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NPDES PII Small MS4 General Permit Annual Report

Municipality/Organization: City of Attleboro, Massachusetts
EPA NPDES Permit Number: MAR041087
MADEP Transmittal Number: W-040422
Annual Report Number: Report No. 1
Reporting Period: May 1, 2003 through April 30, 2004

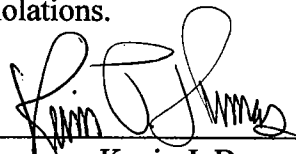
Part I. General Information

Contact Person: Edward M. Tanner
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Title: Environmental Planner
Email: Conservation@cityofattleboro.us

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: Kevin J. Dumas
Title: Mayor
Date: May 28, 2004

Part II. Self-Assessment

The City of Attleboro has completed the required self-assessment and has determined that our municipality is in compliance with all permit conditions, except for the following provision:

Part II.F Failed to submit annual report on or before May 1, 2004. Submitted on May 28, 2004.

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 1 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 2
1-1	Article/brochure about stormwater mailed to residents and businesses	Environmental Planner	An article/brochure distributed annually to all residents and businesses and made available at City Hall and the public library.	A stormwater education brochure specific to the City of Attleboro has been designed in conjunction with the Ten Mile River Watershed Stormwater Education Project funded by a \$604b grant from the Massachusetts Department of Environmental Protection (DEP).	The stormwater education brochure will be printed and mailed to city residents in local utility bills during the second quarter (autumn) of Permit Year 2 and Permit Year 4.
	Revised		An article/brochure made available at City Hall and the public library and distributed to all residents and businesses during Permit Year 2 and Permit Year 4.		

1-2	Update City website to include information on stormwater management issues	Environmental Planner / Conservation Commission	City website updated to include information on stormwater management issues.	The City website (www.cityofattleboro.us) has been updated to include information and education materials relating to stormwater and non point source pollution. The web site includes the City's Stormwater Management Plan (SWMP) as well as a link to the Ten Mile River Watershed Stormwater Education Project website funded by a \$604b grant from DEP	The stormwater and non point source pollution page of the City website will be maintained and updated with appropriate information throughout the permit term.
1-3	Sponsor cleanup days for rivers and waterbodies within City limits	Department of Public Works / Health Department / Park & Forestry Department	Hold City-sponsored river clean-up day by end of Permit Year 2 and each year thereafter.	Discussions have been held between City staff and several private organizations and neighborhood / school groups to assist with planned cleanup days.	At least one planned cleanup will be conducted along the Ten Mile River or other waterbodies with City sponsorship and/or assistance during Permit Year 2.
Revised		Environmental Planner / Health Department / Department of Public Works	City may provide assistance in the form of labor and disposal equipment but not formal sponsorship.		
1-4	Stormwater education program for school children	Environmental Planner	A presentation given to City middle school(s)	The Environmental Planner has met with the staff responsible for ecology and environmental sciences programs at the high school to develop a program to incorporate stormwater and non point source pollution issues into curriculum. Program will include field visits to Ten Mile River and City's DPW highway yard to view stormwater impacts and potential solutions (see BMP 6-18).	Implement stormwater and non point source pollution curriculum program at high school and/or present stormwater education program to middle / high school during Permit Year 2 and annually throughout the permit term.
Revised			A presentation and/or classroom and field time given to City middle and/or high school(s)		
1-5	Present stormwater management issues to organizations in the City	Environmental Planner	A presentation given to at least one group annually.	The Environmental Planner has presented information related to stormwater and stormwater related topics to several public groups including the Conservation Commission, Planning Board, and Zoning Board of Appeals.	Presentation will be given to private and/or public groups during the winter of Permit Year 2 and annually throughout the permit term.

1-6	Educate dog owners about picking up dog waste	Health Department / City Clerk	A pet waste fact sheet mailed to all dog owners in annual dog registration mailing.	A notice titled <i>Dog Owner/Keeper Responsibility Reminders</i> including notations to pickup waste and mention of the City pet-waste pickup ordinance (see BMP 6-17) was mailed to all licensed dog owners.	Notice sent to dog owners in Permit Year 2 and annually throughout the permit term will specifically mention potential water quality impacts from improperly deposited pet waste.
Revised		Environmental Planner / City Clerk			
1-7	Install and maintain stormwater and pet waste clean-up signs at schools and parks	Park & Forestry Department / Recreation Department	The number of signs installed, number of signs inspected.	Pet waste cleanup signs have been installed at seven City recreation field facilities.	Pet waste cleanup signs will be installed at City parks during Permit Year 2 and maintained throughout the permit term.
1-8	Staff a table with information about stormwater at Earth Day event each year	Health Department	A table staffed each year. The number of brochures handed out.	Stormwater education brochures and a portable informational display kiosk specific to the City of Attleboro and the Ten Mile River Watershed have been designed in conjunction with the Ten Mile River Watershed Stormwater Education Project funded by a \$604b grant from DEP. In addition, general stormwater outreach materials including brochures and posters have been ordered and received from EPA.	The stormwater education brochures and display posters will be printed and available at Earth "Wednesday Night Market" events during Permit Year 2 and annually throughout the permit term.
Revised		Health Department / Environmental Planner			
1-9	Continue to staff a table at weekly "Wednesday Night Market". Expand information dispensed to include stormwater-related topics.	Health Department	A table staffed each year. The number of brochures handed out.	Stormwater education brochures and a portable informational display kiosk specific to the City of Attleboro and the Ten Mile River Watershed have been designed in conjunction with the Ten Mile River Watershed Stormwater Education Project funded by a \$604b grant from DEP. In addition, general stormwater outreach materials including brochures and posters have been ordered and received from EPA.	The stormwater education brochures and display posters will be printed and available for "Wednesday Night Market" events during Permit Year 2 and annually throughout the permit term.
Revised		Health Department / Environmental Planner			
1-10	Annual update of the Stormwater Management Plan at a televised Municipal Council meeting.	Environmental Planner / Department of Public Works	Annual update of SWMP at a televised Municipal Council meeting.	Various City departments have worked throughout Permit Year 1 to implement the SWMP.	An update of SWMP activities including copies of this annual report will be presented during a Municipal Council meeting during Permit Year 2 and annually throughout the permit term.

1-11	Appear on local access television talk show on City issues to discuss stormwater management issues.	Planning Department / Health Department / Department of Public Works	Periodic discussion of the importance of stormwater management presented to local access television.	No progress was made on this goal during Permit Year 1 as the local cable television talk show is no longer aired.	Should a similar program begin airing during Permit Year 2, we will attempt to implement this BMP. Otherwise, we will ask to delete this BMP from our SWMP for the remaining permit term.
1-12	Post information on stormwater management issues on local access television.	Environmental Planner	Stormwater information posted and updated on local access cable television channel during periods of non-programming.	We have purchased a 12 minute video titled "Lack Isn't Enough: The Fight For Clean Water" from the University of Connecticut Cooperative Extension. This video outlines issues relating to stormwater and non point source pollution and provides information for homeowners and municipal officials to address these problems. We have contacted programming staff at the local cable company who have agreed to air the tape during periods of non-programming. The viewing schedule will also be advertised on the government access cable channel to direct viewers to the program.	Begin airing program during Permit Year 2 and regularly throughout the permit term.
1-13	Post signs and develop and distribute brochures on Wall Street Highway Yard Stormwater Improvements project	Department of Public Works / Environmental Planner	Post signs and distribute information describing the project and its water quality benefits upon completion of construction.	The Wall Street Highway Yard Stormwater Improvements Project (see BMP 6-18) is currently being implemented and includes the installation of various BMP's to manage stormwater from the City's Department of Public Works (DPW) facility and limit pollutants entering the Ten Mile River. This project is partially funded by a \$319 grant from DEP.	Construction activities will be completed and public education information will be developed in compliance with grant requirements and the SWMP during Permit Year 2.

1a. Additions

1-14	Distribute and display stormwater education materials within public buildings.	Environmental Planner	The number of days display is available. The number of brochures distributed.	Stormwater education brochures and a portable informational display kiosk specific to the City of Attleboro and the Ten Mile River Watershed have been designed in conjunction with the Ten Mile River Watershed Stormwater Education Project funded by a \$604b grant from DEP. In addition, general stormwater outreach materials including brochures and posters have been ordered and received from EPA. The stormwater brochures are made available to construction contractors and the public at the following City offices: Planning Department, Building Inspection Department, and DPW.	Once completed and received by the City, the watershed specific stormwater education materials including the display kiosk will be displayed regularly at City Hall, the Attleboro Public Library, and other public buildings throughout Permit Year 2 and throughout the permit term.
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2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 1 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 2
2-1	Comply with state public notification guidelines at MGL Ch. 39 Section 23B.	Department of Public Works / Environmental Planner / Health Dept	Public notices posted in designated locations.	Public notices are posted in compliance with MGL Ch. 39 Section 23B requirements.	Continue to post proper public notices throughout the permit term.
2-2 Revised	Stencil catch basins with "don't dump" message.	Department of Public Works / Environmental Planner	The number of catch basins stenciled.	Stencils with wording: "Dump No Waste Drains to River" and Dump No Waste Drains to Ten Mile River" have been designed. These stencils, along with an instructional brochure have been produced in conjunction with the Ten Mile River Watershed Stormwater Education Project funded by a \$604b grant from DEP. Stenciling will be conducted by private citizen or school groups with instruction and assistance from City personnel.	Stencil up to 100 catch basins during Permit Year 2 and annually throughout the permit term.

3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 1 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 2
3-1	Conduct dry weather outfall screening	Department of Public Works	The percent of outfalls screened.	The City has mapped its stormwater collection system (see also BMP 3-2 & 3-3) including all of its known outfalls. A total of 549 outfalls have been identified and mapped using a geographic information system (GIS). City staff, along with an engineering consultant, have attempted to field locate each outfall and screen each for dry weather flow. A total of 405 outfalls were located and screened in the field during Permit Year 1.	The locations (including x, y, and z coordinates) of each outfall will be inputted into the GIS (see also BMP 3-2 & 3-3) along with a photograph, and field notes relating to dry weather flow. The City will use this information to prioritize outfalls for further investigation in its search for illicit discharges (see BMP 3-4). A total of 144 mapped outfalls were not located in the field. The City will conduct additional field activities during Permit Year 2 in an effort to locate each of these outfalls and screen them for dry weather flow.
3-2	Map stormwater outfalls and receiving waters	Environmental Planner Environmental Planner / Department of Public Works	Map of all known outfalls and their receiving waters created.	The City has mapped its stormwater collection system (see also BMP 3-1 & 3-3) including all of its known outfalls and their receiving waters. A total of 549 outfalls have been identified and mapped. The stormwater collection system has been included as a separate layer in the City's GIS system (see BMP 3-3).	The locations of outfalls have been field-verified and located using either GPS technology or traditional surveying techniques. This information will be inputted into the GIS (see also BMP 3-1 & 3-3). A total of 144 mapped outfalls were not located in the field. The City will conduct additional field activities during Permit Year 2 in an effort to locate each of these outfalls and determine their status.

3-3 Revised	Map the stormwater collection system in a GIS	Environmental Planner Environmental Planner / Department of Public Works	Create map of stormwater system.	The City has mapped its stormwater collection system (see also BMP 3-1 & 3-2) including all of its known catch basins, pipelines, manholes, and outfalls. The stormwater collection system has been included as a separate layer in the City's GIS system.	The stormwater collection system layer of the GIS system will be revised to include field-verified locations, descriptions and screening data for each identified outfall (see BMP 3-1 & 3-2).
3-4 Revised	Develop and implement plan to identify and remove non-stormwater discharges	Department of Public Works Environmental Planner / Department of Public Works	Number of illicit connections found and removed.	The City has attempted to field locate each outfall and screen each for dry weather flow. A total of 405 outfalls were located and screened in the field. Conditions at each outfall were noted and a photograph was taken of each. This information will be included in the stormwater layer of the City's GIS system. Outfalls with dry weather flow and/or obvious signs of contaminants have been noted and will be priorities for further evaluation and investigation for illicit connections. A total of six (6) outfalls with suspected contaminants were identified during this field work.	Storm drain pipelines will be inspected using TV-inspection equipment to identify illicit connections. Priority for inspections will be given to those areas where dry weather flow and potential contamination were observed. A database will be developed to track inspections and observations of dry weather flows. Those outfalls with dry weather flows suspected of contamination will be investigated.
3-5	Develop ordinance that prohibits non-stormwater connections to the municipal separate storm sewer system (MS4), gives the City authority to access buildings to search for illicit connections, and allows the City to require redirection of any illicit connections found.	City Attorney/Planning Department / Department of Public Works	A draft ordinance developed and presented to Municipal Council.	Ordinances prohibiting non-stormwater connections to the MS4 and allowing the City authority to remove existing illicit connections were reviewed. Several models from other communities and government agencies were reviewed and considered for Attleboro.	A model ordinance developed by DEP will be modified for Attleboro and presented to the Municipal Council for consideration during Permit Year 2.

3-6	Continue inspection of new construction for correct connection	Department of Public Works / Dept of Water and Wastewater	New construction inspected.	The Department of Water and Wastewater inspects every permitted connection for new construction to ensure that water and sanitary sewer lines are correctly tied to municipal service lines. The DPW inspects new stormwater management system components to ensure that they are constructed in accordance with approved plans.	This program will continue throughout the permit term.
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4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) -- Permit Year 1 (Reliance on non-municipal partners indicated, if any)	Planned Activities -- Permit Year 2
4-1	Construction site erosion and sedimentation control ordinance for construction sites greater than 1 acre in area	City Attorney / Planning Department	A draft ordinance developed and presented to Municipal Council.	Ordinances requiring an erosion and sediment control plan and waste management plan at construction sites greater than one acre in size were reviewed. Several models from other communities and government agencies were reviewed and considered for Attleboro.	A model ordinance developed by DEP will be modified for Attleboro and presented to the Municipal Council for consideration during Permit Year 2.
Revised		City Attorney / Planning Department / Department of Public Works			
4-2	Require construction site operator to submit monthly erosion and sediment control inspection reports for sites greater than 1 acre.	Department of Public Works	Inspection reports submitted to the City.	No activities were conducted relative to this BMP during Permit Year 1.	The implementation of this BMP is contingent on the Municipal Council adopting the construction site erosion and sediment control ordinance discussed in BMP 4-1.

4-3	Review site plans for stormwater impacts	Environmental Planner / Planning Board	The number of site plans reviewed for erosion and sediment control.	The Planning Board, Conservation Commission, and Zoning Board of Appeals regularly review all proposed development plans for proper erosion and sediment controls during construction.	Municipal boards will continue to review proposed development plans. Additionally, developments of greater than one acre in size which may not be subject to plan review by these boards will be subject to review contingent on the Municipal Council adopting the construction site erosion and sediment control ordinance discussed in BMP 4-1
Revised		Environmental Planner / Planning Board / Conservation Commission / Zoning Board of Appeals			
4-4	Consider public input	Environmental Planner / Planning Board	Public review and comment periods held; signs posted at each construction site.	Those developments that are permitted by the Planning Board, Conservation Commission, and Zoning Board of Appeals are reviewed at public hearings in which public comments are accepted. No additional activities were conducted relative to this BMP during Permit Year 1.	The implementation of this BMP beyond those developments currently reviewed by the Planning Board, Conservation Commission, and Zoning Board of Appeals is contingent on the Municipal Council adopting the construction site erosion and sediment control ordinance discussed in BMP 4-1.

