

Municipality/Organization: Town of Harwich

EPA NPDES Permit Number: MAR041120

MaDEP Transmittal Number: W-062631

Annual Report Number

& Reporting Period: No. 4: March 06-March 07

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## NPDES PII Small MS4 General Permit Annual Report

### Part I. General Information

Contact Person: Joseph J. Borgesi P.E.

Title: Town Engineer

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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:

James R. Merriam

Printed Name: James R. Merriam

Title: Town Administrator

Date:

**Part II. Self-Assessment**

Our most important project for the coming period will be to complete the drainage system field verification.

**Part III Summary of Minimum Control Measures**

**1. Public Education and Outreach**

<b>BMP ID #</b>	<b>BMP Description</b>	<b>Responsible Dept./Person Name</b>	<b>Measurable Goal(s)</b>	<b>Progress on Goal(s) – Permit Year 4 (Reliance on non-municipal partners indicated, if any)</b>	<b>Planned Activities – Permit Year 5</b>
E1 Revised	Channel 18	Assist. Admin	Video Production	Video prepared	Display of video
E2 Revised	Hand outs and Flyers	Various Dept.	Provided at Public Facilities	Handouts available at various facilities	Continued and additional hand outs available at various public facilities
E3 Revised	Posters	Various Departments	Posters displayed at all Town Facilities	Posters displayed at all Municipal facilities	Continue to display and update posters at Municipal Facilities
E4 Revised	Town Web Site	Assist Admin	Post homeowners guide	Guide prepared and posted on web site	Review and update guide as needed
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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
P1	Town Web Site	Assist. Admin	Provide Response	Rules and Regulations being posted and explained for posting on web site	Posting on web site with response area
Revised					
P2	Public Hearings	Rules and Regulations Various Depts.	Enact Rules and Regulations	Rules and Regulations for Subdivision and Site plans amended to include Stormwater Regulations	Review Rules and Regulation Amendments for compliance by applicants.
Revised					
P3	Hazardous Waste Collection	DPW Director	Reduce Hazardous Waste	expand number of Hazardous waste collection days	Flyers prepared and hazardous waste days increased. On Town Web Site and Channel 18
Revised					
P4	Oil, Antifreeze etc.	DPW director	Increase amount collected	Increase ease and availability of recycling facility	Facility open daily and antifreeze and oil filter recycling facility available
Revised					
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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
D1	Locate discharge to water	Harbormaster	Reduce number of Discharges	Mapping of existing drainage system completed	Mapping of system completed and field verification begun
Revised					
D2	Locate discharge areas	Consultant	Fly Over	Drainage information purchased from consultant	Field verification and location of storm water structures and outfalls complete
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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
S1	Subdivision Control Rules and Regulations Amended	Planning Dept.	Adoption by Planning Board	Rules and Regulations Amended	New Rules and Regulations Implemented.
Revised					
S2	Site Plan Regulations Amended	Planning Dept.	Adoption by Planning Board	Site Plan Regulations Amended	New Regulations implemented
Revised					

#### 4a. Additions


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

<b>BMP ID #</b>	<b>BMP Description</b>	<b>Responsible Dept./Person Name</b>	<b>Measurable Goal(s)</b>	<b>Progress on Goal(s) – Permit Year 4 (Reliance on non-municipal partners indicated, if any)</b>	<b>Planned Activities – Permit Year 5</b>
C1	Subdivision Control Rules and Regulations amended	Planning Dept	Adopted by Planning Board	Rules and Regulations Amended	New Rules and Regulations Implemented
Revised					
C2	Site Plan Regulations Amended	Planning Board	Adopted by Planning Board	Regulations Amended	New Rules and Regulations Implemented
Revised					

**5a. Additions**


**6. Pollution Prevention and Good Housekeeping in Municipal Operations**

<b>BMP ID #</b>	<b>BMP Description</b>	<b>Responsible Dept./Person Name</b>	<b>Measurable Goal(s)</b>	<b>Progress on Goal(s) – Permit Year 4 (Reliance on non-municipal partners indicated, if any)</b>	<b>Planned Activities – Permit Year 5</b>
G1	Street Sweeping	DPW Director	All Roads swept Annually	Street sweeping program reviewed and all roads included for sweeping	All roads to be swept for 2007
Revised					
G2	Review Town Property for Drainage	DPW Director	Locate Problems and repair	Inspection of Town Facilities completed	Basins cleaned and lines cleared
Revised					

**6a. Additions**


**7. BMPs for Meeting Total Maximum Daily Load (TMDL) Waste Load Allocations (WLA) <<if applicable>>**

<b>BMP ID #</b>	<b>BMP Description</b>	<b>Responsible Dept./Person Name</b>	<b>Measurable Goal(s)</b>	<b>Progress on Goal(s) – Permit Year 4 (Reliance on non-municipal partners indicated, if any)</b>	<b>Planned Activities – Permit Year 5</b>
M1	Continue Drainage installation	DPW Director	Improve entire System	73 new drainage systems installed throughout the Town	Continuation of Town Installation of Drainage systems throughout the Town
Revised					

**7a. Additions**


**7b. WLA Assessment**

The Town established the Harwich Water Quality Task Force. Sampling took place in Saquatucket Harbor, Wychmere Harbor, Allen

Harbor, Herring River and 13 Fresh Water Ponds. The Pleasant Bay Resource Management Committee also continued to Sample Pleasant Bay.

**Part IV. Summary of Information Collected and Analyzed**

The samples are analyzed for Nitrates, Phosphates, Chlorophyll, dissolved Oxygen and Coliform Bacteria, as well as color and turbidity in order to establish a baseline for future testing.

**Part V. Program Outputs & Accomplishments (OPTIONAL)**

**Programmatic**

Stormwater management position created/staffed	(y/n)	no
Annual program budget/expenditures	(\$)	0.00

**Education, Involvement, and Training**

Estimated number of residents reached by education program(s)	(# or %)	80%
Stormwater management committee established	(y/n)	no
Stream teams established or supported	(# or y/n)	yes
Shoreline clean-up participation or quantity of shoreline miles cleaned	(y/n or mi.)	yes
Household Hazardous Waste Collection Days		
▪ days sponsored	(#)	6
▪ community participation	(%)	100%
▪ material collected	(tons or gal)	5,125 gal
School curricula implemented	(y/n)	yes


**Legal/Regulatory**

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

**Mapping and Illicit Discharges**

Outfall mapping complete	(%)	75%
Estimated or actual number of outfalls	(#)	6
System-Wide mapping complete	(%)	75%
<b>Mapping method(s)</b>		
▪ Paper/Mylar	(%)	0
▪ CADD	(%)	0
▪ GIS	(%)	75%
Outfalls inspected/screened	(# or %)	20%
Illicit discharges identified	(#)	2
Illicit connections removed	(#) (est. gpd)	2 High Flow only
% of population on sewer	(%)	0
% of population on septic systems	(%)	100


### Construction

Number of construction starts (>1-acre)	(#)	4
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	(%)	100
Site inspections completed	(# or %)	100%
Estimated volume of stormwater recharged	(gpy)	100%

### Operations and Maintenance

Average frequency of catch basin cleaning (non-commercial/non-arterial streets)	(times/yr)	2
Average frequency of catch basin cleaning (commercial/arterial or other critical streets)	(times/yr)	2
Total number of structures cleaned	(#)	350
Storm drain cleaned	(LF or mi.)	500lf
Qty. of screenings/debris removed from storm sewer infrastructure	(lbs. or tons)	200 tons-+
Disposal or use of sweepings (landfill, POTW, compost, recycle for sand, beneficial use, etc.)		Recycle at closed landfill
Cost of screenings disposal	(\$)	none


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)	6
Qty. of sand/debris collected by sweeping	(lbs. or tons)	200 tons
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.)	(location)	Closed landfill
Cost of sweepings disposal	(\$)	none
Vacuum street sweepers purchased/leased	(#)	1
Vacuum street sweepers specified in contracts	(y/n)	y

Reduction in application on public land of: (“N/A” = never used; “100%” = elimination)		
▪ Fertilizers	(lbs. or %)	0
▪ Herbicides	(lbs. or %)	N/A
▪ Pesticides	(lbs. or %)	N/A

Anti-/De-Icing products and ratios	% NaCl % CaCl <sub>2</sub> % MgCl <sub>2</sub> % CMA % Kac % KCl % Sand	10salt/90%sand
Pre-wetting techniques utilized	(y/n)	no
Manual control spreaders used	(y/n)	yes
Automatic or Zero-velocity spreaders used	(y/n)	yes
Estimated net reduction in typical year salt application	(lbs. or %)	15%
Salt pile(s) covered in storage shed(s)	(y/n)	Yes

Storage shed(s) in design or under construction	(y/n)	no