Municipality/Organization: **Wayland, MA**

EPA NPDES Permit Number: MAR041169

MaDEP Transmittal Number: **W- 041312**

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

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Brian Monahan Title: Conservation Administrator

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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: Jeffrey Ritter

Title: Executive Secretary

Date: April 29, 2005

Part II. Self-Assessment:

The Town of Wayland continues to address the components of the Town's SWMP within the context of limited funding for all town activities. The Town has met the criteria for the development of a middle school stormwater lesson plan through participation in a regional effort with a product produced by the SuAsCo Watershed Community Council (Sudbury, Assabet, and Concord Rivers). The product was distributed by SuAsCo in February and forwarded by the Executive Secretary to the Wayland School Department. Follow-up response has not been fully evaluated after the distribution of the material.

The Town of Wayland had appropriated $54,000 dollars to have an inventory of the stormwater outfalls within the urbanized areas of the community. Included in that on-going project is some assessment of any illicit discharges observed when the inventory is being developed. The project was halted after several months last June, 04 as the process involves using GPS to develop the data and the Town was expended more money to obtain data than it would during months when the leaves are not present on trees. The town has a great deal of tree cover, being self characterized as having a "semi-rural" character and thus getting this work done can be hampered by tree cover. The work, being done by a consultant, was started again in February, 05 and is on-going. Current verbal status reports on the survey is that much of the town south of State Route 20 is been assessed for outfalls/catch basins (the study is looking for both outfalls, illicit discharges, and catch basins which was not required but will provide some needed data to address stormwater improvements and other issues). The data, once developed, is going to be added to the Town's GIS system as a data layer.

Related to the development of drainage system data and considering the absolute of lack of funding for any stormwater efforts other than the participation in the SuAsCo efforts (which addresses both public education and to a degree, public participation) and the one-time appropriation for the stormwater outfall mapping the Town, through its professional staff, does continue to try to include components of stormwater into the current responsibilities. The Conservation Commission, as an example, requires additional information on any project (regardless of size) in the urbanized area – relating to the nearest off-site catch basin to the proposed project. The Commission also seeks to identify the total amount of disturbed area for any project proposed and does seek a copy of a Storm Water Pollution Prevention Plan. The Planning Board/Planning Staff, when considering subdivisions has also sought this type of information. The point of this is that there is almost no funding dedicated to stormwater but the Town has, through its funding of professional staff, still made efforts and incorporated components of the existing SMMP.

Not all program components have been implemented for this year. Some of the BMPs should be re-evaluated with the goal of determining if there may be other alternatives that better fit both the existing town staffing/structure and the fact that funding is not going to be available for any new program initiative. During the next year an effort will be made to look closely at how the SMMP might be modified to more accurately reflect what components can be absorbed within existing tasks such as the examples detailed in the prior paragraph. The one exception to this is the development of a Stormwater Bylaw. The Commonwealth of Massachusetts, through the DCR, has created a sample bylaw and the intent is, consistent with the current SMMP, to explore the adoption of such in the Town of Wayland over the next program year. The Town, through the Conservation Commission/staff, continues to provide information on a web page and seeks to try to provide notice at least annually in tax inserts to the residents.

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
PEO2				Brochure is available in the Town Offices. Web site is reviewed at least annually and new/informative links added.	Continue to provide distribution of brochure and review of web site.
Revised					
PEO5	Stormwater Video		Obtain "After the Storm"	Attended EPA Workshop in Storrs, CT and obtained copy of video.	Attempt to continue to find opportunities for use of video.
Revised					
PEO6	Educational Program		SuAsCo product	Product was distributed to the Wayland Public School system.	Attempt to assess its usefulness and to provide any follow-up support within funding limitations.
Revised					
PEO8	Summary of activities for the Board of Selectmen		Attend some form of public forum to make a presentation to BOS.	Attended a Board of Selectmen's meeting and made a 20 minute presentation. Copy of this report to also be given to Selectmen.	Seek time on Selectmen's agenda for annual update with follow-up by providing copy MS4 Annual Report.
Revised					
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 2 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 3
PP1	Modify Hearing Notices		Change in public notice.	Some adjustments have been made in ConCom notices to abutters.	Further work to create a broader notice to public about stormwater.
Revised					
PP2	Web Page				
Revised					
PP3	Stormwater Annual Summit		Hold Annual Meeting	The Town of Wayland has numerous committees, boards, and groups. The addition of another meeting is challenging – conflicts are inevitable.	Attempt to revise this BMP to develop a workable solution.
Revised					
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 2 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 3
IDE1	Map development		Final product on Town's GIS system.	Project continues to move towards completion.	Attempt to have a data layer available on the Town's GIS system.
Revised					
IDE2	Develop Stormwater Bylaw		Presentation of a proposed bylaw to Town Meeting.	Initial research on model bylaws has begun.	Distribute a sample to others including those Boards/Commissions who directly regulate stormwater and to BOS. If possible, in either year 3 or 4, present model to Town Meeting if that option is selected.
Revised					
Revised					
Revised					
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 2 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 3
CSW1	Develop program to reduce pollutants in stormwater.			Done through existing permitting i.e. issuance of Order of Conditions by ConCom addressing discharges to catch basins.	Explore further implementation and reporting on efforts.
Revised					
CSW2	Develop construction site requirements			No formal single document has been developed. However, through existing regulatory review some Boards/Commissions do look at construction site impacts.	Continue on-going efforts. Consider some form of documentation of existing efforts.
Revised					
CSW3	Site inspections and enforcement activities			Existing staff does coordinate on many efforts including: Building Commissioner, Town Planner, and Conservation Administrator.	Continue existing efforts.
Revised					
Revised					
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 2 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 3
PCS1	Explore best BMPs for Town of Wayland			Generally work addressed through discussions with Land Use Committee – a gathering of professional staff that discusses development proposals and related issues.	Continue existing efforts.
Revised					
PCS2	Draft appropriate regulatory mechanism			This task needs to be further reviewed. It may be addressed through discussions of any Stormwater Bylaw.	Consider integrating with any stormwater bylaw draft and/or other existing local regulation.
Revised					
PCS3	Coordinate Board reviews.			On going and generally done, via staff meetings with presumption of communication to applicable Board and/or Commission.	Continue existing efforts.
Revised					
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 2 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 3
GH2	Landfill SMMP			Landfill under Board of Health and presumption made that the appropriate parties are complying with their plan.	Continue as noted.
Revised					
GH3	Develop a format for all Boards/Commissions to evaluate SMPP			Need to re-assess this BMP and determine a more viable format.	Look at ways to collect existing date, i.e. catch basin cleaning in a format to be including with this report.
Revised					
GH4	Develop Annual Report			Report speaks for itself.	Prepare report and seek ways to include more documentation on actual efforts.
Revised					
GH5/6	Both BMPs relate to annual training			Training done informally through meetings and one on one conversations between Stormwater Coordinator and other staff.	Assess most effective mechanism to provide education and training, if needed.
Revised	*Assess need for this training and how to accomplish it.*				
Revised					
Revised					

6a. Additions