CITY OF NEWBURYPORT

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DEPARTMENT
OF
PUBLIC SERVICES

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April 27, 2006

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

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 (978)465-4463.

Very truly yours,

Anthony Furnari

Anthony J. Furnari
Deputy Director/Director of Operations
City of Newburyport

cc: EPA, Water Technical Unit
B.O'Regan, DPS Director
J. Lachmayr, Malcolm Pirnie Inc.

Municipality/Organization: **Newburyport**

EPA NPDES Permit Number: **MAR041213**

MaDEP Transmittal Number: **W-040792**

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

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Mr. Anthony Furnari

Title: Deputy Director/Director of Operations, Department of Public Services

Telephone #: 978-465-4464

Email: tfurnari@CityofNewburyport.com

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: John Moak

Title: Mayor, City of Newburyport

Date: April 27, 2006

Part II. Self-Assessment

The City made significant progress on all the minimum control measures required in the permit.

The City is working on a draft Stormwater Management Ordinance and Rules and Regulations which incorporates required new authority and jurisdiction items for the Illicit Discharge Detection and Elimination, Construction Site Stormwater Runoff Control, and Post-Construction Stormwater Management minimum control measures. A review was conducted of existing ordinances and rules and regulations to determine the content of the new Ordinance and Rules and Regulations, which will be reviewed with City staff, the City Solicitor, and City Council. The City will also develop procedures and identify roles and responsibilities for stormwater management throughout this process. This work task is behind schedule, however the City is hard at work to provide a draft to City Council in permit year 4.

The City is working to modify the role of the Sewer Commission to incorporate stormwater as part of the commission's responsibilities. This task is behind schedule however significant work has been made in this permit year to identify the goals and responsibilities for the stormwater advisory committee. It was through this process that it was determined the best fit will be to modify the existing roles and responsibilities of the Sewer Commission rather than forming a new advisory committee. Meetings and discussions were held with the Sewer Commission and Mayor to determine the best course of action. Legal advice on the exact procedure to modify the Commission's responsibility is being sought in the first quarter of permit year 4 and then the City will proceed as appropriate.

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	Newsletter/brochure about stormwater to be included in the sewer bill once annually	Dept. of Public Services and/or Conservation Commission	Newsletter/Brochure distributed to all households in Newburyport	Article on stormwater management program to be included in the Department of Public Services Annual Report by July 2006.	Distribute article on stormwater management program annually by July.
1-2	Educate dog owners about picking up dog waste	Animal Control Officer/Board of Health	Distribute Fact Sheet to Dog Owners.	Confirmed need for dog waste fact sheet with Parks Department. Prepared fact sheet for distribution with Department of Public Services Annual Report by July 2006.	Distribute pet waste fact sheet.
Revised		*Dept. of Public Services*			
1-3	Stormwater education program for school children	Stormwater Advisory Committee	Inquire about presentation to Middle or Elementary School children.	City contracted with a consultant to prepare an education program in Permit Year 4.	Implement education program.
1-4	Maintain pet waste clean-up signs at schools, parks, and beaches	Dept. of Public Services	Signs Posted	Signs are posted.	Monitor throughout permit term.
1-5	Annual update of SWMP at a televised City Council Meeting	Dept. of Public Services and/or Conservation Commission	Update City Council on SWMP status.	The City Council was updated on progress at a public mtg. in Feb 2006 and will receive a copy of this annual report.	Continue throughout permit term.

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	Form Stormwater Advisory Committee	Conservation Commission	Form Committee within 12 months of submission of NOI. Meet twice annually thereafter during permit term.	City wrote mission statement and goals for Stormwater Advisory Committee. City plans to modify the role of Sewer Commission to incorporate Stormwater Advisory role.	Submit information to modify existing committee to City Solicitor. Determine exact requirements to modify an existing Commission, set milestones, and dates to create new responsibilities for Sewer Commission.
Revised		*Department of Public Services*	*Form Committee during fourth permit year.*		
2-2	Comply with state public notification guidelines at MGL Ch. 39 s. 23B.	City Clerk	Notices posted in library and current locations.	Notice posted prior to February 13, 2006 meeting.	Continue throughout permit term.
2-3	Stencil catch basins with "don't dump" message	Department of Public Services	Identify and prioritize catch basins to be stenciled with "Don't Dump" message.	Maintain stenciled catch basin stenciling in regulated area.	Continue throughout permit term.

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	Conduct dry weather outfall screening	Department of Public Services	Locate Outfalls within regulated area during first year of permit term. All Outfalls screened during permit term.	Performed dry weather screening at 53 outfalls.	Continue throughout permit term.
3-2	Map stormwater outfalls	Department of Public Services	Locate outfalls on a map within regulated area.	Measure completed.	
3-3	Assess need for stormwater GIS layer	Department of Public Services	Decision on whether to go forward with a stormwater GIS within first two years of the permit.	Added stormwater GIS layer to City GIS mapping including 206 outfalls, 2,783 catch basins, and 515 manholes.	Continue to improve stormwater GIS layer.
3-4	Develop and implement plan to identify and remove non-stormwater discharges	Department of Public Services	Number of illicit connections found and removed	Identified 2 potential illicit connections through stormwater mapping fieldwork. Authority to enforce removal of illicit discharges included in draft Stormwater Management Ordinance.	Plan to remove non-stormwater discharges to be included in City Stormwater Master Plan. Finalize Stormwater Management Ordinance.
3-5	Develop a bylaw to require inspection of construction for correct connection to a municipal sewer	Building Inspection Department	Draft By-Law for properties connected to a municipal sewer system by end of third permit year (May 2006).	Conducted review of existing ordinances and rules and regulations to determine needs for new Stormwater Ordinance and Rules and Regulations.	Submit draft Ordinance and Rules and Regulations for review with City staff, City Solicitor and City Council. Develop procedures and identify roles and responsibilities for stormwater management.
Revised		*Department of Public Services*			

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	Construction site Erosion Sediment Control Bylaw for construction sites greater than 1 acre in area	Conservation Commission	Draft By-law by end of third permit year.	This BMP is incorporated in BMP 3-5.	This BMP is incorporated in BMP 3-5.
Revised		*Department of Public Services*			
4-2	Require a waste management plan at construction sites larger than one acre.	Conservation Commission	Draft By-law by end of third permit year.	This BMP is incorporated in BMP 3-5.	This BMP is incorporated in BMP 3-5.
Revised		*Department of Public Services*			
4-3	Review site plans for stormwater impacts	Planning Board	Policies for Site Plan Review developed.	Conducted peer review on other resources and reviewed City requirements.	Draft policies to be developed as part of BMP 3-5.
Revised		*Department of Public Services*			
4-4	Consider public input	Planning Board	Number of Public Hearings held.	A public meeting was held on February 13, 2006 to discuss the Stormwater Management Program.	Public input will be incorporated during City Council mtgs and/or Stormwater Advisory Committee meetings.
Revised		*Department of Public Services*			
4-5	Inspect erosion and sediment controls	Building Inspection Dept. and/or Conservation Commission	Develop procedure, including inspection checklist, and commence reviews by end of third permit .year	Conducted peer review on other resources and reviewed City requirements.	Draft procedure to be developed as part of BMP 3-5.

Revised		*Department of Public Services*			

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	Develop a draft bylaw to apply Standards 2, 3. 4, 7, and 9 of the Massachusetts Stormwater Policy to the entire municipality. Present to City Council.	Conservation Commission	Draft By-Law by end of third permit year.	Conducted review of current ordinances and regulations. This BMP is also incorporated in BMP 3-5.	Develop Ordinance and present to City Council.
Revised		*Department of Public Services*			
5-2	Specify a stormwater BMP manual to be used for consistent design and performance standards	Conservation Commission	Select BMP Manual by end of third permit year.	Adoption of Mass. Stormwater Guidelines as standard BMP manual is likely in concurrence with the implementation of the Stormwater Management Ordinance and Rules and Regulations.	Select and list BMP Resource Materials.
Revised		*Department of Public Services*			
5-3	Develop draft bylaw that ensures long-term maintenance of private Structural BMPs. Present to City Council.	Conservation Commission	Compliance with regulations, present to City Council by end of third permit year.	This BMP is incorporated in BMP 3-5.	This BMP is incorporated in BMP 3-5.
Revised		*Department of Public Services*			

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	Identify sensitive receptors within the City	Conservation Commission	List of sensitive receptors developed, staff notified by the end of first permit year.	Developed list and reviewed at a workshop with City staff on November 29, 2005.	Measure completed.
6-2	Street Sweeping	Department of Public Services	Continue street sweeping procedures.	Street sweeping operations are continuous. 100% of streets are swept at least annually.	Continue throughout permit term.
6-3	Sidewalk Sweeping	Department of Public Services	Continue sidewalk sweeping procedures.	Sidewalk sweeping operations are continuous. 100% of streets are swept at least annually.	Continue throughout permit term.
6-4	Roadway deicing	Department of Public Services	Amounts of deicing compounds used.	Quantity of deicing compounds documented. The City used 1,097 tons of salt and 60 tons of sand in the winter of 2005/2006.	Continue throughout permit term.
6-5	Minimize impacts from vehicle washing	Department of Public Services	Minimize impacts from vehicle washing	Continue use of vehicle washing containment area. Reviewed proper procedures for minimizing impacts from vehicle washing at workshop with City staff on November 29, 2005.	Continue minimizing impacts from vehicle washing throughout permit term.
6-6	Minimize impacts from vehicle maintenance	Department of Public Services	Amount of hazardous materials used.	Reviewed proper procedures for minimizing impacts from vehicle maintenance at workshop with City staff on November 29, 2005.	Continue minimizing impacts from vehicle maintenance throughout permit term.
6-7	Maintain storm drain system	Department of Public Services	Number of catch basins cleaned annually	100% of catch basins are cleaned annually (2,783 catch basins). Cleaned all reachable outfalls.	Continue throughout permit term.
6-8	Minimize pesticide and fertilizer use for parks and other landscaped areas	Department of Public Services	Training conducted; amount of herbicides/fertilizers	Green landscaping procedures followed during third permit year.	Continue throughout permit term.

6-9	Control of illegal dumping	Department of Public Services	Number of signs posted; number of sites cleaned UP.	Continued monitoring, cleaning-up dump sites, and posting signs. Cleaned up area near Perkins way and posted signs to prevent additional dumping.	Continue throughout permit term.

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)	
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. Newburyport Storm Water Management Program TIME FRAMES

Transmittal Number W 040792
Facility ID (if known)

	PERMIT YEAR ONE				PERMIT YEAR TWO				PERMIT YEAR THREE				PERMIT YEAR FOUR				PERMIT YEAR FIVE			
BMP ID #	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	Spring 08
1-1				X				X				X				X				X
1-2				X				X				X				X				X
1-3	Inquire about presentation																		X	
1-4	Signs Posted				Inspect & Maintain throughout permit term															
1-5		X				X				X				X				X		
2-1																		X		X
2-2																				
2-3	Identify High Priority Basins							Completed	Maintain Stenciled Basins throughout permit term											
3-1	Outfalls Identified				Completed		Screen Annually			X				X				X		
3-2	Completed																			
3-3										Improve Stormwater GIS layer throughout permit term										
3-4													Finalize & Implement throughout remainder of permit term							
3-5									Reviewed existing requirements				Finalize Ordinance & Rules and Regulations							
4-1									Reviewed existing requirements				Finalize Ordinance & Rules and Regulations							
4-2									Reviewed existing requirements				Finalize Ordinance & Rules and Regulations							
4-3	Completed																			
4-4									Reviewed existing requirements				Finalize Ordinance & Rules and Regulations							
4-5									Reviewed existing requirements				Finalize Ordinance & Rules and Regulations							
5-1									Reviewed existing requirements				Finalize Ordinance & Rules and Regulations							
5-2									Reviewed existing requirements				Finalize Ordinance & Rules and Regulations							
5-3									Reviewed existing requirements				Finalize Ordinance & Rules and Regulations							
6-1					Completed				Reviewed list with City Staff											
6-2																				
6-3																				
6-4																				
6-5																				
6-6																				
6-7																				
6-8																				
6-9																				