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Municipality/Organization: Town of Berkley, MA

EPA NPDES Permit Number: MAR041092

MassDEP Transmittal Number: W-41005650

Annual Report Number Year 7

& Reporting Period: April 1, 2009 – March 31, 2010

**NPDES PII Small MS4 General Permit
Annual Report
(Due: May 1, 2010)**

Part I. General Information

Contact Person: Scott A. Fournier

Title: Highway Surveyor

Telephone #: 508-824-8380

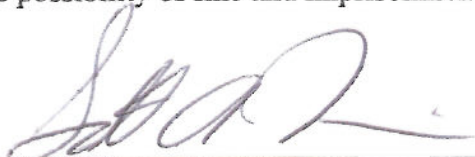
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Certification:

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:



Printed Name: Scott A. Fournier

Title: Highway Surveyor

Date:

3/25/10

Part II. Self-Assessment

The Town of Berkley has completed the required self-assessment and has determined that out municipality is in compliance with many of the permit conditions.

Due to major budget cuts in Town, the Town was unable to implement all the elements of the Storm Water Management Program by the expiration date of the first permit term, including Year 7 of the program. Specifically, the Town failed to implement water quality monitoring per BMP No. 2-2; failed to map all town-owned outfalls per BMP No 3-2; failed to develop an illicit discharge identification program per BMP No. 3-3.

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 7 (Reliance on non-municipal partners indicated, if any)	Planned Activities
I-1	Create Stormwater Program and target groups likely to impact Stormwater	Board of Selectmen and Highway Surveyor	Prepare and send a mailing to residents in Year 3. Post educational materials on stormwater on public kiosks in Years 1-5	Stormwater information has been posted on public kiosks at Town Hall and at the Highway Department	Continue to post stormwater educational materials on public kiosks in Town Hall and at the Highway Department.
Revised					
I-2	Target Student Audiences with stormwater information	Board of Selectmen and Highway Surveyor	Obtain copy of “After the Storm” video and provide schools to incorporate into curriculum during Year 5	Video was provided to the school for incorporation into programs.	Continue to provide multi-media information as it becomes available through regulators or other NGO’s from whom the Town can obtain the material at no cost.
Revised					
I-3	Utilize Public Access Channel	Board of Selectmen and Highway Surveyor	Obtain copy of “After the Storm” video and show on Public Access Channel four times during Year 5.	Video was shown in year 5 and was provided to school system thereafter. The Town will continue to utilize public access channels for dissemination of information regarding stormwater	No further activities are planned at this time. Further consideration for use of public access will be given as new material becomes available.
Revised					
I-4	Promote household hazardous waste recycling	Recycling and Solid Waste Department	The Town’s Recycling and Solid Waste Department accepts Hazardous Wastes during their usual business hours	The Town’s Recycling and Solid Waste Department accepts Hazardous Wastes during their usual business hours for proper disposal.	Continue to encourage the citizens of the Town of Berkeley to dispose of their hazardous wastes properly in the containers provided.
Revised					

Revised						
Revised						

1a. Additions

2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 7 (Reliance on non-municipal partners indicated, if any)	Planned Activities
2-1	Host Public Meetings on Stormwater	Board of Selectmen	Host joint meeting with local watershed groups in Year 1	No activities were proposed for year 7.	No activities are proposed for Year 7 due to budget cuts.
Revised					
2-2	Organize volunteer water quality monitoring	Board of Selectmen	Form stream teams and conduct water quality monitoring for years 2-5	No progress has been made on this BMP.	Due to limited availability of staff, no activities are anticipated for Year 7. Further consideration will be given when the new permit is issued and conditions of the permit are clarified.
Revised					
2-3	Townwide Clean Ups	Board of Selectmen	Work with local community groups to conduct annual townwide clean ups.	At this time a townwide clean up is not scheduled due to budget cuts and also busy schedules.	Try to reinstate the Town Wide spring cleanups.
Revised					
Revised					
Revised					
Revised					

2a. Additions

3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 7 (Reliance on non-municipal partners indicated, if any)	Planned Activities
3-1	Review Existing Bylaws	Board of Selectmen and Planning Board	Update Bylaws by end of Year 5 to address non-stormwater discharges to MS4.	At the Annual Town Meeting held on June 22, 2009 new additions to the bylaws were approved in regards to stormwater discharges.	Town Staff will continue to oversee needed changes in the Town Bylaws to regulate non stormwater discharges to the MS4.
Revised					
3-2	Map Outfalls	Highway Surveyor	Locate all outfalls by the end of Year 2 and map all locations and identify receiving waters by the end of Year 5	Due to limited availability of Town Staff, no progress has been made on the BMP. The Town recognizes that this is one of the primary obligations of the permit and will commit further resources to the effort in the new permit term	Town Staff, with the assistance of a consultant, will complete mapping of all regulated outfalls and identify receiving waters budgets permitting.
Revised					
3-3	Procedure for non-stormwater discharges	Highway Surveyor	Development of program to detect illicit discharges will occur during Year 2.	No progress has been made on this BMP. The program will be developed concurrent with mapping efforts.	Mapping will be the one of the primary focuses of Year 7 with budgets permitting.
Revised					
3-4	Establish Hotline	Selectmen	Provide contact information to public to report illegal dumping during Year 2	The hotline was established during Year 5.	Continue to staff and monitor information provided via the hotline.
Revised					
Revised					
Revised					

3a. Additions

4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 7 (Reliance on non-municipal partners indicated, if any)	Planned Activities
4-1	Review Site Plan Review section of Zoning Bylaw	Planning Board	Review and identify need to draft changes to the bylaw in Year 5.	Changes were brought to the Town Meeting Floor on June 22, 2009 and accepted by the Townspeople.	Town Staff, with the assistance of a consultant, will continue to review local bylaws and as needed continue to update the Town Bylaws.
Revised					
4-2	Revise Site Inspection and Enforcement Control Measures Program	Planning Board	This program will be evaluated and if necessary modified by the end of Year 5.	Changes were brought to the Town Meeting Floor on June 22, 2009 and accepted by the Townspeople.	Town Staff, with the assistance of a consultant, will continue to review local Town bylaws and as needed continue to update them.
Revised					
Revised					
Revised					
Revised					
Revised					

4a. Additions

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 7 (Reliance on non-municipal partners indicated, if any)	Planned Activities
5-1	Review and modify Bylaws to meet requirements for post development runoff control.	Planning Board	Review existing bylaws and draft modifications by end of Year 5. Bylaw revisions will be submitted to Town meeting in Year 5.	By-law was passed on June 2, 2008 at Town Meeting and also revisions to update the bylaw was passed on June 22, 2009	Continue to develop regulations to support the by-law (both implementation and enforcement)
Revised					
5-2	Revise subdivision Rules and Regulations	Planning Board	Review the Subdivision Rules and Regulations during Year 5. Modifications, as necessary will be drafted and a public meeting held in Year 5. The final modifications will be presented to Board for a vote during Year 5.	Changes to the by-laws were voted on at the Annual Town Meeting on June 22, 2009 to regulate any increased amount of stormwater runoff or pollutants flowing from a parcel of land, or any activity that will alter the drainage characteristics of a parcel of land. All new development and redevelopment under the jurisdiction of this bylaw as prescribed in this bylaw shall be required to obtain a Storm Water Management Permit.	Town Staff, with the assistance of a consultant will continue to review local regulations and continue to develop regulations as warranted.
Revised					
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5a. Additions

6. Pollution Prevention and Good Housekeeping in Municipal Operations

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 7 (Reliance on non-municipal partners indicated, if any)	Planned Activities
6-1	Employee Training	Highway Surveyor	A plan to train employees will be established during Year 1 and implemented in Years 2-5.	The Highway Department conducts continual training of all employees, including initial training of new employees.	The Highway Department will continue to implement employee training program.
Revised					
6-2	Develop & Implement a plan to prevent and reduce pollutant runoff from municipal operations	Highway Surveyor	Develop a plan to log and schedule, repair, install and maintain drainage system in Year 2.	No further progress was achieved on this BMP.	Town will continue to work toward finalizing and adopting a plan for municipal operations.
Revised					
6-3	Pollution Prevention Plan	Highway Surveyor	Highway Department will review all department facilities for stormwater contamination potential and prepare a pollution prevention plan in Year 5.	Due to limited staff availability no progress was made on this BMP.	Highway Department will endeavor to prepare a pollution prevention plan for their facilities in the future.
Revised					
6-3	Catch Basin Cleaning	Highway Surveyor	Clean and inspect all catch basins annually.	Utilizing a clam shell, the Town cleaned all catch basins during the current year. Emergency cleaning of catch basins also done when needed.	Continue to implement annual cleaning of all catch basins and emergency
Revised					
	Street Sweeping	Highway Surveyor	Perform street sweeping of all Town roads annually	The Town performed street sweeping of all Town roadways in Year 7.	Continue to implement annual sweeping of town roadways.
Revised					

Revised						
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6a. Additions

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

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 7 (Reliance on non-municipal partners indicated, if any)	Planned Activities
Revised					
Revised					
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Revised					
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Revised					

7a. Additions

7b. WLA Assessment