Municipality/Organization: **CITY OF LAWRENCE**

EPA NPDES Permit Number: **MA041201**

MassDEP Transmittal Number: **W-036114**

Annual Report Number & Reporting Period: **April 1, 2006 – March 31, 2007**

5-1-07
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NPDES PII Small MS4 General Permit Annual Report
(Due: May 1, 2007)

Part I. General Information

Contact Person: Michael Morely Title: Acting Director of Public Works

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Mailing Address:200 Common Street, Lawrence Ma. 01841 Rm 201

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: Michael D. Morely

Printed Name: Michael Morely

Title: Acting Director of Public Works

Date: 4-26-07

Part II. Self-Assessment

The CITY OF LAWRENCE has completed the required self – assessment and has determined that our municipality 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
1-A	Classroom Education	DPW-Recycling Coordinator	Educate the youth and raise their awareness	Annual visit to schools by recycling coordinator and poster contests	Continue visits and contests
Revised					
1-B	Educational Displays	DPW-Recycling Coordinator	Keep awareness up	All posters are displayed in school, at the public library and at city hall for at least a month in each location	Continue to display posters
Revised					
1-C	Newspaper Articles	DPW	Reduce potential pollutants	Various Service Groups have done clean ups and have had articles in the paper about proper disposal of trash, household chemicals etc.	Continue to support any group willing to volunteer
Revised					
1-D	Local Cable			New web site has been developed. Improvement are continually being made.	Continue to improve web site and keep it up to date.
Revised	*Computer network*	IT Dept.	Another way to raise public awareness		
!-E	Mailings			Non Profit agencies are putting out data and information on their own.	No city produced mailing anticipated
Revised	*Privatized*				
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
2-A	Community Hotline			Hidden camera set up, increased public input on illegal dumping	Continue to outreach to the public
Revised	*Inspectional Services*	Inspectional Services	Increased public involvement		
2-B	Neighborhood Meetings	DPW	Involve public in monitoring problems	Regular input from the various neighborhood groups	Continue attending meetings to get information out and receive input from the public.
Revised					
Revised					
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
3-A	Mapping Outfalls			Mapping completed	No planned activities
Revised					
3-B	Illicit Discharges			None Found	Investigate if questionable flow discovered.
Revised					
Revised					
Revised					
Revised					
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
4-A	Site plan Review	Engineering	Plans show control measures when filed	Engineering firms are asking before hand or automatically provide some runoff control on the plans	Continue to advise designers to control runoff and consider recharge systems
Revised					
Revised					
Revised					
Revised					
Revised					
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
5-A	Design Standards	Engineering	Plans show controlling measures	Designers are infiltrating runoff and roof drains where possible	Continue to advise designers
Revised					
5-B	Final Inspection		Compliance with plans	Projects are built according to plans	Continue existing practices for compliance/noncompliance
Revised		Building Inspectors			
Revised					
Revised					
Revised					
Revised					

5a. Additions

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-A	Employee Training	DPW	Educate Employees	Proper storage, handling and disposal of hazardous materials is part of basic operations	Refresh employees and teach new employees as needed
Revised					
6-B	Catch basin Cleaning	DPW	Improve runoff collection	Cleaning has become daily routine with regular routes except in winter	Continue to review and revise routine as needed
Revised	*Material Disposal by private contractor*				
6-C	Street Sweeping	DPW	Reduce amount of material entering drain	Sweeping is year round weather permitting. Regular daily routes have been established. Small vacuum sweeper picks up loose litter.	Review and revise program as needed
Revised	*Material Disposal by Private Contractor*				
Revised					
Revised					
Revised					

6a. Additions

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 (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

Part V. Program Outputs & Accomplishments (OPTIONAL)
(Since beginning of permit coverage unless specified otherwise by a **, which indicates response is for period covering April 1, 2006 through March 31, 2007)

Programmatic

	(Preferred Units)	Response
Stormwater management position created/staffed	(y/n)	no
Annual program budget/expenditures **	($)	
Total program expenditures since beginning of permit coverage	($)	
Funding mechanism(s) (General Fund, Enterprise, Utility, etc)		

Education, Involvement, and Training

Estimated number of property owners reached by education program(s)	(# or %)	30%
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
Shoreline cleaned since beginning of permit coverage	(mi.)	1mi each yr.
Household Hazardous Waste Collection Days		
▪ days sponsored **	(#)	12
▪ community participation **	(# or %)	360
▪ material collected **	(tons or gal)	See below
School curricula implemented	(y/n)	No
6.2 Ton CRTs, 1.4 Ton tires, 514 GAL oil, 1.9 Ton Batteries, 117 Pounds Fluorescent lamps, 1.7 Ton Paint, 0.8 Ton Propane tanks		

Legal/Regulatory

	In Place Prior to Phase II	Reviewing Existing Authorities	Drafted	Draft in Review	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

	(Preferred Units)	Response
Outfall mapping complete	(%)	100%
Estimated or actual number of outfalls	(#)	106
System-Wide mapping complete (complete storm sewer infrastructure)	(%)	100%
Mapping method(s)		
▪ Paper/Mylar	(%)	100%
▪ CADD	(%)	
▪ GIS	(%)	
Outfalls inspected/screened **	(# or %)	100
Outfalls inspected/screened (Since beginning of permit coverage)	(# or %)	100
Illicit discharges identified **	(#)	0
Illicit discharges identified (Since beginning of permit coverage)	(#)	0
Illicit connections removed **	(#); and (est. gpd)	0
Illicit connections removed (Since beginning of permit coverage)	(#); and (est. gpd)	0
% of population on sewer	(%)	100%

% of population on septic systems	(%)	0

Construction

	(Preferred Units)	Response
Number of construction starts (>1-acre) **	(#)	0
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 (for proper BMP installation & operation) completed **	(# or %)	100
BMP maintenance required through covenants, escrow, deed restrictions, etc.	(y/n)	No
Low-impact development (LID) practices permitted and encouraged	(y/n)	Yes

Operations and Maintenance

Average frequency of catch basin cleaning (non-commercial/non-arterial streets) **	(times/yr)	1/yr
Average frequency of catch basin cleaning (commercial/arterial or other critical streets) **	(times/yr)	1/yr
Qty of structures cleaned **	(#)	1500
Qty. of storm drain cleaned **	(%, LF or mi.)	0
Qty. of screenings/debris removed from storm sewer infrastructure **	(lbs. or tons)	493.19 TN
Disposal or use of screenings (landfill, POTW, compost, beneficial use, etc.) **	(location)	Landfill

Basin Cleaning Costs		
• Annual budget/expenditure (labor & equipment)**	($)	
• Hourly or per basin contract rate **	($/hr or $ per basin)	
• Disposal cost**	($)	$15,782
Cleaning Equipment		
• Clam shell truck(s) owned/leased	(#)	1 owned
• Vacuum truck(s) owned/leased	(#)	
• Vacuum trucks specified in contracts	(y/n)	
• % Structures cleaned with clam shells **	(%)	100
• % Structures cleaned with vactor **	(%)	

	(Preferred Units)	Response
Average frequency of street sweeping (non-commercial/non-arterial streets) **	(times/yr)	Wkly/8 mo.
Average frequency of street sweeping (commercial/arterial or other critical streets) **	(times/yr)	Daily/ 8 mo.
Qty. of sand/debris collected by sweeping **	(lbs. or tons)	2,083.54 TN
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.) **	(location)	Landfill
Annual Sweeping Costs		
• Annual budget/expenditure (labor & equipment)**	($)	
• Hourly or lane mile contract rate **	($/hr. or ln mi.)	
• Disposal cost**	($)	$52,088.50
Sweeping Equipment		
• Rotary brush street sweepers owned/leased	(#)	3 owned
• Vacuum street sweepers owned/leased	(#)	
• Vacuum street sweepers specified in contracts	(y/n)	
• % Roads swept with rotary brush sweepers **	%	100
• % Roads swept with vacuum sweepers **	%	

Reduction (since beginning of permit coverage) in application on public land of: ("N/A" = never used; "100%" = elimination)

▪ Fertilizers	(lbs. or %)	3000 lbs
▪ Herbicides	(lbs. or %)	N/A
▪ Pesticides	(lbs. or %)	N/A
Integrated Pest Management (IPM) Practices Implemented	(y/n)	Yes

	(Preferred Units)	Response
Average Ratio of Anti-/De-Icing products used ** (also identify chemicals and ratios used in specific areas, e.g., water supply protection areas)	% NaCl % $CaCl_2$ % $MgCl_2$ % CMA % Kac % KCl % Sand	96% 4%
Pre-wetting techniques utilized **	(y/n or %)	No
Manual control spreaders used **	(y/n or %)	Yes
Zero-velocity spreaders used **	(y/n or %)	Yes
Estimated net reduction or increase in typical year salt/chemical application rate	(±lbs/ln mi. or %)	+21%
Estimated net reduction or increase in typical year sand application rate **	(±lbs/ln mi. or %)	-21%
% of salt/chemical pile(s) covered in storage shed(s)	(%)	100% *
Storage shed(s) in design or under construction	(y/n or #)	No
100% of salt/chemical pile(s) covered in storage shed(s) by May 2008	(y/n)	Yes
* 1000 Ton short term reserve pile covered with tarps		

Water Supply Protection

Storm water outfalls to public water supplies eliminated or relocated	# or y/n	No
Installed or planned treatment BMPs for public drinking water supplies and their protection areas	# or y/n	N/A
• Treatment units induce infiltration within 500-feet of a wellhead protection area	# or y/n	N/A