P 5/1/08

Municipality/Organization: **Hudson, MA**

EPA NPDES Permit Number: **MA 041198/MaDEP**

MaDEP Transmittal Number: **W-036113**

Annual Report Number & Reporting Period: **No. 4: March 07-March 08**

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Max Kamel Title: Assistant DPW Director

Telephone #: (978) 562-9333 Email: Mkamel@TownofHudson.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: Paul Blazar

Title: Executive Assistant

Date: April 29, 2008

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)	Progress on Goal(s) – Permit Year 5
1-1	Storm Water Flyer to Community Residents	DPW and SuAsCo	Flyer distributed to 75% of residents and compile survey results	N/A	Results of the survey were received and analyzed. Information and flyer will continue to be displayed and distributed at DPW office.
Revised					
2-1	Storm Water Lesson Plan for 5th Grade Students	Hudson School Dept and SuAsCo	Develop & distribute lesson plan to 5th grader teachers	N/A	N/A
Revised					
3-1	Storm Water Flyer to Community Businesses	DPW and SuAsCo	Flyer distributed to 50% of businesses & have stormwater logos displayed at business	N/A	Obtained window stickers to be displayed by business owners. Also, the Town obtained flyer and DVD from SuAsCo titled "Stormwater Flyer for Businesses in Hudson"
Revised					
4-1	Storm Water Media Campaign	DPW and SuAsCo	Media info packet delivered to local media and generate 4 press releases for major media outlets	Continue development with the local media outlets.	Developed a media info packet and generate press releases in cooperation with SuAsCo
Revised					
5-1	Storm Water Video	DPW and SuAsCo	Show storm water video @ 1 public meeting and on local cable stations	Obtained Video titled "After the Storm" from EPA to be aired on local cable channel	Continued airing stormwater video and/or "after the Storm" Video on local cable channels.
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)	Progress on Goal(s) – Permit Year 5
1-2	Storm Water Traveling Display	DPW and SuAsCo	Circulate display for 3 months in permit year #1	N/A	Continued to display at various Town and public activities such as RiverFest.
Revised					
2-2	Storm Water Poster Contest for 5th Graders	SuAsCo & Hudson School Dept	Contest is held and entries are received, judged, & displayed	N/A	N/A
Revised					
3-2	Storm Water Photo Contest for High School Students	SuAsCo & Hudson School Dept.	Contest is held and entries are received, judged, & displayed	N/A	N/A
Revised					
4-2	Storm Water Summit Special Event	DPW & SuAsCo	Hold local or multi-community summit & encourage community to attend	SuAsCo sponsored an event to promote stormwater awareness	N/A
Revised					
5-2	Storm Water Super Summit and Conduct an Evaluation & Assessment of Public Stormwater Awareness	DPW & SuAsCo	Municipal participation in Summit, self-test distributed to 75% of residents, compile test results	SuAsCo sponsored an event to promote stormwater awareness	Task was accomplished in 2006, one year ahead of schedule
Revised					
Revised					

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)	Progress on Goal(s) – Permit Year 5
1-3	Identify & map outfalls and receiving waters	DPW	Map all outfalls and incorporate into GIS	Approximately 95%-98% of the outfalls, CB's, and DMH's have been identified by GPS and integrated into GIS	Approximately 99% of the outfalls, CB's, and DMH's have been identified by GPS and integrated into GIS. 95% of drain pipes were connected
Revised					
2-3	Database of existing structures	DPW	Locate all structures and develop rating & maintenance plan	Have started a database on all structures and outfalls identified and develop a module to adapt to the GIS system	All CB's, DMH's and Outfalls were given a unique number, and X&Y coordinates. Town will continue populating and compiling the database.
Revised					
3-3	Develop and implement a Storm water ordinance	DPW & Town Boards	Have an ordinance adopted within 12 months	Continued discussions with the newly hired Town Planner and Conservation Agent and work towards adopting an ordinance	The Town is in the process of adopting (addition) of Regulation Governing Illicit Connections and Discharge To The Municipal Storm Drain System to the Board of Health Rules and Regulations (copy attached).Town is also in the process to adopt "Floor Drain" ordinance.
Revised					
4-3	Inform Public, employees, businesses of illicit discharges	DPW	To inform who, what, where, and how to detect an illicit discharge	Have started developing a system of how we are going to attack the identification of illicit discharges.	Personnel handling Stormdrain work were informed to contact DPW Office for any illicit, pollution, or any suspicious activity. DPW works with Board of Health and Conservation Commission to immediately take actions and/or resolve the problem.
Revised					
5-3	Develop & implement an illicit discharge plan	DPW	Review existing mechanisms and determine how to regulate illicit discharges and develop a bylaw	Discussed the implementation of a plan to detect and respond to an illicit discharge	Worked on many instances during the year with Fire Department, Board of Health and Conservation Commission to investigate and resolve illicit discharge problems. Continue working toward the implementation of the written plan.
Revised					

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)	Progress on Goal(s) – Permit Year 5
1-4	Sediment & Erosion Control Ordinance	DPW & All Boards	Have an ordinance for erosion control within 12 months	Continued working with the newly hired Town Planner and Conservation Agent and work towards adopting a sediment & Erosion ordinance	The Town is in the process of adopting (addition) of Rules and Regulation Governing Construction, Post-Construction, Erosion and Sediment Control for Stormwater Management Plan of New Development and Redevelopment (section 4.9.4.7) to the Regulation Governing the Subdivision of Land.(Copy attached). The regulations are based on the Office of Massachusetts Attorney General guideline sample on their website.
Revised					
2-4	Develop procedures for site plan review	DPW & All Boards	All construction activities to submit plan for review prior to start of construction	Continued development and meeting with various boards to discuss implementation of the site plan review requirements	All new development/Site plans are reviewed by the ITC committee which involves most of the Town Departments. Planning Board has procedure to request, design, implement, install, maintain and enforce erosion control measures for all site plan and development projects.
Revised					
3-4	Procedures for site inspections and enforcement	DPW & All Boards	Develop new procedures and documentation format	Continued to proceed forward with the procedures. Combined efforts with Planning Board and Conservation Commission to enforce it.	The new regulations mentioned on item 1-4 has the procedure for site inspection and enforcement.
Revised					
4-4	Sanctions to ensure compliance	DPW & All Boards	To establish fines and penalties for non-compliance	Worked with various departments and boards to explore options. Stop work orders have been issued to several projects	Planning Board has the authority to enforce and stop work orders against any violation of the Board regulations which will include regulations, if adopted on item 1-4 above.
Revised					
5-4	Require control of waste from construction sites	DPW & Building Dept.	Develop a Management Plan aimed at recycling	Planning Board and Conservation Commission requested waste control from many Developers	Continue Control/enforcement work by Planning Board and Conservation Commission. Work with both Boards

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)	Progress on Goal(s) – Permit Year 5
1-5	Post Construction Ordinance	DPW & All Boards		Continued working towards the implementation of the ordinance	The Town is in the process of adopting (addition) of Rules and Regulation Governing Construction, Post-Construction, Erosion and Sediment Control for Stormwater Management Plan of New Development and Redevelopment (section 4.9.4.7) to the Regulation Governing the Subdivision of Land.(Copy attached)
Revised					
2-5	Long-Term O&M of BMP's	DPW		Continued the discussion about the maintenance plan	Continue working toward the implementation of the operation and maintenance plan.
Revised					
3-5	Inventory of all BMP's within Town jurisdiction	DPW		Discussed inventory of BMP with other Town Department	Developed a database program to manage, share information between Departments, and maintain records and of Private sewerage database Management System. Develop database of Town's BMP's
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)	Progress on Goal(s) – Permit Year 5
1-6	Employee Training	DPW	Inform employees on what our goals are with this permit	Continued updating employees on the progress of the permit	Continue updating employees on the progress of the permit
Revised					
2-6	Municipal Vehicle Wash Area	DPW	To bring our wash area into compliance	Maintained the temporary sedimentation trench to capture washwater and treat prior to discharge into an open field area.	N/A
Revised					
3-6	Material Management	DPW	Inventory and properly store all material used at DPW	Established a plan of action and approach Selectmen on budgetary ideas in order to dispose and/or recycle material at DPW Yard in accordance w/DEP guideline and regulations	DPW Maintained a contract to dispose Hazard material such as tires, waste oil and others through professional and specialized companies. The Hazardous Waste day was sponsored by the Town Board of Health and Intel Corp.
Revised					
4-6	Catch Basin Cleaning Disposal Plan	DPW	Catalog and dispose of material from CB's properly	Continued the catchbasin-cleaning contract with the revision to make sure the waste is disposed of properly and is continued on a yearly basis. Cleaned 50% of the accessible CB's	Town cleaned 100% of the Town catchbasins in 2007 (except for the ones which could not be opened or have elbows, which the Town DPW added to the list to be cleaned using the Vac truck) DPW used Vac Truck to clean catch basins that encountered problems during the year after it has been cleaned once.
Revised					
5-6	Stream Cleanup Day	DPW, Community, SuAsCo	To remove all debris from the rivers and banks	Continued cleaning Assabet River in cooperation with the Organization for the Assabet River (OAR).	Continued cleaning Assabet River and expand the days and waterways to be cleaned
Revised					
Revised					

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)	Progress on Goal(s) – Permit Year 5
1-7	Installation of leaching catch basins using a S319 Grant (Lake Boon)	DPW	To install CB's and eliminate point source discharges	Completed 100% of the installation of leaching CB's	N/A
Revised					
2-7	Educational Pamphlets	DPW & Board of Health	To distribute flyers to encourage inspection and improvement of septic systems around Lake Boon	Worked with the local Lake Boon Commission and Association on the pamphlets and request money through the Selectmen for printing of the flyers.	Lake Boon Association is discussing a septage management plan with the President.
Revised					
Revised					
Revised					
Revised					
Revised					

Part IV. Summary of Information Collected and Analyzed

We have not started any water quality test in general at this time. The recreation department does test the water at the Town Beach on Fort Meadow Reservoir – Centennial Beach. Testing results are attached and included in this report. Organization for the Assabet River and SuAsCo tested the water quality of the Assabet River during the year.

Part V. Program Outputs & Accomplishments (OPTIONAL)

Programmatic

Stormwater management position created/staffed	(y/n)	N
Annual program budget/expenditures	($)	$71,500

Education, Involvement, and Training

Estimated number of residents reached by education program(s)	(# or %)	1200
Stormwater management committee established	(y/n)	Y
Stream teams established or supported	(# or y/n)	Y
Shoreline clean-up participation or quantity of shoreline miles cleaned	(y/n or mi.)	Y 6 Miles
Household Hazardous Waste Collection Days		
▪ days sponsored	(#)	1
▪ community participation	(%)	N/A
▪ material collected Haz. **Waste days are conducted by Intel and BP Trucking not Town**	(tons or gal)	N/A
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	N	Y	Y	N
▪ Erosion & Sediment Control	Y	Y	Y	Y
▪ Post-Development Stormwater Management	N	Y	Y	N
Accompanying Regulation Status (indicate with "**X**")				
▪ Illicit Discharge Detection & Elimination	N	Y	Y	N
▪ Erosion & Sediment Control	Y	Y	Y	Y
▪ Post-Development Stormwater Management	N	Y	Y	N

Mapping and Illicit Discharges

Outfall mapping complete	(%)	99
Estimated or actual number of outfalls	(#)	26
System-Wide mapping complete	(%)	99
Mapping method(s)		
▪ Paper/Mylar	(%)	85-90
▪ CADD	(%)	95-98
▪ GIS	(%)	99
Outfalls inspected/screened	(# or %)	20%
Illicit discharges identified	(#)	0
Illicit connections removed	(#) (est. gpd)	0
% of population on sewer	(%)	80
% of population on septic systems	(%)	20

Construction

Number of construction starts (>1-acre)	(#)	2
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	(#)	3

Post-Development Stormwater Management

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	(%)	100
Site inspections completed	(# or %)	100
Estimated volume of stormwater recharged	(gpy)	N/A

Operations and Maintenance

Average frequency of catch basin cleaning (non-commercial/non-arterial streets)	(times/yr)	1
Average frequency of catch basin cleaning (commercial/arterial or other critical streets)	(times/yr)	1 or more
Total number of structures cleaned	(#)	2200
Storm drain cleaned	(LF or mi.)	500LF
Qty. of screenings/debris removed from storm sewer infrastructure	(lbs. or tons)	120+/-
Disposal or use of sweepings (landfill, POTW, compost, recycle for sand, beneficial use, etc.)		Beneficial use
Cost of screenings disposal	($)	6500

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)	30
Qty. of sand/debris collected by sweeping	(lbs. or tons)	1200 tons
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.)	(location)	Beneficial use
Cost of sweepings disposal	($)	N/A
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 %)	30%
▪ Herbicides	(lbs. or %)	30%
▪ Pesticides	(lbs. or %)	30%

Anti-/De-Icing products and ratios	% NaCl % $CaCl_2$ % $MgCl_2$ % CMA % Kac % KCl % Sand	15% 85%
Pre-wetting techniques utilized	(y/n)	N
Manual control spreaders used	(y/n)	Y
Automatic or Zero-velocity spreaders used	(y/n)	Y
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)	N/A

Massachusetts Department of Environmental Protection
Bureau of Resource Protection - Watershed Management

BRP WM 08A NPDES Stormwater General Permit Notice of Intent for Discharges from Small Municipal Separate Storm Sewer Systems (MS4s)

F. Storm Water Management Program TIME FRAMES

Transmittal Number _____

Facility ID (if known) _____

	PERMIT YEAR ONE				PERMIT YEAR TWO				PERMIT YEAR THREE				PERMIT YEAR FOUR				PERMIT YEAR FIVE				
BMP ID #	**Spring 03**	**Summer 03**	**Fall 03**	**Winter 03-04**	**Spring 04**	**Summer 04**	**Fall 04**	**Winter 04-05**	**Spring 05**	**Summer 05**	**Fall 05**	**Winter 05-06**	**Spring 06**	**Summer 06**	**Fall 06**	**Winter 06-07**	**Spring 07**	**Summer 07**	**Fall 07**	**Winter 07-08**	**Next Permit**
1-1			—	—																	
2-1					X		X														
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4-3						X				X				X							
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3-5							—	—	—	—	—										
1-6					X				X				X				X				
2-6			X																		
3-6				—	—	—	—														
4-6	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	
5-6	X				X				X				X				X				
1-7		—	—		—	—	—														
2-7					X				X												

TOWN OF HUDSON
DEPARTMENT OF PUBLIC WORKS
1 MUNICIPAL DRIVE
HUDSON MA 01749
TEL. 978 562 9333
FAX. 978 568 9612

April 29, 2008

Ann Herrick
U.S. Environmental Protection Agency
1 Congress Street Suite 1100 (CIP)
Boston, MA 02114-2023

RE: NPDES Phase II Small MS4 General Permit Annual Report
W-036113- Town of Hudson, MA

Dear Ms. Herrick:

Attached please find a copy of the annual report for the Town of Hudson, Massachusetts for 2008 as required by the NPDES Phase II Small MS4 General Permit. As required, a copy of the Annual Report has also been sent to the Massachusetts DEP.

Please do not hesitate to contact me if you have any question or comments at (978) 562-9333.

Sincerely,

Max Kamel

Max Kamel
Assistant Director of Public Works

Attachments

Cc: Paul Blazar, Executive Assistant
Anthony Marques, DPW Director