1004 pv

TOWN OF DALTON

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Animal Control, Ext. 28
Board of Assessors, Ext. 10
Board of Appeals, Ext. 29
Health Dept, Ext. 20
Inspection Services, Ext. 27 & 29
Planning Board, Ext. 29
Treasurer, Ext. 18

Town Manager, Ext. 12
Town Accountant, Ext. 17
Town Clerk/Registrar, Ext. 15
Town Collector, Ext. 25
Traffic Comm., Ext. 30
Select Board, Ext. 13
Other Boards, Ext. 11

April 25, 2006

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

RE: EPA NPDES Permit Number MA041004

To Whom It May Concern:

Enclosed please find the NPDES Phase II Small MS4 General Permit Annual Report filed by the Town of Dalton. This report has been prepared according to the reporting format available through the U.S. Environmental Protection Agency at www.epa.gov/NE/npdes/stormwater/ms4-annual-rpt.html. A signature page including certification in accordance with Part VI.G of the Permit is enclosed. Signature requirements for the Town of Dalton have been met.

The Annual Report has been sent to the Massachusetts Department of Environmental Protection, Division of Watershed Management. If you have any questions, please feel free to contact me at (413) 684-6122.

Sincerely,

Kenneth E. Walto
Town Manager

Encl. Annual Report

Cc: Nathaniel W. Karns, BRPC
Melissa M. Jette, BRPC
Select Board
Stormwater Committee

Municipality/Organization: **Dalton**

EPA NPDES Permit Number: **MA041004**

MaDEP Transmittal Number: **W-036254**

Annual Report Number & Reporting Period: **No. 2: March 05-March 06**

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Kenneth E. Walto Title: Town Manager

Telephone #: (413) 684-6122 Email: daltonth@bcn.net

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: Kenneth E. Walto

Printed Name: Kenneth E. Walto

Title: Town Manager

Date: 4/29/06

Part II. Self-Assessment

The results of the self-assessment review of compliance with all permit conditions for the Town of Dalton is included here. This self-assessment consists of a statement of full compliance. Information regarding the status of compliance with the minimum control measures is included in Part III of the annual report and is not included here.

The Town of Dalton 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

The BMP, responsible party, and measurable goal information from the Town of Dalton's NOI have been transcribed here. A description of the progress made toward achieving the measurable goals during the prior year and what activities are planned for next year are included in the last two columns, respectively. Changes that revise/replace or add components to the storm water management program have not been proposed.

The implementation schedule included within the NOI has not been revised.

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
1.1	Educational Brochures	Stormwater Committee	Develop and distribute brochures per attached plan	• Developed educational brochures on practices for reducing pollutants and on the impacts of stormwater through a contract with the Berkshire Regional Planning Commission (BRPC) • Distributed brochures in tax bills • Developed a list of local contacts for stormwater outreach	• Distribute brochures in tax bills • Distribute brochures to building permit and other permit applicants • Continue development of the list of local contacts for stormwater outreach
Revised					
1.2	Educational Display	Local School	Create display for Town Hall and town library	• No activity scheduled for Year 3	• Prepare an educational display for town hall/library scheduled for Years 4 & 5
Revised					

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
2.1	Involve public in planning process	Select Board	Establish a Stormwater Committee	• Conducted monthly meetings of Stormwater Management Committee • Invited public to stormwater planning meetings	• Conduct bi-monthly meetings of Stormwater Committee during Year 4 • Invite public to stormwater planning meetings and arrange cable broadcast
Revised					
2.2	Storm drain labeling	Housatonic Valley Association	Label storm drains in defined neighborhoods	• Initiated a storm drain labeling program developed for elementary children geared toward fourth grade through efforts conducted by HVA	• Conduct storm drain labeling with elementary school geared toward fourth grade class
Revised					
2.3	River clean-up	Housatonic Valley Association	Conduct semi-annual river clean-ups	• None to date	• Conduct River clean-up activities on an as needed basis per community request or stormwater hotline report
Revised					

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
3.1	Detect and eliminate illicit discharges	Public Works	See attached plan	• Set-up stormwater hotline • Set-up disconnection record log • Drafted an inspection certification process • Organized household hazardous waste collection day	• Respond to public input and water quality sampling results • Develop and implement mail and phone contact processes for property owners with potential illicit discharges • Verify and update record log • Organize household hazardous waste collection day
Revised					
3.2	Storm system map	Public Works	Map 20% of outfalls per year	• Developed storm sewer system map (20% of outfalls) (BRPC developed a GIS based map.)	• Develop storm sewer system map (20% of outfalls)
Revised					
3.3	Prohibit non-stormwater discharges	Stormwater Committee	Develop bylaw	• Evaluated model bylaws and General Bylaw prohibiting non-stormwater discharges • Identified enforcement authority for stormwater prohibition • Assessed the status of local regulations, policies and resources that may be used in developing appropriate stormwater programs through efforts conducted by BRPC	• Evaluate model bylaws and propose General Bylaw prohibiting non-stormwater discharges • Define penalties, fees, sanctions for non-compliance with stormwater prohibition • Pass general bylaw prohibiting existing and future non-stormwater connections to the storm sewer system
Revised					
3.4	Illicit discharge training	Public Works/Stormwater Committee	See attached plan	• Planned opportunities for training in illicit discharge detection and elimination	• Provide training opportunities on illicit discharge detection and elimination • Develop educational brochure about program and requirements
Revised					

3.5 Revised	Investigate non-stormwater discharges	Public Works	Collect data	• Ongoing investigation into sanitary connections • No sanitary connections have been identified • Collected and kept records of water quality sampling results (HVA) • Conducted investigation of potential sewer line leak into Walker Brook (HVA)	• Investigate dry-weather discharges within 24-48 hours – conduct upstream visual inspections • Conduct smoke or dye tests where necessary • Conduct field inspections of publicly reported problems • Collect and keep records of water quality sampling results (HVA) • Report potential illicit connection problems to DPW (HVA) • Investigate potential problems based on water quality sampling results • Disconnect sanitary connections immediately

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
4.1	Regulate construction run-off	Stormwater Committee	Develop bylaw	• Drafted bylaw and regulation for stormwater management and sediment and erosion control for all construction sites>= 1 acre • Prepared draft bylaw to be presented at Special Town Meeting	• Pass bylaw and adopt regulations • Work with Planning Board to develop bylaw as part of Zoning, Subdivision and Special Permit regulations
Revised					
4.2	Promote the use of BMPs	Permit granting boards	Develop training and review procedures	• Planned opportunities for board members to receive site plan/BMP training (NEMO)	• Develop site plan review procedures • Provide information on stormwater BMPs to developers and permit applicants • Plan opportunities for board members to receive site plan/BMP training (NEMO)
Revised					
4.3	Enforce regulations	Building Inspector	Develop inspection and enforcement procedure	• Planned opportunities for training on NPDES Phase II regulations and requirements • Continued availability of the Berkshire Conservation Agent program to Con Com/permitting authorities to improve capacity for inspection and enforcement	• Develop site inspection / enforcement procedures • Improve capacity of Building/Zoning inspectors enforcement in upland areas through training
Revised					
4.4	Sanctions	Building Inspector	Define penalties, fees, sanctions for non-compliance	• None to date	• Determine cost of typical inspection process and define appropriate penalties, fees, and sanctions for non-compliance • Approve the use of sanctions for non-compliance
Revised					
4.5	Incorporate public input	Public Works/Building Inspector	Set-up Stormwater hotline	• Identified a contact person/department • Advertised stormwater hotline	• Reassess identified contact person/department • Continue advertisement of stormwater hotline
Revised					

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
5.1	Regulate post-construction run-off	Stormwater Committee/Planning Board	Develop or amend bylaws	• Drafted bylaw and regulations for stormwater management and sediment and erosion control to control/reduce runoff in all new and re-development sites >= 1 acre	• Pass bylaw and adopt regulations • Work with Stormwater Committee to develop bylaw as part of Zoning, Subdivision and Special Permit regulations
Revised					
5.2	Promote the use of BMPs	Permit granting boards	Develop training and review procedures	• Planned opportunities for board members to receive site plan/BMP training (NEMO)	• Develop site plan review procedures • Recommend BMPs and Performance Standards for Subdivision/Special Permit regulations • Plan opportunities for board members to receive site plan/BMP training (NEMO)
Revised					
5.3	Require operation and maintenance plans	Stormwater Committee/Permit granting boards	Develop bylaw and record keeping system	• Placed requirement for O&M plans in bylaw (see above)	• Encourage public reporting of problems and the use of stormwater hotline • Develop a record-keeping system for O&M plans
Revised					
Revised					

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
6.1	Reduce runoff from municipal operations	Public Works	Develop pollution prevention program	• Developed SWPPP for Highway Garage • Established record-keeping for regular pollution prevention activities	• Develop a pollution prevention program for municipal buildings and parks, including contracted activities
Revised					
6.2	Maintain and inspect public properties	Public Works	Adopt operation and maintenance program	• Cleaned and inspected catch basin at transfer station • Conducted annual inspection of highway garage and transfer station in accordance with SWPPP	• Monitor transfer station catch basin quarterly • Adopt Operation and Maintenance plans for municipal buildings and parks • Inspect highway garage and transfer station annually in accordance with SWPPP
Revised					
6.3	Municipal housekeeping training	Stormwater Committee	See attached plan	• Planned opportunities for municipal employees and board members to pursue pollution prevention training	• Plan opportunities for municipal employees and board members to pursue pollution prevention training
Revised					