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Municipality/Organization: Town of West Newbury, Ma. 01985

EPA NPDES Permit Number: MAR 041231

MassDEP Transmittal Number: W-21004703

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

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

Part I. General Information

Contact Person: Gary Bill Title: Highway Superintendent

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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: Gary J Bill

Printed Name: Gary Bill

Title: Highway Superintendent

Date: February 21, 2008

Part II. Self-Assessment

The town of West Newbury is progressing well in achieving the goals stated in the original Notice of Intent for Phase II of NPDES. The Selectmen have been working on adopting By-Laws but as yet not met these goals.

In addition to the requirements and outline shown in our progress report the Planning Board in conjunction with other boards has approved new Rules and Regulations that contains positive requirements that will help reach our goals. Included are provisions for competent supervision of projects, site cleanup requirements, catch basin details, and sedimentation control details.

These changes reinforce other department's requirements to achieve the goals necessary to be in compliance with NPDES phase II.

Our maintenance efforts continue to be ongoing and new people and organizations are being brought on board to increase or effectiveness.

We have signed on with Merrimac Valley Planning Commission and are using their resources which help us tremendously with reaching our goals of full compliance with the MS4 Stormwater Regulations and our own goals of protecting our natural resources.

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
1A	Public Education seminars	Public Works Dept.	One every year alternating school and Town	We are working on getting approval.	We have now joined Green Scapes through Merrimac Valley Planning.
Revised					
Revised					
!B	Flyers and Pamphlets	Public Works Dept and the Health Dept.	Send them out	Recycling information sheet and disposal sheet have been sent. 1,550 flyers have been sent out last year.	Continue to send out flyers.
Revised					
Revised					
!C	Stormwater information on a web page	Selectmen, Merrimac Valley Planning and the Technology Comm.		Still waiting for the Technology Comm. To include stormwater information, recycling and hazardous items on the page.	Plan to implement this year by placing the information on the Town's website.
Revised					
Revised					

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
2A	Question and Answer sessions	Dept. of public Works	One every year alternating school/Town	To Coincide with the seminar mentioned in 1A	Still in the Planning stage and included Merrimack Valley Planning
Revised					
Revised					
2B	Cleanup and monitoring	Dept. of Public Works and The Open Space Comm.	One/year	Had Earth Day and placed rubbish containers around Town.	Had prisoners doing roadside cleanup along with last year's progress.
Revised					
Revised					
2C	Cleanup and monitoring	West Newbury Boy Scouts	One or two /year	Cleanup projects	The same this year
Revised					
Revised					

2a. Additions

2D					

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
3A	Storm drain map	Dept. of Public Works			
Revised					
Revised					
3B	Adoption of the By-Law	Board of Health		Still working on this and hope to have a draft	Have a draft and hope to implement by 2008
Revised					
Revised					
3C	Catch basin decal	Dept. of Public Works	Put decals on all catch basins	Not done yet	Planned for 2008
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
4A	Construction By-law	Planning Board	Have in place	Still working on this together with 3B	Has been adopted by the Planning Board 2007
Revised					
Revised					
4B	Updated Planning Board Regs.	Planning Board	Regs to reflect upgrading of stormwater structures	Done	
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
5A	Enforcement of By-law	Planning Board	Add Enforcement Regs. to the By-Law	When the By-Laws are done we can add them to the enforcement clauses.	Implemented 2007
Revised					
Revised					
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
6A	Municipal Operation and Maintenance Plan	Dept. of Public Works	Extend to all Municipal facilities	Operation and Maintenance plans for municipal facilities are in place.	Merrimack Valley will do the training.
Revised					
Revised					
6B	Upgrading inadequate drainage systems	Dept. of Public Works	One street /year	Three streets done.	Drainage swales to be cleaned, culvert replacement as needed and inspections to be done identifying problems to fix.
Revised					
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	no	No funds
Annual program budget/expenditures **	($) 0	
Total program expenditures since beginning of permit coverage	($) 0	
Funding mechanism(s) (General Fund, Enterprise, Utility, etc)		

Education, Involvement, and Training

Estimated number of property owners reached by education program(s)	1,650 households	all
Stormwater management committee established	no	
Stream teams established or supported		Yes volunteers
Shoreline clean-up participation or quantity of shoreline miles cleaned **	yes	along the Merrimack River
Shoreline cleaned since beginning of permit coverage	most within town	
Household Hazardous Waste Collection Days		
▪ days sponsored **	1	yearly
▪ community participation **	many	

▪ material collected **	Sizeable amount	no numbers
School curricula implemented	no	

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	X	
▪ Erosion & Sediment Control	X				
▪ Post-Development Stormwater Management	X				
Accompanying Regulation Status (indicate with "**X**")					
▪ Illicit Discharge Detection & Elimination			X	X	
▪ Erosion & Sediment Control					X
▪ Post-Development Stormwater Management					X

Mapping and Illicit Discharges

	(Preferred Units)	Response
Outfall mapping complete	100 (%)	done
Estimated or actual number of outfalls	38	
System-Wide mapping complete (complete storm sewer infrastructure)	100 (%)	done
Mapping method(s)		
▪ Paper/Mylar	(%)	
▪ CADD	100 (%)	yes
▪ GIS	(%)	
Outfalls inspected/screened **	100 (%)	yes
Outfalls inspected/screened (Since beginning of permit coverage)	100 (%)	
Illicit discharges identified **	0	
Illicit discharges identified (Since beginning of permit coverage)	0	none known
Illicit connections removed **	0	

Illicit connections removed (Since beginning of permit coverage)	0	
% of population on sewer	0	no sewer
% of population on septic systems	100%	

Construction

	(Preferred Units)	Response
Number of construction starts (>1-acre) **	no data	
Estimated percentage of construction starts adequately regulated for erosion and sediment control **	100 (%)	
Site inspections completed **	100 (%)	
Tickets/Stop work orders issued **	No data	We do issue stop work orders
Fines collected **	0	
Complaints/concerns received from public **	Small number	All complaints responded to

Post-Development Stormwater Management

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	90 (%)	
Site inspections (for proper BMP installation & operation) completed **	90 (%)	
BMP maintenance required through covenants, escrow, deed restrictions, etc.	yes	
Low-impact development (LID) practices permitted and encouraged	yes	Planning Board

Operations and Maintenance

Average frequency of catch basin cleaning (non-commercial/non-arterial streets) **	1/yr	

Average frequency of catch basin cleaning (commercial/arterial or other critical streets) **	1/yr	additional if needed or required
Qty of structures cleaned **	417	
Qty. of storm drain cleaned **	all	
Qty. of screenings/debris removed from storm sewer infrastructure **	110yds3	
Disposal or use of screenings (landfill, POTW, compost, beneficial use, etc.) **	removed offsite	Added to roadside paving operations

Basin Cleaning Costs		
• Annual budget/expenditure (labor & equipment)**	($)	Figured into the budget
• Hourly or per basin contract rate **	($/hr or $ per basin)	Figured into the budget
• Disposal cost**	0	
Cleaning Equipment		
• Clam shell truck(s) owned/leased	none	subcontracted
• Vacuum truck(s) owned/leased	no	
• Vacuum trucks specified in contracts	no	
• % Structures cleaned with clam shells **	100	
• % Structures cleaned with vactor **	none	

	(Preferred Units)	Response
Average frequency of street sweeping (non-commercial/non-arterial streets) **	1(times/yr)	
Average frequency of street sweeping (commercial/arterial or other critical streets) **	1(times/yr)	
Qty. of sand/debris collected by sweeping **	25 yds	
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.) **	Beneficial use	Added to gravel for road shoulders
Annual Sweeping Costs		
• Annual budget/expenditure (labor & equipment)**	$4,500	
• Hourly or lane mile contract rate **	n/a	
• Disposal cost**	0	
Sweeping Equipment		
• Rotary brush street sweepers owned/leased	no	subcontracted
• Vacuum street sweepers owned/leased	no	
• Vacuum street sweepers specified in contracts	no	
• % Roads swept with rotary brush sweepers **	100 %	
• % Roads swept with vacuum sweepers **	0	

Reduction (since beginning of permit coverage) in application on public land of: ("N/A" = never used; "100%" = elimination)		
▪ Fertilizers	Small amount on ball fields	
▪ Herbicides	0	
▪ Pesticides	0	
Integrated Pest Management (IPM) Practices Implemented	no	

	(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	25 75
Pre-wetting techniques utilized **	no	
Manual control spreaders used **	yes	
Zero-velocity spreaders used **	no	
Estimated net reduction or increase in typical year salt/chemical application rate	none	
Estimated net reduction or increase in typical year sand application rate **	none	
% of salt/chemical pile(s) covered in storage shed(s)	All	yes
Storage shed(s) in design or under construction	n/a	
100% of salt/chemical pile(s) covered in storage shed(s) by May 2008	yes	

Water Supply Protection

Storm water outfalls to public water supplies eliminated or relocated	no	
Installed or planned treatment BMPs for public drinking water supplies and their protection areas	None needed	
• Treatment units induce infiltration within 500-feet of a wellhead protection area	Not needed	