

CITY OF GARDNER

SURVEY DEPARTMENT

Room 226, City Hall - Gardner Ma 01440-2688

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City Engineer

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April 30, 2009

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APR 30 2009

U.S. Environmental Protection Agency
Water Technical Unit
P.O. Box 8127
Boston, MA 02114

Massachusetts Department of Environmental Protection
Division of Watershed Management
627 Main Street
Worcester, MA 01608

Re: NPDES PII Small MS4 General Permit - Annual Report

To whom it may concern,

Attached please find the Annual Report for MS4 NPDES General Permit compliance for the City of Gardner. This report fulfills the requirement of the General Permit MA 041109 for the period of April 2008 through March 2009.

Very truly yours,
City of Gardner

Robert B. Hankinson, P.E.
City Engineer

Municipality/Organization: CITY OF GARDNER

EPA NPDES Permit Number: MA041109

MaDEP Transmittal Number: W-035868

**Annual Report Number
& Reporting Period:** No. 6: April 08-March 09

APR 30 2009

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Robert B. Hankinson

Title: City Engineer

Telephone #: 978-630-4010

Email: rhankinson@gardner-ma.gov

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: Mark P. Hawke

Title: Mayor, City of Gardner

Date: April 29, 2009

Part II. Self-Assessment

The City of Gardner has completed the required self-assessment and submits the following report of our progress period:

GENERAL:

The City continues to work toward meeting our proposed goals commensurate with staff and financial limitations.

SPECIFIC:

Part I.B.2(e)(vi) Clearance regarding the endangered species act is still in progress as we further define the components of the storm system.

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 2008 (Reliance on non-municipal partners indicated, if any)	Planned A Permit Ye
11	Water Conservation Practice	Water Dept. Steve Wold	Water Conservation module for cable TV	Water and wastewater contract operator Earth Tech has prepared a water conservation module.	None
Revised					
12	Disposal of household Hazardous Waste	Bd of Health B. Sullivan	Two haz. waste collection days held	Waste Management in conjunction with their contract holds regional haz. waste collection days	Activities
Revised					
13	Trash Management	Bd of Health B. Sullivan	Produce Annual informational handout	Handout produced and distributed	Activities
Revised					

14 Revised	Stormwater Educational Material	Engineering, R. Hankinson	Develop educational material	Scheduled to commence 2006. Not started due to limited resources	Activities to commence as resources become available.
15 Revised	Pollution Prevention for Business	Engineering R. Hankinson	Develop Program Seek Sponsor	Scheduled to commence Spring 2007. Not started due to limited resources.	Activities to commence as resources become available.

2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2008 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 2009
21 Revised	Storm Drain Stenciling	DPW Dane Arnold	Develop Program, Seek Sponsor	This task was undertaken during this reporting period.	Discussions with youth organizations to define program underway.
22 Revised	Stream Cleanup and Monitoring	Engineering R. Hankinson	Develop Program Seek Sponsor	Earth Day cleanup accomplished for spring of 2008	Work with youth organizations for 2008 Earth Day cleanup.
23 Revised	Watershed Organization	Engineering R. Hankinson	Dev relationship w/ Miller's River Assn.	Staffing shortages precluded participation.	Seek voluntary participation

3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2008 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 2009
31 Revised	Develop Storm Sewer System Map	Engineering R. Hankinson	Dev. Map from avail information	Base plan is prepared, rough location of CB's has been made. New approach started as volunteers couldn't handle GPS technology	GIS technician actively working to use different technology to finish mapping.
32	Field locate drainage structures	Engineering R. Hankinson	Field verify structures	GPS equipment has been used to collect data for this task. Work remains at 60 -	GIS technician working to get interns to complete this task during 2009.

Revised									
33	Develop ordinance to prohibit illicit discharge.	Engineering R. Hankinson	Draft Ordinance		Zoning and Planning Board Regulations have been completed.	Strengthen wording in current Ordinance – seek support in City Council			
34	Illegal Dumping	Engineering R. Hankinson	Develop & Implement Program		Enforcement of ordinance to prohibit sump pump discharge to City Streets continues. Some storm drains have been extended to accept sump pumps.	Seek resources to aid City and homeowners in resolving sump discharges – ongoing!			
35	Recreational Sewage	Sewer Dept John Cormier	Develop public education program		Earth Tech Project Manager assigned this task	There are typically less than 10 camper loads per year.			

4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2008 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 2009
41	Runoff and Erosion Control Education	Engineering, R. Hankinson	Develop & implement program	No Progress on this task.	As resources become available
42	Develop Ordinance Controlling Runoff	Engineering R. Hankinson	Develop Ordinance	Newly established zoning and planning regulations address runoff and erosion.	

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 2008 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 2009
51	Planning Guidelines for new development	Planning Dept. R. Hubbard	Revise Subdivision Control Regulations	Subdivision Regulation Completed to include stormwater management.	Task completed

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 2008 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 2009
61 Revised	Street Cleaning	DPW, D. Arnold	Program is ongoing	Streets swept twice a year	Same
62 Revised	Septic System Controls	Board of Health B. Sullivan	Review regs for stormwater exclusion	Task completed	
63 Revised	Storm Drain System Cleaning	DPW D. Arnold	Program is ongoing	Catch basins are cleaned at least once per year	Same
64 Revised	Used oil recycling	Board of Health B. Sullivan	Review Public Ed Program	Oil recycling program combined with solid waste drop off program. Public notified via mailing and local cable notices	Same
65 Revised	Employee Training	Engineering R. Hankinson	Develop Module, conduct training	Commercial training modules reviewed but not purchased.	Same goal

7. BMPs for Meeting TMDL

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2008 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 2009
71 Revised	Investigate Bent's Pond Impairment	DPW, D. Arnold	Engineering R. Hankinson	Task not completed	To be done as staffing availability allows

72 Revised	Investigate Otter River Impairment	Board of Health B. Sullivan	Engineering R. Hankinson	Task not completed	To be done as staffing availability allows
73 Revised	Investigate Hilly Pond Impairment	DPW D. Arnold	Engineering R. Hankinson	Task not completed	To be done as staffing availability allows