TOWN OF PAXTON

697 Pleasant Street, Paxton, MA 01612
(508) 754-7638 Fax: (508) 797-0966
Charles T. Blanchard, Town Administrator

05

April 29, 2005

United States Environmental Protection Agency
Attn: Thelma Murphy CIP
One Congress Street
Boston, MA 02114

MAY 05 2005

MUNICIPAL ASSISTANCE UNIT

Re: NPDES PII Small MS4 General Permit Annual Report

Dear Ms. Murphy:

Enclosed is the referenced annual report from the Town of Paxton.

Please do not hesitate to contact me if you require any additional information at this time.

Sincerely,

Charles T. Blanchard, Town Administrator

Rcd 5/5/05

TOWN OF PAXTON
697 PLEASANT STREET
PAXTON, MA 01612
TEL. (508) 754-7638

April 28, 2005

NPDES PII Small MS4 General Permit
Annual Report
EPA NPDES Permit# MAR04148

Part 1. General Information

Contact Person: Charles T. Blanchard Title: Town Administrator

Telephone #: (508) 754-7638 Ext. 20

Email: cblanchard@townofpaxton.net

Certification:

I certify under penalty of law that his 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 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.

Signed: Charles T. Blanchard
Charles T. Blanchard

Title: Town Administrator

NPDES PII Small MS4 General Permit Annual Report

Part II Self-Assessment

I joined the Town of Paxton as Town Administrator on March 1, 2005.

My review of the status of the Stormwater Management program showed that although initial activities on Public Education and Outreach were successful, such as a brochure showing the unique situation Paxton has for being split into three different watersheds, subsequent planned recreation guides with a goal of educating golfers, hikers, paddlers, climbers and fishermen on stormwater and catch basin issues, educational programs in the school and additional public awareness activities were not completed.

Due to budget constraints funding for professional support of the Paxton storm water program was not approved at the 2004 Annual Town Meeting, and subsequently the Board of Selectmen notified Guertin, Elkerton & Associates that their services would not be retained in FY 05. Management changes and staff reductions in the Paxton DPW further hindered progress on the storm water goals.

In order to help us to get back on schedule with this program, the new DPW Superintendent and I are scheduled to attend an all day workshop on compliance with Storm Water Management Program requirements on May 18th presented by Guertin, Elkerton & Associates.

We have also learned that our GIS software is outdated and no longer supported, so that it would be very difficult to use in mapping our storm water system. We have placed an article on this year's Annual Town Meeting for $15,000 to upgrade this software.

We are committed to make reasonable progress on the requirements necessary for the Town Of Paxton to meet our obligations for this program next year and beyond.

Part III Summary of Minimum Control Measures

Minimum Control Measure 1: Public Education and Outreach

Activities for the next year:

- Develop and distribute educational brochures
- Create a Town Website – place Storm Water Management information and links on it
- Initiate steps to make sure restaurants are not introducing grease and other pollutants into storm sewer drains
- Begin stenciling of storm drains with messages such as "Do Not Dump – Drains Directly to Lake"
- Erect tributary signage to increase public awareness of local water resources

Minimum Control Measure 2: Public Participation and Involvement

Activities for next year:

- Hold two public meetings on Storm Water Management program, explaining opportunities for public involvement, get volunteers to help locate outfalls/illicit discharges and to stencil drains
- Introduce concept of "Adopt A Storm Drain" program

Minimum Control Measure 3: Illicit Discharge Detection and Elimination

Activities for next year:

- Start work on storm sewer system map showing location of all outfalls and names of waters receiving those outfalls

- Consider a by-law or other regulatory mechanism prohibiting non-storm water discharges into the storm sewer system

- Educate town employees, businesses and the general public about the hazards associated with illegal discharges and improper waste disposal

Minimum Control Measure 4: Construction Site Runoff Control

Activities for next year:

- Propose by-law requiring implementation of appropriate Best Management Practices including proper erosion and sediment control as well as controls for other wastes and containment of storm water runoff on all construction sites within Paxton's Urbanized Area disturbing one or more acres of land

- Establish procedures for site inspections to ensure compliance with required control measures

- Determine methods and penalties to ensure compliance

Minimum Control Measure 5: Post Construction Runoff Control

Activities for next year:

- Propose language requiring implementation of post-construction runoff controls in storm water management by-law
- Review Paxton's recently accepted Open Space and Recreation Plan for strategies to include Best Management Practices
- Consider storm water management goals and objective as we begin to update Paxton's 40 year old Master Plan

Minimum Control Measure 6: Pollution Prevention/Good Housekeeping

Activities for next year:

- Develop procedures for documentation of the scheduled maintenance of catch basins, detention basins and other drainage structures that are currently being performed
- Develop and implement an Operations and Maintenance Plan with the goal of preventing polluted runoff from entering the storm sewer system
- Train our employees in proper maintenance procedures which will help achieve the objectives of our Storm Water Management Program

End of Report