P 5/15/08

Municipality/Organization:	Massachusetts Department of Correction Boston PreRelease Center
EPA NPDES Permit Number:	MAR 042014
MassDEP Transmittal Number:	**W-041198**
Annual Report Number & Reporting Period:	**April 1, 2007 – March 31, 2008**

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

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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: Jeffrey J. Quick

Printed Name: Jeffrey J. Quick, A.I.A.

Title: Director, Division of Resource Management

Date: 5/09/2008

Part II. Self-Assessment

The Department of Correction (DOC) received correspondence from the Environmental Protection Agency (EPA) on May 28, 2004 determining the Notice of Intent (NOI) submission was administratively complete. From the time the NOI's were prepared and before they were submitted the DOC began a prioritization list of areas for investigation including but not limited to:

- **Entry Points into the storm drainage system(s) maintained by the DOC.**
- **Documentation of discharges points on and off the DOC property.**
- **There are no connections to City of Boston drains**
- **Illicit connections identification (None were found).**
- **Investigation of infrastructure and identification of problem drainage areas.**

For this location no repairs are necessary as the facility is new as of 2002. Cleaning of parking lot and street curbs completed as well as picking up trash by inmates.

The DOC has held numerous training sessions with the DOC executive board, the Directors of Engineering and Environmental Health and Safety Staff. At this point training is considered ongoing. Training included an introduction to new staff and the operation of the facility as it relates to the Phase II program, the importance of the program and goals that were set for the first 5 years of the permit program.

Many of the four year milestones and goals have been met - others are still in progress. Progress is affected by funding. This is a new facility and as such only maintenance is necessary.

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 – Permit Year 6
1 Revised No	Publicize/Present SW Program to staff	Div. of Res. Management	Publicize and Present Program to	Conduct facility specific training with maintenance staff and other stakeholders in this program.	Continue with additional formal training as funding has been identified.
2 Revised No	Distribute Printed Materials	Div. of Res. Management	Create and Post Material	Provide written updates and progress reports to management staff. Monthly and	Provide written updates and progress reports to management staff
3 Revised Yes/New	Intranet Posting Preparation of Newsletter	Div. of Res. Management	Post Materials	Completed separate Intranet page. . In addition, a newsletter that highlighted the Stormwater Phase II program was completed and distributed.	Intranet page within the DOC was completed. Periodic updates are needed.
4 Revised No	Stenciling	Div. of Res. Management	Complete stenciling	Limited stenciling due to security concerns.	Upkeep 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 5 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 6
5	Form Stormwater Committee	Div. of Res. Management	Form Committee	Formed Stormwater Committee that is part of the DOC's State Sustainability Council. Meet Twice.	Goal for committee to meet three per year.
Revised No					
6	Staff input	Div. of Res. Management	Solicit Input and Implement Ideas	Input received where investigation is needed or repairs are necessary. Corrective action based available funds. New facility only minor maintenance required.	Work to be completed as funding is available
Revised No					
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 5 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 6
7	Map Drain System	Div. of Res. Management	Complete Mapping	Mapping completed.	Annual inspections and update as needed.
Revised					
8	Dry/Wet Weather Surveys	Div. of Res. Management	Document and Prioritize	Wet weather survey did not identify piping problem. Storm drains do not require repairs.	New facility no repairs anticipated
Revised					
9	Correct Problems	Div. of Res. Management	Make Repairs and Document	No areas identified area that need repair.	Clean catch basins and inspect.
Revised					
10	Policy for Enforcement	Div. of Res. Management	Prepare Policy	Stormwater Committee to be charged with preparation of policy. Policy in place that ties in sustainable practices with this BMP.	Update policy as needed. Review for improvements.
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 5 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 6
11	Construction Management	Div. of Res. Management	As Necessary	**No Activity**	**None Planned**
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 5 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 6
12	Post'Construction Activities	Div. of Res. Management	As Required	**No Activity**	**None Planned**
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 5 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 6
13	Develop O&M Plan	Div. of Res. Management		Worked on plan that has catch basins cleaned every 12 to 18 months. Swept parking lot and curb areas.	Continue with evaluation of program
Revised					
14	Execute O&M Plan	Div. of Res. Management		Limited funding did not allow all work to be completed, although some major maintenance and improvements made.	Review and Execute O&M Plan
Revised					
15	Long Term Planning	Div. of Res. Management		Evaluated what is needed to implement O&M plan.	Modify as necessary
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 5 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 6
	NA			Not Applicable	Not Applicable
Revised					
Revised					
Revised					
Revised					
Revised					
Revised					

7a. Additions

7b. WLA Assessment

Part IV. Summary of Information Collected and Analyzed

The Boston Pre-Release Center is a new facility so the location of the drain lines and outfall are well documented. The primary drainage system discharges into a detention basin on the property maintained by the DOC. The coming year will require new efforts for catch basin cleaning and other drain inspections/maintenance.

The DOC currently has a recycling program that collects and segregates our wastes for recycling and waste diversion.

Currently inmate labor is used to pick up litter and other road side debris several times per year.

No illicit connections were found.

Part V. Program Outputs & Accomplishments (OPTIONAL)

Programmatic

Stormwater management position created/staffed	YES	Staff by DRM
Annual program budget/expenditures	($0)	

Education, Involvement, and Training

Estimated number of residents reached by education program(s)	80%	DOC Staff
Stormwater management committee established	Yes	
Stream teams established or supported	No	
Shoreline clean-up participation or quantity of shoreline miles cleaned	NA	
Household Hazardous Waste Collection Days	NA	
▪ days sponsored	NA	
▪ community participation	NA	
▪ material collected	NA	
School curricula implemented	NA	
Recycling	450 tons	

Legal/Regulatory

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

Mapping and Illicit Discharges

Outfall mapping complete	100%	
Estimated or actual number of outfalls	(One (1)	
System-Wide mapping complete	(100%)	
Mapping method(s)		
▪ Paper/Mylar	100 %	
▪ CADD	0%	
▪ GIS	0 %	
Outfalls inspected/screened	1000 %	
Illicit discharges identified	Zero (0)	
Illicit connections removed	NA	
% of population on sewer	(100 %)	
% of population on septic systems	(0%)	

Construction

Number of construction starts (>1-acre)	None	
Estimated percentage of construction starts adequately regulated for erosion and sediment control	NA	
Site inspections completed	NA	
Tickets/Stop work orders issued	NA	
Fines collected	NA	
Complaints/concerns received from public	None	

Post-Development Stormwater Management

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	NA – 0%	
Site inspections completed	NA	
Estimated volume of stormwater recharged	NA	

Operations and Maintenance

Average frequency of catch basin cleaning (non-commercial/non-arterial streets)	1 time / year	In permit yr. 4
Average frequency of catch basin cleaning (commercial/arterial or other critical streets)	NA	Not needed
Total number of structures cleaned	0	0
Storm drain cleaned	2	3-5
Qty. of screenings/debris removed from storm sewer infrastructure	200 lbs	TBD
Disposal or use of sweepings (landfill, POTW, compost, recycle for sand, beneficial use, etc.)	Ben.Use	TBD
Cost of screenings disposal	($)	

Average frequency of street sweeping (non-commercial/non-arterial streets)	1/yr	1/yr
Average frequency of street sweeping (commercial/arterial or other critical streets)	0/yr contract	
Qty. of sand/debris collected by sweeping	(lbs. or tons)	
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.)	Ben.Use	
Cost of sweepings disposal	($)	
Vacuum street sweepers purchased/leased	Contracted Services	
Vacuum street sweepers specified in contracts	NO	

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

Anti-/De-Icing products and ratios	10% NaCl 0% $CaCl_2$ 0% $MgCl_2$ 0% CMA 0% Kac 0% KCl 90% Sand	
Pre-wetting techniques utilized	-	
Manual control spreaders used	-	
Automatic or Zero-velocity spreaders used	-	
Estimated net reduction in typical year salt application	TBD	
Salt pile(s) covered in storage shed(s)	No	No storage
Storage shed(s) in design or under construction	NA	