JUL 10 2006

Municipality/Organization: Town of Spencer, Highway Dept.

EPA NPDES Permit Number:MAR041162

MaDEP Transmittal Number: W-

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:Warren Ramsey Title: U/F Superintendent

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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: Warren Ramsey

Printed Name:Warren Ramsey

Title: U/F Superintendent

Date:6/21/06

Part II. Self-Assessment

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
	Household Hazardous Waste Day	U/F Dept. Mary Williams	Bi-Annual Event	Events took place on Sept, 24, 2005 and June 3, 2006	Bi-Annual Events
Revised					
	Water Body Restoration	Water Dept. Bruce Guyan	On going	Seven Mile River: Smithville Rd to Cooney Rd. Started	Cranberry Brook from Howe Rd. to South Spencer Rd.
Revised					
	Catch Basin Stenciling Program	Water Dept. Bruce Guyan	Complete Urbanized area	Urbanized area still in progress	Started some outlying areas
Revised					
	Public Service Announcements	U/F Dept. Mary Williams	Develop announcements	Develop and begin to implement program	Full implementation
Revised					
Revised					
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
	Household Hazardous Waste Day	U/F Dept Mary Williams	Bi-Annual Events	Events took place on Sept. 24, 2005 and June 3, 2006	Bi-Annual events
Revised					
	Water Body Restoration	Water Dept. Bruce Guyan	Seven Mile River (Ongoing)	Smithville Rd to Cooney Rd. (started)	Cranberry Brook from Howe Rd to South Spencer Rd.
Revised					
	Catch Basin Stenciling Program	Water Dept. Bruce Guyan	Complete Urbanized Area (ongoing)	In progress with summer interns and staff	Begin stenciling outlying areas
Revised					
Revised					
Revised					
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
	Identify and map outfalls in urban area	U/F Dept. Warren Ramsey	Develop storm sewer map (ongoing)	Mapping in progress with summer interns	Complete mapping
Revised					
	Develop Discharge By-law	Dept. of Inspectional Services	Prepare Draft	Draft to ZBA	Schedule adoption of MA DEP by-law by end of year
Revised		Karen Cullen			
	Screening of Urban outfalls	Hwy. Dept. Dean Fritze	Screen identified outfalls in urban area	Complete urban areas	Identify and begin screening outlying areas
Revised					
Revised					
Revised					
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
	Spencer will develop a by-law modeling MA DEP by-law	Department of Inspectional Services Karen Cullen	Draft by-law Wetland and Riverfront areas	All by-laws being rewritten-in Draft form now	Institute and enforce by-laws
	Spencer will develop a by-law modeling MA DEP by-law	Department of inspectional services Karen Cullen	Draft by-law for non-wetland and non-riverfront areas	All by-laws being rewritten-in Draft form now	Institute and enforce by-laws
Revised					
Revised					
Revised					
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
	Spencer will develop a by-law modeling MA DEP by-law	Building and Inspectional Services Karen Cullen	Draft by-law for wetland and riverfront areas	All by-laws being rewritten in draft form now	Institute and enforce by-laws
	Spencer will develop a by-law modeling MA DEP by-law	Building and Inspectional Services Karen Cullen	Draft by-law for non-wetland and non-riverfront areas	All bylaws being rewritten in draft form now	Institute and enforce by-laws
Revised					
Revised					
Revised					
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
	Catch basin and outfall cleaning	HWY Dept. Dean Fritze	Clean each structure twice a year	Completed annual catch basin program	On-going program
Revised					
	Street sweeping	HWY Dept. Dean Fritze	Main St weekly;urban area monthly;complete town annualy	Completed annual street sweeping program	On-going program
Revised					
	Minimize salt and sand use	HWY Dept. Dean Fritze	Monitor salt and sand use	Developing expectations	Maintain expectations
Revised					
Revised					
Revised					
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					
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)No	
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)	No
Stream teams established or supported	(# or y/n)	No
Shoreline clean-up participation or quantity of shoreline miles cleaned	y	6 miles
Household Hazardous Waste Collection Days		
▪ days sponsored	(#)	2
▪ community participation	(%)	?
▪ material collected	(gal)	342 gals
School curricula implemented	(y/n)	No

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	(30%)	
Estimated or actual number of outfalls	(50#)	
System-Wide mapping complete	(30%)	
Mapping method(s)		
▪ Paper/Mylar	(30%)	
▪ CADD	(%)	
▪ GIS	(10%)	
Outfalls inspected/screened	(# or50 %)	
Illicit discharges identified	(#)	
Illicit connections removed	(#) (est. gpd)	
% of population on sewer	(50%)	
% of population on septic systems	(50%)	

Construction

Number of construction starts (>1-acre)	(1#)	
Estimated percentage of construction starts adequately regulated for erosion and sediment control	(100%)	
Site inspections completed	(#4 or %)	
Tickets/Stop work orders issued	(#1 or %)	
Fines collected	(# 0and $)	
Complaints/concerns received from public	(#0)	

Post-Development Stormwater Management

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	(100%)	
Site inspections completed	(# 8or %)	
Estimated volume of stormwater recharged	(?gpy)	

Operations and Maintenance

Average frequency of catch basin cleaning (non-commercial/non-arterial streets)	(2times/yr)	
Average frequency of catch basin cleaning (commercial/arterial or other critical streets)	(2times/yr)	
Total number of structures cleaned	(#1000)	
Storm drain cleaned	(300LF or mi.)	
Qty. of screenings/debris removed from storm sewer infrastructure	(lbs. or100 tons)	
Disposal or use of sweepings (landfill, POTW, compost, recycle for sand, beneficial use, etc.)	Yes	
Cost of screenings disposal	($) 0	

Average frequency of street sweeping (non-commercial/non-arterial streets)	(1times/yr)	
Average frequency of street sweeping (commercial/arterial or other critical streets)	(6times/yr)	
Qty. of sand/debris collected by sweeping	(lbs. or 750tons)	
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.)	(South Spencer Rd)	
Cost of sweepings disposal	($)0	
Vacuum street sweepers purchased/leased	(#)0	
Vacuum street sweepers specified in contracts	(y/n)No	

Reduction in application on public land of: ("N/A" = never used; "100%" = elimination)		
▪ Fertilizers	NA(lbs. or %)	
▪ Herbicides	NA(lbs. or %)	
▪ Pesticides	NA(lbs. or %)	

Anti-/De-Icing products and ratios	20% NaCl % $CaCl_2$ % $MgCl_2$ % CMA % Kac % KCl 80% Sand	
Pre-wetting techniques utilized	(y/n)NO	
Manual control spreaders used	(y/n)Yes 50%	

Automatic or Zero-velocity spreaders used	(y/n)Yes 50%	
Estimated net reduction in typical year salt application	(lbs. or20 %)	
Salt pile(s) covered in storage shed(s)	(y/n)Yes	
Storage shed(s) in design or under construction	(y/n)	