Municipality/Organization: Canton MA DPW

EPA NPDES Permit Number: MA041031

MaDEP Transmittal Number: W-036262

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

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Michael Trotta Title: Superintendent of Public Works

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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: William Friel

Printed Name: William Friel

Title: Town Administrator

Date: 4·26·05

Part II. Self-Assessment

The Town of Canton has completed its annual report as summarized below:

1. Public Education and Outreach
   - Mailed landscaping and watering tips as part of Spring water bills
   - Have prepared Stormwater release for CATV and website posting. Working on getting information out to the Public.
   - Held two organizational meetings with various Town Boards to form Storm Water Committee.

2. Public Involvement and Participation
   - Board of Selectmen and Public Works are working with Conservation Commission to form Storm Water Committee and to recruit members
   - Need to develop firm timetable and establish goals to complete organizing committee

3. Illicit Discharge Detection and Elimination
   - DPW and Town Engineer have begun requiring drainage connection permits for private homes.
   - Have begun drainage and grading plan reviews of subdivisions submitted to Planning Board.
   - Have formed Technical Committee to begin discussions on stormwater program.

4. Construction Site Stormwater Runoff Control
   - Conservation Commission held Fall workshop for Contractors, Developers, Engineers, and Town Agencies to explain Erosion/Sediment control By-Law
   - Requiring ConCom permit for any project disturbing 10,000 s.f. or more

5. Post Construction Stormwater Management
   - Have permitting requirements in place, need to develop inspection, final acceptance, and post construction procedures.

6. Good Housekeeping in Municipal Operations
   - Continued working on catch basin clearing, street sweeping, and re-use as part of permit Bump's

7. BMP's for Meeting TMDL
   - Made little progress during year.
   - Have made some on-site inspections of current building projects and identified their discharge problems.

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
1-1	Design-Distribute Brochures	DPW	Spring each year	Tips for Gardening & Landscaping mailed in Spring 05 Water Bills	Prepare mailing for Spring 06
Revised					
1-2	Air Stormwater info on CATV	DPW	Spring & Fall each year	Have prepared release for Spring 05	Post information
Revised					
1-3	Form Stormwater Committee (SWC)	ConCom	On going	DPW, ConCom, BOH, Eng. Have met Fall '04 to form committee	Recruit & Establish Stormwater Committee by end of 2005
Revised					
1-4	Label Storm Drains	SWC	Summer each year	No Action	Conservation Agent to organize and begin activity
Revised					
1-5	High School Education	SWC	Fall/Winter each year	No Action	Conservation Agent to meet with School Dept.
Revised					
Revised					

1a. Additions

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
2-1	Enlist Citizens to Stormwater Committee	SWC	On going	DPW, ConCom, BOH, Town Eng. Have met to form Committee	Recruit participants and for SWC by end of 2005
Revised					
2-2	Enlist Groups to Label Storm Drains	SWC	Summer each year	ConCom has met to set up program	Conservation Agent to organize and begin activity Summer 05
Revised					
2-3	Form Technical Committee	PW	On Going	DPW, Town Eng, GIS, Water/Sewer Advisory, Condom have met to form committee	Complete CWRM plan Review 2005
Revised					
2-4	Review General Permit	TC	Annually	No Action	Review as part of CWRM Plan Review
Revised					
Revised					
Revised					

2a. Additions

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
3-1	Create Drainage Map	DPW	Complete by end 2005	Map out 90-95% approx 150 structures to be identified	Obtain funding to complete mapping
Revised					
3-2	Adopt Illicit Discharge By-Law		Adopted ATM 04	Article XVI Sect. 16 Consolidated Drainage By-Law adopted at Annual Town Meeting	
Revised					
3-3	Enforce By-Law	FPW	Begin Inspections Fall 2004	Began Drainage and Grading Plan Reviews of Subdivisions	Continue Reviews and follow up site inspections
Revised					
3-4	Train Staff & SWC in Outfall Inspection	TC		No Action	Plan TC meeting for early summer 2005 to develop training program
Revised					
3-5	Dry Weather Outfall Inspection	DPW TC/SWC		No Action	TC meet and set up program
Revised					
Revised					

3a. Additions

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
4-1	Draft Erosion Sediment By-Law	ConCom	Winter 04-05	By-Law adopted at Annual Town meeting	
Revised					
4-2	Procedures for Erosion /Sediment Control	ConCom	In place by end of 2004	Workshop for contractors and engineers held October 2004	
Revised					
4-3	Procedures for site waste	ConCom	In place by end of 2004		
Revised					
4-4	Procedures for Site Plan Review	Con Com	In place by end of 2004		
Revised					
4-5	Procedures for enforcement	Con Com	In place by end of 2004		
Revised					
Revised					

4a. Additions

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
5-1	Adopt Stormwater Management Policy	DPW	Summer 2004	Have begun permitting private drain connections Have begun subdivision review of grad & drain plans	Continue permitting & Plan Reviews Site Inspections of Construction Projects
Revised					
5-2	Procedures for Review Stormwater BMP	DPW	End of 2004	Have reviewed BMP's with Town Engineer	Review as part of SWC/TC Agenda
Revised			Fall 2005		
5-3	Review Long term O & M	DPW	End of 2004	DPW & Engineering have met with Stephens Associates to begin planning O & M program	Draft O & M Plan for Streams & Dams
Revised			Spring 2006		
Revised					
Revised					
Revised					

5a. Additions

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
6-1	Catch Basin Cleaning Program	DPW	Clean approx. 1100/year	Cleaned 1063 basins 2004 Season	Continue Program
Revised					
6-2	Street Sweeping Program	DPW	Complete spring & Fall Sweeping	Completed 2 Full Sweeps Swept low areas after rain CBD Weekly Apr-Oct.	Continue Program
Revised					
6-3	Procedure for housing salt-Hazardous Material	DPW	Salt stored & covered inside		Continue Program
Revised 6-3	Procedure for Hazardous material	DPW	Yearly Collection	Held HHW Day November 2004 April 2005	
6-4	Procedure for CB cleanings	DPW	Yearly	Recycle Sweepings and CB cleanings with compost and gravel fill	Continue Program
Revised					
Revised					
Revised					

6a. Additions

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

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
7-1	Identify Categories Outfalls	DPW	Complete Survey End of 2004	No Action	Request funding ATM 2005 Prepare RFP Begin Program
Revised			Completer Survey Fall of 2006		
7-2	Test Outfalls	DPW	Based on Survey	No Action	Work with SWC ConCom to begin program Secure Funding
Revised			Begin Testing 2006		
7-3	Identify Illicit Discharge Source	DPW	Based on Survey	No Action	Begin Program Work with ConCom and Building Insp. As needed
Revised			As needed Program in 2006		
7-4	Eliminate Pollutant Discharge	DPW	Enforce as needed	No Action	Enforce By-Law as needed through plan review On site inspections and written notices
Revised					
Revised					
Revised					

7a. Additions

7b. WLA Assessment

Part IV. Summary of Information Collected and Analyzed

Part V. Program Outputs & Accomplishments (OPTIONAL)

Programmatic

Stormwater management position created/staffed	(y/n)	
Annual program budget/expenditures	($)	82,050

Education, Involvement, and Training

Estimated number of residents reached by education program(s)	(# or %)	
Stormwater management committee established	(y/n)	Y
Stream teams established or supported	(# or y/n)	N
Shoreline clean-up participation or quantity of shoreline miles cleaned	(y/n or mi.)	
Household Hazardous Waste Collection Days		
▪ days sponsored	(#)	2
▪ community participation	(%)	162
▪ material collected	(tons or gal)	
School curricula implemented	(y/n)	N

Legal/Regulatory

	In Place Prior to Phase II	Under Review	Drafted	Adopted
Regulatory Mechanism Status (indicate with "**X**")				
▪ Illicit Discharge Detection & Elimination				X
▪ Erosion & Sediment Control				X
▪ Post-Development Stormwater Management				
Accompanying Regulation Status (indicate with "**X**")				
▪ Illicit Discharge Detection & Elimination				
▪ Erosion & Sediment Control				
▪ Post-Development Stormwater Management		X		

Mapping and Illicit Discharges

Outfall mapping complete	(%)	77
Estimated or actual number of outfalls	(#)	232/300(est.)
System-Wide mapping complete	(%)	90
Mapping method(s)		
▪ Paper/Mylar	(%)	45
▪ CADD	(%)	
▪ GIS	(%)	100
Outfalls inspected/screened	(# or %)	
Illicit discharges identified	(#)	
Illicit connections removed	(#) (est. gpd)	
% of population on sewer	(%)	72
% of population on septic systems	(%)	23

Construction

Number of construction starts (>1-acre)	(#)	1
Estimated percentage of construction starts adequately regulated for erosion and sediment control	(%)	100
Site inspections completed	(# or %)	3
Tickets/Stop work orders issued	(# or %)	
Fines collected	(# and $)	
Complaints/concerns received from public	(#)	None

Post-Development Stormwater Management

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	(%)	
Site inspections completed	(# or %)	
Estimated volume of stormwater recharged	(gpy)	

Operations and Maintenance

Average frequency of catch basin cleaning (non-commercial/non-arterial streets)	(times/yr)	
Average frequency of catch basin cleaning (commercial/arterial or other critical streets)	(times/yr)	
Total number of structures cleaned	(#)	1063
Storm drain cleaned	(LF or mi.)	4800
Qty. of screenings/debris removed from storm sewer infrastructure	(lbs. or tons)	373
Disposal or use of sweepings (landfill, POTW, compost, recycle for sand, beneficial use, etc.)		Compost/use
Cost of screenings disposal	($)	1200

Average frequency of street sweeping (non-commercial/non-arterial streets)	(times/yr)	2

Average frequency of street sweeping (commercial/arterial or other critical streets)	(times/yr)	25
Qty. of sand/debris collected by sweeping Estimate	(lbs. or tons)	825 tons
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.)	(location)	Compost/use
Cost of sweepings disposal	($)	
Vacuum street sweepers purchased/leased	(#)	1-6 weeks
Vacuum street sweepers specified in contracts	(y/n)	N

Reduction in application on public land of: ("N/A" = never used; "100%" = elimination)		
▪ 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	65 35
Pre-wetting techniques utilized	(y/n)	N
Manual control spreaders used	(y/n)	Y
Automatic or Zero-velocity spreaders used	(y/n)	N
Estimated net reduction in typical year salt application	(lbs. or %)	
Salt pile(s) covered in storage shed(s)	(y/n)	Y
Storage shed(s) in design or under construction	(y/n)	N