Municipality/Organization: Town of Bellingham

EPA NPDES Permit Number: MAR041091

MaDEP Transmittal Number: W- 040693

Annual Report Number & Reporting Period: No. 3: March 05-March 06

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Donald F. DiMartino Title: DPW Director

Telephone #: 508-966-5813 Email: ddimartino@bellinghamma.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:

Printed Name: Donald F. DiMartino

MAY - 3 2006

Title: DPW Director

Date: 4/28/2006

M:\DONALDD\My Documents\DonaldD on Steven\WRC\Npdes Ph 2 Ann Rpt 06.doc

Part II. Self-Assessment

We did not get task 3.02 Distribute Written Info to Residents on Illicit Discharge out in Year 3 as planned, but changed and we feel improved the information campaign. The campaign was changed from the proposed black and white utility bill stuffers to a full-page color newspaper ad. The ad will be in a local free paper newspaper that is delivered to all buildings and apartments in Town. The ad was ready to go out in November; it was delayed until May 2006 to get it out when people would likely be going outside after the winter months and before trees are in full bloom and leaves can cover possible discharge points. We feel this is a minor change and overall improvement. (See the attached draft of full-page color ad.)

Task 6.01 Continuous Street Sweeping & CB Cleaning has not been at the level we would like to see. The DPW staff has been cut as a hiring freeze has been in effect for three years. Efforts are being made to step up our Catch Basin cleaning but other limitations such as winter weather issues and mosquito concerns narrows the window when cleaning can be done without creating other impacts.

Task 6.03 DPW & Parks Dept. Facilities Maser Plan is behind schedule and it is difficult to predict how soon it will get back on track. Significant additional funding is required to design and construct new DPW facilities. The DPW Facilities are in need of improvement regardless of the NPDES stormwater requirement. DPW Facilities conceptual plan was submitted to the Capital Improvement Committee in February 2006 at which time the Chief Finance Officer informed all that the needed funds will not be available until 2014 unless a debt exclusion override is voted a t general election. A debt exclusion override petition has little chance of gaining support from Town Boards or residents. We are trying to modify our approach and have contracted to get a stormwater survey and report completed during the summer of 2006. After we receive the report we will revisit the needed stormwater improvements of existing facilities and analyze options.

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 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
1.01	Youth Summer Water Awareness Program	Donald DiMartino	Run Program in Summer of 2003	No activity required beyond year one, however we have and will continue this program as long as funds are available. In year 3 the program run by DPW Public Ed. Administrator reached 100 students grades one through four who participated in summer. Received excellent press coverage and parent participation.	We plan to run a similar program every year if funds are available. Annual budget line items have been added so barring major cuts this program should continue.
Revised					
1.02	Distribute Written Information	Donald DiMartino	Distribute Semi-Annually Starting in 2005	Required in third year but completed in first year. We plan to continue annually if funds are available. Flyers drafted by youths in 1.01 programs mailed with semi-annual water bills	Plan to continue to insert youth generated bill stuffers on stormwater and general water resource issues.
Revised					
1.03	SmartStorm Roof Runoff Recharge/reuse Info Posting	Donald DiMartino	Post on Cable & Web once CRWA produces info flyer	Posted on Website continuously since July 14, 2004 after receipt of information from SmartStorm (non-municipal partner).	Continue posting and update as non-municipal partners change or improve available information.
Revised					

1a. Additions - <u>NONE</u>

2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
2.01	Create Storm Water Management Committee	Donald DiMartino	First Meeting by May 31, 2004	Water Resources Committee (WRC) created by Selectmen first meeting held April 26, 2004, Nine-member committee.	No activity required
Revised					
2.02	Open and Advertise SWMC Meetings	SWMC	Quarterly Televised Meetings 2004 thru 2007	WRC met June 7, 2005, August 16, 2005, November 29, 2005, and March 21, 2006. All meetings televised on local cable channel, with meeting posting.	Continue Quarterly Meetings of WRC
Revised	*Renamed Committee*	*Now called WRC*	*Committee renamed Water Resource Committee (WRC)*		

2a. Additions - <u>NONE</u>

3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
3.01	Complete GIS Mapping of 2000 Urbanized Area	Donald DiMartino	Map and Databases Complete by July 1, 2006.	BETA Group, Inc. has delivered drafts on paper and loaded our GIS mapping showing all basins, manholes, outfalls and the majority of the pipes. On track to complete in by July 2006 goal date.	Complete GIS Mapping, filling in pipes and update of maps during with new development's drainage systems.
Revised					
3.02	Distribute Written Info to Residents on Illicit Discharge	Donald DiMartino	One of the 1.02 Distributions to cover Illicit Discharges in 2005	Sent full page color ad to local newspaper deliver to every building in Bellingham to be printed May 2006. Used Center for Watershed Protection (CWP) Manual to pull off great color pictures of Illicit Discharges	Place a similar ad each year with other pictures from CWP Manual as well as other sources that are becoming available.
Revised			Drafted newspaper full-page color ad as too complex a topic for youth flyers.		
3.03	Illicit Discharge Bylaw to Town Meeting	SWMC/WRC	October 2006 Fall Town Meeting Bylaw for Acceptance	WRC has reviewed and modified model Illicit Discharge Bylaw downloaded from Mass Attorney Generals Office (MAGO). On schedule for October 2006 Town meeting vote to accept.	Propose October 2006 Town Meeting Article for Bylaw acceptance.
Revised					
3.04	Train DPW Staff to Identify Illicit Discharges	Donald DiMartino	Annual Training Start Spring 2004 w/Summer Help Staff	Training this year was a color handout of Illicit discharges that was put together from the Center for Watershed Protection Manual. (Copy enclosed.)	Distribute the same color handout to all new staff and discuss as agenda item at staff meeting.
Revised					

3a. Additions - <u>NONE</u>

4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
4.01	Review Existing Bylaws	SWMC/WRC	Review report completed by March 2007	Found that the Planning Board Regulations had gap in inspection for site development drainage. Also have downloaded Model bylaw from MAGO to consider for future town bylaw.	Review existing regulations and bylaws and if needed propose MAGO model Construction Site stormwater related bylaw.
Revised					
4.02	Suggest Modification to Bylaws & Regulations	SWMC/WRC	October 2007 Fall Town Meeting Bylaw for Acceptance	WRC and DPW sponsored revision to Planning Board Regulations to strengthen stormwater systems construction inspection that was voted at the October Town Meeting.	If needed advance MAGO model bylaw through WRC for October 2007 Town Meeting vote.
Revised					
4.03	Procedures for Town's Site Inspectors	SWMC/WRC	Draft procedures completed by March 2008	None required in Year 3.	Start initial procedure drafting for site inspectors.

4a. Additions – NONE

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 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
5.01	Review existing bylaws	SWMC/WRC	Review report completed by December 2005	WRC has reviewed and modified Model Post Construction Stormwater Bylaw downloaded from MAGO on schedule for October town meeting.	None
Revised					
5.02	Suggest Modification to Bylaws & Regulations	SWMC/WRC	October 2006 Fall Town Meeting Bylaw for Acceptance	1 - Town meeting accepted new bylaw that will insure annuity to fund long-term maintenance of Stormwater Facilities that are part of projects that will be town accepted and owned. 2 - Scheduled to go to Town meeting in October 2006 with New Post Construction Stormwater Bylaw to enhance existing bylaw and strengthen existing ConCom and Planning Board procedures designed to enhance post development stormwater system maintenance.	Propose October 2006 Town Meeting Article for Bylaw acceptance.
Revised					
5.03	Annual Review of Post Construction Runoff Procedures	SWMC/WRC	Forms and Procedures completed by March 2008	DPW and ConCom working with forms and procedures for compiling and tracking records.	Continue to refine the record keeping associated with Town owned stormwater basin maintenance.
Revised					

5a. Additions - <u>NONE</u>

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 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
6.01	Continuous Street Sweeping & CB Cleaning	DPW	Continuous as Weather and Manpower Allow	Performed continuous Street Sweeping. CB Cleaning as allowed in coordination of West Nile Virus advisories from State & Local Health Organizations	Performed Continuous Street Sweeping. CB Cleaning as allowed in coordination of West Nile Virus advisories from State & Local Health Organizations
Revised					
6.02	Sweeping & CB Cleaning Records	DPW	Establish Maintenance Records Procedure by March 2008.	Sweeper operator forms now being used and procedure in place. CB form have been drafted for use in calendar 2006.	Crews continue to use and modify the Sweeping and CB cleaning daily record forms.
Revised					
6.03	DPW & Parks Dept. Facilities Maser Plan	DPW – Consultant	Complete Master Plan by July of 2005	Funding limitations has delayed progress. At the end of year 3 we contracted with an environmental engineering firm to survey the DPW and Parks and submit a report on the stormwater improvements needed. Full reconstruction per conceptual DPW Facilities Improvement Plan is not economically viable in present town economic conditions.	DPW Facilities Stormwater Review consultant to proceed in summer of 2006 with survey and report. DPW Facilities committee established in March of 2006, hope to have an affordable conceptual plan in place for funding in 2007.
Revised					
6.04	All Town Facilities Stormwater Review and Master Plan	DPW – Consultant	Complete Master Plan by July of 2007	None required in Year 3.	Once we receive the stormwater report for the DPW Facilities we will determine whether the town has the staff to undertake the preparation of a master plan for all town facilities stormwater. If staff is not capable of completing a thorough plan, we will need to initiate a funding program to hire a consultant. Funding and staffing issues make achieving a target of July of 2007 very uncertain.
Revised					

6.05	Construct Recharge & Treatment at Plymouth Road	DPW – Contractor	Complete Construction by November of 2004	Water quality and flow data was collected to complete the QAPP and be prepared to close out the 319 Grant by June 2006.	Our consultant submitted a draft QAPP to DEP (April 2006) and we expect to close out the grant by June 2006.
Revised					

6a. Additions -NONE

7. BMPs for Meeting Total Maximum Daily Load (TMDL) Waste Load Allocations (WLA) NO TMDL – Not Applicable

Part IV. Summary of Information Collected and Analyzed -

- **Street sweeping volume and weight generated by 2005 sweeping**
- **Town managed annual detention basin work completed records**

Part V. Program Outputs & Accomplishments (OPTIONAL) – Programmatic

Stormwater management position created/staffed	(y/n)	N
Annual program budget/expenditures	($)	Zero

Education, Involvement, and Training

Estimated number of residents reached by education program(s)	(# or %)	15,500
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.)	Y
Household Hazardous Waste Collection Days		
▪ days sponsored	(#)	1 Annually
▪ community participation	(%)	25%
▪ material collected	(tons or gal)	Unknown
School curricula implemented	(y/n)	Y

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			X	X
Accompanying Regulation Status (indicate with "**X**")				

▪ Illicit Discharge Detection & Elimination			X	
▪ Erosion & Sediment Control		X		
▪ Post-Development Stormwater Management			X	X

Mapping and Illicit Discharges

Outfall mapping complete	(%)	100%
Estimated or actual number of outfalls	(#)	240
System-Wide mapping complete	(%)	100%
Mapping method(s)		
▪ Paper/Mylar	(%)	
▪ CADD	(%)	
▪ GIS	(%)	100%
Outfalls inspected/screened	(# or %)	100%
Illicit discharges identified	(#)	0
Illicit connections removed	(#) (est. gpd)	0
% of population on sewer	(%)	25%
% of population on septic systems	(%)	75%

Construction

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

Post-Development Stormwater Management

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	(%)	90%

Site inspections completed	(# or %)	100%
Estimated volume of stormwater recharged	(gpy)	Unknown

Operations and Maintenance

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

Average frequency of street sweeping (non-commercial/non-arterial streets)	(times/yr)	1
Average frequency of street sweeping (commercial/arterial or other critical streets)	(times/yr)	1
Qty. of sand/debris collected by sweeping	(lbs. or tons)	1103
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.)	(location)	Compost
Cost of sweepings disposal	($)	25,000/year
Vacuum street sweepers purchased/leased	(#)	0
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 %)	Unknown
▪ Herbicides	(lbs. or %)	Unknown
▪ Pesticides	(lbs. or %)	Unknown

Anti-/De-Icing products and ratios	% NaCl % $CaCl_2$ % $MgCl_2$ % CMA % Kac % KCl % Sand	90% 10%
Pre-wetting techniques utilized	(y/n)	Y

Manual control spreaders used	(y/n)	N
Automatic or Zero-velocity spreaders used	(y/n)	N
Estimated net reduction in typical year salt application	(lbs. or %)	0
Salt pile(s) covered in storage shed(s)	(y/n)	Y
Storage shed(s) in design or under construction	(y/n)	Y

TOWN OF BELLINGHAM

OFFICE OF THE DIRECTOR OF THE DEPARTMENT OF PUBLIC WORKS

MEMO

Date: June 24, 2005

To: DPW and Parks Field Staff

From: Donald F. DiMartino, DPW Director

RE: Illicit Discharge Detection

What is an Illicit Discharge? – Any discharge to a river, stream, pond, lake, swamp, drainage ditch, drainpipe, catch basin, manhole, or a waterway (official known as "Waters of the USA") that is not purely stormwater run off.

Foul stuff like sewer or septic system overflows, washing machine discharges, building floor drain outlets, and in more industrial areas waste pipes, have for years been piped to Waters of the USA. Under a nationwide program started many years ago all cities (and now small towns) must put in place an Illicit Discharge Detection and Elimination program. Part of our program is training DPW field staff in Detection. This memo is intended to tell you what an illicit discharge may look like.

You are our front line inspectors. You are out in the field every day and therefore most likely to see an illicit discharge. We need you to report any questionable discharge to your superior immediately.

It is pretty simple. If you see an open pipe that is not coming from a catch basin or drain manhole tell us about it. If you see an open pipe that looks like it coming from a catch basin or drain manhole but it has a foul smell, is discolored, or is creating foam or sheen it could be an illicit discharge and you should tell us about it.

I have copied some color pictures from the Center for Watershed Protections manual to help you get an idea of what an illicit discharge would look like.

If you have any questions about this program please ask them.

Figure 11: Some discharges are immediately obvious

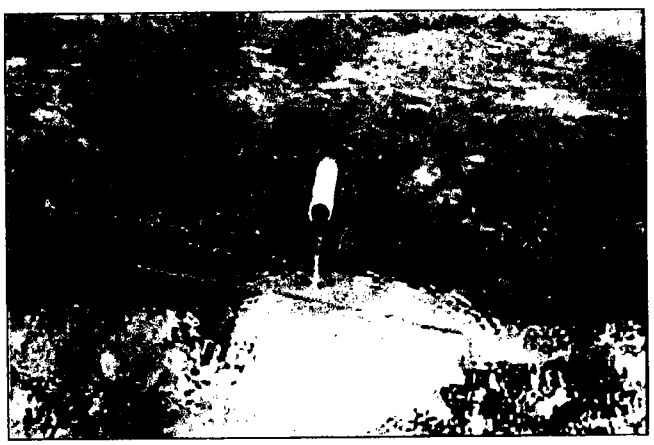


Figure 2: Direct Discharge from a Straight Pipe

K:\Stormwater Maintenance\Annual IDDE Staff Memo.DOC

Waters of the USA

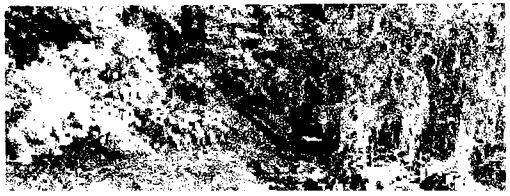
Many years ago, the National Pollution Discharge and Elimination System (NPDES) was initiated. NPDES initially went after wastewater to make sure all sewage was treated before entering our rivers, lakes, and oceans. In more recent years, the move has been towards pollution caused by stormwater run off. Larger cities have been working to clean up their stormwater system for a while and now smaller towns like Bellingham must join in the battle for clean water. As part of our NPDES efforts we are establishing an Illicit Discharge Detection and Elimination program.

What is an Illicit Discharge? – Any discharge that is not purely stormwater run off that is entering a river, stream, pond, lake, swamp, drainage ditch, drainpipe, catch basin, manhole, or waterway (official known as "Waters of the USA") is an Illicit Discharge. Water used for fire fighting and hydrant flushing is exempt.

Foul stuff like sewage, septic system break-outs or overflows, washing machine discharges, building floor drain outlets, and industrial waste, have for years been dumped into Waters of the USA. Through this color insert we hope to raise our residents' awareness and give everyone an idea of what to look for as we enlist you in our waterways watch group.

Below are some pictures from the Center for Watershed Protection Manual. These are great illustrations of what an illicit discharge may look like. You can find the Center for Watershed Protection Manual on their web site , *www.cwp.org.*

We need your help! If you see something like this in Bellingham or have any questions please give us, the water services department, a call at 508-966-5813.



TOWN OF BELLINGHAM

OFFICE OF THE
DIRECTOR OF THE DEPARTMENT OF PUBLIC WORKS
26 BLACKSTONE STREET
BELLINGHAM, MA 02019
(508)-966-5813
FAX (508)-966-5814
ddimartino@bellinghamma.org

1091

MAY - 3 2006

April 28, 2006

USEPA
Municipal Assistance Unit (CMU)
One Congress Street
Boston, MA 02114-2023

Ms. Stella Tamul
Mass DEP – CERO
627 Main Street, 2nd Floor
Worcester, MA 01608

CERTIFIED MAIL:
#7005-1820-0005-5343-1525

#7005-1820-0005-5343-1518

RE: NPDES Phase II – Year 3 - Annual Report 2006

To Whom It May Concern:

Enclosed you will find one copy of the Annual Report on the forms provide on line by the USEPA.

The Mass DEP mailing also includes the Mass DEP Transmittal Form for Permit Application with Transmittal Number W 040693. This Transmittal Number appears on all forms submitted with this cover and is the same number used for the original BRP WM 08A filing.

It is our understanding that by sending this prior to May 1, 2006 we are in compliance with the annual filing requirement under this program.

Please contact me if you need any further information.

Sincerely,

Donald F. DiMartino
DPW Director

Enclosures