Municipality/Organization: **Town of Groveland**

EPA NPDES Permit Number: **MA041195**

MaDEP Transmittal Number: **W-035834**

Annual Report Number & Reporting Period: **No. 3: March 2005-March 2006**

10/10/06
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NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: William H. Darke Title: Chairman – Board of Selectmen

Telephone #: 978-374-0470 Email:

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: William H. Darke

Title: Chairman

Date: Oct. 6, 2006

Part II. Self-Assessment

- Stormwater Committee received no funding.
- A compost site located at the Highway Department received a permit from MA DEP for 2006. All catchbasin screenings and debris and all street sweepings are to be used for compost. The compost is to be used as loam for town property and road sides.
- Hazardous waste collection information on web site.
- Pilot program started for using plastic catch basin inserts to prevent the decaying of the brick used for rim adjustment.
- The Open Space Committee had a "Stream clean-up" day where all streams and railroad beds were cleaned.
- Use of 100% NaCl for roadways for 05/06. No sand used in MS4 area.

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
1A	Public Education Seminars	Board of Selectmen	Number per year	Stormwater Committee received funding. Committee to meet and discuss how funding should be appropriated.	Stormwater Committee to hold informational meeting.
Revised					
1B	Storm water education flyers	Board of Selectmen	Number of flyers dist. per year	Stormwater Committee received funding. Committee to meet and discuss how funding should be appropriated.	Informational flyers to be distributed.
Revised					
1C	Storm water web page	Board of Selectmen	Number of web page visits		Stormwater informational web page planned for year 4.
Revised					
1D	Local cable station campaign	Board of Selectmen	Number of times shown	None	Determine feasibility of cable campaign.
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
2A	Comment & Q&A at seminars	Board of Selectmen	Document concerns & respond	None to date	Hold informational session
Revised					
2B	Volunteer cleanup & monitoring	Board of Selectmen	# of volunteers & accomplishments	Open Space Committee held a "Stream clean-up" day.	Determine additional groups to hold "Stream cleanup days".
Revised					
2C	Local business partnerships	Board of Selectmen	# per year & accomplishments	None to date	Generate interest in the business community for wetland/stream clean up.
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
3A	Storm Drain System Map	Board of Selectmen	Identify & remove illicit discharges	Ongoing research for plans and maps depicting known outfalls in MS4 area.	Cammett Engineering to generate CADD map showing all drainage outfalls and drainage structures.
Revised					
3B	Ordinance prohibiting illicit discharges	Board of Selectmen	Adoption of ordinance	None	Draft planned.
Revised					
3C	Plan to detect illicit discharges	Board of Selectmen	# of illicit discharges identified	None	Draft planned.
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
4A	Ordinance for erosion & sediment control at construction sites	Board of Selectmen	Adoption of ordinance	Research and initial draft of Erosion & Sediment Control Bylaw ongoing by Cammett Engineering.	Create draft bylaw
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
5A	Enforce MA DEP WPA Storm water management policy on sites >1ac.	Board of Selectmen	Adoption of Site Plan review Zoning By-Law	All new subdivisions and site plans comply with MA DEP WPA Stormwater Management Policy	Maintain conformance
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
6A	Develop municipal O&M plan	Office of the Road Commissioner	# of structures/streets cleaned, amount of employee training	Main arterials are swept and catchbasins cleaned twice/year. Non-arterials are swept and catchbasins cleaned once/year.	Maintain O&M
Revised					
6B	Upgrade inadequate drainage systems	Office of the Road Commissioner	Number of upgrades per year	Center Street drainage upgrade near Johnson Pond	
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					

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)	Yes
Annual program budget/expenditures	($)	$0

Education, Involvement, and Training

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

Mapping and Illicit Discharges

Outfall mapping complete	(%)	25
Estimated or actual number of outfalls	(#)	
System-Wide mapping complete	(%)	25
Mapping method(s)		
▪ Paper/Mylar	(%)	
▪ CADD	(%)	100
▪ 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)	1
Average frequency of catch basin cleaning (commercial/arterial or other critical streets)	(times/yr)	2
Total number of structures cleaned	(#)	940±
Storm drain cleaned	(LF or mi.)	100±
Qty. of screenings/debris removed from storm sewer infrastructure	(lbs. or tons)	150-200 CY
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)	2
Qty. of sand/debris collected by sweeping	(lbs. or tons)	75± CY
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.)	(location)	Compost
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 %)	N/A*
▪ Herbicides	(lbs. or %)	N/A*
▪ Pesticides	(lbs. or %)	N/A*
*Only used by turf management professionals for town ballfields.		

Anti-/De-Icing products and ratios	% NaCl % $CaCl_2$ % $MgCl_2$ % CMA % Kac % KCl % Sand	100% NaCl
Pre-wetting techniques utilized	(y/n)	No
Manual control spreaders used	(y/n)	No
Automatic or Zero-velocity spreaders used	(y/n)	100% Auto
Estimated net reduction in typical year salt application	(lbs. or %)	
Salt pile(s) covered in storage shed(s)	(y/n)	Yes – comp. 2004
Storage shed(s) in design or under construction	(y/n)	