Municipality/Organization: Town of Falmouth

EPA NPDES Permit Number: MAR 041114

MADEP Transmittal Number: W-035626

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

MAY

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Raymond C. Young Title: Assistant Town Engineer

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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: Robert L. Whritenour, Jr.

Title: Town Administrator

Date: APRIL 27, 2006

Part II. Self-Assessment

The Town Falmouth has not been able to move forward with the goals for the period of March 05 to March 06 due to a number of factors within the Department of Public works that relate to implementation of policy and operation.

The Department of Public Works is currently in the process of a department wide review of operations, staffing and funding. An internal plan was completed in 2005 and an outside review will be done over the summer of 2006. Additionally, recruiting of a Director following the retirement of the past director in January 2006 is currently underway. The loss of the staff engineer charged with the NPDES permit in July has also impacted work on the program.

Implementation of the Public Participation Program should be in operation by the fall. The Mapping Program is nearly complete. The paper maps have been incorporated into the Town wide GIS mapping. Over the last year the GIS personnel have located nearly all the Town maintained outlets with their GPS equipment. Engineering staff will need to locate some outlets not readily identified.

Regulatory and housekeeping issues cannot be completed until position of Director is filled and Department review has been completed. A recommendation to include NPDES Phase II needs has been sent to the Acting Director for inclusion in the study.

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
1-1	Educational Flyer	Admin. and DPW	Flyer prepared and distributed	Flyer not developed.	Develop andDistribute flyers.
Revised					
1-2	Annual Public Hearing	Admin.	Meetings held per schedule	Meeting not scheduled and held.	Annual meeting to be scheduled and held.
Revised					
1-3	Posting Of Maps	Engineering	Map prepared and displayed	Map being prepared.	Update map and display revised version.
Revised		Engineering and GIS			
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 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
2-1	Encourage participation	Admin./DPW	Maintain complaint file	Maintain a complaint report file.	Maintain a complaint report file.
Revised					
2-2	Stormwater Committee	Selectmen/DPW	Update management program	Committee established and meetings held.	Hold meetings and update management program.
Revised					
2-3	Selectmen's Meeting Review	Selectmen	Meetings held per schedule	Meeting held and review of comments pending.	Hold meetings per schedule and review comments of meeting.
Revised		Administrator			
2-4	Storm Drain Stenciling	DPW/ Engineering	Documentation of catch basins stenciled	Change of BMP 2-4: Use adhesive curb markers.	Implement installation program with Senior AmeriCorp.
Revised					
2-5	Hazardous Waste Collection	Board Of Health	Documentation of Collection	Hazardous waste collection was conducted 4 times in conjunction with 3 bordering towns. May thru Oct	Conduct hazardous waste collection days 4 days between May and Oct In conjunction with 3 bordering towns
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 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
3-1	Discharge Identification	DPW	Production of maps	Field inventory and locate with GPS to update GIS data.	Field inventory and locate with GPS to update GIS data.
Revised		DPW/ Engineering			
3-2	Drainage Network Mapping	DPW/GIS	Production of maps	Field verify and update GIS database.	Field verify and update GIS database.
Revised		DPW/GIS Engineering			
3-3	Illicit Discharge Identification	DPW/Board Of Health	Quantify Identification	Identified illicit discharges with BMP 3-1 & 3-2.	Identified illicit discharges with BMP 3-1 & 3-2.
Revised					
3-4	Illicit Discharge Enforcement	DPW/Board of Health/Planning	Quantify Identification	Initiated review of existing enforcement authority.	Finalize review of existing enforcement measures. Modify if necessary.
Revised					
3-5	DPW Training	DPW	Meetings held	Not implemented.	Implement training and revise schedule to coincide with BMP 6-2.
Revised					
3-6	Public Information on Illicit Connections	DPW/Admin.	Maintain report file	Not implemented.	Implement in conjunction with BMP 1-1.
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 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
4-1	Con. Com. Bylaw Review	Con. Com.	Review and/or revise bylaws	Review of bylaws and regulations.	Finalize review of bylaws and regulations.
Revised					
4-2	Planning Board Regulations Review	Planning Board	Review and/or revise regulations	Review of regulations.	Finalize review of regulations.
Revised					
4-3	Zoning Bylaw Review	Planning Board	Review and/or revise regulations.	Review of Zoning Bylaws.	Finalize review of Zoning Bylaws.
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 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
5-1	Con. Com Bylaw Review	Con. Com.	Review and/or revise bylaws	Initiated review of bylaws and regulations.	Finalize review of bylaws and regulations.
Revised					
5-2	Planning Board Regulations Review	Planning Board	Review and/or revise regulations	Initiated review of regulations.	Finalize review of regulations.
Revised					
5-3	Zoning Bylaw Review	Planning Board	Review and/or revise regulations.	Initiated review of Zoning Bylaws.	Finalize review of Zoning Bylaws.
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 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
6-1	DPW Policy Guide	DPW	Preparation of Policy Guide	Not initiated.	Initiate the development of the DPW Policy Guide.
Revised					
6-2	DPW Annual Training	DPW	Complete annual training	Not implemented.	Implement and revise schedule to coincide with BMP 3-5.
Revised					
6-3	DPW Permit Filing	DPW	Copies of permits on file	Implemented and on-going..	Continue filing permits and adhere to design standards.
Revised					
Revised					
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 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
Revised					
Revised					
Revised					
Revised					
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	(y/n)	N
Annual program budget/expenditures	($)	25,000.00

Education, Involvement, and Training

Estimated number of residents reached by education program(s)	(# or %)	
Stormwater management committee established	(y/n)	Y
Stream teams established or supported	(# or y/n)	
Shoreline clean-up participation or quantity of shoreline miles cleaned	(y/n or mi.)	
Household Hazardous Waste Collection Days		
▪ days sponsored	(#)	4
▪ community participation	(%)	
▪ material collected	(tons or gal)	
School curricula implemented	(y/n)	

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			
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	(%)	100
Estimated or actual number of outfalls	(#)	129
System-Wide mapping complete	(%)	90
Mapping method(s)		
▪ Paper/Mylar	(%)	100
▪ CADD	(%)	
▪ GIS	(%)	80
Outfalls inspected/screened	(# or %)	20
Illicit discharges identified	(#)	
Illicit connections removed	(#) (est. gpd)	
% of population on sewer	(%)	
% of population on septic systems	(%)	

Construction

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

Post-Development Stormwater Management

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	(%)	
Site inspections completed	(# or %)	
Estimated volume of stormwater recharged	(gpy)	

Operations and Maintenance

Average frequency of catch basin cleaning (non-commercial/non-arterial streets)	(times/yr)	
Average frequency of catch basin cleaning (commercial/arterial or other critical streets)	(times/yr)	
Total number of structures cleaned	(#)	
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.)		
Cost of screenings disposal	($)	

Average frequency of street sweeping (non-commercial/non-arterial streets)	(times/yr)	

Average frequency of street sweeping (commercial/arterial or other critical streets)	(times/yr)	
Qty. of sand/debris collected by sweeping	(lbs. or tons)	
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.)	(location)	
Cost of sweepings disposal	($)	
Vacuum street sweepers purchased/leased	(#)	
Vacuum street sweepers specified in contracts	(y/n)	

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

Anti-/De-Icing products and ratios	% NaCl % $CaCl_2$ % $MgCl_2$ % CMA % Kac % KCl % Sand	
Pre-wetting techniques utilized	(y/n)	
Manual control spreaders used	(y/n)	
Automatic or Zero-velocity spreaders used	(y/n)	
Estimated net reduction in typical year salt application	(lbs. or %)	
Salt pile(s) covered in storage shed(s)	(y/n)	
Storage shed(s) in design or under construction	(y/n)	