Municipality/Organization: **Town of Norwood, MA**

EPA NPDES Permit Number: **MAR041053AH**

MaDEP Transmittal Number: **W- 036392**

MAY - 5 2006

Annual Report Number & Reporting Period: **No. 1: March 05-March 06**

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: John J. Carroll Title: General Manager

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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: John Carroll

Printed Name: John J. Carroll

Title: General Manager

Date: 4.28.06

1. Public Education and Outreach

In addition to the BMP's outlined in the Town of Norwood's NOI there are numerous events throughout the year where providing information and raising awareness is a major element. The Recreation Department's Earth Day works with the students of each school in Town to cleanup schools, parks, conservation lands and other Town owned properties. Information and assistance is provided from Waste Management with support from local businesses. There is an ongoing program of Student Community Services Hours where similar work is provided. The Recreation Department also works with the local Boys and Girls Scouts clearing pathways along Hawes Brook

Departments within the Town Hall have a community bulletin board where information is posted and made available to the general public. The Conservation Commission and The Board of Health regularly post and update information as applicable. Information concerning compost bins, fertilizer application, leaf and yard waste pick-up, hazardous waste storage and disposal is always available.

The Town of Norwood also works with the local newspapers and public access cable to educated and inform the general public. Articles on Recycling Days, Household Hazardous Waste Days, Wetlands Month (May '05) etc. not only announce the events but lists EPA and Town websites for additional information.

The DPW has hand delivered fliers to homes abutting each river and stream within the Town of Norwood to raise awareness of the effect of yard waste dumping and common landscaping practices have on runoff. Contact information for the Neponset River Watershed Assoc., Conservation Committee and Norwood DPW were also provided.

2. Public Involvement and Participation

2F – Create Stormwater Committee

The Engineering Department has been responsible for the NPDES General Permit and has conducted meetings with various department heads concerning stormwater discharge and the implementation of Best Management Practices (BMP's).

3. Illicit Discharge Detection and Elimination

The Town of Norwood through the Department of Public Works has been working to detect and eliminate the source of coliform bacteria seeping into Meadowbrook. Over the past three years, dye testing, remote cameraing and the inspection of 481 buildings has been conducted in the Meadowbrook watershed area. Sewer services found connected to the sewer's under-drain were corrected at George St and Railroad Ave. During Permit Year 3 - Town Meeting approved $70,000 (Nov. '05) to further pinpoint the cause of this contamination. The Town of Norwood has hired a consultant and their study is to be completed in Permit Year 4.

DPW detected a surface drainage connection to the sewer main at St. George Ave. and Pond St. This connection has been corrected.

DPW is continuing to work to eliminate illegal connections to the Town's drainage system. Leaks from sewer mains to the under drain system have been repaired as needed. A detected problem at Nichols St. and Florence Ave. has been identified and repairs are to be done in Permit Year 4.

4. Construction Site Stormwater Runoff Control

Through the Site Plan Review process, the Building Dept., Engineering Dept., Planning Dept. and DPW have worked together to require stormwater treatment systems on proposed construction sites within the Town of Norwood. Residential subdivision plans approved for Talbot Farm Estates and Coolidge Estates include recharge areas, stormwater treatment structures and

6. Pollution Prevention and Good Housekeeping in Municipal Operations

The DPW Task Force presented a proposal on constructing a DPW yard on Town owner property (Hennesey Field). Meetings with Selectmen and abutters have eliminated this site from future consideration. The Task force is continuing to look into sites (public and/or private) throughout the Town.

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

7C. Implement Inspection – DPW has been correcting any cross connections found within the stormwater/sewer system. Repairs made at St. George Ave and Pond St has provided stormwater treatment and removed surface drainage from sewer system. Infiltration of ground water into the sewer system at Nichols St. and Florence Ave. has been identified and scheduled to be corrected in Permit Year 4.

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	Recycling & Rubbish Web Page	Manager's Office	Dates and information updated as needed.	Continue to update and host web page on Town of Norwood site.	Continue to update and host web page on Town of Norwood site.
Revised					
1B	Automatic Meter Reading (AMR)	Manager's Office	Town wide metering completed.	Town will monitor abnormal water usage through billing cycles.	Continue to monitor the water usage of customers.
Revised					
1C	Recycling & Rubbish Flyers	Manager's Office (Billed through B.O.H.)	12,000 flyers mailed – April 16,000 flyers inserted in Light Dept. bill – Sept.	Continue Town wide notification of recycling/rubbish dates and general information. "Recycle Matters" newsletter mailed and general information inserted in light bills	Continue Town wide notification of recycling/rubbish dates and general information.
Revised					
Revised					
	ADDITIONAL INFORMTION				
Revised	***See PART II – SELF ASSESSMENT***				
Revised					

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	"You Can Help" Web Site	Board of Health (BOH)	No direct volunteering from web posting. Most volunteers are repeat or word of mouth.	Part of the Town's recycling and rubbish web page. Will continue to post and inform people of this site through flyers, mailings and newspaper articles.	Continue to post web page and inform the public of the site through flyers and mailing inserts.
Revised					
2B	Household Hazardous Waste Days	Dept. Public Works (DPW) and BOH	400+ vehicles (Spring 2005)	Notification through web page, flyers and cable TV. Contracted Clean Harbors for spring Hazardous Waste Day	Will continue to inform the public of the positive benefits of Hazardous Waste Days to increase participation.
Revised					
2C	Recycling Days	DPW / BOH	400+/- vehicles (Fall 2005)	Notification through web page, flyers and cable TV.	Will continue to inform the public of the positive benefits of Recycling Days to increase participation
Revised					
2D	Paint Recycling Shed	DPW / BOH	Filled two flex bins	Notification through web page, flyers and cable TV.	Will continue to inform the public of the positive benefits of Recycling Paint to increase participation
Revised					
2E	Compost Bin Sales	BOH	40 bins sold (2005)	BOH information on bin sales included in Town web page, annual flyers and local newspaper ads. (Sales increased after newspaper ad)	Increase sales of compost bins through education and advertising.
Revised					
2F	Create Stormwater Committe	Manager's Office		***ADDITIONAL INFORMTION See PART II – SELF ASSESSMENT***	
Revised					

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	GIS - Develop Stormwater Data Layer	Engineering	Completed stormwater data layer.	Engineering Department working to correct any errors found in the stormwater data layer.	Continue to correct (quality control) and update stormwater data layer as needed.
Revised					
3B	Develop Sewer GIS	Engineering		Started a GIS Steering Committee to assess the Town wide needs of GIS technology.	Work to secure funding for GIS upgrades and data layer creation.
Revised					
3C	Visual inspection of outfalls	Engineering	Outfalls identified on GIS data layer from in-house information	Plans created for each stream/brook in town from the GIS stormwater data layer. Plans show outfalls and drainage structures within the areas abutting the streams and brooks.	Personnel hired for Permit Year 4 (Summer 2006). To conduct visual inspection of outfalls throughout the Town.
Revised					
3D	Infiltration/Inflow Program	DPW	On going program to identify and correct any observed I/I problems.	***ADDITIONAL INFORMTION See PART II – SELF ASSESSMENT***	
Revised					
Revised					
Revised					

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	Site Plan Review	Eng. / Planning Board	Site Plan Review currently in place	Through Site Plan Review – the Town has required the use of stormwater treatment systems.	Continue to work with design engineers, contractors and the general public to require the use of stormwater treatment systems.
Revised					
4B	Stormwater Management (Zoning Ordinance)	Eng. / Building Dept.	Bylaw currently in place.	The Town of Norwood - Zoning Bylaw includes Stormwater Management under its Development Standards (Environmental Protection Requirements)	Continue to implement (through Site Plan Review) and update as needed, stormwater management practices and procedures.
Revised					
4C	Erosion Control (Zoning Ordinance)	Eng. / Building Dept.	Bylaw currently in place.	The Town of Norwood - Zoning Bylaw includes Erosion Control under its Development Standards (Environmental Protection Requirements)	Continue to implement (through Site Plan Review) and update as needed, erosion control practices and procedures.
Revised					
Revised					
Revised					
Revised					

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	Stormwater Management (Zoning Ordinance)	Bld. Dept / Planning Board	Bylaw currently in place.	Required documentation on operations and maintenance plans during Site Plan Review and Planning Board submittals.	Continue to enforce existing ordinances.
Revised					
5B	Erosion Control (Zoning Ordinance)	Bld. Dept / Planning Board	Bylaw currently in place.	Required documentation on operations and maintenance plans during Site Plan Review and Planning Board submittals.	Continue to enforce existing ordinances.
Revised					
5C	Create Guidance / Design Manual	Bld. Dept / Eng.		Verbally direct design contractors to include post construction requirements	Provide written guidelines for design engineers
Revised					
Revised					
Revised					
Revised					

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	Site Selection – DPW Yard	Town Manager	Town hired consultant to work with the appointed DPW Task Force to perform conceptual design and feasibility study of potential DPW sites.	***ADDITIONAL INFORMTION See PART II – SELF ASSESSMENT***	
Revised					
6B	Site Development - Construction			Employ BMP's on municipal site and roadway projects	Continue to employ BMP's on municipal site and roadway projects
Revised					
6C	Street sweeping	DPW	All streets swept a minimum of twice per year.	Streets swept a minimum of twice a year.	Engineering and DPW to work together to identify areas that may require more sweeping .
Revised					
6D	Catch basin cleaning	DPW	Removed 560 tons of debris	Town to continue the cleaning of catch basins. Currently 1/3 of catch basins per year.	Town to continue the cleaning of catch basins. Eng/DPW to coordinate additional catch basin cleaning as needed during outfall inspections.
Revised					
6E	Pet Waste Ordinance	BOH		Town has a Bylaw on pet waste. A Dog Park Committee has been started to look into possible sites around town.	Notices of pet waste ordinance and informational flier to be distributed at Town Clerk's office with license renewals.
Revised					
Revised					

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
7A	Visual inspect 303(d) listed outfalls	Eng.	See Part II – Self Assessment	Base plans prepared from stormwater GIS layer.	Personnel hired for Permit Year 4 (Summer 2006). To conduct visual inspection of outfalls throughout the Town.
Revised					
7B	Assess TMDL (pathogens)	B.O.H.	See Part II – Self Assessment		Begin TMDL assessment of 50% of outfalls in 303(d)
Revised					
7C	Implement Inspection	DPW	Identify any cross connections of stormwater/sewer	DPW continuing inspection of any cross connections.	Continue looking for illicit discharges
Revised					
Revised					
Revised					
Revised					