P 07-06-07

Municipality/Organization: Town of Southborough

EPA NPDES Permit Number: MAR041160

MaDEP Transmittal Number: **W-040764**

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: John Woodsmall, III, PE 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: Bonnie J. Phaneuf

Printed Name: Bonnie Phaneuf

Title: Chair, Board of Selectmen

Date: 6-26-2007

Part II. Self-Assessment

The Town of Southborough did not submit the Year 4 Annual Report by the May 1, 2007 deadline.

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
1.1	Storm Water Flyer to Community Residents, Watershed survey	SuAsCo Watershed Community Council, Storm Water Committee	Flyer distributed to 75% residences, Survey distributed, results received and compiled. Results published.	Task completed during Year 2. The Town continues to provide public outreach programs, including a discounted rain barrel through MADEP grant funds. The Town sold 28 rain barrels in Year 4.	Task Completed.
Revised					
1.2	Storm Water Lesson Plan for Fifth Grade Students	SuAsCo Watershed Community Council, Storm Water Committee	Lesson plan developed, distributed, taught in at least one (1) Grade 5 class.	SuAsCo distributed lesson plan to schools.	Task Completed.
1.3	Storm Water Flyer to Community Businesses "Green Neighbor" Logo	SuAsCo Watershed Community Council, Storm Water Committee	Flyer developed, distributed to at least 50% local businesses. Logo displayed by at least 50% of businesses receiving flyer.	The Town continues to work with SuAsCo who has been developing educational information. SuAsCo provided educational material at the end of Year 4.	The Town plans to review the materials provided by SuAsCo and select flyers to print and send out in Year 5.
Revised					
1.4	Storm Water Media Campaign	SuAsCo Watershed Community Council, Storm Water Committee	Media package developed, distributed to local media. Four (4) Press releases developed and distributed.	The Town is relying on SuAsCo who has been developing materials for the Town to use. SuAsCo provided press release kits to inform the public of storm water related activities in Year 4.	The Town will issue media information in Year 5 from the information provided by SuAsCo.
Revised					

1. Public Education and Outreach (continued)

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
1.5	Storm Water Video	SuAsCo Watershed Community Council, Storm Water Committee	Storm water video developed, shown at least one public meeting/hearing, provided to local cable station.	Completed in Year 1 when the Town advertised that the Weather Channel would be showing "After the Storm."	None.
1.6	Consider posting signs at publicly accessible storm water outfalls	DPW	Map outfalls, signs developed, signs installed. Consider using volunteers where possible.	No additional outfalls were signed from what was completed in Year 2.	Identify locations to post signs.
1.7	Develop Storm Water Awareness Package	Storm Water Committee Selectmen's Office	Materials to be included in package compiled, Information distributed (transfer station stickers), Number of packages distributed.	A storm water display was set up at Family Fun Day on 6/11/06. Flyers were also distributed at this event. In Year 4, the Town has been posting the storm water display at Town meetings.	Continue to support distribution of the New Comer Flyer to new residents and storm water display at Town meetings.
Revised	Flyers considered more appropriate than package considering limited funding.			Continue to distribute "new comers" flyer.	
1.8	Meet with local school officials annually to identify past activities and upcoming curriculum	Storm Water Committee, School Department	School Department official contacted, meeting conducted, Each school has designated contact.	The School Department continues to use the curriculum provided by SuAsCo. The Community Reading Day included a storm water presentation to 5th graders.	Meet with Schools Representative(s) in Year 5.
Revised					

1. Public Education and Outreach (continued)

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
1.9	Develop Storm Drain Stenciling Program	DPW, Storm Water Committee	Program developed, volunteers organized, basins stenciled	Catch basin stenciling was demonstrated at Family Fun Day on June 12, 2005. Two catch basins were stenciled at that event. The Town has received a package from SuAsCo that has a stenciling kit, including press release information.	The Town plans to incorporate a stenciling program in Year 5.
Revised					
1.10	Make the Storm Water Management Plan available to the general public	Storm Water Committee	Make the plan available at Town Hall, Library, and in schools as an environmental education resource. Consider putting the plan on the website.	Task completed Year 1. The Storm Water Management Plan is also posted on the website.	Task Completed. Town is also looking into posting annual reports on the website.
Revised					
1.11	Consider developing a Storm Water Management Web page	DPW, Storm Water Committee	Consider developing a web page identifying the Town's requirements and activities. Consider links to other websites such as SuAsCo, MA DEP, and USEPA. Web page developed.	Task completed Year 1. The Town continues to post storm water educational information on the Town's webpage.	The Town is looking into posting a dedicated storm water management page.
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
2.1	Local Storm Water Committee to assist in developing and implementing plan	Town Administrator, DPW, Conservation Commission, Storm Water Committee	Committee established, meetings conducted, plan developed, activities conducted.	The storm water committee meets jointly with the Conservation Commission to develop the implementation for the storm water bylaw. This met approximately quarterly in Year 4.	Continue to coordinate with Town, SuAsCo and consultant. Continue to meet in Year 5.
Revised					
2.2	Storm Water Plan Annual Meeting	Storm Water Committee	Annual meetings planned, noticed, conducted, minutes prepared. Number of attendees. Comments received, considered. (Plan Development, Final Plan, and Annual Report).	Meeting held with Selectmen at the end of April 2006.	Public meetings on storm water ordinances will continue to be conducted.
Revised					
2.3	Storm Water Traveling Display	SuAsCo Watershed Community Council, Storm Water Committee	Display developed, displayed in three (3) locations in first permit year. Opportunities identified for future displays.	Exhibit and survey displayed throughout the Town. The exhibit has been displayed at approximately seven (7) locations in Year 4. These locations include Heritage Day, Earth Day, Family Fun Day, at Town meetings, the Senior Center, the Town House, and the DPW office.	Task completed and will continue to show display.
Revised					

2. Public Involvement and Participation (continued)

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
2.4	Storm Water Poster Contest for Fifth Grade Students	SuAsCo Watershed Community Council, Storm Water Committee	Contest announced and held, posters received, posters judged, winners announced, displayed (consider for future graphic).	This activity has been cancelled and is no longer planned.	None
Revised					
2.5	Storm Water Photo Contest for High School Students	SuAsCo Watershed Community Council, Storm Water Committee	Contest announced and held, photos received, judged, winners announced, displayed (consider for future graphic).	An open space photo contest was conducted for the Southborough Open Land Foundation.	Task Completed
Revised					
2.6	Storm Water Summit Special Event	SuAsCo Watershed Community Council, Storm Water Committee	Meet with SuAsCo Watershed Community Council to determine community specific or multi-community event. Event noticed, conducted, minutes recorded. Number of participants.	SuAsCo has been identified as the responsible party for the procedures for this task.	The Town plans coordinate with SuAsCo to determine whether this event will be conducted in Year 5.
Revised					
2.7	SuAsCo Storm Water Super Summit	SuAsCo Watershed Community Council	Super Summit announced conducted, municipal participation.	SuAsCo has been identified as the responsible party for the procedures for this task	The Town plans coordinate with SuAsCo to determine whether this event will be conducted in Year 5.
Revised					

2. Public Involvement and Participation (continued)

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
2.8	Evaluation and Assessment of Public Awareness of Storm Water	SuAsCo Watershed Community Council, Storm Water Committee	Storm Water Self Test developed, distributed to a minimum of 75% of residences. Surveys received, results analyzed community specific and watershed wide, results published.	Task Completed.	Task Completed.
2.9 Revised	Develop Storm Drain Stenciling Program	DPW, Storm Water Committee	Program developed, volunteers organized, basins stenciled	Stenciling demonstration done at Family Fun Day.	Additional stenciling will be conducted in conjunction with community events in Year 5.
2.10 Revised	Coordinate with Sudbury River Watershed Association (formerly SWaMP), and others to consider results of water quality monitoring	DPW, Storm Water Committee	Meeting conducted, activities scheduled, conducted. Results reviewed, potential actions identified, implemented.	Approximately 25 volunteers from Southborough have been providing labor for monitoring of the Upper Sudbury River for a DCR/USGS study.	Continue to coordinate with Sudbury River Watershed Association (formerly SWaMP)

2. Public Involvement and Participation (continued)

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
2.11	Identify and coordinate with potential volunteers, to include "neighborhood watch" groups, Boy and Girl Scout organizations, school groups/clubs, local and regional environmental advocates.	DPW, Storm Water Committee	Groups identified. Contact established, meetings conducted. Activities scheduled, conducted. Number of volunteers participating.	Scout groups participated in the Earth Day 2006 clean up effort. The Town supplied materials to collect the trash and provided food for volunteers. There were 35 groups that participated in the Earth Day cleanup. Groups included the Rotary Club and a Boy Scout troop. The Town coordinated with the Sudbury River Watershed Organization for Riverfest (June 11, 2006). The day included a canoe rides, nature walk, scavenger hunt, and fishing demonstration.	Earth Day and Riverfest will be held again in Year 5. The Town will incorporate storm drain stenciling.
Revised					
2.12	Continue to sponsor, support cleanup projects	DPW, Storm Water Committee	Groups identified. Contact established, meetings conducted. Activities scheduled, conducted. Number of events sponsored/supported, amount of material collected, number of volunteers participating.	The Town sponsors and provides materials for cleanup events. Earth Day which was held on April 22, 2006 (see attached flyer) involved at least 35 groups including the rotary club and a boy scout troop. The Town also supported Household Hazardous Waste (HHW) day (see attached HHW spreadsheet for quantities collected).	Repeat efforts in Year 5.
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
3.1	Complete implementation GIS to include Storm Sewer System	DPW	Mapping completed, consider integration of asset management system	Task completed in Year 2.	Task completed in Year 2.
3.2	Verify outfall locations. Conduct outfall survey. Investigate suspected illicit discharges	DPW	Number of outfalls located. Survey of outfalls completed. Investigations identified, prioritized, conducted. Suspected illicit connections investigated. Source identified and scheduled for removal. Enforcement actions taken or referred to other entity such as police, Health Department, MA DEP or USEPA.	Task completed in Year 2. Town received and reviewed a proposal to verify track illicit discharges including outfall sampling.	The Town plans to pursue possible illicit discharges and sample flowing outfalls in Year 5 through acceptance of the proposal.
Revised					

3. Illicit Discharge Detection and Elimination (continued)

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
3.3	Adopt by-law to effectively prohibit illicit discharges.	DPW, Storm Water Committee	Review of model ordinance to ensure compliance with existing laws and regulations. Draft language and legal review. Conduct informational meetings as necessary. Submit to warrant, schedule for vote at Town Meeting. Article voted, accepted.	Regulations drafted, presented and adopted (4/06) at Town meeting.	Task completed.
3.4	Inform public employees, businesses, and the general public of hazards associated with illegal discharges and improper disposal of waste	DPW, Storm Water Committee, SuAsCo Watershed Community Council	Ensure that educational materials developed include illicit discharge awareness. Materials developed and distributed.	Many of the above mentioned activities inform the pubic about these hazards.	The Town plans to continue efforts to inform the public in Year 5.
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
4.1	Adopt by-law to require erosion and sediment controls.	Town Planner, DPW, Conservation Commission, and Storm Water Committee	Review of model ordinance to ensure compliance with existing laws and regulations. Draft language and legal review. Conduct informational meetings as necessary. Submit to warrant, schedule for vote at Town Meeting. Article voted, accepted.	Regulations drafted, presented and adopted (4/06) at Town meeting. This bylaw is managed through the Conservation Commission. Rules and Regulations continue to be developed and implemented.	Task completed. This task is in the process of being implemented.
Revised					
4.2	Ensure that construction site operators disturbing one acre or more implement erosion and sediment controls	Building Officials, Town Planner, DPW, Storm Water Committee, Conservation Commission	Inspection schedule established. Inspections conducted. Deficiencies noted and corrected.	Now conducted as part of normal site plan review. The Conservation Commission has been assigned as the responsible party.	The Town plans to begin program implementation in Year 5.
Revised					
4.3	Ensure construction site operators disturbing one acre or more control construction wastes, and other wastes that may cause adverse impacts to water quality during construction	Building Officials, Town Planner, DPW, Storm Water Committee	Ensure proposed by-law includes language to control construction wastes. Inspections conducted. Deficiencies noted and corrected.	Now conducted as part of normal site plan review. The Conservation Commission has been identified as the responsible party for implementation of the storm water bylaw.	Responsible parties and implementation will be assigned during the Rules and Regulations development process.
Revised					

4. Construction Site Stormwater Runoff Control (continued)

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
4.4	Develop procedures for site plan review which incorporate consideration of potential water quality impacts	Building Officials, Conservation Commission, Storm Water Committee	Ensure proposed by-law, regulations, or guidance includes language for site plan review process. Consider providing guidance documents or other outreach materials for developers.	The Conservation Commission has been working to establish Rules and Regulations for the Stormwater and Erosion Control Bylaw.	The Conservation Commission will work to implement the review process.
Revised					
4.5	Develop procedures for site inspection and enforcement of control measures	Building Officials, Town Planner, DPW, Storm Water Committee	Inspection schedule established. Inspections conducted. Deficiencies noted and corrected.	Town Planner will oversee.	The Town will work to establish review criteria – Conservation Commission, Town Planner, and Storm Water committee will develop implementation procedures in Year 5.
Revised					

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
4.6	Develop procedures for receipt and consideration of information submitted by the public	Building Officials, Town Planner, DPW, Storm Water Committee	Develop a form for the public to provide information. Designate municipal official responsible for receiving information, identifying responsible official to investigate, and ensure appropriate response (deficiencies noted and corrected). Consider making form available on the Town's website	Informal procedures are in-place. The Town issued 4 permits for sites over one acre that had construction starts in Year 4.	Procedures will be formalized.
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
5.1	Identify structural and non-structural best management practices (BMPs) appropriate for the community	Town Planner, DPW, Storm Water Committee	Incorporate by reference state specific standards (i.e. acceptable practices under Wetlands Protection Act). Identify standard practices which are not acceptable in the community. Consider developing guidance documents or other outreach materials for developers outlining BMP selection as well as general guidance on proper operation and maintenance.	LID by-law has been drafted, presented at Town meeting and adopted (4/06).	Task completed.
Revised					
5.2	Adopt by-law to require post-construction runoff controls	Town Planner, DPW, Conservation commission, and Storm Water Committee	Review of model ordinance to ensure compliance with existing laws and regulations. Draft language and legal review. Conduct informational meetings as necessary. Submit to warrant, schedule for vote at Town Meeting. Article voted, accepted.	Regulations drafted, presented and adopted (4/06) at Town meeting.	Task completed. Rules and Regulations to implement the ordinances are under development.
Revised					

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

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
5.3	Ensure all new development and redevelopment projects that disturb one acre or more require long term operation and maintenance of post-construction runoff controls	Town Planner, DPW, Conservation Commission, Board of Health and, Storm Water Committee	Ensure proposed by-law or regulations, language and enforceable mechanism for long term operation and maintenance of post-construction runoff controls.	Town Planner and Conservation Commission are responsible for implementation of new ordinances. The new bylaws cover new development in the LID ordinance (administered by the Town Planner), the storm water ordinance (administered by the Conservation Commission), and the IDDE ordinance (administered by the Board of Health).	The Town meets on a regular basis to determine implementation of the ordinances, which will be completed in Year 5.
Revised					
5.4	Ensure adequate long term operation and maintenance of BMPs	Building Officials, Town Planner, Conservation Commission, DPW, Storm Water Committee	Ensure the by-law developed in Task 5.2 includes language providing DPW authority to ensure proper operation and maintenance of all BMPs tributary to the storm sewer system. Identify structures tributary to the storm sewer system and determine the need for inspection.	Town Planner and Conservation Commission are responsible to implement the new ordinances for LID and stormwater controls, respectively.	The Town plans to implement the program in Year 5.
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
6.1	Establish formal public street and parking lot sweeping program	DPW, Storm Water Committee	Continue existing program. Consider incorporating routes and schedule as a data layer in GIS. Maintain records of curb-miles swept, approximate volume of material collected. Note areas that accumulate more sediment and consider more frequent sweeping or further investigation of pollutant source.	Roads in the Town are swept at least once a year. In Year 4, street sweeping removed 174 cubic yards of material.	Continue to track both quantities and investigate incorporation with GIS mapping.
Revised					
6.2	Consider including pollution prevention training for equipment operators	DPW, Storm Water Committee	Consider including pollution prevention training for equipment operators. Evaluate the existing level of awareness of equipment operators. Consider enhancing existing training (Health and Safety) with storm water awareness training.	Spill kit has been provided at the maintenance facility. Training in Year 1. The Town reviewed a proposal for training to be provided by a consultant.	The Town plans to conduct a training session.
Revised					

6. Pollution Prevention and Good Housekeeping in Municipal Operations (continued)

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
6.3	Establish formal storm sewer system inspection and maintenance program	DPW, Storm Water Committee	Continue existing program. Consider integrating an asset management program in the Town's GIS. Identify the system and all public structures tributary to the system. Conduct a catch basin sediment accumulation pilot program. Establish a routine inspection and maintenance program. Maintain records of inspections conducted, number of basins cleaned, approximate volume of material collected. Note areas that accumulate more sediment and consider more frequent inspection, cleaning or further investigation.	Tracked number of catch basins cleaned and material removed. In Year 4, 105 basins were cleaned; removing 60 cubic yards of material. The DPW responded to eight complaints concerning the storm drain system. All basins are cleaned at least bi-annually. Basins in high sediment areas are cleaned at least annually.	Develop a formal inspection, maintenance, and tracking program to include regular maintenance and response to citizen complaints.
Revised					
6.4	Identify, as necessary, structural modifications to the system in conjunction with future roadway improvements.	DPW	Evaluate system improvement needs in conjunction with planned roadway improvements.	Repairs or improvements were made to three drainage easements. This included improvement of an outfall from a detention basin and improvements to a drainage swale. There were 17 repairs made in Year 4.	Continue to upgrade drainage structures as necessary with roadway projects.
Revised					

6. Pollution Prevention and Good Housekeeping in Municipal Operations (continued)

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
6.5	Provide spill response training to mechanics and equipment operators	DPW	Develop training program. Identify staff for training. Conduct initial and annual refresher training. Maintain training roster for each session, and include documentation in personnel files.	The Town is reviewing a proposal submitted by a consultant to provide training.	The Town will hire the consultant and conduct the training.
Revised					
6.6	Post spill prevention/emergency action plans prominently in areas where hazardous materials are used and stored.	DPW	Develop posters outlining spill prevention/emergency response plans. Post prominently in the garage	Spill cleanup materials at maintenance facilities.	Develop and post spill response posters in maintenance facility. Develop and post response plans.
Revised					
6.7	Conduct annual inspection of municipal maintenance facilities.	DPW, School Department	Develop Checklist. Conduct inspections. Record and correct deficiencies.	Employees of the DPW inspected the waste oil tanks and waste oil room as well as the gasoline dispenser, tank covers, and stage 2 vapor recovery system on a weekly basis.	Continue with annual inspections of maintenance facilities.
Revised					

6. Pollution Prevention and Good Housekeeping in Municipal Operations (continued)

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
6.8	Publicize and support Household Hazardous Waste (HHW) Collection events	DPW, Health Department	Coordinate with Health Department to publicize and support HHW Collection events. Record the number of attendees, volunteers. Record the types and amounts of material collected.	HHW event supported and collected materials tracked.	Continue with supporting annual clean-up events.
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 (Not Applicable)

7b. WLA Assessment (Not Applicable)

Part IV. Summary of Information Collected and Analyzed

Part V. Program Outputs & Accomplishments (OPTIONAL)

Programmatic

Stormwater management position created/staffed	(y/n)	No
Annual program budget/expenditures	($)	

Education, Involvement, and Training

Estimated number of residents reached by education program(s)	(# or %)	75%
Stormwater management committee established	(y/n)	Yes
Stream teams established or supported	(# or y/n)	Yes
Shoreline clean-up participation or quantity of shoreline miles cleaned (Riverfest)	(y/n or mi.)	Yes – 75 people
Household Hazardous Waste Collection Days		
▪ days sponsored	(#)	1
▪ community participation	(%)	
▪ material collected	(tons or gal)	
School curricula implemented	(y/n)	Yes
SuAsCo exhibit	(# location)	7

Legal/Regulatory

	In Place Prior to Phase II	Under Review	Drafted	Adopted
Regulatory Mechanism Status (indicate with "**X**")				
▪ Illicit Discharge Detection & Elimination	Partial			X
▪ Erosion & Sediment Control	Partial			X
▪ Post-Development Stormwater Management	Partial			X
Accompanying Regulation Status (indicate with "**X**")				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	(#)	188
System-Wide mapping complete	(%)	50
Mapping method(s)		
▪ Paper/Mylar	(%)	N/A
▪ CADD	(%)	N/A
▪ GIS	(%)	100
Outfalls inspected/screened	(# or %)	188 outfalls
Illicit discharges identified (require further investigation)	(#)	10
Illicit connections removed	(#) (est. gpd)	0
% of population on sewer	(%)	0
% of population on septic systems	(%)	100

▪ Septic System inspections	(#)	139 (10 failed and 13 passed conditionally)
▪ New septic systems installed	(#)	81

Construction

Number of construction starts (>1-acre)	(#)	4
Estimated percentage of construction starts adequately regulated for erosion and sediment control	(%)	0
Site inspections completed	(# or %)	0
Tickets/Stop work orders issued	(# or %)	0
Fines collected	(# and $)	0
Complaints/concerns received from public	(#)	0
New subdivision streets with completed inspections	(#)	1
Building permits opened (all construction projects)	(#)	NR

*NR – Not reported as of the submission date

Post-Development Stormwater Management

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	(%)	0
Site inspections completed	(# or %)	0
Estimated volume of stormwater recharged	(gpy)	
New subdivision streets with completed inspections	(#)	

Operations and Maintenance

Average frequency of catch basin cleaning (non-commercial/non-arterial streets)	(times/yr)	1 /2 years
Average frequency of catch basin cleaning (commercial/arterial or other critical streets)	(times/yr)	1/year
Total number of structures cleaned	(#)	105
Storm drain cleaned	(LF or mi.)	
Qty. of screenings/debris removed from storm sewer infrastructure	(cy)	60

Disposal or use of sweepings (landfill, POTW, compost, recycle for sand, beneficial use, etc.)		recycled
Cost of screenings disposal	($)	
DPW responses to complaints (blocked catch basins and swales, street runoff flooding yard, washouts, sink holes, collapsing catch basins)	(#)	15

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	(tons)	220
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.)	(location)	recycled
Cost of sweepings disposal	($)	
Vacuum street sweepers purchased/leased	(#)	1 (brush)
Vacuum street sweepers specified in contracts	(y/n)	n
Material collected at transfer station for proper disposal or recycling (Residents)		
▪ Newspaper	(tons)	390
▪ Yard waste collected at transfer station	(tons)	450
▪ Commingled material for recycling	(tons)	360
▪ White goods and scrap metal	(tons)	29
▪ Cathode ray tubes	(tons)	47
▪ Redeemable cans for charity	(tons)	
Municipal Hazardous Waste to proper disposal		
▪ Part washer fluid	(# of times fluid disposed of & replaced)	Twice per year
▪ Antifreeze	(gallons)	
▪ Waste Oil (burned in permitted waste oil burner of gas powered unit heaters in garage storage bay)	(gallons in '06-'07 heating season)	455

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

▪ Pesticides	(lbs. or %)	
Integrated Pest Management Plan (IPM) in place for Town	(y/n)	Yes

Anti-/De-Icing products and ratios	% NaCl % $CaCl_2$ % $MgCl_2$ % CMA % Kac % KCl % Sand	50% NaCl 50% 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 %)	
Salt pile(s) covered in storage shed(s)	(y/n)	No
Storage shed(s) in design or under construction	(y/n)	In Design
Salt pile covered with impermeable tarp	(y/n)	Yes