Municipality/Organization: **TOWN OF WEBSTER**

EPA NPDES Permit Number: **MAR041170**

MaDEP Transmittal Number: **W-21004707**

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: DENNIS WESTGATE Title: DIRECTOR OF PUBLIC WORKS

Telephone #: 508 949-3862 Email: WEBSTERPARKS@AOL.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: ROBERT STAWIECKI

Title: CHAIRMAN, BOARD OF SELECTMEN

Date: APRIL 27, 2006

Part II. Self-Assessment

THE TOWN OF WEBSTER HAS COMPLETED THE REQUIRED SELF-ASSESSMENT AND HAS DETERMINED THAT OUR MUNICIPALITY IS IN COMPLIANCE WITH ALL PERMIT CONDITIONS, EXCEPT FOR THE FOLLOWING PROVISIONS:

The Town of Webster permit eligibility with regard to eligibility criteria for "listed species" and critical habitat was pending at the time of our NOI submission. The US FWS located in Concord, NH has since provided written determination (attached) that our MS4 discharges are not likely to jeopardize the continued existence of specific species protected under the Endangered Species Act.

The Town of Webster permit eligibility with regard to eligibility criteria for historic properties was pending at the time of our NOI submission. The Massachusetts Historical Commission has since provided written determination (attached) that our MS4 discharges will have "no effect" on the historic, architectural, and cultural resources within the town of Webster. However, if construction is planned for this project at a future date, MHC requests the opportunity to review scaled project plans and photos keyed to a base map as early in the planning process as possible.

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 Revised	Educational Flyers and Pamphlets	Dennis Westgate	# of materials created & distributed	Distributed 100 flyers advertising "Earth Day", "Adopt a Street Day", and "Hazardous Waste Collection Day". Erected 12 large banners advertising the same and displayed educational flyers at the Town Hall on Election Day. Snow & Ice pamphlet was not circulated due to budget cuts. (Local Recycling Committee created and distributed all flyers through money appropriated by the Town.)	Continue educational flyers. Identify funding source to circulate Snow & Ice pamphlet. (Local Recycling Committee will create and distribute educational flyers)
1B Revised	Newspaper – Press Releases	Dennis Westgate	# of storm water related articles published	Advertisements covering all of the above and interviews with the Recycling Committee were posted in the Patriot, Webster Times, and the T&G. (Local Recycling Committee submitted and paid for all advertisements.)	Continue advertising articles related to the Stormwater program.
1C Revised	Local Cable Access Channel	Dennis Westgate	# of public service announcements made on TV	All of the above also received airtime on the local cable access channel.	Continue listing all events and information on the local cable access channel.

ID	Hazardous Waste Collection Day	Dennis Westgate	# of people participating/list of materials collected	Webster held a "Hazardous Waste Collection Day" on November 5, 2005. The program collected oil paints, pesticides, chemicals, cleaners, automotive wastes, etc. The program was again a success with 132 cars participating. Collections included three 30-gallon drums of household paint, one 55-gallon drum of waste oil, one 55-gallon drum of aerosol sprays, one 55-gallon drum of alkaline lab packs, one 55-gallon drum on non-regulated materials.	Continue Hazardous Waste Collection Day. (Local Recycling Committee will host program)
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
2A Revised	Storm Drain Stenciling	Dennis Westgate	# of drains stenciled	All previous stenciling was repainted due to fading. In addition, new areas were stenciled identifying the location of storm drains.	Continue to locate and stencil storm drains until all drains are identified. Then, repaint as needed.
2B Revised	Stream Cleanup and Monitoring	Dennis Westgate	# of participants & location of streams	Throughout the spring, summer, and fall, cleanup was done along the side of the French River in Webster. All materials collected were brought to the DPW garage where they were separated and either recycled or disposed of accordingly. (The French River Connection performed all cleanups. This is a newly formed organization dedicated to the preservation of the French River)	Continue to assist the French River Connection in cleaning the French River.
2C Revised	Roadside Cleanup Day	Dennis Westgate	# of participants & miles of roadside cleaned	Webster observed "Earth Day" on May 14, 2005. Again, between 250-300 people participated, 75 businesses contributed and over 4 tons of trash was collected. The cleanup was town-wide covering approximately 120 miles of road.	Webster is planning "Earth Day" for May 29, 2006
2D Revised	Attitude Survey	Dennis Westgate	# of completed surveys	Surveys could not be sent out with quarterly tax bill because a mandate from DOR required the Town to perform audits for 03,04, and 05. This stalled the setting of the tax rate and quarterly billing was eliminated for this fiscal year. Instead, bills were sent out twice during the year with last minute haste. Not enough planning or funding was available to include a survey.	Meet with the School Department to inquire about the possibilities of sending surveys home with children. Meet with Town Administrator and Town Accountant to identify a funding source.

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
3A Revised	Mapping Storm Water Outfalls	Dennis Westgate	# of outfalls connecting to streams	Of the 185 drainage points identified in the first annual report, we have identified 40 that drain directly into our lake. Analyses of these sites identified eight sites that were selected as the most significant sources of stormwater entering the Lake. Mapping of all MS4s is nearly complete. All drop-inlets have been identified and roadside inlets are marked with yellow poles for easy identification during winter.	Construct new detention basin for Union Point. This are is identified as the most significant source of stormwater entering the Lake. Design and obtain permits for the next two sites of the eight that were selected as the most significant sources of stormwater entering the Lake.
3B Revised	DPW Employee Education	Dennis Westgate	# of employees educated about storm water	The DPW Director conducted several training seminars to Highway personnel. Information regarding BMP's is consistently given to Highway personnel. Tailgate meetings that include up-to-date methods for rebuilding drop-inlets and maintaining catch basins are conducted by the Highway Foreman.	Continue educating DPW employees.
3C Revised	Capital Planning/Budget	Dennis Westgate	Amount of money needed for future projects	Received a second $168,000 from the State for sediment control. This money will be used to design, permit, and construct the next two prioritized drainage points identified above.	Continue to work with the State Representative and Senator to secure additional funding for sediment control. Find a funding source to circulate Snow & Ice pamphlet.
3D Revised	Assess current By-Laws/Amend to meet phase II req.	Dennis Westgate	By-Law language to prohibit illicit discharges	Planning and Zoning received all new members during the past year. Therefore, time was given to them to become acclimated with their positions prior to the start of a Stormwater Committee. Sample By-Laws from other Town's have been reviewed to help identify Webster's needs.	Request the Town Administrator and Board of Selectmen implement a Stormwater Committee comprised of the DPW Director, and a member from the Planning Board, Conservation Commission, Zoning Board, and the Webster Lake Association. Draft By-Laws to prohibit illicit discharges.

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
4A Revised	Site Plan Review	Dennis Westgate	# of sites reviewed prior to construction	Prior to approval and construction of any site, the Planning Board, Conservation Commission, Zoning Board, DPW Director, Water Superintendent, Sewer Superintendent, and the Town's Consulting Engineering firms, review all proposals. Inspection sheets are used to track the progress and compliance of all subdivisions.	Continue reviewing sites prior to construction.
4B Revised	Building Permit Requirement	Dennis Westgate	# of building permits issued	365 building permits were issued between March 05 – March 06	Continue documenting building permits
4C Revised	Inspection	Dennis Westgate	# of sites inspected	During the construction of subdivisions, site visits are performed at least weekly and more often during crucial points of construction. Sign off sheets are used to identify compliance with approved specifications during every step of the construction process.	Continue Inspecting and document number of sites visited during the year.
4D Revised	Assess Planning Board regs./Amend to meet phase II req.	Dennis Westgate	Regulations to control runoff from construction projects	Stormwater Committee still needs to be implemented. The Town remains under the control of an interim Town Administrator while pending litigation resolves Town Charter issues.	Create Stormwater Committee and address Planning Board regulations that will meet Phase II of the NPDES
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
5A	Eliminating Curbs and Gutters	Dennis Westgate	# of curb cuts made in existing developments	The Town issued 85 curb cuts between March 05 and March 06	Continue to monitor curb cuts
Revised					
5B	Urban Forestry	Dennis Westgate	# of trees planted as a result of urban forestry initiatives	Continued to maintain all trees planted through Urban Forestry Grants. Two current downtown projects will be completed this year and show potential for additional tree planting. Selectmen agreed to researching possibilities of replacing some shade trees removed during the School Street widening project funded by the TIP.	After completion of School Street Project, apply for funding through Urban Forestry Grants to replace some shade trees that were removed during project. Also, after phase I of the downtown lighting project is complete, apply for funding to
Revised					
5C	Zoning	Dennis Westgate	The amount of open space protected by zoning codes	Zoning and Planning Boards are in the process of securing additional open space along the French River. This open space will be used for a park area including a canoe launching location.	Identify, through the Zoning and Planning Boards, all open space within the Town. Identify and update Zoning Board regulations.
Revised					
5D	Assess Town regs./Amend to meet phase II req.	Dennis Westgate	Regulations to control post construction runoff	Efforts to control post construction runoff have been made by various Town Boards as well as the DPW Director. However, no written regulation currently exists.	Form the above mentioned Stormwater Committee and address regulation to meet Phase II of the NPDES.
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
6A	Parking Lot and Street Cleaning	Dennis Westgate	# of scheduled road cleanings	Completed annual town-wide street sweeping program. All streets within the Town received annual cleaning. Thereafter, the street sweeper went twice a week to a needs-based location. Catch basin cleaning program assisted complimented the street sweeping program.	Continue programs.
Revised					
6B	Road Salt Application and Storage	Dennis Westgate	Quantity of salt applied to roadways & # of storage facilities	Applied: Total Material 2706 CY 1236 CY Salt 1470 CY Sand Salt & Mix stored in approved building Sand stockpiled outdoors	Continue collecting quantity of materials applied to roadways. New building for storing sand is identified on the Town's 5-year capital improvement plan.
Revised	*Road Salt/Sand/Mix Application and Storage*		Cubic Yards of Salt/Sand/Mix applied to roadways & location of storage		
6C	Drain System Cleaning Program	Dennis Westgate	# of storm drains cleaned regularly	Implemented the catch basin cleaning program with the street sweeping program. The majority of catch basin are cleaned and documented within a calendar year.	Continue program and improve efficiency, yearly.
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)	
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)	

ENGINEERING DEPARTMENT

P.O. Box 339 – 350 Main Street
Webster, Massachusetts 01570

508-949-3806, Fax – 508-949-3888
P. Bradford Cheney,P.E., P.L.S .Town Engineer
Stanley A. Duszlak, P.L.S. Town Surveyor

April 28,2005

Anthony Tur
70 Commercial Street
Suite 300
Concord, New Hampshire
03301

Subject: Endangered Species List

Dear Mr. Tur:

The Town of Webster Massachusetts is filling out an application for the Storm Water Management Program and we need a Federal Listing of the Endangered Wildlife Species that are located within the Town of Webster. Webster is located on the Oxford Quadrangle and the Dudley Quadrangle USGS Maps.

If you need to contact me my telephone number is 508-949-3806 and my e-mail is sduszlak@webster-ma.gov .

Sincerely,

Stanley A. Duszlak

Stanley A Duszlak
D.P.W. Engineering

June 23, 2005

The Commonwealth of Massachusetts

William Francis Galvin, Secretary of the Commonwealth
Massachusetts Historical Commission

Stanley A. Duszlak
Engineering Department
Town of Webster
PO Box 339
Webster, MA 01570

JUN 27 2005

ENGINEERING

RE: Stormwater Discharge/Outfalls, Webster, MA. MHC #RC.37238.

Dear Mr. Duszlak:

Thank you for the Project Notification Form (PNF) you submitted regarding the proposed project referenced above. Staff of the Massachusetts Historical Commission (MHC) have reviewed the PNF and have the following comments.

Review of MHC's Inventory of the Historic and Archaeological Assets of the Commonwealth indicates that the following properties in Webster are individually (IND) listed or listed as a district (DIS) in the National Register of Historic Places: District Five Schoolhouse (IND); Eddy Block (IND); Rock Castle School (IND); Shumway Block (IND); Spaulding Block (IND); Thompson School (IND); Main Street Historic District (DIS).

Additionally, MHC's Inventory of the Historic and Archaeological Assets of the Commonwealth lists a total of 20 historic areas, 357 buildings, 6 burial grounds, 26 objects, 27 structures, 4 ancient Native American archaeological sites and 1 historical archaeological sites within the town of Webster.

MHC understands that this project involves the licensing of existing stormwater outfalls and does not entail construction at this time. Since no map of these outfalls has been provided, it is impossible to determine the location of these structures in relation to the resources listed above.

After review of MHC files and the materials submitted, MHC staff has determined that the project as proposed will have "no effect" on the historic, architectural, and cultural resources listed above (36 CFR 800.4(d)(1); 950 CMR 71.07(2)(b)(1)). If construction is planned for this project at a future date, MHC requests the opportunity to review scaled project plans and photos keyed to a base map as early in the planning process as possible.

These comments are offered to assist in compliance with Section 106 of the National Historic Preservation Act of 1966 as amended (36 CFR 800) and Massachusetts General Laws, Chapter 9, Sections 26-27C as amended by Chapter 254 of the Acts of 1988 (950 CMR 71). If you have any questions, please feel free to contact Margo Muhl Davis, Archaeologist/Preservation Planner, at this office.

Sincerely,

Brona Simon

Brona Simon
State Archaeologist
Deputy State Historic Preservation Officer
Massachusetts Historical Commission

xc: Jeannie Brochie, EPA Water Quality Unit (CQW)
DEP–CERO

220 Morrissey Boulevard, Boston, Massachusetts 02125
(617) 727-8470 • Fax: (617) 727-5128
www.sec.state.ma.us/mhc

05-397

United States Department of the Interior

FISH AND WILDLIFE SERVICE
New England Field Office
70 Commercial Street, Suite 300
Concord, New Hampshire 03301-5087

May 31, 2005

Reference: Project: NPDES stormwater management program application — Location: Webster, MA

Stanley Duszlak
Engineering Department
P.O. box 339
350 Main St.
Webster, MA 01570

Dear Mr. Duszlak:

This responds to your recent correspondence requesting information on the presence of federally-listed and/or proposed endangered or threatened species in relation to the proposed activity(ies) referenced above.

Based on information currently available to us, no federally-listed or proposed, threatened or endangered species or critical habitat under the jurisdiction of the U.S. Fish and Wildlife Service are known to occur in the project area(s). Preparation of a Biological Assessment or further consultation with us under Section 7 of the Endangered Species Act is not required.

This concludes our review of listed species and critical habitat in the project location(s) and environs referenced above. No further Endangered Species Act coordination of this type is necessary for a period of one year from the date of this letter, unless additional information on listed or proposed species becomes available.

Thank you for your coordination. Please contact us at 603-223-2541 if we can be of further assistance.

Sincerely yours,

Michael J. Amaral

Michael J. Amaral
Endangered Species Specialist
New England Field Office