Municipality/Organization:
Division of Capital Asset Management

EPA NPDES Permit Number: MAR043018

MaDEP Transmittal Number: W-035659 Foxborough State Hospital, W-036168 Grafton Complex, W-035906 Lancaster Complex, W-037313 Medfield State Hospital, W-039898 Oakdale Complex

Annual Report Number & Reporting Period: **No. 4: March 06-March 07**

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Mark C. Roberts, P.E. Title: Project Manager

Telephone #: 617-727-4030 x 340 Email: mark.roberts@dcp.state.ma.us

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: Kenneth M. Tilden

Title: Deputy Director

Date:

Part II. Self-Assessment

The Division of Capital Asset Management (DCAM) – Surplus Property has completed the required self-assessment and has determined that DCAM is in compliance with all permit conditions. A revised NOI Schedule is attached to reflect the current progress.

The Annual Report addresses changes at some of the DCAM facilities that include Boston, Danvers and Metropolitan State Hospitals. A second request for waivers/status change was prepared in March 2007 for these facilities since DCAM sold these properties or portions thereof in Permit Years 3 and 4 and no longer possess sole ownership. Measurable goal changes are reflected in the Annual Report. These items were addressed in a separate letter sent separately to the EPA and MADEP.

The letter also included requests for waivers/status changes at other DCAM facilities (Foxborough) not explicitly identified in this Annual Report's measurable goals. In particular, a Notice of Termination (NOT) request for Foxborough State Hospital was prepared in March 2007 to terminate permit coverage since DCAM sold off this property.

The waiver/status change and NOT request for these four (4) facilities was detailed in the letter. The letter included the new owners and effective transaction dates.

The schedule modifications for some of the best management practices (BMPs) include the following:

- BMP 4A (Construction Site Stormwater Runoff Control) – Incorporated EPA's Construction General Permit and DEP's Stormwater Management Policy into DCAM's standard design documents.
- BMP 6D (Municipal Good Housekeeping: Materials Management)— Debris removal was completed at the Medfield State Hospital.

Part III. Summary of Minimum Control Measures

1. Public Education and Outreach

Applies to Danvers, Grafton, Lancaster, Metropolitan, and Oakdale Complexes
Revised: Applies to Grafton, Lancaster, and Oakdale Complexes

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
1A	Education on NPDES and on-site activities.	Mark Roberts	Number of education materials submitted.	Significant portion of Boston State Hospital was sold in Permit Year 4 and are no longer owned by DCAM. No buildings remain on the portion retained by DCAM.	Continue to provide educational materials as contracts and leases are signed.
Revised					
Revised					
Revised					
Revised					
Revised					

1a. Additions

2. Public Involvement and Participation

Applies to Danvers, Grafton, Lancaster, Metropolitan and Oakdale Complexes
Revised: Applies to Grafton, Lancaster, and Oakdale Complexes

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 54
2A	Public Information Meeting	Mark Roberts	Conduct meeting.	Staffing was reviewed and no new personnel were identified for training. Therefore, no action was required.	If additional personnel are identified, conduct training meeting.
Revised					
Revised					
Revised					
Revised					

2a. Additions

3. Illicit Discharge Detection and Elimination

Applies to Danvers, Foxborough, Grafton, Lancaster, Medfield, Metropolitan and Oakdale Complexes

Revised: Applies to Grafton, Lancaster, Medfield, and Oakdale Complexes

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
3A	Conduct dry weather sampling of outfall. Verify storm water discharge locations for Danvers and Metropolitan Hospitals.	Mark Roberts	Identify suspected illicit connections as DCAM obtains additional surplus property.	No suspected illicit connections were identified in Permit Year 4. Therefore, no action taken.	No action anticipated.
Revised					
3B	Investigate drainage systems.	Mark Roberts	For all suspect outfalls, identify outfall tributaries and investigate drainage system.	No suspect outfalls identified in Permit Year 4. Therefore, no action taken.	No action anticipated.
Revised					
3C	Eliminate source of illicit connections and resample outfalls	Mark Roberts	Resample sources to verify polluted sources are removed.	No suspect outfalls identified in Permit Year 4. Therefore, no action taken.	No action anticipated.
Revised					

3a. Additions

4. Construction Site Stormwater Runoff Control

Applies to Grafton, Lancaster, and Oakdale Complexes

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
4A	Incorporate EPA's Construction General Permit for all DCAM construction projects.	Mark Roberts	Completed	Completed modifications to formalize inclusion of Construction General Permit into DCAM's Designers Procedures Manual.	No action anticipated
Revised					
Revised					
Revised					
Revised					

4a. Additions

5. Post-Construction Stormwater Management in New Development and Redevelopment

Not Applicable.

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
Revised					
Revised					
Revised					
Revised					
Revised					
Revised					

5a. Additions

6. Pollution Prevention and Good Housekeeping in Municipal Operations

Applies to Danvers, Foxborough, Grafton, Lancaster, Metropolitan and Oakdale Complexes
Revised: Applies to Grafton, Lancaster, and Oakdale Complexes

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
6A (Foxborough State Hospital)	Properly dispose of old tires and debris	Mark Roberts	N/A	Property sold in Fall of 2005	No action anticipated.
Revised					
6B (all sites)	Employee training	Mark Roberts	Number of employees trained.	Did not conduct meeting/training on NPDES program and BMPs for employees and leasees—no additional personnel from Grafton, Lancaster, and Oakdale Complexes were identified.	If additional personnel are identified, conduct meeting/training on NPDES program and BMPs for employees and leasees.
Revised					
6C (all sites)	Standard Operating Procedures	Mark Roberts	Develop additional procedures should operational needs change..	Not required	No action anticipated.
Revised					
6D (Medfield & Oakdale)	Materials Management	Mark Roberts	Amount of debris removed from property.	During demolition of the power plant, debris was removed from the area and properly disposed	No action anticipated.
Revised					

6a. Additions

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

Not Applicable.

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
Revised					
Revised					
Revised					
Revised					
Revised					
Revised					

7a. Additions

7b. WLA Assessment

Part IV. Summary of Information Collected and Analyzed

During this Annual Report period, no data reports have been generated.

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)	