5-1-07

Municipality/Organization: Town of Bellingham

EPA NPDES Permit Number: MAR041091

MaDEP Transmittal Number: W- 132318

Annual Report Number & Reporting Period: No. 3: March 06-March 07

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Donald F. DiMartino Title: DPW Director

Telephone #: 508-966-5813 Email: ddimartino@bellinghamma.org

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: Donald F. DiMartino

Title: DPW Director

Date: 4/2/2007

Part II. Self-Assessment

Task 6.01 Continuous Street Sweeping & CB Cleaning has not been at the level we would like to see. The DPW staff has been cut as a hiring freeze has been in effect for three years. Efforts are being made to step up our Catch Basin cleaning but other limitations such as freezing winter weather issues and mosquito concerns have narrowed the window when cleaning can be done without creating other impacts.

Task 6.04 All Town Facilities Stormwater Review and Master Plan is somewhat behind schedule. It will not be completed by July of 2007. We should be able to complete by the end of 2007.

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
1.01	Youth Summer Water Awareness Program	Donald DiMartino	Run Program in Summer of 2003	No activity required beyond year one, however we have and will continue this program as long as funds are available. In year 4 the program run by DPW Public Ed. Administrator in coordination with the Bellingham Arts Center reached 100 students in grades one through six. Received excellent press coverage and parent participation.	We plan to continue similar program every year if funds are available. Annual budget line items have been added so barring major cuts this program should continue.
Revised					
1.02	Distribute Written Information	Donald DiMartino	Distribute Semi-Annually Starting in 2005	Required in third year but completed in first year. Used text flyer starting in January of 2007 just for a change from the student drafted flyers.	Plan to continue to insert informational flyers as bill stuffers highlighting stormwater and general water resource issues.
Revised					
1.03	SmartStorm Roof Runoff Recharge/reuse Info Posting	Donald DiMartino	Post on Cable & Web once CRWA produces info flyer	Posted on Website continuously since July 14, 2004 after receipt of information from SmartStorm (non-municipal partner).	Continue posting and update as non-municipal partners change or improve available information.
Revised					

1a. Additions - NONE

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
2.01	Create Storm Water Management Committee	Donald DiMartino	First Meeting by May 31, 2004	Water Resources Committee (WRC) created by Selectmen first meeting held April 26, 2004, Nine-member committee.	No activity required
Revised					
2.02	Open and Advertise SWMC Meetings	SWMC	Quarterly Televised Meetings 2004 thru 2007	WRC met March 21, 2006, July 31, 2006, October 17, 2006, and January 29, 2007. All meetings televised on local cable channel, with meeting posting.	Continue Quarterly Meetings of WRC
Revised	*Renamed Committee*	*Now called WRC*	*Committee renamed Water Resource Committee (WRC)*		

2a. Additions - <u>NONE</u>

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
3.01	Complete GIS Mapping of 2000 Urbanized Area	Donald DiMartino	Map and Databases Complete by July 1, 2006.	GIS Maps will all basins, manholes, outfalls and known pipes completed by July 1, 2006 goal date.	Update GIS Mapping as new development's drainage systems are constructed and field investigation finds unknown pipes and structures.
Revised					
3.02	Distribute Written Info to Residents on Illicit Discharge	Donald DiMartino	One of the 1.02 Distributions to cover Illicit Discharges in 2005	Delivered full page color flyer to every building in Town as insert in the May 2006 issue of the Bellingham Bulletin. (A Copy was enclosed with Year 3 Annual Report submittal.)	Place a similar insert each year with review of available pictures from CWP Manual as well as other sources.
Revised			Drafted newspaper full-page color ad as too complex a topic for youth flyers.		
3.03	Illicit Discharge Bylaw to Town Meeting	SWMC/WRC	October 2006 Fall Town Meeting Bylaw for Acceptance	October 11, 2006 Fall Town Meeting accepted bylaw: Article 8 Bylaw Governing Discharges to the Storm Sewer System, which became effective on October 20, 2007.	NONE
Revised					
3.04	Train DPW Staff to Identify Illicit Discharges	Donald DiMartino	Annual Training Start Spring 2004 w/Summer Help Staff	This year we distributed the full page color flyer prepared in 3.02 to staff after the summer help staff came on in mid June.	Distribute the similar color handout to all new staff and discuss as agenda item at staff meeting, after summer help is in place.
Revised					

3a. Additions - NONE

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
4.01	Review Existing Bylaws	SWMC/WRC	Review report completed by March 2007	None – Review completed in Year 3, see 4.02 for revisions.	NONE
Revised					
4.02	Suggest Modification to Bylaws & Regulations	SWMC/WRC	October 2007 Fall Town Meeting Bylaw for Acceptance	In September 2007 the Planning Board held a hearing and voted to accept revisions to Regulations and Procedural Rules, and the October, 2007 Town Meeting accepted the new bylaw Article 19.08 Post Construction Stormwater Management System on Private Property, and revision to Zoning Bylaw Section 3282. Stormwater Management. All new regulations and bylaws were based on MAGO models. Stormwater Management Plan and Permit are now required of all land development. (Copy of new regulations and bylaws are enclosed.)	Add Erosion and Sedimentation Control verbiage to the existing bylaws and regulations.
Revised					
4.03	Procedures for Town's Site Inspectors	SWMC/WRC	Draft procedures completed by March 2008	None required in Year 4.	Start initial procedure drafting for site inspectors.

4a. Additions – <u>NONE</u>

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
5.01	Review existing bylaws	SWMC/WRC	Review report completed by December 2005	None - Review completed in year 3.	None
Revised					
5.02	Suggest Modification to Bylaws & Regulations	SWMC/WRC	October 2006 Fall Town Meeting Bylaw for Acceptance	In September 2007 the Planning Board held a hearing and voted to accept revisions to Regulations and Procedural Rules, and the October, 2007 Town Meeting accepted the new bylaw Article 19.08 Post Construction Stormwater Management System on Private Property, and revision to Zoning Bylaw Section 3282. Stormwater Management. All new regulations and bylaws were based on MAGO models. Stormwater Management Plan and Permit are now required of all land development. (Copy of new regulations and bylaws are enclosed.)	Implementation and enforcement of new Rules, Regulations, and bylaws.
Revised					
5.03	Annual Review of Post Construction Runoff Procedures	SWMC/WRC	Forms and Procedures completed by March 2008	Maintenance and condition of publicly owned stormwater basin are reviewed annual with maintenance reports completed by DPW Staff.	Continue to refine the record keeping associated with Town owned stormwater basin maintenance, and draft written procedures for annual review of private stormwater facilities permitted under the new regulations.
Revised					

5a. Additions - <u>NONE</u>

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
6.01	Continuous Street Sweeping & CB Cleaning	DPW	Continuous as Weather and Manpower Allow	Performed continuous Street Sweeping. CB Cleaning as allowed in coordination of West Nile Virus advisories from State & Local Health Organizations. Disposal of three year old pile of sweepings and via composting agreement with contractor.	Performed Continuous Street Sweeping. CB Cleaning as allowed in coordination of West Nile Virus advisories from State & Local Health Organizations. Utilize existing renewable contract with compost contractor to compost allowable sweepings and dispose of CB cleanings per regulation.
Revised					
6.02	Sweeping & CB Cleaning Records	DPW	Establish Maintenance Records Procedure by March 2008.	Sweeper operator forms use and procedure in place. CB forms have been drafted and use started January 2007.	Crews continue to use and modify the Sweeping and CB cleaning daily record forms.
Revised					
6.03	DPW & Parks Dept. Facilities Maser Plan	DPW – Consultant	Complete Master Plan by July of 2005	Completed Stormwater Audit with recommended improvement plan at Parks and DPW Faculties (June 2006 Weston and Sampson Report).	Implement low cost improvements and attempt obtain funding for more costly plan recommended improvements.
Revised					
6.04	All Town Facilities Stormwater Review and Master Plan	DPW – Consultant	Complete Master Plan by July of 2007	None required in Year 4.	Utilize Weston & Sampson Checklist to perform in-house review of all municipal facilities. (The goal is to complete by December 2007.)
Revised			Completion delayed until December 2007		
6.05	Construct Recharge & Treatment at Plymouth Road	DPW – Contractor	Complete Construction by November of 2004	QAPP accepted and grant closed out in 2006.	None
Revised					

6a. Additions -<u>NONE</u>

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

- **No TMDL's established.**
- The Massachusetts Year 2006 Integrated List of Waters (April 2006 Report Date) does not list any Town of Bellingham's waters as having established TMDLs, with several listed as "Requiring TMDLs for various pollutants.

Part IV. Summary of Information Collected and Analyzed -

- **Street sweeping forms for volume and weight generated by 2006 sweeping.**
- **Catch Basin volume and weight generated by 2006 cleaning, stockpile measurement worksheets.**
- **Town managed annual detention basin maintenance work records.**

Part V. Program Outputs & Accomplishments (OPTIONAL) – Programmatic

Stormwater management position created/staffed	(y/n)	N
Annual program budget/expenditures	($)	Zero

Education, Involvement, and Training

Estimated number of residents reached by education program(s)	(# or %)	15,500
Stormwater management committee established	(y/n)	Y
Stream teams established or supported	(# or y/n)	N
Shoreline clean-up participation or quantity of shoreline miles cleaned	(y/n or mi.)	Y
Household Hazardous Waste Collection Days		
▪ days sponsored	(#)	1 Annually
▪ community participation	(%)	25%
▪ material collected	(tons or gal)	Unknown
School curricula implemented	(y/n)	Y

Legal/Regulatory

	In Place Prior to Phase II	Under Review	Drafted	Adopted
Regulatory Mechanism Status (indicate with "**X**")				
▪ Illicit Discharge Detection & Elimination				X
▪ Erosion & Sediment Control		X		
▪ Post-Development Stormwater Management				X
Accompanying Regulation Status (indicate with "**X**")				
▪ Illicit Discharge Detection & Elimination				X
▪ Erosion & Sediment Control		X		
▪ Post-Development Stormwater Management				X

Mapping and Illicit Discharges

Outfall mapping complete	(%)	100%
Estimated or actual number of outfalls	(#)	240
System-Wide mapping complete	(%)	100%
Mapping method(s)		
▪ Paper/Mylar	(%)	
▪ CADD	(%)	
▪ GIS	(%)	100%
Outfalls inspected/screened	(# or %)	100%
Illicit discharges identified	(#)	0
Illicit connections removed	(#) (est. gpd)	0
% of population on sewer	(%)	25%
% of population on septic systems	(%)	75%

Construction

Number of construction starts (>1-acre)	(#)	1

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

Post-Development Stormwater Management

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	(%)	90%
Site inspections completed	(# or %)	100%
Estimated volume of stormwater recharged	(gpy)	Unknown

Operations and Maintenance

Average frequency of catch basin cleaning (non-commercial/non-arterial streets)	(times/yr)	Less than One
Average frequency of catch basin cleaning (commercial/arterial or other critical streets)	(times/yr)	Less than One
Total number of structures cleaned	(#)	Unknown
Storm drain cleaned	(LF or mi.)	1,000 LF
Qty. of screenings/debris removed from storm sewer infrastructure	(lbs. or tons)	67
Disposal or use of cleanings (landfill, POTW, compost, recycle for sand, beneficial use, etc.)		Landfill
Cost of screenings disposal	($)	2,700

Average frequency of street sweeping (non-commercial/non-arterial streets)	(times/yr)	1
Average frequency of street sweeping (commercial/arterial or other critical streets)	(times/yr)	1
Qty. of sand/debris collected by sweeping	(lbs. or tons)	405
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.)	(location)	Compost
Cost of sweepings disposal	($)	4,500
Vacuum street sweepers purchased/leased	(#)	0
Vacuum street sweepers specified in contracts	(y/n)	N

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

▪ Herbicides	(lbs. or %)	Unknown
▪ Pesticides	(lbs. or %)	Unknown

Anti-/De-Icing products and ratios	% NaCl % $CaCl_2$ % $MgCl_2$ % CMA % Kac % KCl % Sand	90% 10%
Pre-wetting techniques utilized	(y/n)	Y
Manual control spreaders used	(y/n)	N
Automatic or Zero-velocity spreaders used	(y/n)	N
Estimated net reduction in typical year salt application	(lbs. or %)	0
Salt pile(s) covered in storage shed(s)	(y/n)	Y
Storage shed(s) in design or under construction	(y/n)	Y