# Town of West Bridgewater

Office of the Administrator
Town Hall
65 North Main Street
West Bridgewater, MA 02379
1-508-894-1267 x 121
fax: 1-508-894-1269
e-mail: Efaricy@WBridgewater.com


June 30, 2005

**Sent Registered Mail**

U.S. Environmental Protective Agency
Water Technical Unit
P.O. Box 8127
Boston, MA 02114

Massachusetts Department of Environmental Protection
Division of Watershed Management – Phase II Stormwater
627 Main Street
Worcester, MA 01608

RE: NPDES PII Small MS4 General Permit Annual Report for
EPA NPDES Permit Number **MAR041172** and
MaDEP Transmittal Number **W-041193**

To Whom It May Concern:

Enclosed please find the Town of West Bridgewater's report as referenced above.

The required **DECLARATION** form has been completed and is enclosed.

Please call if you have any further questions of the Town in this regard.

Sincerely,

Elizabeth D Faricy

Elizabeth D. Faricy
Administrator

Cc: Board of Selectmen
Highway Supt. Thomas C. Green

## ATTACHMENT

Instructions: Complete and Include With Your Response

## DECLARATION

I declare under penalty of perjury that I am Elizabeth D. Faricy, the Administrator of the City/Town of West Bridgewater, Massachusetts, that I am authorized to respond on behalf of the City/Town and that the foregoing is a complete, true and correct response.

Executed on June 27, 2005.

Elizabeth D Faricy

**[Signature]**

**Elizabeth D. Faricy,**

**Administrator**

**[Typed Name and Title]**

**Municipality/Organization:** **Town of West Bridgewater**

**EPA NPDES Permit Number:** MAR041172

**MaDEP Transmittal Number:** **W- 041193**

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

# NPDES PII Small MS4 General Permit Annual Report

## Part I. General Information

Contact Person: Thomas C. Green Title: Highway Superintendent

Telephone #: 1-508-894-1216 Email: TGreen@Wbridgewater.com

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: Elizabeth D Faricy

Printed Name: Elizabeth D. Faricy

Title: Administrator

Date: June 27, 2005

**Part II. Self-Assessment**

**The Town of West Bridgewater has completed the required self-assessment and has determined that our municipality is in compliance with all permit conditions except for the following provisions:**

1. **BMP No. 3: Stencil Storm Drains**
2. **BMP No. 4: Educate Students**
3. **BMP No. 26: Ensure WLA met by S/W BMPs**

## 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 |
|---|---|---|---|---|---|
| 1. | Enlist residents as S/W Educators | S/W Mgr. | Form public ed. force | Continue review of PER as a committee | Continue review of PER as a committee |
| 2. | Design & Distribute Brochures | S/W Mgr. | Raise public awareness | Distribute brochure in Water Department bills in Spring 2004. | Consider additional public notice through newspaper articles |
| 3. | Stencil storm drains | Highway Department | Identify MSW4's | No progress | Looking into suitable materials to use to perform stenciling. |
| 4. | Educate students | Task Force and Teachers | Introduce in classrooms | No progress | Looking into suitable materials to use for presentation to students. |
| 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 |
|---|---|---|---|---|---|
| 5. | Form Technical Committee (T/C) | S/W Mgr. | Comm. Provides tech assistance | CWRMP Committee continues review of the State mandated PER | Continue program |
| 6. | T/C reviews general permit | T/C | Goals identified | NPDES permit review | On going. |
| 7. | T/C drafts by-laws | T/C | Town Mtg. adopts by-laws | Illicit Discharge BY-Law drafted and passed at a Special Town Meeting. | |
| 8. | Residents assist with by-law enforcement | S/W Mgr. | Residents report violations | Residents report violations to Board of Health and/or Highway Supt. Supt. investigates and action taken to stop the violation. | Ongoing. |
| 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 |
|---|---|---|---|---|---|
| 9. | Map outfalls and MS4 | Highway Supt. | Map of MS4 | On-going program | Continue program |
| 10. | Train staff in outfall inspection | Highway Supt. | Develop detection program | Started training staff in outfall inspections. | On-Going program for all members of department |
| 11. | Tech Comm. Drafts illicit discharge bylaw | Highway Supt. | Town adopts bylaw | By-Law drafted and adopted in October 2004 | |
| 12. | Enforcement of bylaw | Highway Supt., Selectmen | Discourage violations. | Ongoing program | Continue |
| 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 |
|---|---|---|---|---|---|
| 13. | Joint selection of erosion BMPs to b e required for construction | Tech. Comm. | Con-Com. Assist w/drafting Erosion & Sediment Control By-Law | Work with ConCom By-Laws and Rules and Regulations which address erosion and sediment control to learn procedures to follow. | Begin program. |
| 14. | Pl. Bd. Includes E&S BMPs in subdivision review | Tech.Comm, Pl Bd. | BMPs required | Worked with Planning Board Chairman to make sure BMPs are required of new developments during Site Plan Review. | Continue program. |
| 15. | ZBA includes E&S BMPs in site plan review | Tech.Comm., ZBA | BMPs required | Worked with Zoning Board of Appeals to make sure that BMPs are required of new developments during Site Plan Review. | Continue program. |
| 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 |
|---|---|---|---|---|---|
| 16. | PlBd Meets with Tech.Comm to review goals of S/W plans | Pl.Bd., Tech Comm. | Identify changes in regs needed to comply | Review all BMPs with Planning Board Chairman to incorporate into SPR process | Continue program. |
| 17. | Propose regulation changes as appropriate | Pl.Bd., Tech Comm, ZBA | Amend existing regulations | Ongoing. | Ongoing. |
| 18. | Require BMPs in review process | Pl. Bd., ZBA | Land use boards require S/W management plans | Ongoing. | Ongoing. |
| 19. | Require deed restrictions | Pl.Bd/. ZBA, Town Counsel, S/W Mgr. | Town can ensure long term maintenance | Ongoing | Ongoing. |
| 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 |
|---|---|---|---|---|---|
| 20. | Clean Catch basins regularly | Highway Dept. | Prevent debris from entering MS4 | In progress. | Continue program. |
| 21. | Sweep streets regularly | Highway Dept. | Prevent sand & debris from entering MS4 | In progress. | Continue program. |
| 22. | Use E&S controls for road repairs | Highway Department | Prevent erosion into MS4 | Not started yet | Begin program in Spring 2005 |
| 23. | Cover outside drains | Highway Dept. | Prevent leachate | In progress | Continue program. |
| 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 2 (Reliance on non-municipal partners indicated, if any) | Planned Activities – Permit Year 3 |
|---|---|---|---|---|---|
| 24. | Does MS4 discharge into impaired water body? | Highway Supt. | Show outfalls of MS4 into impaired water bodies | Review those known to date. | Continue program |
| 25. | Identify whether pollutants are discharging into MS4 | Highway Supt. | Identify source of pollutants | On Going inspections and identification of pollutants. | Continue program |
| 26. | Ensure WLA met by S/W BMPs | Highway Supt. | Determine if add'l S/W BMPs needed | Work with peer engineering review with Planning Board and Zoning Board of Appeals for each new Site Plan Review. | Continue program |
| 27. Revised | Eliminate pollutant discharges coming through MS4 | Highway Supt. | Enforce illicit discharge by-law | Review those known to date. | Begin program in Spring 2005 |
| 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 | Yes, Highway Supt. | |
| Annual program budget/expenditures | N/A | |
| | | |
| | | |

### Education, Involvement, and Training

| | | |
|---|---|---|
| Estimated number of residents reached by education program(s) | N/A | |
| Stormwater management committee established | Yes | |
| Stream teams established or supported | Yes | |
| Shoreline clean-up participation or quantity of shoreline miles cleaned | Yes | |
| Household Hazardous Waste Collection Days | | |
| ▪ days sponsored | 2 | |
| ▪ community participation | 2000 | |
| ▪ material collected | Paints, solvents,tires, all hazardous materials. | |
| School curricula implemented | No | |
| | | |
| | | |

**Legal/Regulatory**

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

**Mapping and Illicit Discharges**

| | | |
|---|---|---|
| Outfall mapping complete | 40 % | |
| Estimated or actual number of outfalls | 24 | |
| System-Wide mapping complete | 20% | |
| Mapping method(s) | | |
| ▪ Paper/Mylar | 0 | |
| ▪ CADD | 0 | |
| ▪ GIS | 24 | |
| Outfalls inspected/screened | All inspected | |
| Illicit discharges identified | 0 | |
| Illicit connections removed | 0 | |
| % of population on sewer | 4% | |
| % of population on septic systems | 96% | |
| | | |
| | | |

**Construction**

| | | |
|---|---|---|
| Number of construction starts (>1-acre) | 10 | |
| Estimated percentage of construction starts adequately regulated for erosion and sediment control | 100% | |
| Site inspections completed | 100% | |
| Tickets/Stop work orders issued | 0 | |
| Fines collected | 0 | |
| Complaints/concerns received from public | 0 | |
| | | |
| | | |

**Post-Development Stormwater Management**

| | | |
|---|---|---|
| Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control | 100 % | |
| Site inspections completed | 100% | |
| Estimated volume of stormwater recharged | Unknown | |
| | | |
| | | |

**Operations and Maintenance**

| | | |
|---|---|---|
| Average frequency of catch basin cleaning (non-commercial/non-arterial streets) | 1 time/year | |
| Average frequency of catch basin cleaning (commercial/arterial or other critical streets) | 1 time/year | |
| Total number of structures cleaned | 400 | |
| Storm drain cleaned | 10 miles | |
| Qty. of screenings/debris removed from storm sewer infrastructure | 50 T/est. | |
| Disposal or use of sweepings (landfill, POTW, compost, recycle for sand, beneficial use, etc.) | Compost | |
| Cost of screenings disposal | $4,000 | |
| | | |
| | | |

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

| | | |
|---|---|---|
| Average frequency of street sweeping (commercial/arterial or other critical streets) | 3 times/year | |
| Qty. of sand/debris collected by sweeping | 100 T/estimate | |
| Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.) | Compost | |
| Cost of sweepings disposal | 0 | |
| Vacuum street sweepers purchased/leased | N/A | |
| Vacuum street sweepers specified in contracts | N/A | |
| | | |
| | | |

| | | |
|---|---|---|
| Reduction in application on public land of: ("N/A" = never used; "100%" = elimination) | | |
| ▪ Fertilizers | N/A | |
| ▪ Herbicides | N/A | |
| ▪ Pesticides | N/A | |
| | | |
| | | |

| | | |
|---|---|---|
| Anti-/De-Icing products and ratios | 2:1 ratio sand/salt | |
| Pre-wetting techniques utilized | N | |
| Manual control spreaders used | Y | |
| Automatic or Zero-velocity spreaders used | N | |
| Estimated net reduction in typical year salt application | Unknown | |
| Salt pile(s) covered in storage shed(s) | Yes | |
| Storage shed(s) in design or under construction -- WB shed is on site, completely covered and locked | N/A | |
| | | |
| | | |