P
4/30/08

Municipality/Organization: Canton, MA/Department of Public Works

EPA NPDES Permit Number: **MA 04~~T0311~~** 1031

MassDEP Transmittal Number: **W-03622**

Annual Report Number & Reporting Period: **April 1, 2007 – March 31, 2008**

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

Part I. General Information

Contact Person: **Michael Trotta** Title: **Superintendent**

Telephone #: **1-781-821-5023** Email: **mtrotta@town.canton.ma.us**

Mailing Address: **801 Washington Street Canton, MA 02021**

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: William Friel

Printed Name: **William Friel**

Title: **Town Administrator**

Date: 4/17/08

Part II. Self-Assessment

The Town of Canton has completed its annual report as summarized below:

1. Public Education and Outreach
    - Mailed landscaping and outdoor watering brochure as part of Spring water bills
    - Held Spring and Fall meeting of Storm Water Committee (SWC)
    - Met with Local CATV to develop program guidelines

2. Public Involvement and Participation
    - ConComm presented Stormwater By-Law at Annual Town Meeting April 2007
    - Held Public Meeting with Board of Selectmen to review Comprehensive Water Resource Management Plan

3. Illicit Discharge Detection and Elimination
    - Continue drain connection permitting and review
    - Make Site Inspections for By-Law compliance
    - Began field survey for Flow Monitoring Sites

4. Construction Site Storm water Run-off
    - Continue plan review, permitting, and site inspection activities

5. Post-Construction Stormwater Management
    - Began drafting O & M manual for Bolivar Street Dam Outfall

6. Good Housekeeping in Municipal Operations
    - Continued catch basin and street sweeping programs

7. BMPs for Meeting TMDL
    - Continued on-site inspection of current projects to ensure proper run-off and discharge
    - SWC through DPW hired Consultant to begin Flow monitoring program

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	Design-Distribute Brochures	DPW	Spring	Water Conservation mailed Spring 08 water bill	Continue Program
Revised					
1-2	Air Stormwater Info on CATV	DPW	Spring & Fall	Town Engineer met with local cable to develop information outline	Produce Broadcast Fall 08/Spring 09
Revised					
1-3	Storm Water Committee (SWC)	ConComm	On going	ConComm , DPW, Eng. met Fall 07, Spring 08	Assess Program Discuss and Recommend changes
Revised					
1-4	Label Storm Drains	Con Com SWC	Summer 08	No Action	Discuss need as part of SWC assessment
Revised					
1-5	High School Education	Con Com SWC	Winter 08 Spring 09	No Action	Discuss need as part of SWC assessment
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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
2-1	Storm Water Committee	SWC	On going	Present Stormwater By-Law at ATM 07-April 07	Assess Program and By-Law Impact
Revised					
2-2	Label Storm Drains	SWC	Summer 08	No Action	Discuss need as part of program review
Revised					
2-3	Technical Comm	DPW	On going	Worked with Stantec Eng and Con Comm on Ph II CWRMP	Complete Phase III CWRMP Submit to MA DEP
Revised					
2-4	Review General Permit	TC/SWC	On going	Presented Stormwater By-Law at ATM 07 April 07	Review Syr permit renewal requirements
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
3-1	Drain Map	DPW	Complete Winter 07	Met with Stantec Eng and Town GIS to review map	Town Engineer to coordinate Field Survey
Revised			Complete Winter 09		
3-2	Article XVI Town of Canton By-Law	BOS	Complete		
Revised					
3-3	Enforce By-Law	Con Comm DPW	On going	Reviewing Drainage and Grading Plans Review Subdivision	Continue Reviews and site inspections
Revised					
3-4	Train DPW Staff	TC/SWC DPW	On going	Engineering Staff working with DPW Supervisors on outfall identification	Continue to assist DPW
Revised					
3-5	Dry Weather Outfall Inspection	TC/SWC DPW	Late Summer, Fall 2007	Met with Stantec Eng as part of PH III CWRMP to identify testing sites	Begin field inspection and survey
Revised			Late Summer, Fall 2008		
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	Draft Erosion Sediment By-Law		Completed		
Revised					
4-2	Procedures for Erosion/Sediment By Law	Con Comm	Article XX By Law	On Going Review	On Going Review
Revised					
4-3	Procedure for Site Waste	Con Comm	Article XX By Law	On Going Review	On Going Review
Revised					
4-4	Procedure for Site Plan Review	Con Comm DPW	Article XX By Law	On Going Review	On Going Review
Revised					
4-5	Procedure for Enforcement	Con Comm	Article XX By law	On Going Enforcement	On Going Enforcement
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
5-1	Storm water Management Policy	DPW	On Going	Permitted drain connections. Did Site Plan Reviews and Inspections	Continue permitting, plan reviews, site inspections
Revised					
5-2	Review Storm water BMP	DPW	Summer, Fall 2007	Worked with ConComm on presenting Storm water Management By Law at ATM 07	Review Stormwater By-Law with SWC, BOS, DPW
Revised			Fall, Winter 2008		
5-3	Review Long Term O & M	DPW	On Going	Began Draft of O & M Manual for Bolivar Street Dam	Complete O & M for Bolivar Street Dam Review O & M for Forge Pond Dam
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
6-1	Catch Basin Cleaning Program	DPW	Clean 1100 /year	Cleaned 910 Basins 2007 Season	Continue Program
Revised					
6-2	Street Sweeping	DPW	Complete Spring & Fall Sweep	Completed 2 Full Sweeps Swept low areas after rain Swept CBD Twice monthly	Continue Program
Revised					
6-3	Hazardous Waste Materials	DPW	Yearly Collection	Held Household Hazardous Waste Day May 12, 2007	Household Hazardous Waste Day May 17, 2008
Revised					
6-4	CB Cleanings	DPW	Yearly	Recycle sweepings and CB cleanings with compost and gravel fill	Continue Program
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
7-1	Identify & Categorize Outfall	DPW	Complete survey Fall of 2006	SWC met with Stantec Eng and DPW to develop needs proposal and schedule	Survey outfalls to complete mapping
Revised			Complete survey Winter 2008		
7-2	Test Outfalls	DPW	Begin Testing 2007	Engineering attended EPA/DEP Testing programs SWC met to define program	Work with SWC to begin program Town Eng to develop schedule
Revised			Begin Testing 2008		
7-3	Identify Illicit Drainage Source	DPW, ConComm	As needed	ConComm investigated one complaint	Based on need and testing work with Con Comm and Building Inspector
Revised					
7-4	Eliminate Pollutant Discharge	DPW ConComm	Enforce as needed	ConComm investigated one complaint	Enforce By Law as needed through plan review, site inspection, and written notice
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
Storm water management position created/staffed	(y/n)	N
Annual program budget/expenditures **	($)	51,000
Total program expenditures since beginning of permit coverage	($)	
Funding mechanism(s) (General Fund, Enterprise, Utility, etc)		General Fund

Education, Involvement, and Training

Estimated number of property owners reached by education program(s)	(# or %)	5800
Storm water management committee established	(y/n)	
Stream teams established or supported	(# or y/n)	
Shoreline clean-up participation or quantity of shoreline miles cleaned **	(y/n or mi.)	
Shoreline cleaned since beginning of permit coverage	(mi.)	
Household Hazardous Waste Collection Days		
▪ days sponsored **	(#)	1- May 12, 2007
▪ community participation **	(# or %)	
▪ material collected **	(tons or gal)	
School curricula implemented	(y/n)	

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

Mapping and Illicit Discharges

	(Preferred Units)	Response
Outfall mapping complete	(%)	77
Estimated or actual number of outfalls	(#)	232/300
System-Wide mapping complete (complete storm sewer infrastructure)	(%)	90
Mapping method(s)		
▪ Paper/Mylar	(%)	45
▪ CADD	(%)	
▪ GIS	(%)	100
Outfalls inspected/screened **	(# or %)	
Outfalls inspected/screened (Since beginning of permit coverage)	(# or %)	
Illicit discharges identified **	(#)	
Illicit discharges identified (Since beginning of permit coverage)	(#)	
Illicit connections removed **	(#); and (est. gpd)	
Illicit connections removed (Since beginning of permit coverage)	(#); and (est. gpd)	
% of population on sewer	(%)	72
% of population on septic systems	(%)	23

Construction

	(Preferred Units)	Response
Number of construction starts (>1-acre) **	(#)	2
Estimated percentage of construction starts adequately regulated for erosion and sediment control **	(%)	100
Site inspections completed **	(# or %)	40
Tickets/Stop work orders issued **	(# or %)	
Fines collected **	(# and $)	
Complaints/concerns received from public **	(#)	1

Post-Development Stormwater Management

Estimated percentage of development/redevelopment projects adequately regulated for post-construction storm water control	(%)	
Site inspections (for proper BMP installation & operation) completed **	(# or %)	
BMP maintenance required through covenants, escrow, deed restrictions, etc.	(y/n)	
Low-impact development (LID) practices permitted and encouraged	(y/n)	

Operations and Maintenance

Average frequency of catch basin cleaning (non-commercial/non-arterial streets) **	(times/yr)	
Average frequency of catch basin cleaning (commercial/arterial or other critical streets) **	(times/yr)	
Qty of structures cleaned **	(#)	910
Qty. of storm drain cleaned **	(%, LF or mi.)	
Qty. of screenings/debris removed from storm sewer infrastructure **	(lbs. or tons)	1250 tons
Disposal or use of screenings (landfill, POTW, compost, beneficial use, etc.) **	(location)	Compost/Use

Basin Cleaning Costs		
• Annual budget/expenditure (labor & equipment)**	($)	30,000
• Hourly or per basin contract rate **	($/hr or $ per basin)	
• Disposal cost**	($)	
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)	3
Average frequency of street sweeping (commercial/arterial or other critical streets) **	(times/yr)	16
Qty. of sand/debris collected by sweeping **	(lbs. or tons)	
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.) **	(location)	Compost/use
Annual Sweeping Costs		
• Annual budget/expenditure (labor & equipment)**	($)	28,000
• Hourly or lane mile contract rate **	($/hr. or ln mi.)	
• Disposal cost**	($)	
Sweeping Equipment		
• Rotary brush street sweepers owned/leased	(#)	1 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 %)	
▪ Herbicides	(lbs. or %)	
▪ Pesticides	(lbs. or %)	
Integrated Pest Management (IPM) Practices Implemented	(y/n)	

	(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	75 25
Pre-wetting techniques utilized **	(y/n or %)	N
Manual control spreaders used **	(y/n or %)	Y
Zero-velocity spreaders used **	(y/n or %)	N
Estimated net reduction or increase in typical year salt/chemical application rate	(±lbs/ln mi. or %)	
Estimated net reduction or increase in typical year sand application rate **	(±lbs/ln mi. or %)	
% of salt/chemical pile(s) covered in storage shed(s)	(%)	
Storage shed(s) in design or under construction	(y/n or #)	
100% of salt/chemical pile(s) covered in storage shed(s) by May 2008	(y/n)	Y

Water Supply Protection

Storm water outfalls to public water supplies eliminated or relocated	# or y/n	
Installed or planned treatment BMPs for public drinking water supplies and their protection areas	# or y/n	
• Treatment units induce infiltration within 500-feet of a wellhead protection area	# or y/n	