196 Baker Avenue, Concord, Massachusetts 01742

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April 29, 2005

Department of Environmental Protection
Division of Watershed Management
627 Main Street, 2nd Floor
Worcester, MA 01608

United State Environmental Protection Agency
Water Technical Unit
P.O. Box 8127
Boston, MA 02114

Telephone
978.371.4000
Facsimile
978.371.2468

Subject: Millville, MA
NPDES Phase II Stormwater Management Plan
Annual Evaluation – Year 2

To Permit Reviewers:

On behalf of the Town of Millville, we are submitting the following NPDES Phase II Stormwater Management Plan Annual Evaluation for Year 2 as required by the United States Environmental Protection Agency (US EPA) and the Massachusetts Department of Environmental Protection (MA DEP) for coverage under the US EPA NPDES Stormwater General Permit.

If there are any questions or comments with respect to any of the information contained in the Annual Evaluation or the accompanying detailed plan, please do not hesitate to contact the undersigned.

Very truly yours,

Earth Tech, Inc.

Abigail Charest
Environmental Engineer

cc: Suzanne Horne, Executive Secretary, Town of Millville w/ attachments

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Annual Report

National Pollutant Discharge Elimination System Phase II Stormwater Management Plan Millville, Massachusetts

2005 Annual Report – Year 2 NPDES Small MS4 MA R041138

Prepared for:

Millville, Massachusetts
8 Central Street
Millville, Massachusetts 01529

Prepared by:

Earth Tech, Inc.
196 Baker Avenue
Concord, Massachusetts 01742

Reports Submitted to:

United State Environmental Protection Agency
Water Technical Unit
P.O. Box 8127
Boston, MA 02114

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

May 2005

63588

Municipality/Organization: Millville, MA

EPA NPDES Permit Number: **MA R041138**

MaDEP Transmittal Number: W 063418

Annual Report Number & Reporting Period: **No. 1: March 04-March 05**

NPDES Phase II Small MS4 General Permit

Annual Report

Part I. General Information

Contact Person: Suzanne Horne Title: Executive Secretary

Telephone #: 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: Suzanne C. Horne

Printed Name: Suzanne Horne

Title: Executive Secretary

Date: 4/28/05

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1.0 INTRODUCTION AND BACKGROUND

In 1990, the United States Environmental Protection Agency (EPA) began implementing a stormwater management program under the National Pollutant Discharge Elimination System (NPDES). This program, known as Phase I of the NPDES stormwater program, was intended to reduce pollution in stormwater discharges for large urban areas with populations of 100,000 or greater.

On December 8, 1999, the Phase II Rule of the NPDES stormwater program was published to address Municipal Separate Storm Sewer Systems (MS4s) within urban areas of populations less than 100,000 that were not addressed under the Phase I program. The objectives of the Phase II rule are for the MS4s to develop, implement and enforce a storm water program designed to reduce the discharge of pollutants to the maximum extent practicable, to protect water quality, and to satisfy the appropriate water quality requirements of the Clean Water Act.

On May 1, 2003 the EPA issued the General Permit for Stormwater Discharges from MS4s. The general permit requires that the stormwater program for each MS4 submit an annual report. The following report contains information regarding the activities on the stormwater program for the previous calendar year. The contents of the report contain the information required in the general permit as follows: (a) Self-Assessment Review of Compliance with the Permit Conditions; (b) Assessment of the Appropriateness of the selected BMPS; (c) Assessment of the Program towards Achieving the Measurable Goals; (d) Summary of the Results of Any Information that has been Collected and Analyzed; (e) Discussion of Activities for the Next Reporting Cycle; (f) Discussion of any Changes in Identified BMPs or Measurable Goals; and (g) Reference any Reliance on another Entity for Achieving any Measurable Goal.

2.0 REVIEW OF COMPLIANCE WITH THE PERMIT CONDITIONS

The Town of Millville filed a National Pollutant Discharge Elimination System (NPES) Phase II Stormwater Management Plan in June 2003. The EPA responded with a letter of deficiencies on September 8, 2003. A letter was sent to the EPA in response to the deficiencies on September 12, 2003. On September 18, 2003, the EPA sent a letter to the town stating that the stormwater program was currently in compliance with the conditions of the General permit. On May 1, 2004, the Town filed the Annual Report for Year 1.

3.0 ASSESSMENT OF THE APPROPRIATENESS OF THE SELECTED BMPS

Most of the Best Management Practices (BMPs) selected by the Town for the stormwater program were appropriate for the town of Millville. These BMPs are presented in Section 4.0.

With regard to public education, the town has postponed distributing educational material until Stormwater Year 3 so that the town can review materials and distribution methods. The town initially proposed mailing stormwater brochures. Instead, the town has decided to post materials in key town locations, such as the library and town hall along with a Stormwater Poster.

4.0 SUMMARY OF MINIMUM CONTROL MEASURES

The following outlines the Town's progress in achieving the measurable goals for the second year. The annual evaluation of BMPs is also detailed in Table 4-1 – Annual Evaluation of Minimum Control Measures. Table 4-1 also discusses activities for the next reporting cycle, and identifies any changes in the identified BMPs or measurable goals.

4.1 PUBLIC EDUCATION AND OUTREACH

Millville is working on several aspects of public education. The town continues to review several sample educational materials provided by the EPA. The town plans to create a stormwater poster and brochure. The town has altered the educational goals to display the educational materials in key public buildings, such as the Town Hall instead of mailing the materials. In addition, the town continues to work with the Blackstone River Watershed Association (BRWA). In April 2004, the Town attended a Water Resources workshop on April 28, 2005 presented by the BRWA.

4.2 PUBLIC PARTICIPATION AND INVOLVEMENT

The Stormwater Management Team (SWMT) is working towards public participation in stormwater events. The team is reviewing materials for distribution on the proposed canoe trip. The team is also involved with the public events held by the Blackstone River Watershed Association.

The Board of Health and Conservation Commission are also working to form a committee to focus on stormwater drain stenciling. The town is working to arrange volunteers, such as a scout troop or a biology class for this task. This effort is detailed in a letter from the Executive Secretary included in Attachment A. In addition, a proposed stencil is included in Attachment B.

4.3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

The Board of Health and Highway Department made visual inspections of all the stormwater outfalls and no visual evidence of contamination was found. Currently, if any illicit discharges are found by the Board of Health or Department of Public Works, they report their findings to the Board of Selectmen (BOS). The town is working to formalize a reporting procedure with the

BMP Category in Notice of Intent (NOI)		BMP	Progress on Goals(s) - Year 2	Planned Activities Permit Year 3
1.0	**Public Education and Outreach**			
1.1	Material Distribution	Distribute educational material to the residence	s drafting a Poster Board, Brochure and heet to display key public buildings.	Display Educational Materials in key public buildings such as the Town Hall and Library.
1.2	Other	Work with the Blackstone River Watershed Association	continues to work with the Blackstone River Watershed Association wn is attending a workshop which is y the BRWA on Water Resources in the Blackstone River Watershed	
2.0	**Public Involvement and Participation**			
2.1	Public Involvement	Organize periodic canoe trips to inspect outfalls to Blackstone River and educate residents	vn is contacting the Blackstone River Association to participate in the BWRA Stream Team and Canoe Race	
2.2	Municipal Roads	Storm drain stenciling or stickering program	review stencils and stenciling plan and drafting a plan for volunteers	Stencil 50 percent of outfalls
2.3	Watershed Organizations	Work with the Blackstone River Watershed Association	continues to work with the Blackstone River Watershed Association wn is attending a workshop which is y the BRWA on Water Resources in the Blackstone River Watershed	
3.0	**Illicit Discharge Detection and Elimination**			
3.1	Stormwater System Mapping	Map Outfalls, Pipes, Manholes and Catch Basins	is working to complete a map of all the structures. n is also looking into working with the t's GPS unit to locate all the structures electronically.	Survey Structures
		Map Detention Basins, Water Quality Inlets, Etc.		Survey Structures
3.2	Regulatory Mechanism	Develop By-Laws prohibiting non-storm water discharges into storm sewer system and illegal dumping. By-Laws shall cover enforcement procedures.		Form Technical Committee. Develop Goals for By-Law.
3.3	Illicit Discharge Detection/Elimination Prioritization Plan	Identify priority areas likely to have illicit discharges	V visually inspected all of the outfalls. is now currently working on reporting procedures.	
		Develop and implement a plan to detect and address non-storm water discharges	eviewing reporting procedures with the DPW, BOH and Con Com. n is also working with the Blackstone rshed Association to coordinate outfall inspections.	
3.4	Post Removal Evaluation and Assessment	Report on conditions after illicit connections have been removed	eviewing reporting procedures with the DPW, BOH and Con Com.	

BMP Category in Notice of Intent (NOI)		BMP	Progress on Goals(s) - Year 2	Planned Activities Permit Year 3
4.0	**Construction Site Storm Water Runoff Control**			
4.1	Regulatory Mechanism	Develop and implement By-Laws regulating erosion and sediment control for construction sites utilizing appropriate BMPs	ard of Selectmen formed a Technical e. The Committee includes members of he Town's Attorney and the Community elopment Manager of the Central usetts Regional Panning Commission.	Draft By-Law
		Impose Sediment and Erosion Control BMP Requirements		Incorporate Into By-Law
		Evaluate sanctions for enforcement of erosion and sediment controls		Draft Sanctions
4.2	Site Plan Review Procedures	Pre-Construction Review of Storm Water Pollution Prevention Plan (SWPPP)		Identify Staff
4.3	Site Inspection/ Enforcement Procedures	Conduct construction site inspections		Identify Staff
		Develop a procedure for non-compliance		Draft Procedure
5.0	**Post-Construction Storm Water Management in New Development and R**			
5.1	Regulatory Mechanism	Develop and implement By-Laws regulating controls for post-construction runoff utilizing appropriate BMPs	ard of Selectmen formed a Technical e. The Committee includes members of he Town's Attorney and the Community elopment Manager of the Central usetts Regional Panning Commission.	Draft By-Law
5.2	Review BMP Designs	Pre-construction Review for conformance with standards/regulations		Identify Staff
5.3	Site Inspection/ Enforcement Procedures	Conduct construction site inspections		Identify Staff
5.4	O&M Procedures	Develop Procedure for Operation and Maintenance of Structural BMPs		Draft procedure
6.0	**Pollution Prevention and Good Housekeeping for Municipal Operations**			
6.1	Employee Training Program	Training On Spill Reporting and Response Protocols and Hazardous Materials Training	was completed by the Fire Dept. The tment conducts annual training on Spill and Response Protocols for Hazardous Waste materials.	
6.2	Storm Water System Operation and Maintenance	Storm sewer system and catch basin inspection program	's Executive Secretary is working with hway surveyor on documenting street ing and catch basin cleaning issues.	Implement Record Keeping Procedures
		Structural BMP inspection and maintenance program		Implement Record Keeping Procedures
6.3	Parks and Open Space	Fertilizer and pesticide application and management controls	formalized procedures by requesting an report from the Parks & Recreations t if chemicals for pesticide or fertilizing are used.	
6.4	Municipal Roads	Street sweeping	's Executive Secretary is working with hway surveyor on documenting street ing and catch basin cleaning issues.	

Board of Health and the Conservation Commission, as detailed in Attachment C. The Board of Health is also working on developing a By-law prohibiting non-stormwater discharges into the storm sewer system. This By-law will also cover enforcement procedures.

The Town's Executive Secretary is working with the highway surveyor to document street sweeping and catch basin cleaning. They are also preparing a map of stormwater drains and/or catch basin for both existing and new structures. These goals are described in Attachment C.

4.4 CONSTRUCTION SITE AND POST-CONSTRUCTION RUNOFF CONTROL MEASURES

The Town's Board of Selectmen formed a technical committee to develop goals for construction site and post construction runoff control By-laws. The technical committees comprised of members of the BOS, the Central Regional Planning Commission and the Town's attorney. The Committee will draft the proposed By-law, review BMPs, and create goals for sanctions.

4.5 POLLUTION PREVENTION/GOOD HOUSEKEEPING

In regards to potential hazardous material spills, the Town Fire Department is trained to respond to such instances. All members of the Fire Department are trained to the operational level. On March 9th and 16th, 2004 department members attended an awareness seminar and on May 21st and 22nd, 2004 department members will attend a seminar on decontamination. The Fire Department attends workshops that are sponsored by the Department of Environmental Protection, Mobil Oil, Providence and Worcester Railroad, Mass Electric and Algonquin Gas on Hazardous Material Issues, as described in Attachment C.

With regards to pesticides and fertilizers, the Soldiers Memorial Park is the only area in town that is fertilized (3 times per year) and the service is provided through a contracted lawn service. The Town formalized an application reporting procedure for pesticides and fertilizers. The Town's Parks and Recreation Department is responsible for reporting any applications to the Town's Executive Secretary as noted in Attachment D. In addition, the Highway Department annually inspects all catch basins and cleans all that need cleaning (usually 250-275 catch basins) per year. The Highway Department also contracts out to have all town roads swept every Spring.

5.0 PROGRAM OUTPUTS AND ACCOMPLISHMENTS

Programmatic

Stormwater management position created/staffed	(y/n)	Y - SWMT
Annual program budget/expenditures	($)	

Education, Involvement, and Training

Estimated number of residents reached by education program(s)	(# or %)	N/A
Stormwater management committee established	(y/n)	N/A
Stream teams established or supported	(# or y/n)	N/A
Shoreline clean-up participation or quantity of shoreline miles cleaned	(y/n or mi.)	N/A
Household Hazardous Waste Collection Days - Regionally with other Towns		N/A
▪ days sponsored	(#)	1/year
▪ community participation	(%)	100% and with other towns
▪ material collected	(tons or gal)	
School curricula implemented	(y/n)	N

Construction

Number of construction starts (>1-acre)	(#)	N/A
Estimated percentage of construction starts adequately regulated for erosion and sediment control	(%)	N/A
Site inspections completed	(# or %)	N/A
Tickets/Stop work orders issued	(# or %)	None
Fines collected	(# and $)	N/A
Complaints/concerns received from public	(#)	N/A

Operations and Maintenance

Average frequency of catch basin cleaning (non-commercial/non-arterial streets)	(times/yr)	1/year
Average frequency of catch basin cleaning (commercial/arterial or other critical streets)	(times/yr)	1/year
Total number of structures cleaned	(#)	250
Storm drain cleaned	(LF or mi.)	0
Qty. of screenings/debris removed from storm sewer infrastructure	(lbs. or tons)	Unknown
Disposal or use of sweepings (landfill, POTW, compost, recycle for sand, beneficial use, etc.)		
Cost of screenings disposal	($)	
Average frequency of street sweeping (non-commercial/non-arterial streets)	(times/yr)	1/year
Average frequency of street sweeping (commercial/arterial or other critical streets)	(times/yr)	1/year

Qty. of sand/debris collected by sweeping	(lbs. or tons)	Unknown
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.)	(location)	N/A
Cost of sweepings disposal	($)	N/A
Vacuum street sweepers purchased/leased	(#)	N/A
Vacuum street sweepers specified in contracts	(y/n)	N/A
Reduction in application on public land of: ("N/A" = never used; "100%" = elimination)		N/A
▪ Fertilizers	(lbs. or %)	N/A
▪ Herbicides	(lbs. or %)	N/A
▪ Pesticides	(lbs. or %)	N/A
Anti-/De-Icing products and ratios	% NaCl % $CaCl_2$ % $MgCl_2$ % CMA % Kac % KCl % Sand	N/A
Pre-wetting techniques utilized	(y/n)	N/A
Manual control spreaders used	(y/n)	N/A
Automatic or Zero-velocity spreaders used	(y/n)	N/A
Estimated net reduction in typical year salt application	(lbs. or %)	N/A
Salt pile(s) covered in storage shed(s)	(y/n)	N/A
Storage shed(s) in design or under construction	(y/n)	N/A

ATTACHMENT A

Correspondence to Board of Health and Conservation Commission Regarding Stormwater

TOWN OF MILLVILLE

MASSACHUSETTS 01529

Longfellow Municipal Center
8 Central Street
P.O. Box 703
Phone (508) 883-1186
Fax (508) 883-2994

Executive Secretary

April 14, 2005

To: Board of Health
ConCom

From: Sue Horne

Re: Stormwater II issues

The Board of Health and the Conservation Commission have certain responsibilities for Stormwater II:

1. Public Education and Outreach: The Town of Millville needs to work with the Blackstone River Watershed Association to coordinate and implement Public Education and Outreach programs. If you could contact the Blackstone River Watershed Assoc. and request materials from them concerning the river to have available at Town Hall, that requirement at this time will be satisfied.

2. Public Involvement & Participation: it has been suggested that BOH/ConCom inspect outfalls to the River periodically and that the BoardCom form a committee to stencil storm drains (for more info on this, the Town of Northbridge arranged for volunteers to complete this task; it has been suggested that scout or a biology class can help).

3. Illicit Discharge/Detection and Elimination: the Board of Health needs to develop bylaws prohibiting non-storm water discharges into storm sewer and illegal dumping; bylaws need to cover enforcement procedures; the Board of Health also needs to prepare reports on identifying locations and elimination of illicit dumping to be included in the Stormwater II reporting process.

EPA mandates the Town to be in compliance and to file annually an updated report on the status of compliance. Please keep me appraised on your Board/Commission's compliance.

Thank you and if you have any questions please contact me.

ATTACHMENT B

Example of a Catch Basin Stencil

PLEASE! DON'T POLLUTE!

DRAINS TO RIVER

ATTACHMENT C

Correspondence from Executive Secretary in Regards to Stormwater

TOWN OF MILLVILLE

MASSACHUSETTS 01529

Longfellow Municipal Center
8 Central Street
P.O. Box 703
Phone (508) 883-1186
Fax (508) 883-2994

Executive Secretary

April 26, 2005

To: Amy Charest

From: Sue Horne

Re: Stormwater II

Enclosed please find signed sheet for Annual Report for Stormwater II; I have attached a memo that has been sent to BOH/ConCom. I have also sent the attached memo to Parks and Recreation

The Fire Department, all members are trained to the operational level; March 9th&16th members attended awareness seminar and May 21st and 22nd will be attending seminar on decontamination. The Fire Department attends workshops that are sponsored by Department of Environmental Protection, Mobil Oil, Providence and Worcester Railroad, Mass Electric and Algonquin Gas on Hazmat issues.

I am working with the Highway surveyor on documenting street sweeping and catch basin cleaning issues as well as paper mapping of stormwater drains and/or catch basins for both existing structures and new structures that are or will be installed.

Abby, also when you have a chance the Town has not appropriated funding for this project for FY06 – please provide me with an estimate for you continue next year and I will try to get an appropriation.

Thanks for you help.

ATTACHMENT D

Correspondence to Parks Dept. in Regards to Stormwater

Executive Secretary

TOWN OF MILLVILLE

MASSACHUSETTS 01529

Longfellow Municipal Center
8 Central Street
P.O. Box 703
Phone (508) 883-1186
Fax (508) 883-2994

April 14, 2005

To: Parks & Recreation

From: Sue Horne

Re: Stormwater II issues

The Parks & Recreation have certain responsibilities for Stormwater II:
Section 6. Pollution Prevention and Good Housekeeping for Municipal Operations: Parks and Recreation are responsible for annually summarizing and report to me when chemicals for pesticide or fertilizing are applied to the Park area.

EPA mandates the Town to be in compliance and to file annually an updated report on the status of compliance. Please keep me appraised on your Board/Commission's compliance.

Thank you and if you have any questions please contact me.