The Commonwealth of Massachusetts

Executive Office for Administration and Finance
Division of Capital Asset Management
One Ashburton Place
Boston, Massachusetts 02108
Tel: (617) 727-4050
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MITT ROMNEY
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LIEUTENANT GOVERNOR

THOMAS H. TRIMARCO
SECRETARY, ADMINISTRATION & FINANCE

DAVID B. PERINI
COMMISSIONER

8/16/06 released

April 28, 2006

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

RE: Year 3 (March 2005 to March 2006) Annual Report for the NPDES Phase II Permit

To Whom It May Concern:

Enclosed please find the Year 3 Annual Report for the NPDES Phase II Permit with an original certification signature page.

If you have any questions or require any additional information, please do not hesitate to contact me at (617) 727-4030.

Very truly yours,

Mark C. Roberts, P.E.
Project Manager
Office of Planning, Design and Construction

cc: MADEP, Division of Watershed Management
K. Tilden, Division of Capital Asset Management
J. Lachmayr, Malcolm Pirnie Inc.

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Massachusetts Department of Environmental Protection
Division of Watershed Management
627 Main Street
Worcester, MA 01608

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K. Tilden, Division of Capital Asset Management
J. Lachmayr, Malcolm Pirnie Inc.

Municipality/Organization:
Division of Capital Asset Management

EPA NPDES Permit Number: MAR043018

MaDEP Transmittal Number: W-035659 Foxborough State Hospital, W-036168 Grafton Complex, W-035906 Lancaster Complex, W-037313 Medfield State Hospital, W-039898 Oakdale Complex

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: Mark C. Roberts, P.E. Title: Project Manager

Telephone #: 617-727-4030 x 340 Email: mark.roberts@dcp.state.ma.us

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 M. Tilden

Printed Name: Kenneth M. Tilden

Title: Deputy Director

Date: 4/27/06

Municipality/Organization:
Division of Capital Asset Management

EPA NPDES Permit Number: MAR043018

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Telephone #: 617-727-4030 x 340 Email: mark.roberts@dcp.state.ma.us

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Signature:

Printed Name: Kenneth M. Tilden

Title: Deputy Director

Date:

Part II. Self-Assessment

The Division of Capital Asset Management (DCAM) – Surplus Property has completed the required self-assessment and has determined that DCAM is in compliance with all permit conditions. A revised NOI Schedule is attached to reflect the current progress.

The Annual Report addresses changes at some of the DCAM facilities that include Danvers and Metropolitan State Hospitals. A second request for waivers/status change will be prepared for these facilities since DCAM sold these properties or portions thereof in Permit Year 3 and no longer possess sole ownership. Measurable goal changes are reflected in the Annual Report. These items will be addressed in a separate letter to be sent separately to the EPA and MADEP.
The letter will also include requests for waivers/status changes at other DCAM facilities (Boston, Worcester, and Foxborough) not explicitly identified in this Annual Report's measurable goals.

- A second waiver will be requested for Boston State Hospital due to facility changes. This site is an active construction site subject to the EPA Construction General Permit. All buildings on DCAM's property will be demolished in Permit Year 4.
- A status change will be requested for Worcester County Hospital since DCAM sold this property in Permit Year 3 and is no longer the owner.
- A Notice of Termination (NOT) request for Foxborough State Hospital will be prepared to terminate permit coverage since DCAM sold off this property in Permit Year 3.

The waiver/status change and NOT request for these five (5) facilities will be detailed in the letter. The letter will include the new owners and effective transaction dates.

The schedule modifications for some of the best management practices (BMPs) include the following:

- BMP 3A (Illicit Discharge Detection and Elimination: Conduct dry weather sampling of outfalls/Verify discharge locations) - completed identification of discharge locations at Danvers and Metropolitan State Hospitals ahead of schedule in Summer 2005.
- BMP 6B (Municipal Good Housekeeping: Employee Training) - BMP schedule extended to the end of Summer 2007 to accommodate additional personnel that may need to be trained.
- BMP 6C (Municipal Good Housekeeping: Standard Operating Procedures) - no additional standard operating procedures were identified since DCAM sold off Danvers and Metropolitan Hospitals; completed ahead of schedule during Permit Year 2.
- BMP 6D (Municipal Good Housekeeping: Materials Management) - BMP schedule extended to the end of Permit Year 4 to accommodate debris removal activity at the Medfield Hospital.
- NOI Reporting (Address NOI Changes in Annual Report) - the schedule was extended to the end of Spring 2006 to identify NOI changes and waiver/status changes that occurred in Permit Year 3 or will occur in Permit Year 4, due to ownership and facility changes.

Part III. Summary of Minimum Control Measures

1. Public Education and Outreach

Applies to Danvers, Grafton, Lancaster, Metropolitan, and Oakdale Complexes
Revised: Applies to Grafton, Lancaster, and Oakdale Complexes

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
1A	Education on NPDES and on-site activities.	Mark Roberts	Number of education materials submitted.	Danvers and Metropolitan State Hospitals were sold in Permit Year 3 and are no longer owned by DCAM.	Continue to provide educational materials as contracts and leases are signed.
Revised					
Revised					
Revised					
Revised					
Revised					

1a. Additions

2. Public Involvement and Participation

Applies to Danvers, Grafton, Lancaster, Metropolitan and Oakdale Complexes
Revised: Applies to Grafton, Lancaster, and Oakdale Complexes

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
2A	Public Information Meeting	Mark Roberts	Conduct meeting.	Staffing was reviewed and no new personnel were identified for training. Therefore, no action was required.	If additional personnel are identified, conduct training meeting.
Revised					
Revised					
Revised					
Revised					

2a. Additions

3. Illicit Discharge Detection and Elimination

Applies to Danvers, Foxborough, Grafton, Lancaster, Medfield, Metropolitan and Oakdale Complexes

Revised: Applies to Grafton, Lancaster, Medfield, and Oakdale Complexes

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
3A	Conduct dry weather sampling of outfall. Verify storm water discharge locations for Danvers and Metropolitan Hospitals.	Mark Roberts	Number of outfalls sampled. Identify suspect outfalls.	No suspected illicit connections were identified in Permit Year 2. Therefore, no action taken. Conducted field work and verified seven (7) discharge locations for Danvers Hospital on May 17, 2005 and two (2) discharge locations for Metropolitan Hospital on June 21, 2005.	No action anticipated.
Revised					
3B	Investigate drainage systems.	Mark Roberts	For all suspect outfalls, identify outfall tributaries and investigate drainage system.	No suspect outfalls identified in Permit Year 2. Therefore, no action taken.	No action anticipated.
Revised					
3C	Eliminate source of illicit connections and resample outfalls	Mark Roberts	Resample sources to verify polluted sources are removed.	No suspect outfalls identified in Permit Year 2. Therefore, no action taken.	No action anticipated.
Revised					

3a. Additions

4. Construction Site Stormwater Runoff Control

Applies to Grafton, Lancaster, and Oakdale Complexes

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
4A	Incorporate EPA's Construction General Permit for all DCAM construction projects.	Mark Roberts	Include EPA's Construction General Permit and the Massachusetts Storm Water Policy with DCAM's *Instructions for Designers* (Form 9) and its General Conditions portion of General Contracts.	In the process of completing modifications to formalize inclusion of Construction General Permit into Form 9.	Work to complete modifications to formalize inclusion of Construction General Permit into Form 9.
Revised					
Revised					
Revised					
Revised					

4a. Additions

5. Post-Construction Stormwater Management in New Development and Redevelopment

Not 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					

5a. Additions

6. Pollution Prevention and Good Housekeeping in Municipal Operations

Applies to Danvers, Foxborough, Grafton, Lancaster, Metropolitan and Oakdale Complexes
Revised: Applies to Grafton, Lancaster, and Oakdale Complexes

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
6A (Foxborough State Hospital)	Properly dispose of old tires and debris	Mark Roberts	Conduct inspections to verify removal of tires.	Removed and disposed of old tires from yard in Permit Year 2. Therefore, no action taken.	No action anticipated.
Revised					
6B (all sites)	Employee training	Mark Roberts	Number of employees trained.	Did not conduct meeting/training on NPDES program and BMPs for employees and leasees—no additional personnel from Grafton, Lancaster, and Oakdale Complexes were identified and DCAM is not responsible for Danvers and Metropolitan Hospitals since these facilities are no longer owned by DCAM.	If additional personnel are identified, conduct meeting/training on NPDES program and BMPs for employees and leasees.
Revised					
6C (all sites)	Standard Operating Procedures	Mark Roberts	Number of procedures developed.	Danvers and Metropolitan Hospitals were sold and thus a manual update was not required.	No action anticipated.
Revised					
6D (Medfield & Oakdale)	Materials Management	Mark Roberts	Amount of debris removed from property.	A locus map was created for Medfield Hospital that identifies the location of the debris. Debris at the Oakdale Complex was removed in Permit Year 2.	During demolition of the power plant, debris will be removed in the area.
Revised					

6a. Additions

7. BMPs for Meeting Total Maximum Daily Load (TMDL) Waste Load Allocations (WLA)

Not 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

During this Annual Report period, no data reports have been generated.

Part V. Program Outputs & Accomplishments (OPTIONAL)

Programmatic

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

Education, Involvement, and Training

Estimated number of residents reached by education program(s)	(# or %)	
Stormwater management committee established	(y/n)	
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	(#)	
▪ 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				
▪ Erosion & Sediment Control				
▪ Post-Development Stormwater Management				
Accompanying Regulation Status (indicate with "**X**")				
▪ Illicit Discharge Detection & Elimination				
▪ Erosion & Sediment Control				
▪ Post-Development Stormwater Management				

Mapping and Illicit Discharges

Outfall mapping complete	(%)	
Estimated or actual number of outfalls	(#)	
System-Wide mapping complete	(%)	
Mapping method(s)		
▪ Paper/Mylar	(%)	
▪ CADD	(%)	
▪ GIS	(%)	
Outfalls inspected/screened	(# or %)	
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)	

Massachusetts Department of Environmental Protection
Bureau of Resource Protection - Watershed Management
BRP WM 08A NPDES Stormwater General Permit Notice of Intent
for Discharges from Small Municipal Separate Storm Sewer Systems (MS4s)
F. Storm Water Management Program TIME FRAMES

Transmittal Number W-035659, W-036168, W-035906, W-037313, W-039898

Facility ID (if known) _____

Page of 1 of 1

		PERMIT YEAR ONE				PERMIT YEAR TWO				PERMIT YEAR THREE				PERMIT YEAR FOUR				PERMIT YEAR FIVE				
BMP Description	**BMP ID #**	**Spring 03**	**Summer 03**	**Fall 03**	**Winter 03-04**	**Spring 04**	**Summer 04**	**Fall 04**	**Winter 04-05**	**Spring 05**	**Summer 05**	**Fall 05**	**Winter 05-06**	**Spring 06**	**Summer 06**	**Fall 06**	**Winter 06-07**	**Spring 07**	**Summer 07**	**Fall 07**	**Winter 07-08**	**Next Permit**
Public Education																						
Education on NPDES and on-site activities	1A																					
Public Involvement and Participation																						
Public information meeting	2A																					
Illicit Discharge Detection and Elimination																						
Conduct dry weather sampling of outfalls /Verify discharge locations[1]	3A																					
Investigate drainage systems [1]	3B																					
Eliminate source of illicit connections and resample outfalls (if applicable) [1]	3C																					
Construction Site Stormwater Runoff Control																						
Incorporate EPA's Construction General Permit for all DCAM construction projects	4A																					
Municipal Good Housekeeping																						
Properly dispose of old tires and debris[2]	6A																					
Employee Training	6B																					
Standard Operating Procedures	6C																					
Materials Management[3]	6D																					
NOI Reporting																						
Address NOI Changes in Annual Report[4]																						
May 1, 2004 Annual Report						X																
May 1, 2005 Annual Report										X												
May 1, 2006 Annual Report														X								
May 1, 2007 Annual Report																		X				

Notes:

(1) Dry weather sampling of all complex outfalls identified did not indicate evidence of illicit discharges. No action was required for BMP 3B and 3C at this time. Location(s) of discharge at Danvers and Metropolitan Hospitals was conducted in Spring 2005 and Summer 2005.

(2) For Foxborough State Hospital original NOI, BMP 6A is to properly dispose of old tires and debris.

(3) For Medfield State Hospital and Oakdale Complex original NOIs, BMP 6B is materials management.

(4) Based on EPA's September 21, 2004 waiver request letter.

Revision date April 30, 2006