Municipality/Organization: Town of Easton

EPA NPDES Permit Number: MAR041111

MaDEP Transmittal Number: W-

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

APR 27 2005

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Wayne P. Southworth Title: Director, 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:

Printed Name: Wayne P. Southworth

Title: Director, Public Works

Date: 4/27/2005

Part II. Self-Assessment

The Town of Easton 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

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 Activities – Permit Year 3
1A Revised	Education Materials	Dept. of Public Works	Materials Posted and distributed	A flyer was posted and distributed with tax bills. "The Magic School Bus at the Waterworks" was read to grammar school children. A poster contest was held. "After the Storm" was shown at the Water Division (WD) Open House.	Educational materials will continue to be developed and distributed periodically.
1B Revised	Coordination with Others	DPW Director	Meetings held with Others	Met with Board of Selectmen (BOS) on SW Committee activities. Met with BOS and Planning and Zoning Board (P&ZB) on SW By-Law. Arranged SW presentation at the Canoe River Awareness Day. A Girl Scout troop was educated on SW Management. Contacted a Boy Scout Troop on stream cleanup. Attended a SW Symposium. "After the Storm" presented to Easton Department Heads and to the Canoe River Aquifer Advisory Committee.	Coordination with others will be expanded to groups as opportunities present itself.
1C Revised	Use of Media	Dept. of Public Works	Local media used to promote Storm Water Management Program.	Cable television aired the WD Open House proceedings. The Easton Journal was used to promote the WD Open House and HHW Day.	The local media will continually be used to promote Easton's Storm Water Management Program.
1D Revised	Citizen Watch Dog Group	Dept. of Public Works	Encourage Citizens to become "Watch Dogs"	A "Hot Line" was established and Citizens asked to report any illegal dumping into our catch basins or streams.	Respond to any reports of illegal dumping into our catch basins or streams.
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 Activities – Permit Year 3
2A	Public Hearings	Planning and Zoning Board	Public Hearings on Storm Water Management held.	Public Hearings on Storm Water Management were held by the P&ZB and the public was also heard at Town Meeting.	None scheduled.
Revised					
2B	Local Interest Groups	Dept. of Public Works	Local interest groups contacted to support the Storm Water Management Program.	The Natural Resources Trust (NRT), Canoe River Aquifer Advisory Committee, Boy Scouts, and Lions Club were contacted for support of the Storm Water Management Program.	Local Interest Groups will continue to be contacted to support Easton's Storm Water Management Program.
Revised					
2C	Stream Cleanup Days	Dept. of Public Works	Stream Cleanup Days arranged.	Awaiting a response from boy Scout Troup(s) to conduct a stream cleanup day. The Massachusetts Mosquito Control Office has been contacted to cleanup various stream locations in Easton in addition to normal DPW stream maintenance activities.	Additional volunteer groups will be asked to participate in stream cleanup days.
Revised					
Revised					
Revised					
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)	Planned Activities – Permit Year 3
3A	Drainage System Map	Dept. of Public Works	Drainage map developed.	A drainage map has been developed in draft form.	The drainage map will be digitized into a computer.
Revised					
3B	Modify Existing Regulations	DPW Director and Storm Water Advisory Committee	Modification of existing regulations completed.	New storm water management requirements have been enacted, and changes made to the Subdivision Rules and Regulations to address storm water management issues.	No further action needed.
Revised					
3C	Identify Illicit Discharges	Dept. of Public Works	Establish a dry weather sampling program.	Not scheduled this reporting period.	Establishment of a dry weather sampling program.
Revised					
Revised					
Revised					
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 Activities – Permit Year 3
4A	Erosion/Sediment By-Laws	Storm Water Advisory Committee	Erosion and sediment control regulations in place.	The annual town meeting approved Article 29, relative to erosion and sediment control.	No action needed.
Revised					
4B	Sanctions	Board of Selectmen	Sanctions written into by-laws.	Fines of $100 may be levied for any illicit discharges.	No action needed.
Revised					
4C	BMP's for Erosion and Sediment Control	Planning and Zoning Board	Erosion and sediment control requirements written into by-laws	Erosion and sediment control requirements are included in Storm Water Management by-laws.	No action needed.
Revised					
4D	Control of Construction Wastes	Board of Health and Building Inspection Dept.	Site inspections conducted to assure compliance.	Construction sites are routinely inspected by a newly created Land Use Engineer position.	Continued inspections of construction sites.
Revised					
4E	Information from Public	Chairman, Storm Water Advisory Committee	Establish a "Hot Line" for citizens to report violations.	Easton's "Hot Line" and instructions sent out to all residents with water bills.	No action needed.
Revised					
4F	Inspection and Enforcement	Board of Health and Building Inspection Dept.	Inspection and enforcement procedures in place.	Land Use Engineer position established to report site construction violations to the Board of Health and/or Building Inspection Dept.	Continued inspection and enforcement at all construction sites.
Revised					

5. Post-Construction 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 Activities – Permit Year 3
5A	Enforce Existing Regulations	Federal, State, and Local Interests	Each agency enforces respective regulations.	Each agency routinely enforces own regulations.	Each agency's continued enforcement of own regulations.
Revised					
5B	Multi-Department Reviews	Planning and Zoning Board	Multi-Department reviews are conducted on all site plan and subdivision projects.	Multi-Department reviews are routine for all projects.	Continued multi-department reviews on all projects.
Revised					
5C	O&M of BMP's	Planning & Zoning Board	O&M requirements stated in Storm Water Management By-Laws.	O&M requirements are included in Storm Water By-Laws.	No action needed.
Revised					
Revised					
Revised					
Revised					

6. Municipal Good Housekeeping

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 Activities – Permit Year 3
6A Revised	Develop/Implement/Enforce Good Housekeeping	Dept. of Public Works	Train DPW staff on good housekeeping.	"After the Storm" reshown at DPW staff meeting. Benefits of good housekeeping periodically stressed to staff supervisors at meetings.	Continue reminding DPW staff supervisors to enforce good housekeeping.
6B Revised	Good Housekeeping	Dept. of Public Works	Adequate housekeeping implemented by the DPW	Salt and sand storage facilities were covered adequately. Fleet maintenance and washing were done in accordance with Wellhead Protection By-Laws. Parks and open space maintenance exercised proper disposal of grass and leaves, and use of pesticides. Strict erosion and sedimentation control measures were exercised during new construction and land disturbances. HHW days were held. Street sweepings were disposed of properly. Catch basins were routinely cleaned.	Continued enforcement and implementation of good housekeeping practices by the DPW staff.
6C Revised	Scheduling	Dept. of Public Works	Schedules developed for DPW O&M activities	O&M schedules have been maintained, revised, and updated as necessary to properly organize DPW operations.	Continue to maintain O&M schedules for DPW housekeeping activities.
Revised					
Revised					
Revised					

Part IV. Summary of Information Collected and Analyzed

Initial water quality monitoring is scheduled to take place during Annual Reporting Period March 05 to March 06; hence, no information/data is submitted herein.