TOWN OF WESTPORT

816 Main Road
Massachusetts 02790
The Coastal Agricultural Resource Community of New England
BOARD OF SELECTMEN

Tel. (508) 636-1003
Town Administrator (508) 636-1150
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JUL - 7 2006

July 5, 2006

Linda Domizio
Division of Watershed Management
MA Department of Environmental Protection
627 Main Street, 2nd Floor
Worcester, MA 01608

Dear Ms. Domizio:

Attached please find the Town of Westport's NPDES Small MS4 General Permit Annual Report No. 3.

If you have any questions, please don't hesitate to contact me.

Sincerely,

Charlene R. Wood
Town Administrator

p.c. Board of Selectmen
Bernie Taber, BBP
Gay Gillespie, WRWA
Board of Health
Jack Sisson, Highway Surveyor
Planning Board
Conservation Commission
EPA: US EPA, Water Technical Unit

Municipality/Organization: **Westport**

EPA NPDES Permit Number: MA041174

MaDEP Transmittal Number: **W-042447**

Annual Report Number & Reporting Period: **No. 3 March 05 – March 06**

JUL - 7 2006

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Charlene R. Wood Title: Town Administrator

Telephone #: 508 636-1150 Email: BOS@westport-ma.gov

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: Charlene R. Wood

Title: Town Administrator

Date: July 5, 2006

Part II. Self-Assessment

The town of Westport has taken further strides to implement the NPDES OII Small MS4 General Permit. The town of Westport is not in compliance with the schedule requirements of the permit.

BMP 2-2: Storm Water Management Committee

The Board of Selectmen established a municipal Storm Water Management Program Committee to oversee the town's Phase II program. The committee is comprised of the following town officials: Town Administrator, Highway Surveyor and a representative from the Board of Health, Conservation Commission, and Planning Board. The committee has invited a representative of the Westport River Watershed Alliance to attend the meetings. Some members of this year's committee either are no longer involved with the Town of Westport or has difficulty making daytime meetings. A request for representatives from the various Boards/Committees had been made and a new committee will be established. The prior committee met three times during the course of the past year.

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	Educational Flyer	Board of Selectmen	Flyer distribution	Flyers are currently in circulation.	Flyers will be made available at town meetings and throughout the town.
Revised					
1.3	Development of Stormdrain Maps	Highway Surveyor	Posting of Maps	Current map posted in Town Hall & And Town Hall Annex	Map info continually being revised by BBAB and BBP and the town.
Revised					

1a. Additions

1.4	Development of "Pooper Scooper" signs w/bags	Westport River Watershed Alliance	Install signs/bags at Head of Westport as part of s.319 grant	Completed	

1.2 Pending the re-stablishment of the committee an Annual Report will be submitted to the Board of Selectmen.

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	Public Participation and Citizen Actions	Board of Selectmen	Invite public participation	Stormwater Committee will encourage public participation by providing educational material to the general public.	Stormwater Committee will continue to provide educational material to the general public.
Revised					
2.2	Storm Water Management Committee	Board of Selectmen	Committee formed	Reformation of committee was completed in June 2006.	Host annual meeting in the Fall.
Revised					
2.3	Annual Selectmen's Meeting Review	SW Management Committee Chair	Review not completed	To be completed by September 06 Selectmen's Meeting	To be completed by June 07 Selectmen's Meeting
Revised					
2.4	Storm Drain Stenciling	Highway Surveyor	Document catch basins stenciled	On-going	On-going
Revised					
2.5	Hazardous Material Collection	Board of Selectmen	Harzardous material collected	Held August 13, 2005	Not scheduled for FY07. Some collection is provided at the transfer station.
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
3.1	Discharge Identification	Highway Surveyor	Discharge inventory	Working with BBAC and BOH to identify all discharges and flows within Phase II	Produce new map of known discharges
Revised					
3.2	Drainage Network Mapping	Highway Surveyor	Produce maps	Current map posted in Town Hall and Town Hall Annex	New map will be produced once data inventory completed
Revised					
3.3	Illicit Discharge Identification	Highway Surveyor	Discharge Identification	On-going	On-going
Revised					
3.4	Illicit Discharge Prohibitation	Board of Health	Regulatory changes if needed	None	To be started Winter 06
Revised					
3.5	BOH Training	Board of Health	Training provided	Completed	On-going
Revised					
3.6	Public Information on Illicit Connections	Westport River Watershed Alliance			

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	Conservation Commission Bylaw Review	Conservation Commission	Review of regulations, submission of needed changes to Town Meeting.	Review is ongoing	Wetlands by-law was presented at the May 2005 Annual Town Meeting and rejected.
Revised					
4.2	Planning Board Subdivision Regulation Review	Planning Board	Will be reviewed	Need technical assistance	Review will be on-going
Revised 4.3	Planning Board Subdivision Regulation Site Plan Review	Planning Board	Site Plan Zoning By-Law was passed at 2006 Town Meeting	Rules & Regulations to be drafted	

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	Conservation Commission Bylaws	Conservation Commission	Review of regulations, submission of needed changes to Town Meeting.	Ongoing	Ongoing
Revised					
5.2	Planning Board Subdivision Regul-ations Review and Change	Planning Board	Necessary regulation changes made	Ongoing	Ongoing
Revised					

5.3	Planning Board Subdivision Regulations Review and Change	Planning Board	Necessary regulation changes made	None	Ongoing
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
6.1	Highway Department Policy Guide	Highway Surveyor	Development of Policy Guide	None	Work with BBP to develop policy guide
Revised					
6.2	Highway Department Annual Training	Highway Surveyor	Training on policy Guide	None	Will be completed Winter 06
Revised					
6.3	Highway Department Permit Filing	Highway Surveyor	Permits filed as needed	On-going	On-going
Revised					