



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)

Transmittal Number

Facility ID (if known)

A. Instructions

Important: When filling out forms on the computer, use only the tab key to move your cursor - do not use the return key.



Submission of this Notice of Intent constitutes notice that the entity named at item B1. of this form intends to be authorized by the DEP General Permit issued jointly with EPA for stormwater discharges from the small municipal separate storm sewer system (MS4), in the location identified at item B2. of this form. Submission of the Notice of Intent also constitutes notice that the party identified at item B1. has read, understands and meets the eligibility conditions of Part I.B. of the NPDES Small MS4 General Permit, agrees to comply with all applicable terms and conditions of the NPDES Small MS4 General Permit, and understands that continued authorization to discharge is contingent on maintaining eligibility for coverage. **In order to be granted coverage, all information required on BRP WM 08A, including the Stormwater Management Program Summary and Time Frames form, must be completed. Please read the permit and make sure you comply with all requirements, including the requirement to develop and implement a stormwater management program.**

B. Applicant Information

1. Small MS4 Operator/Owner Information:

Joseph W. Lynch, Director of Public Works

Name

158 Great Road

Mailing Address

Shirley

City/Town

978-425-2600

Telephone Number

JUL 31 2003

MUNICIPAL ASSISTANCE UNIT

MA

State

shirhw@bicnet.net

Email (if available)

2. Municipality Name

Town of Shirley

City/Town

3. Legal Status:

☐ Federal

☒ City/Town

☐ State

☐ Tribal

☐ Private

☐ Other public entity:

Specify Public Entity

4. Other regulated MS4(s) within municipal boundaries:

Massachusetts Correctional Institute, MA Highway (Route 2), MBTA Commuter Rail

5. Based on the instructions provided in Part I of the NPDES Small MS4 General Permit, have the eligibility criteria for "listed species" and critical habitat been met?

☒ yes ☐ pending ☐ no

6. Based on the instructions provided in Part I of the NPDES Small MS4 General Permit, have the eligibility criteria for protection of historic properties been met?

☒ yes ☐ pending ☐ no



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Note:
Section C may
be duplicated to
accommodate a
larger list of
receiving waters

C. Names of (Presently Known) Receiving Waters

Receiving Water:	No. of Outfalls	Listed as Impaired?	Impairment
<u>Nashua River</u> Name	<u>unknown</u> Number	☒ Yes ☐ No	Metals, Nutrients, Pathogens, Taste, Odor, Color, Turbidity, <u>Unknown</u> Specify _____
<u>Beaver Pond Brook</u> Name	<u>unknown</u> Number	☐ Yes ☒ No	Specify _____
<u>Pumpkin Brook</u> Name	<u>unknown</u> Number	☐ Yes ☒ No	Specify _____
<u>Squannacook River</u> Name	<u>unknown</u> Number	☒ Yes ☐ No	<u>Unknown</u> Specify _____
<u>Trap Swamp Brook</u> Name	<u>unknown</u> Number	☐ Yes ☒ No	Specify _____
<u>Mulpus Brook</u> Name	<u>unknown</u> Number	☐ Yes ☒ No	Specify _____
<u>Walker Brook</u> Name	<u>unknown</u> Number	☐ Yes ☒ No	Specify _____
<u>Morse Brook</u> Name	<u>unknown</u> Number	☐ Yes ☒ No	Specify _____
<u>Trout Brook</u> Name	<u>unknown</u> Number	☐ Yes ☒ No	Specify _____
<u>Catacoonamug Brook</u> Name	<u>unknown</u> Number	☐ Yes ☒ No	Specify _____
<u>Spruce Swamp Brook</u> Name	<u>unknown</u> Number	☐ Yes ☒ No	Specify _____
<u>Phoenix Pond</u> Name	<u>unknown</u> Number	☐ Yes ☒ No	Specify _____
<u>Beaver Pond</u> Name	<u>unknown</u> Number	☐ Yes ☒ No	Specify _____
<u>Dead pond</u> Name	<u>Unknown</u> Number	☐ Yes ☒ No	Specify _____
_____ Name	_____ Number	☐ Yes ☐ No	Specify _____
_____ Name	_____ Number	☐ Yes ☐ No	Specify _____
_____ Name	_____ Number	☐ Yes ☐ No	Specify _____
_____ Name	_____ Number	☐ Yes ☐ No	Specify _____



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D. Stormwater Management Program Summary

1. Public Education:

PE-1

BMP ID #

Distribute SW brochure

Specify Best Management Practice

DPW/Joseph W. Lynch

Responsible Dept./Person Name

Y1-Y5 Distribute one flyer in local
paper

Specify Measurable Goal

PE-2

BMP ID #

Feature SW info at annual
town events

Specify Best Management Practice

Conservation

Commission/Anne Gagnon

Responsible Dept./Person Name

Y1: Create or obtain SW brochures
or info, solicit sponsors

Y2: Feature SW info at Con-Com
booth at annual hoedown

Y3-Y5: Continue providing SW info
Specify Measurable Goal

PE-3

BMP ID #

Provide storm water
information at Town buildings

Specify Best Management Practice

Selectmen's Office/

Kyle Keady

Responsible Dept./Person Name

Y1: Obtain materials

Y2: Provide info

Y3-Y5: Maintain and update info
Specify Measurable Goal

PE-4

BMP ID #

Stormwater webpage

Specify Best Management Practice

Technology Committee/ Kyle

Keady

Responsible Dept./Person Name

Y1: Develop web page content,
research logistics

Y3: Have web page up and running

Y4: Add "feed back" component

Y5: Update web page

Specify Measurable Goal

PE-5

BMP ID #

Stormwater Hot line

Specify Best Management Practice

DPW/Joseph W. Lynch

Responsible Dept./Person Name

Y1: Install Hotline, mention in flyer

Y2-Y5: Maintain hotline

Specify Measurable Goal

D. Stormwater Management Program Summary (Cont.)

2. Public Participation:

PP-1

BMP ID #

Partner/Support Local
Watershed Group

Specify Best Management Practice

Conservation Commission/
Anne Gagnon

Responsible Dept./Person Name

Y1: Support Nashua River
Watershed Organization

Y2-Y5: Maintain Support

Specify Measurable Goal

PP-2

BMP ID #

Poster Contest

Specify Best Management Practice

School Department/
Patricia Stearn

Responsible Dept./Person Name

Y2: Develop concept, approach
educators and potential sponsors

Y3: Pilot poster contest in one grade

Y4: Modify and continue contest

Specify Measurable Goal

PP-3

BMP ID #

Storm drain stenciling program

Specify Best Management Practice

DPW/Joseph W. Lynch

Responsible Dept./Person Name

Y1: Outline program, identify labor
pool (scouts, inmates)

Y2: Obtain stencils, develop plan and
approach

Y3: Stencil 25% of catch basins

Y4: Stencil additional 40% of catch
basins

Y5: Stencil remaining 35% of catch
basins

Specify Measurable Goal

PP-4

BMP ID #

Incorporate SW message into
public meetings

Specify Best Management Practice

Exec. Secretary/ Kyle Keady

Responsible Dept./Person Name

Y1: Identify / target meetings and
develop message content,
discuss SW at one public
meeting

Y2-Y5: Discuss SW at 2 public
meetings

Specify Measurable Goal

PP-5

BMP ID #

Pet waste Control

Specify Best Management Practice

DPW/Joseph W. Lynch

Responsible Dept./Person Name

Y1: Develop approach and discuss
with staff (exclude farm land due
to BOH manure management
plan in place)

Y2: Begin visual inspections of open
areas, keep record of findings

Y3: Evaluate contamination threat
based upon inspection results
and drainage system layout

Y4: Evaluate need for pooper
scooper by-law

Y5: If needed, post & enforce by law,
reduce amount of waste to
maximum extent practicable.

Specify Measurable Goal

D. Stormwater Management Program Summary (Cont.)

PP-6

BMP ID #

Storm Water Committee

Specify Best Management Practice

Exec. Secretary, Kyle Keady

Responsible Dept./Person Name

Y1: Define mission statement,
identify members

Y2-Y5: Meet regularly

Specify Measurable Goal

PP-7

BMP ID #

Implement Storm Water Clean
Up Day

Specify Best Management Practice

Exec. Secretary, Kyle Keady

Responsible Dept./Person Name

Y1: Review clean up day practices

Y2: Identify compatible Stormwater
Goals

Y3-Y5: Have one stormwater clean
up

Specify Measurable Goal

3. Illicit Discharge Detection and Elimination:

ID-1

BMP ID #

Drainage Mapping

Specify Best Management Practice

DPW/Joseph W. Lynch

Responsible Dept./Person Name

Y1: Develop mapping strategy, and
inventory existing plans,
determine Town wide GIS
support, begin outfall locating in
critical areas (historic properties,
critical habitats)

Y2: Locate 30% of outfalls, select
mapping format

Y3: Locate additional 35% of outfalls

Y4: Continue mapping, locate
remaining 35% of outfalls

Y5: Complete drainage map

Specify Measurable Goal

ID-2

BMP ID #

Implement illicit discharge
By-law

Specify Best Management Practice

By-law Committee /
Joseph W. Lynch

Responsible Dept./Person Name

Y1: Form committee, research
Phase II requirements and
compare to existing Town
regulations

Y2: Develop by-law or modify
existing

Y3: Present by-law at Town meeting

Y4: Implement and enforce by-law

Y5: Review effectiveness of bylaw

Specify Measurable Goal

ID-3

BMP ID #

Eliminate Illicit Discharges

Specify Best Management Practice

DPW

Responsible Dept./Person Name

Y1: Develop Illicit Discharge
Detection and Elimination plan

Y2: Investigate potential problem
areas

Y3: Identify sources of illicit
discharges, notify owners of
legal requirement to eliminate

Y4: Conduct follow-up inspections,
take legal action if necessary

Y5: Continue to identify and
eliminate illicit discharges

Specify Measurable Goal

D. Stormwater Management Program Summary (Cont.)

ID-4

BMP ID #

Educate public regarding Illicit discharges

Specify Best Management Practice

Kyle Keady, Executive Secretary

Responsible Dept./Person Name

Y2: Incorporate illicit discharge information into PE BMP's
Y3: Notify public of upcoming by-law
Y4: Notify public of new by-law in place
Specify Measurable Goal

4. Construction Site Runoff Control:

CS-1

BMP ID #

Implement Erosion and Sediment Control By-law or ordinance

Specify Best Management Practice

By-law committee/
Joseph W. Lynch

Responsible Dept./Person Name

Y3: Assess current erosion and sediment control measure regulations with respect to Phase II
Y4: Modify existing subdivision regulations and/or develop and add Erosion and Sediment Control by-law. Create sanctions for compliance with Erosion and sedimentation by-law/ordinance and site requirements
Y5: Enforce by-law
Specify Measurable Goal

CS-2

BMP ID #

Site Plan Review

Specify Best Management Practice

Planning Board

Responsible Dept./Person Name

Y1: Review existing site plan review procedures against Phase II requirements
Y3: Enhance or expand site plan review procedures to require waste control and to include construction site operators to implement an erosion and sediment control program which includes appropriate BMP's
Y4: Implement enhanced site plan review
Y5: Continue site plan reviews according to new Erosion and Sediment control by-law
Specify Measurable Goal

D. Stormwater Management Program Summary (Cont.)

CS-3

BMP ID #

Site Inspection and
Enforcement

Specify Best Management Practice

Planning Board/
Joseph W. Lynch

Responsible Dept./Person Name

Y3: Add construction site runoff
control measures to building
inspector protocol

Y4: Implement inspection for runoff
control measures and site waste
control

Y5: Review inspection guidelines,
and enhance if necessary.

Specify Measurable Goal

CS-4

BMP ID #

Solicit and record public
comments regarding storm
water

Specify Best Management Practice

Storm water Committee/
Joseph W. Lynch

Responsible Dept./Person Name

Y1-Y2: Continue existing public
hearing process to allow for
public comments. Incorporate
construction site concerns into
PE BMP.

Y3-Y5: Use hotline established in PE-
5 to receive and record public
comments

Specify Measurable Goal

5. Post Construction Runoff Control:

PC-1

BMP ID #

Evaluate, enhance, implement
zoning requirements

Specify Best Management Practice

Zoning Board

Responsible Dept./Person Name

Y2: Evaluate current zoning by-laws
to determine sufficiency relative
to surface water preservation

Y4: Enhance existing or develop new
zoning by-laws focused on
surface water preservation

Specify Measurable Goal

PC-2

BMP ID #

Implement Stormwater
regulations

Specify Best Management Practice

Stormwater committee

Responsible Dept./Person Name

Y1: Review current subdivision
regulations against Phase II
requirements

Y3: Evaluate Adopting MA DEP
Stormwater Management
Standards 2,3,4, and 7 policy
into subdivision regulations

Specify Measurable Goal

PC-3

BMP ID #

Develop and review inspection
procedures for commercial
and residential drainage
systems/ structural BMP's

Specify Best Management Practice

DPW, Joseph W. Lynch
Responsible Dept./Person Name

Y3: Inventory and review current
maintenance procedures for
private systems
Y4: Develop plan, procedure and
authority for inspections,
determine O&M requirements for
structural BMP's
Y5: Implement inspection plan
Specify Measurable Goal

D. Stormwater Management Program Summary (cont.)

6. Municipal Good Housekeeping:

GH-1

BMP ID #

Operation and Maintenance
program

Specify Best Management Practice

DPW
Responsible Dept./Person Name

Y1-Y2: Inventory maintenance
activities, identify potential
pollutant runoff, continue current
drain and street maintenance
Y3: Identify means of reducing
potential pollutant runoff,
implement reductions
Y4: Evaluate current drain system
maintenance routine, develop
schedule, identify improvements
or refinements
Y5: Reduce pollutant runoff potential
Specify Measurable Goal

GH-2

BMP ID #

Employee training program

Specify Best Management Practice

DPW
Responsible Dept./Person Name

Y2: Develop training program
Y3-Y5: Hold one good housekeeping
workshop per year, at DPW
Specify Measurable Goal

GH-3

BMP ID #

Implement house hold
hazardous waste/ Appliance
recycling Program

Specify Best Management Practice

BOH
Responsible Dept./Person Name

Y1: Assess Town's current recycling
program and identify all illegal
dumping problem areas
Y2: Incorporate illegal dumping area
clean-up as part of existing
annual clean-up
Y3: Implement / Enhance recycling
program
Y4: Implement neighborhood watch
program in areas of illegal
dumping
Specify Measurable Goal

7. BMPs for Meeting TMDL:

TMDL-1

BMP ID #

Check Current impairment lists

Specify Best Management Practice

Storm water Committee

Responsible Dept./Person Name

Y1-Y5: Reference current 303(d)
water impairment lists for new
TMDL's for water bodies into
which Shirley SW outfalls directly
or indirectly to.

Specify Measurable Goal

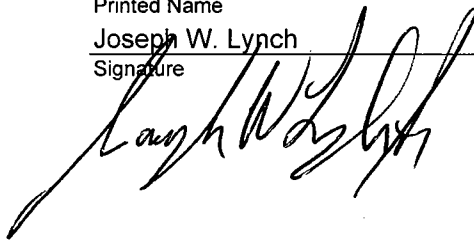
E. Certification

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, I certify that 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.

Printed Name

Joseph W. Lynch

Signature



Date

July 28, 2003