

TOWN OF BELLINGHAM

OFFICE OF THE
DIRECTOR OF THE DEPARTMENT OF PUBLIC WORKS
26 BLACKSTONE STREET
BELLINGHAM, MA 02019
(508)-966-5813
FAX (508)-966-5814
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April 22, 2005

USEPA
Municipal Assistance Unit (CMU)
One Congress Street
Boston, MA 02114-2023

Mass DEP – CERO
627 Main Street, 2nd Floor
Worcester, MA 01608

CERTIFIED MAIL:

#7004-2890-0003-5214-4135

#7004-2890-0003-5214-4128

RE: NPDES Phase II – Annual Report 2005

To Whom It May Concern:

Enclosed you will find one copy of the Annual Report on the forms provide on line by the USEPA.

The Mass DEP mailing also includes the Mass DEP Transmittal Form for Permit Application with Transmittal Number W 063304. This Transmittal Number appears on all forms submitted with the cover the form submitted.

It is our understanding that by sending this prior to May 1, 2005 we are in compliance with the annual filing requirement under this program.

Please contact me if you need any further information.

Sincerely,



Municipality/Organization: Town of Bellingham

EPA NPDES Permit Number: MAR041091

MaDEP Transmittal Number: W- 063304

**Annual Report Number
& Reporting Period:** No. 2: March 04-March 05

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Donald F. DiMartino **Title:** DPW Director

Telephone #: 508-966-5813 **Email:** ddimartino@bellinghamma.org

Certification:

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Signature: 

Printed Name: Donald F. DiMartino

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ham has completed the required self-assessment and has determined that our municipality
h all permit conditions.

Minimum Control Measures

nd Outreach

	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 3
	Donald DiMartino	Run Program in Summer of 2003	No activity required beyond year one, however we have and will continue this program as long as funds are available. In year 2 the program run by DPW Public Ed. Administrator reached 320 students grades one through four who participated in summer and after school programs. Received excellent press coverage and parent participation.	None required but plan to run a similar program every year if funds are available.
	Donald DiMartino	Distribute Semi- Annually Starting in 2005	Required in third year but completed in first year. We plan to continue annually if funds are available. Flyers drafted by youths in 1.01 programs mailed with semi- annual water bills	Plan to continue to insert youth generated bill stuffers on stormwater and general water resource issues.
nfo	Donald DiMartino	Post on Cable & Web once CRWA produces info flyer	Posted on Website continuously since July 14, 2004 after receipt of information from SmartStorm (non- municipal partner).	Continue posting and update as non-municipal partners change or improve available information.

and Participation

	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 3
ter	Donald DiMartino	First Meeting by May 31, 2004	Water Resources Committee (WRC) created by Selectmen first meeting held April 26, 2004, Nine-member committee.	No activity required
ise	SWMC	Quarterly Televised Meetings 2004 thru 2007	WRC met June 28, 2004, Oct. 19, 2004, and March 15, 2005. All meetings televised on local cable channel, with meeting posting.	Continue Quarterly Meetings of WRC
ze	Now called WRC	Committee renamed Water Resource Committee (WRC)		

tection and Elimination

	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 3
	Donald DiMartino	Map and Databases Complete by July 1, 2006.	None required in Year 2. Contracted with BETA Group, Inc. to perform GIS Mapping services in Year 1. Funding was an issue in Year 2 but will be better in FY2006 expect to complete 100% by July 2006 goal date.	BETA to take our existing GIS maps that are complete for the 1990 Census Urban Areas, and fill in information for the remainder of the town.
on	Donald DiMartino	One of the 1.02 Distributions to cover Illicit Discharges in 2005	None required in Year 2.	Plan to start distributing materials with bill stuffers and on web in July and August of 2005.

	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 3
	SWMC/WRC	October 2006 Fall Town Meeting Bylaw for Acceptance	None required in Year 2.	Initiate WRC review of existing and potential bylaws and BOH regulations.
to	Donald DiMartino	Annual Training Start Spring 2004 w/Summer Help Staff	First annual training session held June 29, 2004 with Weston and Sampson Engineers, Inc. providing training services	Scheduled training each year in June or July when full summer part-time staff is in place.

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stormwater Runoff Control

	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 3
	SWMC/WRC	Review report completed by March 2007	No activity required in Year 2, but WRC and Planning Board noted need to enhance bylaws regarding private site development stormwater systems construction inspection.	WRC drafted amendment to bylaws for vote 2005 Town Meeting.
tion	SWMC/WRC	October 2007 Fall Town Meeting Bylaw for Acceptance	No activity required in Year 2, but WRC stated work to draft revised bylaws regarding stormwater systems construction inspection.	If WRC's further review finds other issues with existing procedure or bylaws, additional suggests may be made.
	SWMC/WRC	Draft procedures completed by March 2008	None required in Year 2.	None required in Year 3.

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Stormwater Management in New Development and Redevelopment

	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 3
	SWMC/WRC	Review report completed by December 2005	WRC and ConCom reviewed procedures and identified concern for long-term maintenance of Stormwater Facilities.	WRC to review need for further bylaw change for post construction.
tion	SWMC/WRC	October 2006 Fall Town Meeting Bylaw for Acceptance	WRC drafted new bylaws regarding long-term maintenance of Stormwater Facilities. Town to vote at May 2005 Town Meeting.	If WRC's further review finds other issues with existing procedure or bylaws, additional suggests may be made.
s	SWMC/WRC	Forms and Procedures completed by March 2008	None required in Year 2, but DPW and ConCom already working on forms and maintenance records procedures.	None required in Year 3.

n and Good Housekeeping in Municipal Operations

	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 3
	DPW	Continuous as Weather and Manpower Allow	Performed Continuous Street Sweeping. CB Cleaning as allowed in coordination of West Nile Virus advisories from State & Local Health Organizations	Performed Continuous Street Sweeping. CB Cleaning as allowed in coordination of West Nile Virus advisories from State & Local Health Organizations

	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 3
s	DPW	Establish Maintenance Records Procedure by March 2008.	None required in Year 2. But draft form being used by Sweeping and CB Cleaning crews.	None required in Year 3.
pt. Plan	DPW – Consultant	Complete Master Plan by July of 2005	Space needs analysis completed. Site located to construct new DPW & Parks. No sense in expending funds to improve at present locations.	Complete Master Plan of stormwater may be delayed due to funding. Hope to present total DPW & Parks master plan to the Town managers (Selectmen and Finance Committee).
s ew	DPW – Consultant	Complete Master Plan by July of 2007	None required in Year 2.	None required in Year 3.
ge	DPW – Contractor	Complete Construction by November of 2004	Project completed December 2004, with final clean up April 2005.	Complete 319 Grant QAPP required testing, reporting, and final grant close out.

Total Maximum Daily Load (TMDL) Waste Load Allocations (WLA) **NO TMDL – Not Applicable**

Information Collected and Analyzed - **NONE**

Inputs & Accomplishments (OPTIONAL) – **NONE this Year.**

Use this information and try to complete this section in future Annual Reports

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Sincerely,

