

**Municipality/Organization:** Dalton

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**EPA NPDES Permit Number:** MA041004

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**MaDEP Transmittal Number:** W-036254

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**Annual Report Number  
& Reporting Period:**

No. 7: March 10-March 11

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## NPDES PII Small MS4 General Permit Annual Report

### Part I. General Information

Contact Person: Ken Walto

Title: Town Manager

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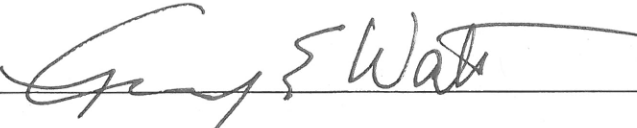
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#### Certification:

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: Ken Walto

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Title: Town Manager

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Date: 6/16/11

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

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

### Part III. Summary of Minimum Control Measures

*The BMP, responsible party, and measurable goal information from the Town of Dalton's NOI have been transcribed here. A description of the progress made toward achieving the measurable goals during the prior year and what activities are planned for next year are included in the last two columns, respectively. Changes that revise/replace or add components to the storm water management program as reflected in the Annual Report are included where applicable.*

*The implementation schedule included within the NOI has been revised and is included.*

#### 1. Public Education and Outreach

| BMP ID #       | BMP Description       | Responsible Dept./Person Name      | Measurable Goal(s)                                 | Progress on Goal(s) – Permit Year 8<br>(Reliance on non-municipal partners indicated, if any)                                                                                                                                                                                   | Planned Activities                                                                                                                                               |
|----------------|-----------------------|------------------------------------|----------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.1<br>Revised | Educational Brochures | Stormwater Committee               | Develop and distribute brochures per attached plan | <ul style="list-style-type: none"> <li>Materials available and distributed as appropriate through the Building Inspectors Office</li> <li>Local contacts for stormwater outreach</li> <li>Maintained list of publications and other education and outreach materials</li> </ul> | <ul style="list-style-type: none"> <li>Distribute brochures in tax bills</li> <li>Distribute brochures to building permit and other permit applicants</li> </ul> |
| 1.2<br>Revised | Educational Display   | Local School<br>HVA & Local School | Create display for Town Hall and town library      | Completed in prior year                                                                                                                                                                                                                                                         | Display educational materials in town hall/library/schools in future years                                                                                       |

## 2. Public Involvement and Participation

| BMP ID #       | BMP Description                    | Responsible Dept./Person Name                    | Measurable Goal(s)                          | Progress on Goal(s) – Permit Year 8<br>(Reliance on non-municipal partners indicated, if any)                                                                            | Planned Activities                                                                                                                                           |
|----------------|------------------------------------|--------------------------------------------------|---------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2.1<br>Revised | Involve public in planning process | Select Board<br>Stormwater Management Commission | Establish a Stormwater Committee            | <ul style="list-style-type: none"> <li>Conducted monthly meetings of Stormwater Management Commission</li> <li>Invited public to stormwater planning meetings</li> </ul> | <ul style="list-style-type: none"> <li>Conduct monthly meetings of Stormwater Commission</li> <li>Invite public to stormwater planning meetings</li> </ul>   |
| 2.2<br>Revised | Storm drain labeling               | Housatonic Valley Association                    | Label storm drains in defined neighborhoods | <ul style="list-style-type: none"> <li>Completed in prior year</li> </ul>                                                                                                | <ul style="list-style-type: none"> <li>Work with elementary schools in promoting stormwater education</li> </ul>                                             |
| 2.3<br>Revised | River clean-up                     | Housatonic Valley Association                    | Conduct semi-annual river clean-ups         | <ul style="list-style-type: none"> <li>No river clean-up activities were identified as needed per community request or stormwater hotline report</li> </ul>              | <ul style="list-style-type: none"> <li>Conduct River clean-up activities on an as needed basis per community request or stormwater hotline report</li> </ul> |

### 3. Illicit Discharge Detection and Elimination

| BMP ID #       | BMP Description                         | Responsible Dept./Person Name                                              | Measurable Goal(s)           | Progress on Goal(s) – Permit Year 8<br>(Reliance on non-municipal partners indicated, if any)                                                                                                                                                                                                                    | Planned Activities                                                                                                                                                                                                                                                                                                         |
|----------------|-----------------------------------------|----------------------------------------------------------------------------|------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 3.1<br>Revised | Detect and eliminate illicit discharges | Public Works<br>Public Works & Board of Health                             | See attached plan            | <ul style="list-style-type: none"> <li>Maintained stormwater hotline</li> <li>Organized and held household hazardous waste collection day</li> <li>Mail and phone contact processes in place for property owners with potential illicit discharges</li> <li>Inspection certification process in place</li> </ul> | <ul style="list-style-type: none"> <li>Respond to public input and water quality sampling results</li> <li>Implement mail and phone contact processes for property owners with potential illicit discharges</li> <li>Verify and update record log</li> <li>Organize household hazardous waste collection day(s)</li> </ul> |
| 3.2<br>Revised | Storm system map                        | Public Works                                                               | Map 20% of outfalls per year | <ul style="list-style-type: none"> <li>Completed in prior year</li> </ul>                                                                                                                                                                                                                                        | <ul style="list-style-type: none"> <li>Field verify outfalls and storm sewer system</li> <li>Complete stormwater mapping</li> </ul>                                                                                                                                                                                        |
| 3.3<br>Revised | Prohibit non-stormwater discharges      | Stormwater Committee<br>Stormwater Management Commission & Board of Health | Develop bylaw                | <ul style="list-style-type: none"> <li>Completed in prior year</li> </ul>                                                                                                                                                                                                                                        | <ul style="list-style-type: none"> <li>Implement general IDDE bylaw prohibiting existing and future non-stormwater connections to the storm sewer system</li> </ul>                                                                                                                                                        |

### 3. Illicit Discharge Detection and Elimination Continued

| BMP ID #       | BMP Description                       | Responsible Dept./Person Name     | Measurable Goal(s) | Progress on Goal(s) – Permit Year 8<br>(Reliance on non-municipal partners indicated, if any)                                                                                                                                                                                                                                                                                                                    | Planned Activities                                                                                                                                                                                                                                                                                                                                                                                                               |
|----------------|---------------------------------------|-----------------------------------|--------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 3.4<br>Revised | Illicit discharge training            | Public Works/Stormwater Committee | See attached plan  | <ul style="list-style-type: none"> <li>• Opportunities for training in illicit discharge detection and elimination available</li> <li>• Received training through EPA lead webcasts and published materials on NPDES Phase II including IDDE</li> <li>• Educational brochure about the bylaw, program and requirements available on the Town website and through the Stormwater Management Commission</li> </ul> | <ul style="list-style-type: none"> <li>• Continue to provide training opportunities on illicit discharge detection and elimination</li> </ul>                                                                                                                                                                                                                                                                                    |
| 3.5<br>Revised | Investigate non-stormwater discharges | Public Works                      | Collect data       | <ul style="list-style-type: none"> <li>• No non-stormwater discharges were reported</li> </ul>                                                                                                                                                                                                                                                                                                                   | <ul style="list-style-type: none"> <li>• Investigate dry-weather discharges within 24-48 hours – conduct upstream visual inspections</li> <li>• Conduct field inspections of publicly reported problems</li> <li>• Report potential illicit connection problems to DPW (HVA)</li> <li>• Investigate potential problems based on water quality sampling results</li> <li>• Disconnect sanitary connections immediately</li> </ul> |

#### 4. Construction Site Stormwater Runoff Control

| BMP ID #       | BMP Description               | Responsible Dept./Person Name                              | Measurable Goal(s)                     | Progress on Goal(s) – Permit Year 8<br>(Reliance on non-municipal partners indicated, if any)                                                                                                                                                                                                                                                                                              | Planned Activities                                                                                                                                                                                                                                    |
|----------------|-------------------------------|------------------------------------------------------------|----------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 4.1<br>Revised | Regulate construction run-off | Stormwater Management Commission                           | Develop bylaw                          | <ul style="list-style-type: none"> <li>Review, approval and site inspections related to the project change for the water storage tank land disturbance permit</li> <li>Meetings to determine if a land disturbance permit is required for the new Senior Center</li> <li>Meetings to determine if a land disturbance permit is required for an access drive</li> </ul>                     | <ul style="list-style-type: none"> <li>Implement Stormwater Management and Erosion Control Regulations of the Stormwater Management Commission</li> </ul>                                                                                             |
| 4.2<br>Revised | Promote the use of BMPs       | Permit granting boards<br>Stormwater Management Commission | Develop training and review procedures | <ul style="list-style-type: none"> <li>Opportunities were made available for board members to receive site plan/BMP training (NEMO)</li> <li>Site plan review procedures in place in conjunction with Stormwater Management and Erosion Control Regulations</li> <li>Information on stormwater BMPs available and distributed as appropriate through Building Inspectors Office</li> </ul> | <ul style="list-style-type: none"> <li>Implement site plan review procedures in conjunction with Stormwater Management and Erosion Control Regulations</li> <li>Provide information on stormwater BMPs to developers and permit applicants</li> </ul> |

#### 4. Construction Site Stormwater Runoff Control Continued

| BMP ID #       | BMP Description          | Responsible Dept./Person Name                                                        | Measurable Goal(s)                                   | Progress on Goal(s) – Permit Year 8<br>(Reliance on non-municipal partners indicated, if any)                                                                                                                                                                                                                                                                                        | Planned Activities                                                                                                                                                                                        |
|----------------|--------------------------|--------------------------------------------------------------------------------------|------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 4.3<br>Revised | Enforce regulations      | Building Inspector<br>Board of Health &<br>Building Inspector                        | Develop inspection and enforcement procedure         | <ul style="list-style-type: none"> <li>Training made available to Stormwater Management Commission on NPDES Phase II regulations and requirements</li> <li>Continued availability of the Berkshire Conservation Agent program to Com/permitting authorities to improve capacity for inspection and enforcement</li> <li>Site inspection / enforcement procedures in place</li> </ul> | <ul style="list-style-type: none"> <li>Implement site inspection / enforcement procedures</li> <li>Improve capacity of Building/Zoning inspectors enforcement in upland areas through training</li> </ul> |
| 4.4<br>Revised | Sanctions                | Building Inspector<br>Stormwater Management Commission                               | Define penalties, fees, sanctions for non-compliance | <ul style="list-style-type: none"> <li>Appropriate penalties, fees, and sanctions for non-compliance defined</li> <li>The use of sanctions for non-compliance approved</li> <li>Cost of typical inspection process determined</li> </ul>                                                                                                                                             | <ul style="list-style-type: none"> <li>Enforce the use of sanctions including appropriate penalties, fees for non-compliance</li> </ul>                                                                   |
| 4.5<br>Revised | Incorporate public input | Public Works/Building Inspector<br>Public Works/Emergency Management/Fire Department | Set-up Stormwater hotline                            | <ul style="list-style-type: none"> <li>Advertised stormwater hotline through website</li> </ul>                                                                                                                                                                                                                                                                                      | <ul style="list-style-type: none"> <li>Continue advertisement of stormwater hotline</li> </ul>                                                                                                            |

## 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 8<br>(Reliance on non-municipal partners indicated, if any)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Planned Activities                                                                                                                                        |
|----------|------------------------------------|-------------------------------------|-------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|
| 5.1      | Regulate post-construction run-off | Stormwater Committee/Planning Board | Develop or amend bylaws | <ul style="list-style-type: none"> <li>Passed Stormwater Management and Erosion Control Bylaw regulating stormwater management and erosion sediment and erosion control to control/reduce runoff in all new and re-development sites <math>\geq 1</math> acre in prior year</li> <li>Established Stormwater Management Commission with representatives from the Select Board, Planning Board, Conservation Commission, and Board of Health in prior year</li> <li>Adopted Stormwater Management and Erosion Control regulations of the Stormwater Management Commission in prior year</li> </ul> | <ul style="list-style-type: none"> <li>Implement Stormwater Management and Erosion Control regulations of the Stormwater Management Commission</li> </ul> |
| Revised  |                                    | Stormwater Management Commission    |                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                           |

## 5. Post-Construction Stormwater Management in New Development and Redevelopment Continued

| BMP ID #       | BMP Description                         | Responsible Dept./Person Name                                                   | Measurable Goal(s)                      | Progress on Goal(s) – Permit Year 8<br>(Reliance on non-municipal partners indicated, if any)                                                                                                                                                                                                       | Planned Activities                                                                                                                                                                                                                                                      |
|----------------|-----------------------------------------|---------------------------------------------------------------------------------|-----------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 5.2<br>Revised | Promote the use of BMPs                 | Permit granting boards<br>Stormwater Management Commission                      | Develop training and review procedures  | <ul style="list-style-type: none"> <li>• Opportunities available for board members to receive site plan/BMP training (NEMO)</li> <li>• Site plan review procedures developed prior year</li> <li>• Recommended BMPs and Performance Standards for Subdivision/Special Permit regulations</li> </ul> | <ul style="list-style-type: none"> <li>• Implement site plan review procedures</li> <li>• Recommend BMPs and Performance Standards for Subdivision/Special Permit applications</li> <li>• Provide site plan/BMP training to Stormwater Management Commission</li> </ul> |
| 5.3<br>Revised | Require operation and maintenance plans | Stormwater Committee/Permit granting boards<br>Stormwater Management Commission | Develop bylaw and record keeping system | <ul style="list-style-type: none"> <li>• O&amp;M plans required in regulations (see above)</li> <li>• Encouraged public reporting of problems and the use of stormwater hotline</li> </ul>                                                                                                          | <ul style="list-style-type: none"> <li>• Encourage public reporting of problems and the use of stormwater hotline</li> </ul>                                                                                                                                            |

## 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 8<br>(Reliance on non-municipal partners indicated, if any)                                                                                                                                                                                                                                                                   | Planned Activities                                                                                                                                                                                                                                                           |
|----------------|-----------------------------------------|-------------------------------|-----------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 6.1<br>Revised | Reduce runoff from municipal operations | Public Works                  | Develop pollution prevention program    | <ul style="list-style-type: none"> <li>Developed SWPPP for Highway Garage prior year</li> <li>Established record-keeping for regular pollution prevention activities prior year</li> <li>Developed a pollution prevention program for municipal buildings and parks, including contracted activities</li> </ul>                                                 | <ul style="list-style-type: none"> <li>Implement pollution prevention program for municipal buildings and parks, including contracted activities</li> </ul>                                                                                                                  |
| 6.2<br>Revised | Maintain and inspect public properties  | Public Works                  | Adopt operation and maintenance program | <ul style="list-style-type: none"> <li>Cleaned and inspected catch basin at transfer station</li> <li>Conducted annual inspection of highway garage and transfer station in accordance with SWPPP</li> <li>Monitored transfer station catch basin quarterly</li> <li>Inspected highway garage and transfer station annually in accordance with SWPPP</li> </ul> | <ul style="list-style-type: none"> <li>Monitor transfer station catch basin quarterly</li> <li>Implement Operation and Maintenance plans for municipal buildings and parks</li> <li>Inspect highway garage and transfer station annually in accordance with SWPPP</li> </ul> |
| 6.3<br>Revised | Municipal housekeeping training         | Stormwater Committee          | See attached plan                       | <ul style="list-style-type: none"> <li>Opportunities available to pursue pollution prevention training</li> </ul>                                                                                                                                                                                                                                               | <ul style="list-style-type: none"> <li>Provide opportunities for municipal employees and board members to pursue pollution prevention training</li> </ul>                                                                                                                    |

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

*This item is not applicable as Dalton does not have any MS4 discharges into a water body that has an approved total maximum daily load (TMDL).*

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

*The Housatonic Valley Association (HVA) has conducted limited water quality monitoring of the Housatonic River during Year 8. HVA is currently in the process of summarizing water quality results and analyzing trends.*

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