

5/27/10
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Municipality/Organization: Town of Easton
EPA NPDES Permit Number: MAR041111
MassDEP Transmittal Number: W-
**Annual Report Number
& Reporting Period:** April 1, 2009 – March 31, 2010

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

Part I. General Information

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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: Wayne P. Southworth
Title: Director, Public Works
Date: 5/20/10

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)	Future Planned Activities
1A Revised	Education Materials	Dept. of Public Works	Materials Posted and distributed	During permit year 7, students were educated on storm water management issues by poster contests and Dr. Seuss Day Readings about protecting water supplies with good storm water management. Easton continued to educate the public on such subjects as clean waters, water conservation, and storm water management issues via posters and handouts obtained from EPA, State, and Town of Easton publications.	Easton will continue to address storm water issues with students and “Educate rather than Regulate” the public on storm water management issues via lectures and EPA, State, and Local posters and publications which are displayed and offered at town offices as handouts.
1B Revised	Coordination with Others	DPW Director	Meetings held with Others	The Canoe River Aquifer Advisory Committee, the Natural Resources Trust (NRT), Boy and Girl Scout organizations, the Lions Club, and the public were contacted during permit year 7 to continue their support of the Storm Water Management Program.	The success of Easton’s Storm Water Management program depends much on coordination with others and will continue during permit 7.
Revised					

1C	Use of Media	Dept. of Public Works	Local media used to promote Storm Water Management Program.	Cable TV aired the Water Division Open House proceedings, displaying the winning bookmark storm water poster designs. In addition, the Easton's Town Crier web site, the Easton Journal, and The Enterprise, were used to advertise and promote Storm Water Management related issues and events including Easton's Street clean-up day, and Household Hazardous Wastes Day.	The local media will continue to be used to promote Easton's Storm Water Management Program.
Revised					
1D	Citizen Watch Dog Group	Dept. of Public Works	Encourage Citizens to become "Watch Dogs"	The town of Easton's "Hot Line" was in place for reporting any illegal dumping into our catch basins or streams during permit year 7, however, no calls were received during this period.	The populace will continue to be reminded of the existence of the "Hot Line" for reporting illegal dumping. Any reported illegal dumping activities into our catch basins or streams will immediately be investigated by the DPW.
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)	Future Planned Activities
2A	Public Hearings	Planning and Zoning Board	Public Hearings on Storm Water Management held.	No Public Hearings on Storm Water Management were needed or scheduled for Permit Year 7.	No public hearings are scheduled.
Revised					
2B	Local Interest Groups	Dept. of Public Works	Local interest groups contacted to support the Storm Water Management Program.	The Canoe River Aquifer Advisory Committee, the Natural Resources Trust (NRT), Boy and Girl Scout organizations, the Lions Club, and local interest groups were contacted during Permit year 7 to continue their support of the Storm Water Management Program.	The Canoe River Aquifer Advisory Committee, the Natural Resources Trust (NRT), the Lions Club, and local interest groups will continue to be contacted to support Easton's Storm Water Management Program.
Revised					
2C	Stream Cleanup Days	Dept. of Public Works	Stream Cleanup Days arranged. Stream Cleanup Days has been replaced with a Street cleanup day which is a much safer alternative for volunteer groups.	The Massachusetts Mosquito Control Office is contacted to cleanup any streams in serious need of clearing. In addition, the DPW conducts normal stream maintenance activities annually as needed. A street clean-up day was initiated during Year 4 in lieu of stream cleanups. During year 7, annual street clean-ups were conducted by individuals and local interest groups with support from DPW staff.	The Massachusetts Mosquito Control Office will continue to be contacted to cleanup any streams in serious need of clearing beyond normal stream maintenance activities conducted by the DPW. Volunteer groups will continue to be asked to participate in street cleaning activities with the assistance of DPW personnel and equipment.
Revised					
Revised					

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)	Future Planned Activities
3A Revised	Drainage System Map	Dept. of Public Works	Drainage map developed.	All of Easton's mapped drainage systems have been inputted into its computer. In addition, the outfalls of the drainage system have been located by GPS to accurately locate and input its outfalls into Easton's GIS system. The drainage systems maps are continually updated to include any new drainage systems which have been constructed during the year.	Easton's GIS Storm Water Map will be continually upgraded as data becomes available including the drainage system maps of new subdivisions.
3B Revised	Modify Existing Regulations	DPW Director and Storm Water Advisory Committee	Modification of existing regulations completed.	Existing regulations were modified to reflect new storm water management requirements at the inception of the storm water management program. New LID policy is being drafted which will greatly enhance Easton's storm water management efforts.	When the new LID policy has been completed, it may in some way be added to the storm water management program.
3C Revised	Identify Illicit Discharges	Dept. of Public Works	Establish a dry weather sampling program.	The stream monitoring program continued at nine strategic locations in Easton during Permit year 7 as part of Easton's dry weather sampling program.	Periodic visits and sampling of Easton's streams will be continued as part of its stream monitoring program.
Revised					
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)	Future Planned Activities
4A Revised	Erosion/Sediment By-Laws	Storm Water Advisory Committee	Erosion and sediment control regulations in place.	No further action was needed on this completed task relative to erosion and sediment control.	No action needed.
4B Revised	Sanctions	Board of Selectmen	Sanctions written into by-laws.	No further action was needed on this completed task. Fines of \$100 may be levied for any illicit discharges is enforceable.	No action needed.
4C Revised	BMP's for Erosion and Sediment Control	Planning and Zoning Board	Erosion and sediment control requirements written into by-laws	No further action was needed on this completed task. Erosion and sediment control requirements are included in Storm Water Management by-laws.	No action needed.
4D Revised	Control of Construction Wastes	Conservation agent and Building Inspection Dept.	Site inspections conducted to assure compliance.	The Conservation agent and Building Inspection Dept. inspects all construction sites as required to assure compliance with Easton's storm water management program..	Construction sites will continue to be inspected by the Conservation agent and Building Inspection Dept.
4E Revised	Information from Public	Chairman, Storm Water Advisory Committee	Establish a "Hot Line" for citizens to report violations.	Easton's "Hot Line" remains in place and residents reminded in their water bills to report all Storm Water Management violations.	Easton's "Hot Line" will continue to be maintained to take proper action on any reported Storm Water Management violations.
4F Revised	Inspection and Enforcement	Conservation agent and Building Inspection Dept.	Inspection and enforcement procedures in place.	The Conservation agent inspects and enforces BMP requirements at construction sites.	Inspections and enforcements will continue at all construction sites and any violations reported to the Bd. of Health and/or Bldg. Inspection Dept.

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)	Future Planned Activities
5A Revised	Enforce Existing Regulations	Federal, State, and Local Interests	Each agency enforces respective regulations.	Storm water regulations developed by the State, EPA, and Easton have been enforced as needed.	Enforcement of State, EPA, and Local regulations will continue.
5B Revised	Multi-Department Reviews	Planning and Zoning Board	Multi-Department reviews are conducted on all site plan and subdivision projects.	The Conservation Commission, Planning Board, Building Inspection Department, DPW, and Fire and Police Departments reviews all aspects of projects which affect their departments.	All projects will continue to undergo multi-departmental reviews.
5C Revised	O&M of BMP's	Planning & Zoning Board	O&M requirements stated in Storm Water Management By-Laws.	The Conservation Commission and Planning Board strictly enforce O&M requirements per the Storm Water Management By-laws.	Storm Water Management By-law O&M requirements will continue to be enforced.
Revised					
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Revised					

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)	Future Planned Activities
6A Revised	Develop/Implement/Enforce Good Housekeeping	Dept. of Public Works	Train DPW staff on good housekeeping.	Staff supervisors were encouraged to stress the benefits of good housekeeping and storm water management to their respective staffs at monthly meetings. Open dialogue is encouraged to present new ideas to improve our storm water management program and good housekeeping practices.	New ideas will continually be sought from staff members to improve good housekeeping efforts at the DPW.
6B Revised	Good Housekeeping	Dept. of Public Works	Adequate housekeeping implemented by the DPW	Parks and open space maintenance exercised proper use of pesticides and disposed of grass and leaves by composting. The Highway Division disposed of street sweepings properly and routinely cleaned catch basins. Fleet maintenance and washing were done in accordance with Wellhead Protection By-Laws, as well as adequately covering salt and sand storage facilities. Hazardous wastes were disposed of during annual HHW days. During new construction and land disturbances strict erosion and sedimentation control measures were exercised.	The DPW workforce will continue to practice and implement good housekeeping practices during their daily activities.
6C Revised	Scheduling	Dept. of Public Works	Schedules developed for DPW O&M activities	Use of the computer by the Operations Manager has greatly enhanced the ability to schedule, track, plan, and organize DPW operations.	The computer will continue to be utilized to assure effective O&M operations by the DPW Operations Manager.
Revised					

Revised							
Revised							

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)	Future Planned Activities
Revised					
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7a. Additions

7b. WLA Assessment