Haverhill

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United States Environmental Protection Agency
1 Congress Street, Suite 1100 (CIP)
Boston, MA 02114-2023

Massachusetts Department of Environmental Protection
One Winter Street -5 th Floor
Boston, MA 02108

Subject: Haverhill, Massachusetts Permit Number: MAR 041197
Annual Stormwater Report No. 5

Dear EPA & DEP:

In accordance with the City of Haverhill's NPDES Stormwater Permit, we are providing this annual report for activities from March 2007 to March 2008.

Self-Assessment

The City of Haverhill is still experiencing significant revenue shortfalls that have resulted in many Department budget cuts. In addition, many Senior Management and Department Directors have retired and their positions still are not filled. Currently, there are far fewer individuals available to carry out the necessary workload. Nevertheless, the Stormwater Program is progressing.

The following is a brief summary of Stormwater activities undertaken during the fourth permit year:

- First illicit sewer connections were found during a routine drain repair, (September 2006); discovered 10 homes connected into the drain system. The City installed approximately 250 linear feet of gravity sewer and connected these homes to the City's sewer system. Actual completion was October 15, 2007 at a total cost of $57,458.91.

- Established a Stormwater hotline telephone number 978-374-2334, which is part of the Conservation Office.

- Established a Stormwater Committee, which meets monthly. Current members include Mike Stankovich, DPW Director; Robert Ward, Deputy DPW Director Water/Wastewater; John Pettis, City Engineer; Margaret Toomey, City Clerk; William Pillsbury, Planning; Robert Moore,

Conservation; Les Godin, Board of Health; Bonnie Dufresne, Board of Health ; John D'Aoust, Water treatment Facility Manager; Mary D'Aoust, Chemist; Fred Haffty, Wastewater Facility Manager; and Paul Jessel, Collection System Supervisor, Wastewater

The Stormwater Committee began meeting in September 2007 has made the following accomplishments:

- Pet Waste brochure is completed and is given out by the City Clerk. The website link is: http://www.ci.haverhill.ma.us/departments/stormwater/pamplets/petwastefinal.pdf

- General knowledge brochure is completed. The Committee is evaluating prices and distribution alternatives. The website link is: http://www.ci.haverhill.ma.us/departments/stormwater/pamplets/general-finallegal.pdf

- Developed a draft Illicit Discharge and Detection manual, which is included as an access database.

- Haverhill Highway Department continued the street sweeping program. The City currently has 1,400 streets, with 212 centerline miles of streets. Due to budget limitations, the City swept 268 miles.

- Highway Department collected waste oil on the last Saturday of the month from 9:00 AM -1:00 PM from September to June.

- The Conservation Commission enforces the 1997 Massachusetts Stormwater Management Policy and the new Stormwater Management Regulations for projects that are within its jurisdiction. Additionally, for projects that will disturb an acre or more, the Commission requires proof of EPA authorization under NPDES and copies of the Stormwater Construction General Permit Notice of Intent. The Commission also requires a Stormwater Pollution Prevention Plan to be submitted before commencement of work.

- A "Stormwater Management and Erosion Control" ordinance has been drafted and is currently under review by the Committee. Regulations to implement and support this ordinance are currently being drafted. The purpose of this ordinance is to protect, maintain, and enhance the public health, safety, environment and general welfare by establishing minimum requirements and procedures to control the adverse effects of increased post-development stormwater runoff and nonpoint source pollution associated with new development, redevelopment, and other land disturbance activities. The ordinance supports Environmentally Sensitive Site Design (ESSD) planning and proper management of post-development stormwater runoff to minimize damage to public and private property and infrastructure, safeguard the public health, safety, environment and general welfare of the public, protect water and aquatic resources, and promote groundwater recharge to protect surface and groundwater drinking supplies.

- We continue to have a Household Hazardous Waste collection day twice per year. In calendar year 2007, we had 171 cars arrive in three hours. We collected 20,850 pounds of

hazardous waste (2,500 gallons). Household Hazardous Waste collection days for 2008 are scheduled for May and October.

- Preliminary discussions are ongoing in the City to develop a Stormwater utility. Possible budgets and operational costs are being studied through implementation of a storm water by-law. The Stormwater Committee shall develop and make recommendation for the Storm Water Utility.

- BMP # 1-5 Install and Maintain Signage the Stormwater Committee in its December meeting discuss the recreation uses and the need for signage. The only swimming area is Lake Saltonstall. GIS Stormwater layer review revealed no storm water out fall directly connected to Lake Saltonstall. Therefore, the Committee decided that the Combine Sewer Overflow, CSO signage along the Merrimack River shall serve as accomplishing BMP # 1-5. However, should the Committee locate an outfall location by field investigation, than the appropriate signage shall be placed and a report sent to EPA and DEP.

Until recently, the City's stormwater system plans were fragmented in many different plans. No real coordination of the Stormwater was conducted until the City contracted with CDM to create a Geographic Information System (GIS) storm water layer. The Stormwater Layer was completed and delivered to the City in June 2007. The principal components of the Stormwater Layer are as follows:

- The City has documented 4,316 catch basins.

- 604 Stormwater outfalls, which have been identified and renamed according to the City of Haverhill Illicit Discharge Detection and Elimination (IDDE) manual.

- 1,837 Stormwater manholes

The attached tables are the Best Management Practices (BMP's) listed in City of Haverhill's Notice of Intent, (NOI) and the City's progress in the fifth permit year. The City of Haverhill is committed to the Stormwater program and will make every effort possible to achieve the BMP's listed in the City's NOI.

Should you have any question or comments please call my office at 978-374-2382 or email me pjessel@haverhillwater.com.

Sincerely

Paul J. Jessel
Collection System Supervisor

cc: James J. Fiorentini, Mayor City of Haverhill
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William Pillsbury, Planning, Economic, and Board of Health Director
Robert E. Moore, Jr., Environmental Health Technician
Margaret Toomey, City Clerk
John D'Aoust, Water Treatment Plant Manager
Mary D'Aoust Water Treatment Chemist
Bonnie Dufresne, Board of Health
Les Godin, Health Inspector
Highway Department

1. Public Education and Outreach

BMP ID.	BMP	Responsible Dept. / Person	Measurable Goal	Progress on Goal(s) – Permit Year 5	Planned Activities – Permit Year 6
#1-1	Designate Stormwater Coordinator	Mayor	Official Designation of Stormwater coordinator	**Completed** Committee is established	Official designations of a Stormwater coordinator establish a reoccurring meeting date and time.
#1-2	Add Stormwater Information to City Website	Stormwater Coordinator	Incorporation of Stormwater Page	**Completed** Stormwater web page	Place Stormwater information onto the City's web page. The City's Stormwater Web page is http://www.ci.haverhill.ma.us/departments/stormwater/index.htm Added request for catch basin cleaning and street sweeping onto the City's Web Site. http://www.ci.haverhill.ma.us/departments/water/catch_basin.htm
#1-3	Coordinate Outreach with Initiatives of Local Watershed Organizations	Stormwater Coordinator	Identification of groups annual contact	**Completed**	Initiate discussions with Haverhill's Lake Alliance, Merrimack Valley Planning Commission
#1-4	Develop and Distribute Informational Brochures	Stormwater Coordinator	Development and dissemination of 2 brochures.	**Completed**	Complete brochures.
#1-5	Install and Maintain Signage	Stormwater Coordinator	New Signs at 5 locations. Develop List of future signs	**Completed**	Committee decided only CSO signs are required.
#1-6	Distribute Pet Waste Brochure with Dog Licenses	City Clerk	Brochure to all dog licensees	**Completed**	The City Clerk is now distributing pet waste brochure.

Summary of Minimum Control Measures (Continue)

2. Public Involvement and Participation

BMP ID.	BMP	Responsible Dept./Person	Measurable Goal	Progress on Goal(s) – Permit Year 5	Planned Activities – Permit Year 6
#2-1	Comply with State Public Notice Guidelines	City Clerk & Department Heads	Comply with State guidelines	**Completed**	Continue Compliance
#2-2	Annual Household Hazardous Waste Day	IPP Coordinator	Annual collection day held	**Completed**	Continue bi-annual household Hazardous Waste Day scheduled for **May 2008 and October 2008**
#2-3	Motor Oil Collection Days	Highway Dept.	Collection days held	**Completed**	Last Saturday of the month 9:00 AM to 1:00 PM Sept. to June
#2-4	Establish a Stormwater Hotline	Stormwater Coordinator	Establishment of hotline	**Completed**	Establish email for general public, which is stormwater@cityofhaverhill.com. Established and maintain hotline **978-374-2334**
#2-5	Establish a Stormwater Committee	Mayor	Establishment of Committee	**Completed**	Designate and formally establish Stormwater Committee and schedule regular meetings
#2-6	Stencil Catch basins	Stormwater Coordinator	Contact Groups stencil 50 CBs per year	**Completed**	Wastewater Division after cleaning catch basins will stencil each catch basin.

Summary of Minimum Control Measures (Continue)

3. Illicit Discharge Detection and Elimination

BMP ID.	BMP	Responsible Dept. /Person	Measurable Goal	Progress on Goal(s) – Permit Year 5	Planned Activities – Permit Year 6
#3-1	Map Outfalls and Receiving Waters	City Engineer & Stormwater Coordinator	Completed map	**Completed June 2007**	Begin to identify Stormwater out falls.
#3-2	Review and Revise, if necessary. Stormwater Bylaw	Stormwater Coordinator	Completed review, modifications if needed	Drafted "Stormwater Management and Erosion Control" ordinance with supporting Regulations	Finalize ordinance and pursue City Council adoption. Finalize regulations for promulgation by "Stormwater Management Authority". Update supporting municipal rules and regulations (e.g. subdivision regulations)
#3-3	Continue Dry-Weather Screening of Outfalls	Stormwater Coordinator	Complete first round of screening		Continue sampling along tributaries to Merrimack River
#3-4	Develop Program for Detection and Elimination of Illicit Connections	Stormwater Coordinator, Board of Health, Wastewater	Develop procedures for removal	**Completed**	Finalize IDDE manual March 2008 see the complete manual.

Summary of Minimum Control Measures (Continue)

4. Construction Site Stormwater Runoff Control

BMP ID.	BMP	Responsible Dept. /Person	Measurable Goal	Progress on Goal(s) – Permit Year 5	Planned Activities – Permit Year 6
#4-1	Review Existing Ordinance Requiring Stormwater Plan for Sites Greater than 1 Acre. Make Changes as Necessary.	Stormwater Coordinator Conservation Commission, City Eng., Planning Dept., Water & Wastewater	Completed review, modifications if needed	Included within drafted ordinance - See BMP ID#3-2	See BMP ID#3-2
#4-2	Develop Procedure for Receipt and Consideration of Public Comment	Stormwater Coordinator Conservation Commission, City Eng., Planning Dept., Water & Wastewater	Completed review, modifications if needed	**Completed** – Included within drafted ordinance - See BMP ID#3-2	See BMP ID#3-2 Established email hot line, which is stormwater@cityofhaverhill.com phone hotline 978-374-2334
#4-3	Site Inspections of Stormwater Control and Material Management	Stormwater Coordinator Conservation Commission, City Eng., Planning Dept., Water & Wastewater	Regular inspections	Site Inspections are currently being conducted. Included within drafted ordinance – see BMP ID#3-2	Continue ongoing inspections of subdivisions. see BMP ID#3-2

Summary of Minimum Control Measures (Continue)

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

BMP ID.	BMP	Responsible Dept. /Person	Measurable Goal	Progress on Goal(s) – Permit Year 5	Planned Activities – Permit Year 6
#5-1	Develop Ordinance Requiring Runoff Controls for New and Re-Development	Stormwater Coordinator Conservation Commission, City Eng., Planning Dept., Water & Wastewater	Completed review, modifications if needed	Included within drafted ordinance - See BMP ID#3-2	see BMP ID#3-2
#5-2	Recommend a BMP Manual	Stormwater Coordinator Conservation Commission, City Eng., Planning Dept., Water & Wastewater	Manual selected	Currently researching appropriate manuals Drafted ordinance references MA manuals	Finalize ordinance references (e.g. Massachusetts *Stormwater Management Handbooks (including Volume 2, Chapter 2: Structural BMP Specifications for the Massachusetts Stormwater Handbook)*, *Massachusetts Erosion and Sediment Control Guidelines for Urban and Suburban Areas – A Guide for Planners, Designers, and Municipal Officials,* and *Massachusetts Nonpoint Source Pollution Management Manual*

Summary of Minimum Control Measures (Continue)

6. Pollution Prevention and Good Housekeeping in Municipal Operations

BMP ID.	BMP	Responsible Dept. /Person	Measurable Goal	Progress on Goal(s) – Permit Year 5	Planned Activities – Permit Year 6
#6-1	Continue Catch Basin Cleaning Program	Wastewater Dept., Stormwater Coordinator, Planning Dept.	Continuation with current program	**Completed**	Continue with current program Catch basin cleaning program with a goal to clean 4,300 basins every 3-years.
#6-2	Continue Street Sweeping Program	Highway Department, Stormwater Coordinator		**Completed**	Continue with Current Program
#6-3	Adopt Operating Procedures for CB and Street Sweeping Residuals.	Highway Dept., Stormwater Coordinator	Completed review, modifications if needed		Develop appropriate procedures
#6-4	Minimize Salt Usage and Maintain Salt Storage Area	Highway Department, Stormwater Coordinator	Continuation with current program	**Completed**	Salt storage is covered and maintained
#6-5	Develop and Implement Inlet Cleaning at Ponds	Stormwater Coordinator	Development of program	Began inventorying pond inlets where cleaning is likely needed	Develop and Identify what needs to be clean and where
#6-6	Develop and Implement Employee Training Program	Highway Dept., Stormwater Coordinator	2 Hours annually of training per Employee		