**Municipality/Organization: Town of Merrimac**

**EPA NPDES Permit Number: MAR041209**

**MaDEP Transmittal Number: W-045823**

**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: Carol A. Traynor Title: Chairperson – Board of Selectmen

Telephone #: 978-346-8862 Email: SelectMer@adelphia.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: Carol A Traynor

Printed Name: Carol A Traynor

Title: selectman

Date: 6/8/06

**Part II. Self-Assessment**

**The Town of Merrimac has completed the required self-assessment and have determined that our municipality is in compliance with all permit conditions, except for the following provisions:**

**A.) Failed to submit annual report on or before May 1st, 2006. Submitted June 2006.**

## 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 | Storm water education flyers | Board of Selectmen | Number of flyers dist. per year | Develop plan of brochure distribution | Implement brochure distribution |
| Revised | | | | | |
| 1B | Household Haz. Waste Event | Board of Selectmen | Pounds of waste collected | Held a waste collection day | Hold a waste collection day |
| 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 | Storm Drain Stenciling | Board of Selectmen | Number of drains stenciled | Purchase Stencils | Stencil all stormdrains within MS4 regulated areas |
| Revised | | | | | |
| 2B | Volunteer cleanup & monitoring | Board of Selectmen | # of volunteers & accomplishments | Find a volunteer group | Maintain volunteer groups |
| Revised | | | | | |

## 2a. Additions

| | | | | | |
|---|---|---|---|---|---|
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## 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 | GIS map created for MS4 areas within town. | Develop MS4 area map depicting all catchbasins and outfalls. DPW Employees determining outfalls and catchbasins. |
| Revised | | | | | |
| 3B | Ordinance prohibiting illicit discharges | Board of Selectmen | Adoption of ordinance | Draft "Stormwater Management and Land Disturbance Bylaw" produced. Initial review with assistant Attorney General recommended adopting a General Bylaw instead of Zoning Bylaw | Re-draft Bylaw as a General Bylaw |
| Revised | | | | | |
| 3C | Plan to detect illicit discharges | Board of Selectmen | # of illicit discharges identified | Ongoing subdivision review by consulting engineer and ongoing observation by DPW personnel | |
| Revised | | | | | |

## 3a. Additions

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|---|---|---|---|---|---|
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## 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 | Draft "Stormwater Management and Land Disturbance Bylaw" produced. Initial review with assistant Attorney General recommended adopting a General Bylaw instead of Zoning Bylaw | Re-draft Bylaw as a General Bylaw |
| Revised | | | | | |

## 4a. Additions

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|---|---|---|---|---|---|
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## 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 | Continue review of Site Plan Review Bylaw | Update Bylaw |
| Revised | | | | | |

## 5a. Additions

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|---|---|---|---|---|---|
| | | | | | |
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## 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 | Highway Superintendent | # of structures/streets cleaned, amount of employee training | Ongoing structure and street cleaning | Maintain O&M |
| Revised | | | | | |
| 6B | Upgrade inadequate drainage systems | Highway Superintendent | Number of upgrades per year | Upgrade on Brush Hill Road | Continue upgrades |
| Revised | | | | | |

## 6a. Additions

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|---|---|---|---|---|---|
| | | | | | |
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## 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 |
|---|---|---|---|---|---|
| N/A | | | | | |
| Revised | | | | | |

## 7a. Additions

| | | | | | |
|---|---|---|---|---|---|
| | | | | | |
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## 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) | |
| 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 | (#) | 1 |
| ▪ 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 | (%) | **20** |
| Estimated or actual number of outfalls | (#) | |
| System-Wide mapping complete | (%) | |
| Mapping method(s) | | |
| ▪ Paper/Mylar | (%) | **5** |
| ▪ CADD | (%) | **15** |
| ▪ GIS | (%) | **20** |
| Outfalls inspected/screened | (# or %) | |
| Illicit discharges identified | (#) | |
| Illicit connections removed | (# )<br>(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 | (%) | **100** |
| Site inspections completed | (# or %) | ***100±** |
| Tickets/Stop work orders issued | (# or %) | |
| Fines collected | (# and $) | |
| Complaints/concerns received from public | (#) | |
| ***All subdivisions are inspected by the Planning Board's consulting engineer and active Order of Conditions by the Conservation Commission Agent** | | |
| | | |

**Post-Development Stormwater Management**

| | | |
|---|---|---|
| Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control | (%) | **80** |
| 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) | **1** |
| Total number of structures cleaned | (#) | **400±** |
| Storm drain cleaned | (LF or mi.) | |
| Qty. of screenings/debris removed from storm sewer infrastructure | (lbs. or tons) | **50± CY** |
| 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) | **1** |
| Average frequency of street sweeping (commercial/arterial or other critical streets) | (times/yr) | |
| Qty. of sand/debris collected by sweeping | (lbs. or tons) | **20± CY** |
| 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<br>% $CaCl_2$<br>% $MgCl_2$<br>% CMA<br>% Kac<br>% KCl<br>% Sand | **80%**<br><br><br><br><br><br>**20%** |
| Pre-wetting techniques utilized | (y/n) | **No** |
| Manual control spreaders used | (y/n) | **Yes** |
| Automatic or Zero-velocity spreaders used | (y/n) | **No** |
| Estimated net reduction in typical year salt application | (lbs. or %) | **1000 Ton** |
| Salt pile(s) covered in storage shed(s) | (y/n) | **Yes** |
| Storage shed(s) in design or under construction | (y/n) | **No** |
| | | |
| | | |