Municipality/Organization: Town of Acton

EPA NPDES Permit Number: MAR041238

MaDEP Transmittal Number: W-

Annual Report Number & Reporting Period: **No. 1: May 06-May 07**

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Doug Halley Title: Health Director

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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: Don P. Johnson

Printed Name: Don P. Johnson

Title: Town Manager

Date: 4/30/05

Part II. Self-Assessment

The Town of Acton has completed the required self-assessment and have determined that the Town is in compliance with all permit conditions:

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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
PE-1	Partner w/Local Organization	Board of Health Health Director	Provide financial contribution to Partner w/ SUASCO WCC	Continued commitment of participation in the SUASCO Watershed Community Council's "Storm Water Community Assistance Program" for Storm Water Phase II Permit Year 4 from July 2006 to June 2007.	Continue commitment to participate in the SUASCO Watershed Community Council's "Storm Water Community Assistance Program" for Storm Water Phase II Permit Year 5 from July 2007 to June 2008.
Revised					
PE-2	Develop Public Education Brochures/Flyers	Board of Health Health Director	Prepare/Distribute Storm Water Awareness Survey	Stormwater flyer sent out to Business', as listed in the Town Clerk's office. SUASCO media tool kit used to begin Stormwater publicity with the media.	Continue with media campaign for Stormwater awareness.
Revised					
PE-3	Structural BMP Education	Board of Health Health Director	No Goal Established for Year One	Contracted the design and construction of outdoor Stormwater educational signs adjacent to constructed wetland BMP at NARA.	Completed installation of outdoor Stormwater educational signs adjacent to constructed wetland BMP at NARA.
Revised					

PE-4	Incorporate Storm Water into Public Meetings – Provide electronic media outlet.	Health Director	Create a permanent committee to formulate Stormwater educational strategy	Water Resources Advisory Committee (WRAC) formed by Board of Selectmen to develop educational programs for drinking water, wastewater and Stormwater.	WRAC will develop and implement a public educational program for Stormwater awareness.
Revised					

1a. Additions

PE-5	Incorporate Stormwater Education into School Lesson Plans	School Curriculum Director/ Health Director	Work with A/B School System to implement Lesson Plan developed by SUASCO	"Stormwater Matters" Lesson Plan implemented in the 5th grade Douglas School classes.	Enhance "Stormwater Matters" Lesson plan by providing expert speakers to the 5th grade classes.

2. Public Involvement and Participation

BMP ID #	**BMP Description**	**Responsible Dept./Person Name**	**Measurable Goal(s)**	**Progress on Goal(s) – Permit Year 4** (Reliance on non-municipal partners indicated, if any)	**Planned Activities – Permit Year 5**
PP-1	Partner with Local Organization	Board of Health Health Director	Provide financial contribution to partner with SUASCO WCC	On March 22, 2007 the SUASCO Watershed Community Council provided the deliverables for Year 4 from July 2007 to June 2008.	Continue commitment to participate in the SUASCO Watershed Community Council's "Storm Water Community Assistance Program" for Storm Water Phase II Permit Year 5 from July 2008 to June 2009.
Revised					

PP-2	Place traveling display at various locations	Board of Health Health Director	Place display provided by SUASCO at one location throughout the year.	Stormwater Educational Boards have been displayed in the main entrance way to the Town Hall above the Isaac Davis Plow. Display was also brought to Town Meeting and other public events during the course of the year.	Continue to place display provided by SUASCO at one location throughout the year.
Revised					
PP-3	Poster/Photo Contests	Recreation Department Recreation Director	No Goal Established for Year One	No Goal established for Year Four.	No Goal established for Year Five.
Revised					

PP-4	Organize Public Meetings/Panels	Board of Health Health Director	Discuss Storm Water at one public meeting every year.	Friends of Nashoba Brook established as an outgrowth of the 5 year Watershed Action Plan developed by the SUASCO Watershed Community Council in 2005/2006.	Continue to be part of the Friends of Nashoba Brook.
Revised					
PP-5	Stencil Storm Drains	Board of Health Health Director	1.1 OAR volunteers stenciled small portion of town 1.2 Submit grant application for new stenciling program	Began Catch Basin Storm Drain tagging education program; utilizing high school students and local volunteers.	Maintain Stream Identification Signs and Stormwater Markers.
Revised					

2a. Additions

PP-6	*Stream Identification Signs*	Board of Health Health Director	*1.2 Submit grant application for the creation and placement of Stream Identification Signs*	Now designated as PP-5	
PP-7	*Citizen Involved Storm Water Programs*	OAR Assabet River Stream Watch	Provide Nashoba River Stream Quality Gauge	Maintain the water quality gauge at Nashoba Brook.	Maintain Public Education Gauge.
PP-8	*Mercury Recovery Program*	Health Department	Collect Mercury devices	Establish mercury recycling program accessible to citizens for thermometers – thermostats – mercury switches – button cell batteries	Maintain Program

3. Illicit Discharge Detection and Elimination

BMP ID #	**BMP Description**	**Responsible Dept./Person Name**	**Measurable Goal(s)**	**Progress on Goal(s) – Permit Year 4** (Reliance on non-municipal partners indicated, if any)	**Planned Activities – Permit Year 5**
ID-1	Drainage Mapping	Board of Health Health Director	Prepare draft drainage map with watershed delineations.	Field verified 25% of the existing catch basins and updated Stormwater Map based on the findings of the field verification.	Field verify an additional 25% of the existing catch basins and update Stormwater map based on those findings.
Revised					

ID-2	Develop/Implement Illicit Discharge Bylaw	Planning Board Town Planner Board of Health Health Director	No Goal Established for Year One	Board of Health reviewed its regulations and through a series of advertised hearings modified them accordingly.	Continue to review Board of Health regulations and recommend modifications that would address illicit discharge issues.
Revised					
ID-3	Perform Illicit Discharge Detection Campaign	Board of Health Health Director	Submit grant proposal for funding of Acton Watershed Health Protection Program to identify potential problem areas.	Sought alternative grant sources to resubmit grant proposal for funding of Acton Watershed Health Protection Program to identify potential problem areas.	Continue to seek alternative grant sources and Resubmit grant proposal for funding of Acton Watershed Health Protection Program to identify potential problem areas.
Revised					
ID-4	Correct Illicit Discharges	Board of Health Health Director	No Goal Established for Year One	Board of Selectmen established a dog policy for NARA park.	Review policy and determine if it has been effective.
Revised					

3a. Additions

ID-5	On-site Wastewater Impacts	Board of Health Health Director	Analyze on-site Wastewater Impacts.	No Goal Established for Year Three.	Delete ID-5.

4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
CS-1	Develop/Implement Construction Site Runoff Control Program	Planning Board Town Planner	No Goal Established for Year One.	Planning Board continued In-House Assessment of the current status of construction site runoff control Program.	Based on their In-House Assessment the Planning Board will propose regulations that address deficient control of construction site runoff.
Revised					
CS-2	Develop/Implement Erosion And Sediment Control Bylaw	Planning Board Town Planner	No Goal Established for Year One.	Planning Board continued In-House Assessment of the current status of the Erosion and Sediment Control Bylaws, Rules and Regulations..	Based on their In-House Assessment of current status of Erosion and Sediment Control Bylaws, Rules And Regulations the Planning Board will modify their regulations accordingly.
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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
PC-1	Develop/Implement Post Construction Runoff Control Program	Planning Board Town Planner	No Goal Established for Year One	Planning Board continued In-House Assessment of the Current status of Post Construction Runoff Control.	Based on their In-House Assessment of current status of Post Construction Runoff Control the Planning Board will modify their program accordingly.
Revised					

5a. Additions

PC-2	Municipal Code & Ordinance Analysis	MIT Graduate Student Thesis	Thesis Submittal	MIT Students developed a Low Impact Design Rain garden for Jones Field.	Develop and submit a grant proposal for Intel Grant Program to install Rain garden at Jones Field.

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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
GH-1	Reporting	Public Works Director - Health Director	Create a method to record storm water activities for Good Housekeeping and all (MCM's)	6.1.1 Department of Public Works recorded all Stormwater Management Activities. 6.1.2 DPW reassessed eligibility criteria. 6.1.3 DPW provided a yearly report as required.	6.1.1 Record all storm water management activities. 6.1.2 Reassess eligibility criteria 6.1.3 Provide yearly report as required in the General Permit Part II.F.
Revised					

GH-2	Audit Current Town Facilities	Public Works Director Of Public Works	No Goal Established for Year One	Wastewater Treatment Facility conducted annual Slope, Stability & Erosion Report. Preventative maintenance performed on gravity sewer lines by "Jet Vac" Process.	Wastewater Treatment Facility will continue annual audit and submit a report.
Revised					
GH-3	Operation and Management Program	Public Works Director of Public Works	6.3.1 Create list of priority outfalls and complete 1st round of outfall cleaning 6.3.2 Begin tracking records for catch basins cleaned	6.3.1 Health Department in conjunction with DPW and MMCP tracked outfalls cleaned. 6.3.2 Health Department in conjunction with DPW tracked catch basins cleaned.	6.3.1 Continue to track records for outfalls cleaned. 6.3.2 Continue to track records for catch basins cleaned. 6.3.3 Begin measurable schedule for street sweeping.
Revised					
GH-4	Employee Training	Public Works Director of Public Works	6.4.1 Conduct a department meeting on pollution prevention 6.4.2 Generate a list of all prior relevant employee training activities.	Hired a consultant to analyze street sweepings and catch basin soils to determine if they would be appropriate for reuse.	Institute a street sweeping and catch basin soils reuse program as per report completed by consultant.
Revised					
GH-5	Recycling Program	Public Works Director of Public Works	Review Recycling Program & Determine/Implement changes as needed.	No action taken.	No action planned.
Revised					

6a. Additions

GH-6	Household Hazardous Waste	Board of Health Health Director	Generate Hazardous Waste Guide	Board of Health distributes Guide to all targeted populations within the Town.	Continue to distribute Guide to targeted populations within the Town.
GH-7	Implement "WaterWise" Program	Board of Health Health Director	Seek grant funding to support a "Waterwise Program at NARA	Submitted grant proposal to Intel Assabet River Recharge Fund. Did not make final round of approvals.	Continue to seek funding support.

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 4**	**Planned Activities – Permit Year 5**
TMDL-1	Check Current Impairment List.	Board of Health Health Director	There are No completed studies for receiving waters in Acton.	Monitored the CWRMP/MEPA process of Assabet communities.	Check list annually to determine new implementation requirements.
Revised					

7a. Additions

Part IV. Summary of Information Collected and Analyzed

1. Stream Monitoring Program
   a. Four rounds of fecal coliform testing in 2006 were conducted at locations in the Fort Pond Brook and Nashoba Brook Watersheds as shown on the map. (see attachment "A")
2. Groundwater Well Monitoring Program
   a. Monthly rounds of water level and nitrate testing in 2006 were conducted within selected watersheds as shown on the map. (See attachment "B")
3. North Acton Recreational Area (NARA) Pond Monitoring
   a. Weekly Ecoli testing was conducted between May and September at NARA to ensure swimming water quality. (See attachment "C")
4. Household Hazardous Waste Day Collection
   a. Residential participation at the May and September Household Hazardous Waste Day Collections was mapped by watershed. (See attachment "D")
5. Hazardous Material Storage Monitoring Program
   a. The Health Department inspects all commercial facilities that store more than 25 pounds or 25 gallons of hazardous materials or wastes to ensure materials are being stored in proper secondary containment and that releases to the environment are not occurring (see attachment "E").