Received
7-7-05

Town of Rowley

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June 29, 2005

Thelma Murphy
Regional Storm Water Coordinator
United States Environmental Protection Agency
Region 1
1 Congress Street
Suite 1100
Boston, MA 02114-2023

RE: ANNUAL REPORT

Dear Ms. Murphy:

Enclosed please find the Town of Rowley, Massachusetts Year Two Annual Report. If you have any questions, please contact me.

Sincerely,

Deborah Eagan

Deborah Eagan
Town Administrator

Enc. NPDES PII Small MS4 General Permit Annual Report – Rowley, MA

Municipality/Organization: Rowley

EPA NPDES Permit Number: MAR041218

MaDEP Transmittal Number: **W- 03572**

Annual Report Number & Reporting Period: **March 04 – March 05**

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Deborah Eagan Title: Town Administrator

Telephone #: 978-948-2705 Email: selectmen@townofrowley.org

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: Deborah Eagan

Printed Name: Deborah Eagan

Title: Town Administrator

Date: 06/24/05

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 & 2 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 3
24	Evaluate existing drainage structures	Highway	Inventory existing catchbasins & other treatment facilities	List of catchbasins still incomplete.	Through purchase of a new GPS device, the ability to ascertain coordinates and upload data to a computerized program has greatly improved.
Revised					
25	Develop and implement strategies which include structural & non-structural management practices	Highway	Prepare Best Management Practices Checklist	No progess made on this goal.	Will work on this goal in Year 3.
Revised					
30	Establish Goals for Storm Water Runoff Quantity and Quality	Conservation Commission	Incorporate standards in plan approval	Goal complete. ConCom is following this practice on plan reviews	
Revised					
31	Coordinate BMP with upstream and downstream municipalities	Sel/ConCom	Coordinate water quality goals with Georgetown and Ipswich	ConCom Agent has met with neighboring ConCom agents to discuss this matter, as well as other related topics.	ConCom Agent will set up official meetings with Georgetown and Ipswich agents and review all three towns' water quality goals.
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 Years 1 & 2 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 3
32	Inventory all municipal operations which may contribute to storm water runoff water quality	Highway	Prepare a list of municipal operations.	Highway Department has list. completed this task and has computerize lists.	Highway Department will create a computerize database of list.
Revised					
34	Employee Training	Highway	Workshops/Posters	Highway Department supervisor has provided verbal instruction and training.	Supervisor will provide training for new employees and re-train current employees in proper storm water discharge. Will attempt to find funds to design and make posters.
Revised					
36	Storage Facility Management	Fire Department	Inventory Stored Materials	Fire Chief has identified buildings containing stored materials	Fire Chief still must complete list of all materials stored in buildings on his list. He will be mailing a survey out to all relevant business in order to collect this data.
Revised					
39	Spill Response Plan	Fire Department	Prepare plan and distribute to affected departments	Fire Chief has began working on this plan. He already has several emergency prepardedness plans in place dealing with certain types of hazardous waste disasters. He will incorporate some of these into a new "Spill Response Plan" as part of compliance with Phase II.	Fire Chief still must complete the plan and distribute it to relevant departments.
Revised					
Revised					
Revised					

6a. Additions