Municipality/Organization: Town of Bellingham

EPA NPDES Permit Number: MAR041091

MaDEP Transmittal Number: W- 040693

Annual Report Number & Reporting Period: No. 5: March 07-March 08

P 4/30/08

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Donald F. DiMartino Title: DPW Director

Telephone #: 508-966-5813 Email: ddimartino@bellinghamma.org

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: Donald F. DiMartino

Title: DPW Director

Date: 4/29/2008

Task 6.01 Continuous Street Sweeping & CB Cleaning. The Catch Basin cleaning has not been at the level we would like to see. The DPW staff has been cut as a hiring freeze has been in effect for three years. Funding has been requested and rejected to outsource Catch Basin cleaning in fiscal year 2009. In previous years mosquito concerns issued by State and local health departments has narrowed the window when basin cleaning can be done. Unfortunately, it is accurate to say that many catch basins in Bellingham have never been cleaned, but in the first five years progress has been made as recordkeeping is now in place with a GIS tracking system that will hopefully allow us to get all basins cleaned over the next several years.

Task 6.04 All Town Facilities Stormwater Review and Master Plan all town facilities were audited reviewed but no master plan has been prepared. Economic limitations affected the progress and it appears the pending Phosphorus TMDL requirements will add significant and detailed requirements to the work needed at all town facilities. Complete on the Master Plan prior to issuance of the TMDL would require a duplication of effort at a time when staff and funding is extremely limited.

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 5 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Next Compliance Cycle
1.01	Youth Summer Water Awareness Program	Donald DiMartino	Run Program in Summer of 2003	No activity required beyond year one, however we continued this program and it has been getting funded annually. In year 5 the program run by DPW Public Ed. Administrator (PEA) in coordination with the Bellingham Arts Center reached about 100 students in grades one through six with parent and senior citizen participation.	We plan to continue similar program every year if funds are available. Annual budget line items have been added so barring major cuts this program should continue.
Revised					
1.02	Distribute Written Information	Donald DiMartino	Distribute Semi-Annually Starting in 2005	Required in third year but completed in first year. Color bill stuffers prepared by the PEA. Text fact sheet stuffers used as well. *(Copies of both bill stuffers are attached.)*	Plan to continue to insert informational flyers as bill stuffers highlighting stormwater and general water resource issues annually.
Revised					
1.03	SmartStorm Roof Runoff Recharge/reuse Info Posting	Donald DiMartino	Post on Cable & Web once CRWA produces info flyer	Posted on Website continuously since July 14, 2004. This has been annually reviewed to insure that links and information are up to date.	Continue the posting and update as non-municipal partners change or improve available information.
Revised					

1a. Additions - <u>NONE</u>

2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 5 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Next Compliance Cycle
2.01	Create Storm Water Management Committee	Donald DiMartino	First Meeting by May 31, 2004	Water Resources Committee (WRC) created by Selectmen first meeting held April 26, 2004, Nine-member committee.	No activity required
Revised					
2.02	Open and Advertise SWMC Meetings	SWMC	Quarterly Televised Meetings 2004 thru 2008	WRC met June 12, 2007, August 6, 2007, November 20, 2007, and March 11, 2008. All meetings televised on local cable channel, with meeting posting. *(Copies of the meeting agendas are attached.)*	Continue Quarterly Meetings of WRC or televised informational sessions. (A quorum has been hard to obtain so may change two meetings to televised information or call in sessions.)
Revised	*Renamed Committee*	*Now called WRC*	*Committee renamed Water Resource Committee (WRC)*		

2a. Additions - NONE

3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 5 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Next Compliance Cycle
3.01	Complete GIS Mapping of 2000 Urbanized Area	Donald DiMartino	Map and Databases Complete by July 1, 2006.	None required in Year 5 > GIS Maps of all basins, manholes, outfalls and known pipes completed by July 1, 2006 goal date.	Update GIS Mapping as new development's drainage systems are constructed and field investigation finds unknown pipes and structures.
Revised					
3.02	Distribute Written Info to Residents on Illicit Discharge	Donald DiMartino	One of the 1.02 Distributions to cover Illicit Discharges in 2005	None required in Year 5 > Delivered full page color flyer to every building in Town as insert in the May 2006 issue of the Bellingham Bulletin. We posted illicit discharge and detection photos on local cable scroll. *(Photos of the TV Screen with scroll posting is attached.)*	Continue to place and rotate pictures on local cable scroll and add to website.
Revised			Drafted newspaper full-page color ad as too complex a topic for youth flyers.		
3.03	Illicit Discharge Bylaw to Town Meeting	SWMC/WRC	October 2006 Fall Town Meeting Bylaw for Acceptance	None required in Year 5 > October 11, 2006 Fall Town Meeting accepted bylaw: Article 8 Bylaw Governing Discharges to the Storm Sewer System, which became effective on October 20, 2007.	NONE
Revised					
3.04	Train DPW Staff to Identify Illicit Discharges	Donald DiMartino	Annual Training Start Spring 2004 w/Summer Help Staff	This year we distributed a memo and three full color pages depicting illicit discharges. Distributed in June after the summer help staff is in place. *(A copy of the memo and color pages is attached.)*	Distribute the similar color handout to all new staff and discuss as agenda item at staff meeting, after summer help is in place.
Revised					

3a. Additions - <u>NONE</u>

4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 5 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Next Compliance Cycle
4.01	Review Existing Bylaws	SWMC/WRC	Review report completed by March 2007	None – Review completed in Year 3, see 4.02 for revisions.	NONE
Revised					
4.02	Suggest Modification to Bylaws & Regulations	SWMC/WRC	October 2007 Fall Town Meeting Bylaw for Acceptance	On October 10, 2007 the Planning Board held a hearing and voted to accept revisions to Regulations and Procedural Rules, to add Erosion and Sedimentation Control requirements. In December 2007, the Planning Board Stormwater Management and Erosion Control Handbook was completed and made available on line and from the Planning Office. The Zoning Bylaw revisions, approved in 2006, reference the Planning Board Procedural Rules and thereby cover site development as well as subdivision of land proposals under the now comprehensive Stormwater Management regulations. *(Copy of Planning Board Stormwater Management and Erosion Control Handbook is attached.)*	Additional changes to bylaws and regulations will be driven by the second compliance period requirements that are yet to be issued. Discussion of the need for Low Impact Development options and utilization of the Mass DEP Wetlands Regulations that define and provide credits for LID development will likely be the basis. Town bylaws and Planning Board Regulations direct **all** to the Mass DEP Stormwater Regulations for new and redevelopment creating 10 parking spaces. This applies to all development regardless of wetland or ConCom jurisdiction.
Revised					
4.03	Procedures for Town's Site Inspectors	SWMC/WRC	Draft procedures completed by March 2008	Simple one page procedure drafted March 2008. (Being a small town with only one inspector the procedure is not highly critical.) *(A copy of the procedure is attached.)*	None

4a. Additions – NONE

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 5 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Next Compliance Cycle
5.01	Review existing bylaws	SWMC/WRC	Review report completed by December 2005	None - Review completed in year 3.	None
Revised					
5.02	Suggest Modification to Bylaws & Regulations	SWMC/WRC	October 2006 Fall Town Meeting Bylaw for Acceptance	None required in Year 5.	Implementation and enforcement of new Rules, Regulations, and bylaws.
Revised					
5.03	Annual Review of Post Construction Runoff Procedures	SWMC/WRC	Forms and Procedures completed by March 2008	Maintenance and condition of publicly owned stormwater basin are reviewed annually with maintenance reports completed by DPW Staff.	Continue annual inspection and cleaning and refine the record keeping and cost tracking associated with maintenance of stormwater basins.
Revised					

5a. Additions - NONE

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 5 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Next Compliance Cycle
6.01	Continuous Street Sweeping & CB Cleaning	DPW	Continuous as Weather and Manpower Allow	Performed continuous Street Sweeping weather permitting. CB Cleaning was done as staffing and weather conditions allow. Disposed of sweepings and catch basin cleanings thru contract with waste management firm involved in Town composting contract.	Continue street sweeping and catch basin cleaning as staff and weather allow. Continue tracking and proper disposal of sweepings and CB cleanings thru annual budget appropriations.
Revised					
6.02	Sweeping & CB Cleaning Records	DPW	Establish Maintenance Records Procedure by March 2008.	Sweeper operator forms use and procedure in place. CB forms have been drafted and use started January 2007.	Crews continue to use and modify the Sweeping and CB cleaning daily record forms. CB forms updated and added into GIS system. GPS to be use to track sweeping work performed in the future.
Revised					
6.03	DPW & Parks Dept. Facilities Maser Plan	DPW – Consultant	Complete Master Plan by July of 2005	Master Plan completed in 2006. Worked on non-structural items. Planned to construct structural stormwater improvements at the DPW, but delayed due in part to economic conditions and in light of major modifications to requirements expected when TMDL for Phosphorus is issued.	Continue to stress procedural changes with staff. Amend plan for all facilities as required in the TMDL to be issued by June 2008.
Revised					
6.04	All Town Facilities Stormwater Review and Master Plan	DPW – Consultant	Complete Master Plan by July of 2007	Audit of all facilities complete. Master Plan preparation delayed in light of major modifications to requirements expected when TMDL for Phosphorus is issued.	Prepare plan for all facilities as required in the TMDL to be issued by June 2008.
Revised			Completion delayed until December 2007		
6.05	Construct Recharge & Treatment at Plymouth Road	DPW – Contractor	Complete Construction by November of 2004	None all work completed in 2006	None
Revised					

6a. Additions -NONE

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

- **No TMDL's established.**
- The Massachusetts Year 2006 Integrated List of Waters (April 2006 Report Date) does not list any Town of Bellingham's waters as having established TMDLs, with several listed as "Requiring TMDLs for various pollutants". We understand that TMDL's for Bellingham will be issued for **Phosphorus** within the next few months and **Bacteria** within the next year.

Part IV. Summary of Information Collected and Analyzed -

- **Street sweeping forms for volume and weight generated by 2007 sweeping.**
- **Catch Basin volume and weight generated by 3/31/2006 to 3/3/2007 cleaning, stockpile measurement, worksheets.**
- **Town managed annual detention basin maintenance work records.**

Part V. Program Outputs & Accomplishments (OPTIONAL) – Programmatic

Stormwater management position created/staffed	(y/n)	N
Annual program budget/expenditures	($)	21,000
• *SW Ed (422-53500) $6K – Disposal of Sweepings and CB Cleanings $8K – SW Basin Mntn $7K*		

Education, Involvement, and Training

Estimated number of residents reached by education program(s)	(# or %)	100%
Stormwater management committee established	(y/n)	Y
Stream teams established or supported	(# or y/n)	N
Shoreline clean-up participation or quantity of shoreline miles cleaned	(y/n or mi.)	N
Household Hazardous Waste Collection Days		
▪ days sponsored	(#)	1 Annually
▪ community participation	(%)	25%

▪ material collected	(tons or gal)	Unknown
School curricula implemented	(y/n)	Y

Legal/Regulatory

	In Place Prior to Phase II	Under Review	Drafted	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

Outfall mapping complete	(%)	100%
Estimated or actual number of outfalls	(#)	240
System-Wide mapping complete	(%)	100%
Mapping method(s)		
▪ Paper/Mylar	(%)	
▪ CADD	(%)	
▪ GIS	(%)	100%
Outfalls inspected/screened	(# or %)	10%
Illicit discharges identified	(#)	0
Illicit connections removed	(#) (est. gpd)	0
% of population on sewer	(%)	25%
% of population on septic systems	(%)	75%

Construction

Number of construction starts (>1-acre)	(#)	1
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	(%)	90%
Site inspections completed	(# or %)	100%
Estimated volume of stormwater recharged	(gpy)	Unknown

Operations and Maintenance

Average frequency of catch basin cleaning (non-commercial/non-arterial streets)	(times/yr)	Less than One
Average frequency of catch basin cleaning (commercial/arterial or other critical streets)	(times/yr)	Less than One
Total number of structures cleaned (3/31/2007-3/31/2008)	(#)	78
Storm drain cleaned	(LF or mi.)	500 LF
Qty. of screenings/debris removed from storm sewer infrastructure	(lbs. or tons)	92 Tons
Disposal or use of cleanings (landfill, POTW, compost, recycle for sand, beneficial use, etc.)		Landfill
Cost of screenings disposal	($)	3,700

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	(lbs. or tons)	412 Tons
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.)	(location)	Compost
Cost of sweepings disposal	($)	4,500
Vacuum street sweepers purchased/leased	(#)	0
Vacuum street sweepers specified in contracts	(y/n)	N

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

Anti-/De-Icing products and ratios	% NaCl % $CaCl_2$ % $MgCl_2$ % CMA % Kac % KCl % Sand	90% 10%
Pre-wetting techniques utilized	(y/n)	Y
Manual control spreaders used	(y/n)	N
Automatic or Zero-velocity spreaders used	(y/n)	N
Estimated net reduction in typical year salt application	(lbs. or %)	0
Salt pile(s) covered in storage shed(s)	(y/n)	Y
Storage shed(s) in design or under construction	(y/n)	Y