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**Municipality/Organization: Town of Auburn**

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**EPA NPDES Permit Number: MAR041088**

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**MaDEP Transmittal Number: W-**

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**Annual Report Number**

**& Reporting Period: No. 5: May 1, 2007-April 30, 2008**

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## **NPDES PII Small MS4 General Permit Annual Report**

### **Part I. General Information**

**Contact Person: Michael Suprenant**

**Title: Town Engineer**

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**Telephone #: (508) 832-7728**

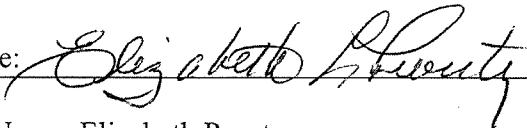
**Email: msuprenant@town.auburn.ma.us**

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#### **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:**



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**Printed Name: Elizabeth Prouty**

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**Title: Chairman, Board of Selectmen**

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**Date:**

**4/30/08**

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## **Part II. Self-Assessment**

The Town of Auburn has completed the required assessment and determined that our municipality is in compliance with all permit conditions.

Auburn's status with respect to historic properties was assessed during year 2. Auburn has verified that the MS4 outfalls are not having any impact on the three historic properties list on the National Registry of Historic Places. This was done through visual inspections at each historic property.

In 2007, the position of Town Engineer, who also serves as the head of the Stormwater management Working Group, was filled by Michael Suprenant.

A Stormwater Utility Feasibility Study was completed in 2006 resulting in the finding that a stormwater utility was a feasible funding mechanism for stormwater management related activities. The Town successfully applied for SRF financing for a Stormwater Utility implementation project, covered under the SRF CY2007 funding program. Subsequently, the Stormwater Utility implementation project was approved at a Special Town Meeting held on November 1, 2007. The Loan Commitment through the SRF program, as issued by the Massachusetts Water Pollution Abatement Trust, was issued in January 2008. The Board of Selectmen voted to award the project to Comprehensive Environmental Inc at their meeting on April 14, 2008. The scope of work is scheduled to be completed by the end of 2009, including final recommendations for the implementation of a stormwater utility.

Implementation of the Stormwater Utility will provide a funding mechanism for current and future stormwater management activities including ongoing Phase II compliance.

### 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 5<br>(Reliance on non-municipal partners indicated, if any)                                                                                                                                                                                                                                                                                                               | Planned Activities – Next Permit Cycle                                                                                                                                                                                                                                                                                              |
|----------|------------------------------------------------------------------------|-----------------------------------------------------------------------|---------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1A       | Mail Educational Information to Businesses and Residents               | Planning Dept., Town Engineer, and Auburn Water District              | Number of articles and copies of materials. | Based on the results of the stormwater utility feasibility study, future activity may be coordinated through the stormwater utility. Education material was procured, adapted and mailed to residents as water bill inserts, through an ongoing cooperative effort with the Auburn Water District. Financial contribution (\$5K) by Sewer Dept to the Blackstone River Coalition for educational materials. | <ul style="list-style-type: none"> <li>• Mail educational information to businesses and again to residents as water bill inserts.</li> <li>• Develop more stormwater specific education materials for ongoing mailings.</li> </ul>                                                                                                  |
| Revised  |                                                                        |                                                                       |                                             |                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                     |
| 1B       | Develop Stormwater Section of Town Website                             | Planning Dept., Town Engineer, and MIS Dept.                          | Measure number of hits per quarter.         | Town Staff is in the process of developing the stormwater section of the Town's website. Little progress made as a result of staffing changes with MIS Dept. and Town Engineer.                                                                                                                                                                                                                             | <ul style="list-style-type: none"> <li>• Complete and update the stormwater section of the Town's website.</li> </ul>                                                                                                                                                                                                               |
| Revised  |                                                                        |                                                                       |                                             |                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                     |
| 1C       | Develop and broadcast a stormwater presentation on local cable network | Phase II Stormwater Committee and Town Engineer                       | Cable TV tapes of shows.                    | Numerous presentations and discussions related to stormwater and the establishment of a stormwater utility were made at Selectmen's Meetings, which were broadcast on local cable.                                                                                                                                                                                                                          | <ul style="list-style-type: none"> <li>• Consider broadcasts of EPA videos and inform residents of stormwater broadcast during future selectmen meetings.</li> <li>• Provide updated information on stormwater issues and establishment of stormwater utility at two selectmen meetings, to be broadcast on local cable.</li> </ul> |
| Revised  |                                                                        |                                                                       |                                             |                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                     |
| 1D       | Publish Quarterly Article in Local Newspaper                           | Planning Dept., Health Dept., Town Engineer and Auburn Water District | Copies of Articles.                         | Periodic newspaper inserts regarding Leesville Pond Cleanup. "Highway Happenings" continued to be published weekly in the local newspaper, with stormwater issues noted as appropriate.                                                                                                                                                                                                                     | <ul style="list-style-type: none"> <li>• Develop format for quarterly news article.</li> <li>• Submit a quarterly article to the local newspaper regarding upcoming stormwater events.</li> </ul>                                                                                                                                   |
| Revised  |                                                                        |                                                                       |                                             |                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                     |

**1a. No additions at this time.**

## 2. Public Involvement and Participation

| BMP ID # | BMP Description                                  | Responsible Dept./Person Name                                          | Measurable Goal(s)                                                            | Progress on Goal(s) – Permit Year 5<br>(Reliance on non-municipal partners indicated, if any)                                                                                                              | Planned Activities – Next Permit Cycle                                                                                                                                                                                                                                                                                                                                                                                                           |
|----------|--------------------------------------------------|------------------------------------------------------------------------|-------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2A       | Conduct River, Stream, and Pond Cleanups         | Planning Dept., Town Engineer and Conservation Commission              | Cleaner streams as documented by before and after photographs                 | Completed Leesville Pond cleanup in cooperation with the Leesville Pond Watershed and Neighborhood Assoc., including winter “drawdown” for weed control (and assoc TMDL reduction).                        | <ul style="list-style-type: none"> <li>• Conduct stream and pond cleanups, including the four Town-owned ponds.</li> <li>• Foster cooperation with established and newly formed advocacy groups, such as the Leesville Pond Watershed and Neighborhood Assoc. and the Eddy Pond Watershed Assoc.</li> <li>• Document cleanup activities</li> <li>• Pursue implementation of winter “drawdown” for Town ponds.</li> </ul>                         |
| Revised  |                                                  |                                                                        |                                                                               |                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 2B       | Establish a Classroom Education Program          | Planning Dept., Town Engineer, Sewer Dept. and Conservation Commission | The classroom education program will be implemented in the next permit cycle. | Town Staff has had initial discussions regarding stormwater curriculum for classroom education. Little progress made as a result of staffing changes with the School Superintendent and the Town Engineer. | <ul style="list-style-type: none"> <li>• Stormwater related curriculum will be developed for the classroom, including review of EPA educational materials.</li> <li>• Work with schools to establish implementation plan/schedule.</li> <li>• Train volunteers to present the stormwater information.</li> </ul>                                                                                                                                 |
| Revised  |                                                  |                                                                        |                                                                               |                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 2C       | Help Establish Volunteer Stormwater Organization | Phase II Stormwater Committee                                          | Document quarterly meetings.                                                  | Initial cooperative efforts achieved with Town pond advocacy groups, such as the Leesville Pond Watershed and Neighborhood Association.                                                                    | <ul style="list-style-type: none"> <li>• Pursue continued cooperative efforts with Town pond advocacy groups.</li> <li>• Identify stakeholders and coordinators as part of the Stormwater Utility project.</li> <li>• Meet on a quarterly basis to discuss ongoing Phase II activities and development of the Stormwater Utility.</li> <li>• Pursue Town participation in the Upper Blackstone Coalition, as regional advocacy group.</li> </ul> |
| Revised  |                                                  |                                                                        |                                                                               |                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                  |

**2a. No additions at this time.**

### 3. Illicit Discharge Detection and Elimination

| BMP ID # | BMP Description                                                                   | Responsible Dept./Person Name                   | Measurable Goal(s)                                                                                                   | Progress on Goal(s) – Permit Year 5<br>(Reliance on non-municipal partners indicated, if any)                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Planned Activities – Next Permit Cycle                                                                                                                                                                                                             |
|----------|-----------------------------------------------------------------------------------|-------------------------------------------------|----------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 3A       | Develop Town Storm Drain Outfall Map                                              | Highway Department and Town Engineer            | All outfalls mapped by year 5.                                                                                       | <ul style="list-style-type: none"> <li>A storm drain system map was developed in previous permit years using historical mapping projects, existing plans, and knowledge of town employees.</li> <li>A GIS base map and database for the Auburn storm drain system was created in previous permit years, with assessor's information added in permit year 5.</li> <li>Existing GIS base map includes outfall information and receiving water information. Storm drain outfalls were located and field verified in previous permit years.</li> </ul> | <ul style="list-style-type: none"> <li>Obtain and map storm drain structures associated with highways owned/maintained by others (ie. I-90, I-290, I-395).</li> <li>Enhance GIS map with "connectivity" between storm drain structures.</li> </ul> |
| Revised  |                                                                                   |                                                 |                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                    |
| 3B       | Develop Illicit Discharge Prohibition Ordinance                                   | Planning Dept., Town Engineer, and Health Dept  | Obtain authorization to control inputs to the municipal drainage system. Bylaw at Town meeting in next permit cycle. | <ul style="list-style-type: none"> <li>A draft Illicit Discharge Prohibition Bylaw has been completed.</li> <li>The Board of Health previously adopted Illicit Discharge Prohibitions in the Title V regs.</li> </ul>                                                                                                                                                                                                                                                                                                                              | <ul style="list-style-type: none"> <li>Finalize the Illicit Discharge Bylaw (approx 95% complete) and submit bylaw for Town Meeting, in conjunction with development and implementation of the Stormwater Utility.</li> </ul>                      |
| Revised  |                                                                                   |                                                 |                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                    |
| 3C       | Develop Illicit Discharge Detection and Elimination Plan and Implement Activities | Planning Dept., Town Engineer, and Highway Dept | All outfalls examined by year 4. Sources traced and conclusion documented within one year of discovery.              | Illicit discharge identified at private site development (Bryn Mawr Estates subdivision on Briarcliff Drive), related to construction stormwater control. EPA notified and subsequently issued an Administrative Order and levied a fine (\$160K).                                                                                                                                                                                                                                                                                                 | <ul style="list-style-type: none"> <li>Illicit discharge detection plan completed. No further activity planned, beyond ongoing inspections and response to any new illicit discharges identified.</li> </ul>                                       |
| Revised  |                                                                                   |                                                 |                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                    |

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|---------|-----------------------------------------------------------------------------------------|-------------------------------------------------|-------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 3D      | Incorporate Information on Illicit Discharges into Public Education and Outreach Topics | Planning Dept., Town Engineer, and Highway Dept | Copies of materials.                            | Illicit discharge education material was procured, adapted and mailed to residents as water bill inserts.                                                                                                                                      | Incorporate public education materials on hazards associated with illegal discharges and improper disposal of waste with public education program.                                                                                                                                                                 |
| Revised |                                                                                         |                                                 |                                                 |                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                    |
| 3E      | Hold Annual Household Hazardous Waste Collections                                       | Board of Health                                 | Document quantity of wastes collected annually. | A Hazardous Waste Collection Day (biennial) was held on May 20, 2006. No activity during 2007.                                                                                                                                                 | <ul style="list-style-type: none"> <li>• Organize collection events and advertise with public education materials, emphasizing the need to collect wastes to avoid improper disposal and the resulting pollution.</li> <li>• Conduct Hazardous Waste Collection Day in 2008 (scheduled for May 3, 2008)</li> </ul> |
| Revised |                                                                                         |                                                 |                                                 |                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                    |
| 3F      | Identify Department to Take Stormwater Calls                                            | Highway Dept, Planning Dept., and Engineering   | Log of complaints and actions taken.            | Historically, the Highway Dept or Town Engineer receives stormwater related calls. In the past year, a Land Use Enforcement Officer was hired and will respond to calls once they are received. Complaints are handled on an individual basis. | <ul style="list-style-type: none"> <li>• Develop protocol for addressing complaints, including records of complaints and any actions.</li> <li>• The stormwater section of the Town's website will advertise whom to call to report dumping or other inappropriate inputs into the MS4.</li> </ul>                 |
| Revised |                                                                                         |                                                 |                                                 |                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                    |

**3a. No additions for Illicit Discharge Detection & Elimination at this time.**



#### 4. Construction Site Stormwater Runoff Control

| BMP ID # | BMP Description                              | Responsible Dept./Person Name                             | Measurable Goal(s)                               | Progress on Goal(s) – Permit Year 5<br>(Reliance on non-municipal partners indicated, if any)                                                                                                                                                  | Planned Activities – Next Permit Cycle                                                                                                                                                                                                                                                                        |
|----------|----------------------------------------------|-----------------------------------------------------------|--------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 4A       | Develop Erosion Control Regulation           | Town Engineer and Selectmen                               | Bylaw at Town meeting in next permit cycle.      | A draft Erosion Control Bylaw has been developed. This bylaw combines erosion and sedimentation controls and post-construction stormwater controls.                                                                                            | <ul style="list-style-type: none"> <li>Finalize the Erosion Control Bylaw (approx 95% complete) and submit bylaw for Town Meeting, in conjunction with development and implementation of the Stormwater Utility.</li> <li>Implement DEP regulations as recently established (310 CMR and 314 CMR).</li> </ul> |
| Revised  |                                              |                                                           |                                                  |                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                               |
| 4B       | Develop Guidance for Erosion Controls        | Planning Dept, Highway Dept, Town Engineer and Consultant | Inspection checklist and documented inspections. | Town hired a Land Use Enforcement Officer to coordinate stormwater management, enforcement and construction site/erosion control inspection. Land Use Enforcement Officer conducted inspections of erosion controls and construction sites.    | <ul style="list-style-type: none"> <li>Finalize guidance outlining specific erosion control requirements desired by Auburn.</li> <li>Finalize inspection checklist.</li> <li>Set up a tracking program.</li> <li>Ongoing inspections of erosion controls.</li> </ul>                                          |
| Revised  |                                              |                                                           |                                                  |                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                               |
| 4C       | Identify Department to Take Stormwater Calls | Highway Dept, Planning Dept., and Engineering             | Log of complaints and actions taken              | Historically, the Highway Dept or Town Engineer receives stormwater related calls. In the past year, a Land Use Enforcement Officer was hired and will respond to calls once they are received. Complaints are handled on an individual basis. | <ul style="list-style-type: none"> <li>Develop protocol for addressing complaints, including records of complaints and any actions.</li> <li>The stormwater section of the Town's website will advertise whom to call to report dumping or other inappropriate inputs into the MS4.</li> </ul>                |
| Revised  |                                              |                                                           |                                                  |                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                               |

4a. No additions at this time

## 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 5<br>(Reliance on non-municipal partners indicated, if any)                                                                                                                                                                                                 | Planned Activities – Next Permit Cycle                                                                                                                                                                                                                                                                                                                                                                       |
|----------|------------------------------------------|----------------------------------------------|------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 5A       | Develop BMP Regulation                   | Town Engineer and Selectmen                  | Bylaw at Town meeting in next permit cycle.                                                                | A draft Post-Construction Stormwater Control Bylaw has been developed. This bylaw combines erosion and sedimentation controls and post-construction stormwater controls.                                                                                                                      | <ul style="list-style-type: none"> <li>Finalize the Post-Construction Stormwater Control Bylaw (approx 95% complete) and submit bylaw for Town Meeting, in conjunction with development and implementation of the Stormwater Utility.</li> </ul>                                                                                                                                                             |
| Revised  |                                          |                                              |                                                                                                            |                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                              |
| 5B       | Develop BMP Design Standards             | Planning Dept, Town Engineer, and Consultant | Copy of design standards.                                                                                  | Specific BMP requirements desired by Auburn are included in the Stormwater Bylaw and regulations. Developed draft design standards for developers to follow including design performance criteria, BMP examples, and maintenance requirements, which are incorporated by reference in bylaws. | Finalize design standards for developers to follow including design performance criteria, BMP examples, and maintenance requirements.                                                                                                                                                                                                                                                                        |
| Revised  |                                          |                                              |                                                                                                            |                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                              |
| 5C       | Develop and Implement Inspection Program | Planning Dept, Town Engineer, and Consultant | Retain copies of maintenance reports received annually, plus records of inspections completed and results. | The Land Use Enforcement Officer performed inspections. O&M requirements are included in the draft Stormwater Regulations                                                                                                                                                                     | <ul style="list-style-type: none"> <li>Setup a permit program and maintenance tracking program that requires annual submittal of maintenance reports by owner, in conjunction with Town's MUNIS software package.</li> <li>Conduct post-construction stormwater control inspections for sites where no annual report is submitted.</li> <li>Require operation and maintenance plan of developers.</li> </ul> |
| Revised  |                                          |                                              |                                                                                                            |                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                              |

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|---------|--------------------------------------------------|------------------------------------------------------------|--------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 5D      | Amend Zoning Bylaws to Regulate Impervious Areas | Planning Dept., Town Engineer, and Zoning Board of Appeals | The new zoning bylaw will be implemented in the next permit cycle. | The Aquifer and Watershed Protection Overlay District boundaries were updated to reflect recent wells installed by the Auburn Water District. Map changes to be voted on at Annual Town Meeting in 2008. | <ul style="list-style-type: none"> <li>• Complete the rewrite of the Aquifer and Watershed Protection Overlay district section of the Zoning Bylaw with improvements in reducing impervious area.</li> <li>• Enact the modifications to the Aquifer and Watershed Overlay District boundaries at the Annual Town Meeting in 2008.</li> </ul> |
| Revised |                                                  |                                                            |                                                                    |                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                              |
| 5E      | Adopt a Tree Preservation Bylaw                  | Tree Warden                                                | Adopt a Tree Preservation Bylaw in next permit cycle.              | Scheduled for next permit cycle.                                                                                                                                                                         | <ul style="list-style-type: none"> <li>• Develop a tree preservation bylaw.</li> <li>• Submit bylaw for Town Meeting.</li> </ul>                                                                                                                                                                                                             |
| Revised |                                                  |                                                            |                                                                    |                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                              |

**5a. No additional Post Construction Runoff Control BMPs.**

## 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 5<br>(Reliance on non-municipal partners indicated, if any)                                                                                                                                                     | Planned Activities – Next Permit Cycle                                                                                                                                                                                                  |
|----------|-------------------------------------------------|-------------------------------|---------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 6A       | Sweep Streets in Town                           | Highway Department            | Priority plan of sweeping. Volume of sweepings collected.           | Streets and sidewalks were swept as required this year. Priority plan based on five “precincts” and annual rotation.                                                                                                                              | <ul style="list-style-type: none"> <li>• Sweep all streets.</li> <li>• Record sediment collected.</li> </ul>                                                                                                                            |
| Revised  |                                                 |                               |                                                                     |                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                         |
| 6B       | Clean Catch Basins                              | Highway Department            | Records of catch basins cleaned.                                    | Catch basins were cleaned this year based on a prioritization determined by the Town’s Highway Dept.                                                                                                                                              | <ul style="list-style-type: none"> <li>• Clean all catch basins in Town annually or as required by a prioritization scheme/schedule.</li> <li>• Record sediment collected per catch basin or drainage network each cleaning.</li> </ul> |
| Revised  |                                                 |                               |                                                                     |                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                         |
| 6C       | Calibrate Salt Spreading Equipment              | Highway Department            | Prevent over-application of salt as shown with calibration records. | The Highway Department uses a 3 to 1 sand/ salt ratio on the Town’s roads. The amount of mixture applied is controlled inside the cab of the truck. The employee uses experience and best judgment to determine how much of the mixture to apply. | Same as Year 5.                                                                                                                                                                                                                         |
| Revised  |                                                 |                               |                                                                     |                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                         |
| 6D       | Continue Practice of Low Salt Ratio Application | Highway Department            | Use low salt ratio throughout town.                                 | Continued the existing practice of low salt ratio application throughout town to protect groundwater and surface water resources.                                                                                                                 | Same as Year 5.                                                                                                                                                                                                                         |
| Revised  |                                                 |                               |                                                                     |                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                         |

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|---------|---------------------------------------------------------------------|------------------------------------|-----------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 6E      | Develop an Inspection and Maintenance Plan                          | Highway Department and Engineering | Records of inspections and maintenance. | An in-house policy for disposing of maintenance generated wastes (i.e. catch basin cleanings, street sweepings, and sediment from detention ponds) was previously implemented. The Highway Department met with the Board of Health and the DEP to determine a suitable location for storage of the wastes. The wastes are brought to Rochdale Street (landfill) and stored away from any water bodies and off of the landfill cap. | <ul style="list-style-type: none"> <li>• Perform inspection and maintenance, modifying frequency as necessary.</li> <li>• Implement a written yearly BMP maintenance schedule.</li> </ul> |
| 6F      | Ensure Water Quality Improvements are Considered for Flood Projects | Highway Department and Engineering | Document flood control projects         | Several repair/replacement projects were completed. Three drain line/culvert replacements were completed (Rochdale St, South St, and Briarcliff Drive). Work on Briarcliff Drive involved replacement of storm drain system (approx. 400 ft) that was "damaged beyond repair" due to the previously noted release and subsequent EPA Administrative Action.                                                                        | No flood control projects planned. Future flood control projects will consider water quality.                                                                                             |
| Revised |                                                                     |                                    |                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                           |
| 6G      | Discontinue Outdoor Vehicle Washing                                 | All Town Departments               | Written policy.                         | <ul style="list-style-type: none"> <li>• Discontinued outdoor vehicle washing at the highway garage.</li> <li>• Verified that all garage drains attached to a gas trap which discharges to the sanitary sewer system were cleaned once per year.</li> <li>• The Town has complied with federal and state regulations pertaining to vehicle washing and rinsing.</li> </ul>                                                         | Ongoing inspection/cleaning of gas trap and adherence to policy banning outdoor vehicle washing.                                                                                          |
| Revised |                                                                     |                                    |                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                           |

|         |                                                                                                                                   |                                    |                                                                             |                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                    |
|---------|-----------------------------------------------------------------------------------------------------------------------------------|------------------------------------|-----------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 6H      | Implement BMPs at the Highway Garage to Prevent Sedimentation to the Adjacent Waterway from Site Runoff and Road Material Storage | Highway Department                 | Before and after photographs. Records of sweeping and catch basin cleaning. | <ul style="list-style-type: none"> <li>The sand pile and raw material piles have been contained to prevent release to the adjacent stream.</li> <li>The yard and catch basins were cleaned as required.</li> </ul>           | <ul style="list-style-type: none"> <li>Sweep the yard and clean catch basins frequently.</li> <li>Document sweeping and catch basin cleaning.</li> </ul>                                                                                                                           |
| Revised |                                                                                                                                   |                                    |                                                                             |                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                    |
| 6I      | Cover Junk Equipment and Vehicles                                                                                                 | All Town Departments               | Cover all junk equipment and vehicles.                                      | Some junk equipment and vehicles have been removed.                                                                                                                                                                          | Junk equipment and vehicles to be provided with covers and drip pans, on an ongoing basis.                                                                                                                                                                                         |
| 6J      | Dispose of Hazardous Waste Drums                                                                                                  | All Town Departments               | Keep a record of drum disposal.                                             | All drums are stored indoors until they can be disposed.                                                                                                                                                                     | Same as Year 5.                                                                                                                                                                                                                                                                    |
| Revised |                                                                                                                                   |                                    |                                                                             |                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                    |
| 6K      | Inspect and Cover Dumpsters                                                                                                       | Highway Department                 | Record inspections.                                                         | <ul style="list-style-type: none"> <li>Dumpsters have been inspected.</li> <li>Temporary covers were provided for the dumpsters.</li> </ul>                                                                                  | <ul style="list-style-type: none"> <li>Develop a written inspection checklist for dumpsters.</li> <li>Inspect dumpsters yearly to ensure there are no leaks.</li> </ul>                                                                                                            |
| Revised |                                                                                                                                   |                                    |                                                                             |                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                    |
| 6L      | Document Protocols for Municipal Operations                                                                                       | Highway Department                 | Copies of policies.                                                         | New policies were sent to Town employees, such as the new vehicle washing policy banning outdoor washing of vehicles.                                                                                                        | <ul style="list-style-type: none"> <li>Develop written policies for all municipal operations.</li> <li>Send policies to all town employees.</li> </ul>                                                                                                                             |
| Revised |                                                                                                                                   |                                    |                                                                             |                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                    |
| 6M      | Conduct Town Employee Stormwater Training                                                                                         | Highway Department and Engineering | Attendance sheet and copy of program.                                       | <ul style="list-style-type: none"> <li>Fire Department was previously trained for spill containment.</li> <li>Highway Department was previously trained on stormwater.</li> <li>No new training in permit year 5.</li> </ul> | <ul style="list-style-type: none"> <li>Conduct annual stormwater training sessions for Town departments.</li> <li>The Stormwater Committee will coordinate training for Town Departments, in conjunction with development and implementation of the Stormwater Utility.</li> </ul> |
| Revised |                                                                                                                                   |                                    |                                                                             |                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                    |

**6a. No additional Good Housekeeping BMPs.**

**7. BMPs for Meeting Total Maximum Daily Load (TMDL) Waste Load Allocations (WLA) <<if applicable>>**

| <b>BMP ID #</b> | <b>BMP Description</b>                           | <b>Responsible Dept./Person Name</b>                             | <b>Measurable Goal(s)</b>                                                                                                              | <b>Progress on Goal(s) – Permit Year 5<br/>(Reliance on non-municipal partners indicated, if any)</b>                                                                               | <b>Planned Activities – Next Permit Cycle</b>                                                                                                                                                                                                                                                   |
|-----------------|--------------------------------------------------|------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 7A              | Develop a Water Quality Strategy for 303d Waters | Town Engineer & Consultant                                       | Summary of existing pollution prevention efforts, future needs, and responsible parties. Copy of Surface Water Quality Strategic Plan. | Completed Leesville Pond cleanup in cooperation with the Leesville Pond Watershed and Neighborhood Assoc., including winter “drawdown” for weed control (and assoc TMDL reduction). | <ul style="list-style-type: none"> <li>• Foster cooperation with established and newly formed advocacy groups, such as the Leesville Pond Watershed and Neighborhood Assoc. and the Eddy Pond Watershed Assoc.</li> <li>• Pursue implementation of winter “drawdown” for Town ponds.</li> </ul> |
| Revised         |                                                  |                                                                  |                                                                                                                                        |                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                 |
| 7B              | Implement BMPs from Water Quality Strategy       | Town Engineer, Consultant, & Town Departments (to be determined) | Photographs, logs, and BMP descriptions for completed efforts and water quality improvements.                                          | Photographs and logs kept for activities related to Leesville Pond cleanup and winter “drawdown” for weed control (and assoc TMDL reduction).                                       | Planned for next permit cycle.                                                                                                                                                                                                                                                                  |
| Revised         |                                                  |                                                                  |                                                                                                                                        |                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                 |

**7a. No additional BMPs at this time for compliance with TMDLs.**

**7b. WLA Assessment**

TMDL studies have been completed for Auburn Pond, Eddy Pond, Leesville Pond, Pondville Pond, and Stoneville Pond. The BMPs in minimum measures 1 through 6 are being applied first. These include measures recommended by the TMDLs such as public education, fostering volunteer watershed groups, street sweeping, catch basin cleaning and mapping outfalls. Once these basic BMPs are functioning it will be possible to assess their effect. Then the water quality strategy will be devised and additional measures taken as necessary.

#### Part IV. Summary of Information Collected and Analyzed

Educational brochures from water billings  
Newspaper clippings for Leesville Pond Cleanup  
“Highway Happenings” newspaper clippings.

#### Part V. Program Outputs & Accomplishments (OPTIONAL)

##### Programmatic

|                                                                                        |       |     |
|----------------------------------------------------------------------------------------|-------|-----|
| Stormwater management position created/staffed ( <b>Land Use Enforcement Officer</b> ) | (y/n) | Yes |
| Annual program budget/expenditures                                                     | (\$)  |     |
|                                                                                        |       |     |
|                                                                                        |       |     |

##### Education, Involvement, and Training

|                                                                                                                                                 |               |                   |
|-------------------------------------------------------------------------------------------------------------------------------------------------|---------------|-------------------|
| Estimated number of residents reached by education program(s)<br>(as determined by Auburn Water District service area with associated mailings) | (# or %)      | <b>Approx 75%</b> |
| Stormwater management committee established                                                                                                     | (y/n)         | <b>Yes</b>        |
| Stream teams established or supported<br>(cooperative efforts initiated with pond/watershed advocacy groups)                                    | (# or y/n)    | <b>Yes</b>        |
| Shoreline clean-up participation or quantity of shoreline miles cleaned                                                                         | (y/n or mi.)  |                   |
| Household Hazardous Waste Collection Days                                                                                                       |               |                   |
| ▪ days sponsored                                                                                                                                | (#)           |                   |
| ▪ community participation                                                                                                                       | (%)           |                   |
| ▪ material collected                                                                                                                            | (tons or gal) |                   |
| School curricula implemented                                                                                                                    | (y/n)         |                   |
|                                                                                                                                                 |               |                   |
|                                                                                                                                                 |               |                   |



## Legal/Regulatory

|                                                    | In Place Prior to<br>Phase II | Under<br>Review | Drafted | Adopted |
|----------------------------------------------------|-------------------------------|-----------------|---------|---------|
| Regulatory Mechanism Status (indicate with "X")    |                               |                 |         |         |
| ▪ Illicit Discharge Detection & Elimination        |                               |                 | X       |         |
| ▪ Erosion & Sediment Control                       |                               |                 | X       |         |
| ▪ Post-Development Stormwater Management           |                               |                 | X       |         |
| Accompanying Regulation Status (indicate with "X") |                               |                 |         |         |
| ▪ Illicit Discharge Detection & Elimination        |                               |                 | X       |         |
| ▪ Erosion & Sediment Control                       |                               |                 | X       |         |
| ▪ Post-Development Stormwater Management           |                               |                 | X       |         |

## Mapping and Illicit Discharges

|                                        |                    |      |
|----------------------------------------|--------------------|------|
| Outfall mapping complete               | (%)                | 98%  |
| Estimated or actual number of outfalls | (#)                | 257  |
| System-Wide mapping complete           | (%)                | 75%  |
| Mapping method(s)                      |                    |      |
| ▪ Paper/Mylar                          | (%)                |      |
| ▪ CADD                                 | (%)                |      |
| ▪ GIS                                  | (%)                | 100% |
| Outfalls inspected/screened            | (# or %)           | 100% |
| Illicit discharges identified          | (#)                | 0    |
| Illicit connections removed            | (# )<br>(est. gpd) | 0    |
| % of population on sewer               | (%)                | 85%  |
| % of population on septic systems      | (%)                | 15%  |
|                                        |                    |      |
|                                        |                    |      |

## Construction

|                                                                                                                                                                                  |            |                                |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|--------------------------------|
| Number of construction starts (>1-acre)                                                                                                                                          | (#)        | 7                              |
| Estimated percentage of construction starts adequately regulated for erosion and sediment control                                                                                | (%)        | 3 out of 7                     |
| Site inspections completed                                                                                                                                                       | (# or %)   | 100%                           |
| Tickets/Stop work orders issued ( <b>EPA Administrative Action related to Bryn Mawr Estates</b> )                                                                                | (# or %)   | 1                              |
| Fines collected ( <b>EPA Administrative Action related to Bryn Mawr Estates</b> )                                                                                                | (# and \$) | \$160,000 fine assessed by EPA |
| Complaints/concerns received from public<br>(1 complaint related to EPA Administrative Action at Bryn Mawr Estates)<br>(1 complaint investigated and determined to be unfounded) | (#)        | 2                              |
|                                                                                                                                                                                  |            |                                |
|                                                                                                                                                                                  |            |                                |

## Post-Development Stormwater Management

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

## Operations and Maintenance

|                                                                                           |             |                                |
|-------------------------------------------------------------------------------------------|-------------|--------------------------------|
| Average frequency of catch basin cleaning (non-commercial/non-arterial streets)           | (times/yr)  | Every other year, or as needed |
| Average frequency of catch basin cleaning (commercial/arterial or other critical streets) | (times/yr)  | Every other year, or as needed |
| Total number of structures cleaned                                                        | (#)         |                                |
| Storm drain cleaned                                                                       | (LF or mi.) | >500 l.f.                      |

|                                                                                                |               |                 |
|------------------------------------------------------------------------------------------------|---------------|-----------------|
| Qty. of screenings/debris removed from storm sewer infrastructure                              | (lbs.or tons) |                 |
| Disposal or use of sweepings (landfill, POTW, compost, recycle for sand, beneficial use, etc.) |               | <b>Landfill</b> |
| Cost of screenings disposal                                                                    | (\$)          |                 |

|                                                                                      |               |                 |
|--------------------------------------------------------------------------------------|---------------|-----------------|
| Average frequency of street sweeping (non-commercial/non-arterial streets)           | (times/yr)    |                 |
| Average frequency of street sweeping (commercial/arterial or other critical streets) | (times/yr)    |                 |
| Qty. of sand/debris collected by sweeping                                            | (lbs.or tons) |                 |
| Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.)                | (location)    | <b>Landfill</b> |
| Cost of sweepings disposal                                                           | (\$)          |                 |
| Vacuum street sweepers purchased/leased                                              | (#)           |                 |
| Vacuum street sweepers specified in contracts                                        | (y/n)         |                 |

|                                                                                        |             |  |
|----------------------------------------------------------------------------------------|-------------|--|
| Reduction in application on public land of: ("N/A" = never used; "100%" = elimination) |             |  |
| ▪ Fertilizers                                                                          | (lbs. or %) |  |
| ▪ Herbicides                                                                           | (lbs. or %) |  |
| ▪ Pesticides                                                                           | (lbs. or %) |  |

|                                                          |                                                                                           |                               |
|----------------------------------------------------------|-------------------------------------------------------------------------------------------|-------------------------------|
| Anti-/De-Icing products and ratios                       | % NaCl<br>% CaCl <sub>2</sub><br>% MgCl <sub>2</sub><br>% CMA<br>% Kac<br>% KCl<br>% Sand | <b>3:1 Sand to Salt ratio</b> |
| Pre-wetting techniques utilized                          | (y/n)                                                                                     |                               |
| Manual control spreaders used                            | (y/n)                                                                                     | <b>Yes</b>                    |
| Automatic or Zero-velocity spreaders used                | (y/n)                                                                                     |                               |
| Estimated net reduction in typical year salt application | (lbs. or %)                                                                               |                               |
| Salt pile(s) covered in storage shed(s)                  | (y/n)                                                                                     | <b>Yes</b>                    |
| Storage shed(s) in design or under construction          | (y/n)                                                                                     |                               |