and requirements ▪ Respond to public input and water quality sampling results ▪ Develop and implement mail and phone contact processes for property owners with potential illicit discharges ▪ Conduct smoke or dye tests where necessary ▪ Conduct field inspections of publicly reported problems ▪ Investigate potential problems based on water quality sampling results ▪ Disconnect sanitary connections immediately			▪ D p p ▪ A p p ▪ E p ▪ C s ▪ A a
SELECT BOARD		▪ Develop Stormwater Plan using a public process		▪ Approve the use of sanctions for non-compliance		
TOWN MANAGER		▪ Invite public to stormwater planning meetings, arrange cable broadcast				▪
TAX ASSESSOR	▪ Send out DPW/Con Com brochures in tax bills					
BUILDING INSPECTOR	▪ Distribute DPW/Con Com brochures to permit applicants			▪ Provide information on stormwater BMPs to developers and permit applicants ▪ Determine cost of inspection/enforcement ad define fees/penalties/sanctions to cover the cost of the program		
STORMWATER COMMITTEE	Develop educational brochures on the impacts of stormwater	▪ Develop Stormwater Plan using a public process	▪ Evaluate model bylaws and propose General Bylaw prohibiting non-stormwater discharges ▪ Define penalties, fees, sanctions for non-compliance with stormwater prohibition	▪ Develop Sediment and Erosion control bylaw for construction sites>= 1 acre	▪ Develop bylaws to control/reduce runoff in all new and re-development sites >= 1 acre ▪ Recommend BMPs and Performance Standards for Subdivision/Special Permit regulations	
TOWN MEETING			▪ Pass general bylaw prohibiting existing and future non-stormwater connections to the storm sewer system			
BOARD OF HEALTH			▪ Disconnect sanitary connections immediately			
CONSERVATION COMMISSION	▪ Develop educational brochures on practices for reducing pollutants			▪ Develop site plan review procedures	▪ Develop site plan review procedures ▪ Require Operation and Maintenance plans ▪ Keep O&M records	
PLANNING BOARD				▪ Work with Stormwater Committee to develop bylaw as part of Zoning,	▪ Work with Stormwater Committee to develop bylaw as part of Zoning,	

Six Minimum Control Measures for Meeting NPDES Phase II Stormwater Requirements

2006

YEAR 4	PUBLIC EDUCATION AND OUTREACH	PUBLIC INVOLVEMENT AND PARTICIPATION	ILLICIT DISCHARGE DETECTION AND ELIMINATION	CONSTRUCTION SITE STORMWATER RUNOFF CONTROL	POST-CONSTRUCTION STORMWATER MANAGEMENT	POLLU HOUSE
DPW	▪ Develop educational brochures on practices for reducing pollutants	▪ Develop Stormwater Plan using a public process	▪ Investigate dry-weather discharges within 24-48 hours – conduct upstream visual inspections ▪ Develop storm sewer system map (20% of outfalls this year) ▪ Respond to public input and water quality sampling results ▪ Phone and mail contact for property owners with potential illicit discharges ▪ Conduct smoke or dye tests where necessary ▪ Conduct field inspections of publicly reported problems ▪ Disconnect sanitary connections immediately ▪ Investigate potential problems based on water quality sampling results ▪ Investigate possibility of GIS as tracking tool			▪ Ev im sy ▪ Qu st ▪ An ar
SELECT BOARD		▪ Develop Stormwater Plan using a public process				
TOWN MANAGER		▪ Invite public to stormwater planning meetings, arrange cable broadcast				▪ P e p
TAX ASSESSOR	▪ Send out DPW/Con Com brochures in tax bills					
BUILDING INSPECTOR	▪ Distribute DPW/Con Com brochures to permit applicants			▪ Provide information on stormwater BMPs to developers and permit applicants		
STORMWATER COMMITTEE	▪ Develop educational brochures on the impacts of stormwater	▪ Develop Stormwater Plan using a public process				▪ R m
TOWN MEETING						▪ A
BOARD OF HEALTH			▪ Disconnect sanitary connections immediately			
CONSERVATION COMMISSION	▪ Develop educational brochures on practices for reducing pollutants					
PLANNING BOARD						
COMMUNITY GROUP	▪ Local schools prepare an educational display for town hall/library		▪ HVA will collect and keep record of local water quality sampling results ▪ HVA will report potential illicit connection problems to DPW			
OTHER						

Six Minimum Control Measures for Meeting NPDES Phase II Stormwater Requirements

2007

YEAR 5	PUBLIC EDUCATION AND OUTREACH	PUBLIC INVOLVEMENT AND PARTICIPATION	ILLICIT DISCHARGE DETECTION AND ELIMINATION	CONSTRUCTION SITE STORMWATER RUNOFF CONTROL	POST-CONSTRUCTION STORMWATER MANAGEMENT	POI HOI
DPW	▪ Develop educational brochures on practices for reducing pollutants	▪ Develop Stormwater Plan using a public process	▪ Investigate dry-weather discharges within 24-48 hours – conduct upstream visual inspections ▪ Develop storm sewer system map (20% of outfalls this year) ▪ Respond to public input and water quality sampling results ▪ Phone and mail contact for property owners with potential illicit discharges ▪ Conduct smoke or dye tests where necessary ▪ Investigate potential problems based on water quality sampling results ▪ Disconnect sanitary connections immediately ▪ Organize household hazardous waste collection day ▪ Determine if "allowable" discharges are a problem ▪ Verify and update record log			▪ ▪ ▪ ▪
SELECT BOARD		▪ Develop Stormwater Plan using a public process				
TOWN MANAGER		▪ Invite public to stormwater planning meetings, arrange cable broadcast				▪
TAX ASSESSOR	▪ Send out DPW/Con Com brochures in tax bills					
BUILDING INSPECTOR	▪ Distribute DPW/Con Com brochures to permit applicants			▪ Provide information on stormwater BMPs to developers and permit applicants		
STORMWATER COMMITTEE	▪ Develop educational brochures on the impacts of stormwater	▪ Develop Stormwater Plan using a public process				
TOWN MEETING						▪
BOARD OF HEALTH			▪ Disconnect sanitary connections immediately			
CONSERVATION COMMISSION	▪ Develop educational brochures on practices for reducing pollutants		▪ Train board members to recognize illicit connections ▪ Determine if "allowable" discharges are a problem ▪ Collect and keep record of local water quality sampling results			▪
PLANNING BOARD			▪ Train board members to recognize illicit connections			▪
COMMUNITY GROUP	▪ Local schools prepare an educational display for town hall/library		▪ Determine if "allowable" discharges are a problem			
OTHER						