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TOWN OF HINGHAM

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HIGHWAY

TREE AND PARK

RECYCLING/TRANSFER

RECREATION

DEPARTMENT OF PUBLIC WORKS

April 29, 2005

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

**Re: NPDES Stormwater General Permit
2004-2005 Annual Report
Town of Hingham, MA**

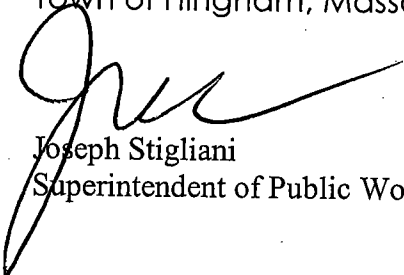
To Whom It May Concern:

Enclosed for your records is the NPDES Stormwater General Permit 2004-2005 Annual Report for the Town of Hingham, MA. The Annual Report has simultaneously been filed with the Massachusetts DEP.

If you have any questions or require any additional information, please do not hesitate to call me at 781-741-1430 or our Consultant, Rich Niles with Comprehensive Environmental Inc. at (800)725-2550 ext. 307.

Sincerely,

Town of Hingham, Massachusetts


Joseph Stigliani
Superintendent of Public Works

cc: Massachusetts Department of Environmental Protection, Worcester Office
Rich Niles, Comprehensive Environmental Inc.

Municipality/Organization: Town of Hingham, MA

EPA NPDES Permit Number: MAR041100

MADEP Transmittal Number: W-041003

Annual Report Number

& Reporting Period: No. 2: May 1, 2004-April 30, 2005

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Joseph Stigliani

Title: DPW Superintendent

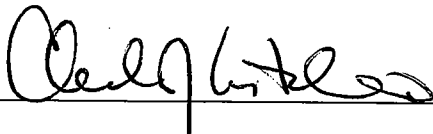
Telephone #: 781-741-1430

Email:

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: Charles Cristello

Title: Town Administrator

Date:

4/28/05

Part II. Self-Assessment

The Town of Hingham has completed the required self-assessment of the annual compliance review for the Phase II Stormwater Program. In accordance with the NPDES Phase II Stormwater requirements, the following topics were evaluated for the completion of the Annual Report:

1. Compliance with the Phase II Permit Conditions
2. Appropriateness of the Selected BMPs
3. Progress Towards Achieving the Program's Measurable Goals
4. Results of Any Information that has been Collected and Analyzed
5. Activities for the Next Reporting Cycle
6. Changes in Identified BMPs or Measurable Goals

The Town has determined that our municipality is in compliance with all permit conditions, except for the following provisions:

Part I.B.2(g) The Town of Hingham's permit eligibility with regard to the National Register of Historic Places was pending at the time of the NOI submission. The Town is in the process of evaluating all historic places for any adverse effects from their MS4 to verify compliance with the requirements of the MS4 Permit and National Historic Preservation Act. The list of historic places on the National Register was finalized in permit year 2 and field inspection of outfalls and historic places is scheduled for permit year 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 2 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 3
1A	Distribute Brochures and Fact Sheets to Businesses & Residents	Department of Public Works (DPW)	Copies of materials.	1,500 stormwater door hanger/fliers were handed out (or hung from door knobs) during catch basin marking activities (see 2B).	Give a presentation on stormwater runoff and hand out educational materials at a town meeting. Make copies of handouts available at public facilities throughout the year.
Revised					
1B	Send Out Stormwater Press Releases	DPW	Copies of articles.	- A press release about current Town stormwater activities was published in the local paper for the week of April 25, 2005. - A flyer was mailed to residents in April 2005 advertising the May 2005 Household Hazardous Waste Collection Day¹.	Continue press releases to outline the ongoing stormwater activities led by the Town and others.
Revised					
1C	Develop Stormwater Section of Town Website	DPW and Town Website Manager(s)	Measure number of hits annually.	Stormwater runoff informational links were posted on the website in April 2005, including links to the EPA and MA DEP websites.	The website will be updated and expanded as the Phase II program develops and hits will be measured annually.
Revised					
1D	Create a Stormwater Educational Display	Conservation Commission	Track quantity of take home materials taken quarterly.	NOI specified to begin this BMP in Permit Year 3.	Prepare display in Permit Year 3 and track quantities of take home material quarterly.
Revised					
¹ The Household Hazardous Waste Collection Day flyer discusses the purpose of the event and explains that materials cannot be dumped onto the ground or into storm drains. The collection event will also be advertised at the Hingham Transfer Station with flyers, on the DPW section of the Town website and through local cable broadcasts.					

1E	Develop and Broadcast Stormwater Presentation on Local Cable Network	DPW and Town Officials	Cable TV tapes of presentations. Show annually during permit term.	The EPA video "After the Storm" was ordered. When the video is obtained it will be shown on the local cable channel during the day and evening times on a monthly basis.	- Broadcast the EPA video "After the Storm" on a monthly basis on the local cable channel. - Record and broadcast the stormwater presentation discussed in BMP 1A on the local cable channel.
Revised			Use of EPA video		
1F	Establish a Program for Free Stormwater Video Rentals	DPW and Planning Board	Track video rentals annually.	The EPA video "After the Storm" was ordered. When the video is obtained, two copies will be made available for rental at the Town library.	Two copies of the EPA video "After the Storm" will be made available at the Town library for rental. The video rental will be advertised on the Town website and cable channel.
Revised					

1a. Additions – None at this time

2. Public Involvement and Participation

BMP ID #	BMP Description	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
2A	Establish a Stormwater Telephone Hotline	DPW and Town Website Manager(s)	Record number of phone calls to hotline, copies of advertisements.	A hotline number for stormwater problems was established in April 2005 by the Local Emergency Planner (Hingham Fire Department). DPW receives stormwater calls during normal business hours.	The hotline number will be added and described on the Town website. Calls will be tracked with records of follow-up actions and service updated throughout Permit Years 3-5.
Revised		Local Emergency Planner			
2B	Mark Storm Drains with Buttons or Stencils	DPW and Volunteers	50% of storm drains marked by year 5 with door hangers placed in associated neighborhoods.	400 storm drains were marked with emblems and 1,500 door hangers were placed on doorknobs of resident houses (See also BMP 1A) in October and November of 2004 by the local Eagle Scouts and high school students.	The DPW plans to recruit volunteers to continue marking storm drains.
Revised					
2C	Develop and Implement a Native Tree/Shrub Planting Program	DPW, Conservation Commission, and Volunteers	Record the number, location, and kind of tree or shrub planted.	The Town of Hingham planted 30 native trees and shrubs in public right of ways. Records for each planting are maintained at the Hingham Tree Department.	Continue existing practices for tree/shrub replacement throughout Permit Years 3-5. Solicit volunteers to participate in planting programs for stormwater and environmental restoration projects.
Revised					

2a. Additions – None at this time

3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	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
3A	Hold Annual Household Hazardous Waste Collections	DPW	Document quantity of wastes collected annually.	There were no collection events during the permit term in 2004. The Town of Hingham participates in regional collections as part of the South Shore Recycling Cooperative and residents can visit collection sites in nearby towns throughout the year.	A collection event is scheduled for May 21, 2005. Continue participation in the South Shore Recycling Cooperative.
Revised					
3B	Develop Primary Town Storm Drain System Map	DPW	70% of system mapped on GIS.	70% of the drainage system was mapped on GIS in permit year 1.	No further action is needed.
Revised					
3C	Complete Mapping of Stormwater Outfalls	DPW and Contractor	All outfalls mapped by year 4.	The DPW has compiled a written list of drainage easements and outfalls in town and began updating the outfall base map in the highest priority sub-basins.	Field verification of stormwater outfalls will begin in May 2005 in the highest priority sub-basins and continue throughout Town in permit years 3-5.
Revised					
3D	Evaluate Stormwater Discharges to Historic Places	DPW, Conservation Commission, and Contractor	Final list of historic places in Hingham. Results of evaluation.	The list of historic places on the National Register was finalized.	Field inspection of outfalls and historic places will begin in May 2005 to determine permit eligibility.
Revised					
3E	Develop Illicit Discharge Prohibition Bylaw	Board of Health	Obtain authorization to control inputs to the municipal drainage system. Bylaw at Town meeting by end of year 2.	No progress has been made on this task to date.	A draft illicit discharge bylaw will be developed and presented to the public to meet the requirements of Phase II.
Revised			Bylaw at end of year 3.		

3F	Develop Illicit Discharge Detection and Elimination (IDDE) Plan and Implement Activities	DPW and Board of Health	All outfalls examined by year 4. Sources traced and results documented within one year of discovery.	The Hingham DPW began updating the stormwater outfall base map for future field inspections. The Town has scheduled outfall inspections to begin in the highest priority sub-basins based on water supply resources and 303(d) listed waters.	• An IDDE work plan will be developed for outfall inspections. • Begin outfall inspections, document results and implement the IDDE work plan throughout Permit Years 3-4.
Revised					
3G	Incorporate Information on Illicit Discharges into Public Education and Outreach Topics	DPW and Board of Health	Copies of materials.	Illicit discharge information was included in fliers handed out during stormdrain marking activities and press releases (refer to BMPs 1A & 1B).	Continue updating illicit discharge information in flyers and press releases and incorporate illicit discharge information into public education and outreach topics and activities (BMPs 1A through 1F).
Revised			# materials distributed.		
3H	Setup and Advertise a Hotline for Illicit Discharges	DPW, Fire Department, and Board of Health	Log of complaints and actions taken.	A hotline number was established by the Hingham Fire Department (refer to BMP 2A).	Calls will be tracked with records of follow-up actions and service updated throughout Permit Years 3-5.
Revised		Local Emergency Planner			

3a. Additions – None at this time

4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	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
4A	Develop Erosion Control Bylaw	Planning Board	Bylaw at Town meeting by end of year 2.	In permit year 1, the Hingham Zoning Bylaws and Planning Board Regulations were amended to meet the minimum requirements for Phase II.	A draft comprehensive Stormwater Management Bylaw will be developed and presented to the public.
Revised			Bylaw end of year 3.		
4B	Establish a Procedure for the Receipt of Information Submitted by the Public	Planning Board and DPW	Record number of phone calls to hotline, copies of articles.	Work began to establish a record keeping program and protocol to address inquiries and complaints and to track number of phone calls annually.	Complete record keeping program, track calls and records of enforcement.
Revised					
4C	Conduct Inspections for Erosion Controls	Planning Board, DPW and Consultant	Inspection checklist and documented inspections.	Construction site inspections are ongoing and are conducted by the Building Inspector, Conservation Commission and DPW. The various departments coordinate efforts to oversee sites and issues are handled by the most appropriate enforcement agent.	Finalize a standardized inspection checklist and continue inspections throughout the permit years in accordance with the existing Zoning Bylaws and Planning Board Regulations.
Revised				Sample inspection checklists were considered as a standardized checklist to document future inspections and corrective actions.	

4a. Additions – None at this time

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 2 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 3
5A	Develop BMP Bylaw	Planning Board	Bylaw at Town meeting by end of year 2.	In permit year 1, the Hingham Zoning Bylaws and Planning Board Regulations were amended to meet the minimum requirements for Phase II.	A draft comprehensive Stormwater Management Bylaw will be developed and presented to the public.
Revised			Bylaw end of year 3.		
5B	Develop and Implement Inspection Program	Planning Board, DPW, Building Inspector, and Consultant	Copies of maintenance reports received annually, plus records of inspections completed and results.	Inspections were conducted by DPW and the Building Inspector for BMPs in Town.	Continue inspections, revise the inspection checklist as needed upon completion of the Operation and Maintenance template and document inspections and corrective actions (coordinate with efforts for BMP 4C).
Revised					

5a. Additions – None at this time

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 2 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 3
6A	Clean Catch Basins	DPW	Clean all catch basins.	Continued cleaning catch basins in town at least once and completing catch basin inspection forms.	Continue catch basin cleaning program annually. Utilize inspection forms to begin recording structure conditions and sediment data for future cleaning priorities.
Revised					

6B	Sweep Streets in Town	DPW	Priority plan of sweepings based on water quality impact. Volume of sweepings collected.	Continued street sweeping program in town that included: swept downtown area 8-10 times; and swept environmentally sensitive areas 2-3 times, such as the roads near Accord Pond (surface drinking water supply).	Continue street sweeping program annually and begin recording sediment data for future sweeping priorities.
Revised					
6C	Develop an Inspection and Maintenance Plan	DPW	Written schedule. Records of inspections and maintenance.	The DPW developed a form for catch basin inspections during Permit year 1.	A disposal policy for maintenance generated wastes will be developed prior to the final closure of the Hingham Landfill.
Revised					
6D	Continue Existing Pollution Prevention and Good Housekeeping Practices at the DPW Facility	DPW	Ensure existing practices are continued.	Continued ongoing practices at the DPW Facility: indoor vehicle maintenance, immediate repair of leaking vehicles, proper handling/storing and disposing of hazardous materials and wastes, covered salt storage and indoor vehicle washing.	Continue existing practices and inform new employees of pollution prevention and good housekeeping practices.
Revised					
6E	Ensure Proper Cleaning of Vehicle Leaks at the DPW Facility	DPW	No significant vehicle leak stains at the facility.	Vehicle leaks were cleaned promptly at the facility.	Continue to ensure proper cleaning of leaks.
Revised					
6F	Rinse Vehicles Indoors at the DPW Facility	DPW	Record of memo.	Vehicle rinsing was conducted indoors to the best extent practicable.	Continue proper rinsing activities and address vehicle rinsing as part of the employee training program or during staff meetings, as needed.
Revised					
6G	Divert Stormwater Runoff Away From the White Building at the DPW Facility	DPW	Record of before and after photos.	A plan to construct a berm was developed.	The DPW will construct a simple earth berm to divert runoff away from the building in May-June 2005.
Revised					

6H	Ensure Covered Storage for Salt Materials at the DPW Stockyard	DPW	All salt is covered.	All salt materials were covered.	Continue covering salt materials.
Revised					
6I	Improve Covering and Evaluate BMP's for the Sand/Salt Pile at the DPW Stockyard	DPW	No rain contact with pile. No significant runoff contact with pile.	The area around the sand/salt pile was frequently swept to prevent the migration of sediments.	Continue sweeping practices and evaluating BMP's to prevent runoff from salt/sand pile.
Revised					
6J	Construct Berms at the DPW Stockyard to Contain Earth Materials	DPW	Berms constructed. Before and after photos.	Earth berms were constructed/ repaired to prevent off-site migration of earth materials. Additional riprap was placed at stormwater outlet locations to trap sediment.	Document improved conditions with photos. Maintain earth berms and BMPs as needed to prevent sediment migration from the site.
Revised					
6K	Disconnect Floor Drains and Prohibit Vehicle Washing at the Tree & Park Barn Facility	DPW	Floor drains disconnected as shown by closure records. Record of memo.	Continued prohibiting vehicle washing and equipment storage inside the building to ensure wastes were not disposed to the floor drains. Vehicles were washed at the DPW Facility with proper disposal to the sanitary sewer system.	Address floor drain closure options and continue vehicle washing at the DPW Facility.
Revised					
6L	Prevent Stormwater Contact with Vehicle Leaks and Maintenance Areas at the Recycling Facility	DPW	No significant vehicle leak stains at the site.	The Town of Hingham is currently evaluating improvements to the overall facility with consideration for equipment storage/maintenance and stormwater issues. This BMP is also being addressed as part of the facility's SWPPP.	Prevent vehicle leak stains.
Revised					
6M	Store Batteries Under Cover at the Recycling Facility	DPW	No uncovered outdoor storage of batteries.	Batteries were stored indoors.	Continue storing batteries indoors.
Revised					
6N	Comply with DEP Policy for Vehicle Washing at the Recycling Facility	DPW	Record of memo.	Outdoor vehicle washing and rinsing was minimized to the best extent practicable.	Prohibit outdoor vehicle washing and post employee memo for appropriate vehicle washing.
Revised					

6O	Prevent Stormwater Discharges from Recycling Bales and Loading/Unloading Areas at the Recycling Facility	DPW	No contact with plastic bales and no stormwater discharges from the unloading area.	In April 2005, push carts were replaced with two roll-offs units with covers for glass and cans, and the paper compactors were stored under roof cover.	Consider covers for plastic bale roll-off and the unloading area. Sweep and clean (using dry methods) the bale unloading area at the end of each day to remove debris and drips.
Revised					
6P	Conduct a Feasibility Study For the Trash Trailer Bays at the Transfer Station	DPW	Copy of the feasibility study report. Plans or sketches.	A loose cover was considered for the bays to prevent rainwater contact. Landfill leachate control was evaluated as part of landfill closure assessment activities.	Obtain funding for a feasibility study to improve water quality from the trash trailer bays. Continue to address the landfill leachate problem as part of landfill closure activities.
Revised	Address Landfill Leachate Entering the Drainage System		Landfill closure.		
6Q	Continue Existing Pollution Prevention and Good Housekeeping Practices at the Bus Depot	School Department and Contractor	Ensure existing practices are continued.	Continued the following pollution prevention practices at the Bus Depot: indoor vehicle maintenance for School Department vehicles; and bus washing using a collection system for off-site disposal of wash water.	Continue existing practices.
Revised					
6R	Modify Downspout Discharges at the Fueling Station	School Department and DPW	Downspout discharges modified as shown by before and after photos.	No progress has been made on this task to date.	The downspouts will be evaluated to determine a cost effective way to modify the discharge by the end of Permit Year 3.
Revised					
6S	Install a Spill Kit at the Fueling Station	School Department	Spill kit installed. Record of memo.	Funding was sought to purchase a spill kit.	A spill kit will be installed at the station and a memo posted (conspicuously describing the kit and its location) in May 2005.
Revised					
6T	Ensure Compliance for Floor Drain Systems in the Bus Depot Building	School Department	Record of inspections and changes to floor drain systems, if any.	No progress has been made on this task to date.	Inspect floor drains and modify system if needed.
Revised					
6U	Continue Existing Facility Practices at the Town Hall and Building #104	Police Department and Department of Public Works	Ensure existing practices are continued.	Continued practices at the Town Hall for washing police vehicles off-site at an approved facility and at Building #104 for indoor storage of DPW vehicles and equipment.	Continue existing practices.
Revised					

6V	Ensure Compliance for Floor Drains at the North Fire Station	Fire Department	Sketches or inspection memos.	No progress has been made on this task to date.	Inspect floor drains and modify system if needed.
Revised					
6W	Ensure Compliance for Floor Drains and Vehicle Washing Activities at the Central Fire Station	Fire Department	Sketches or inspection memos. Record of memo.	No progress has been made on this task to date. The Town of Hingham is currently in the process of evaluating renovation options for a new building at the Central Fire Station. Floor drains will be addressed as part of this work.	Inspect floor drains and modify system if needed. Prohibit outdoor vehicle washing and post employee memo for appropriate vehicle washing.
Revised					
6X	Evaluate Alternative Vehicle Washing Options at the Hingham Light Plant	Light Plant	New methods for handling vehicle wash water at the site by the end of year 2. End of year 3.	No progress has been made on this task to date.	Prohibit outdoor vehicle washing and post employee memo for appropriate vehicle washing. Evaluate and implement alternative washing methods.
Revised					
6Y	Use IPM Program for Application of Pesticides in Town	DPW	Copy of IPM Program.	Continued practice of IPM program.	Continue existing practices and continue to document protocols.
Revised					
6Z	Use Licensed Applicators for Fertilizers and Pesticides in Town	DPW	Record quantities of fertilizers and pesticides purchased annually.	2,000 pounds of fertilizers and 0 pounds of pesticides/herbicides were purchased in permit year 2. Chemical applications were minimized.	Continue existing practices and record quantities applied annually.
Revised					
6AA	Calibrate Salt Spreading Equipment	DPW	Record quantity of salt purchased annually.	Salt spreading equipment was calibrated to ensure proper application rates. Salt quantities were tracked through purchase records.	Continue to calibrate salt equipment and track salt purchases. Maintain copies of records with the Stormwater Management Plan and periodically evaluate salt use and reduction effectiveness.
Revised					
6AB	Use Low Salt Applications at Designated Areas	DPW	Document application rate in Accord Pond watershed compared to other watersheds.	Low salt applications were used in the Accord Pond watershed for water supply protection.	Continue existing practices and compare application to other watersheds.
Revised					

6AC	Ensure Proper Waste Disposal in Town for Hazardous and Special Wastes	DPW	Document quantity of wastes collected annually.	Tracking began for special and regulated wastes (e.g., waste oil, batteries, light tubes, CRTs, electronic equipment) that are received by residents at the Hingham Transfer Station.	Continue existing practices at the Hingham Transfer Station for the collection of special and regulated wastes and document results over time. Continue to offer Household Hazardous Waste Collections annually and track town participation and quantities collected, if possible.
Revised					
6AD	Ensure Compliance for Snow Disposal in Town	DPW	Utilize designated snow disposal location.	Snow storage and disposal was conducted at the Town bathing beach parking lot. The buffer areas were cleaned by hand in the spring to remove accumulated materials. (The parking lot is designed with vegetative buffers and sediment traps to filter snowmelt from the parking lot, before draining to the Hingham Harbor.)	Continue existing practices of snow disposal to ensure surface water quality protection.
Revised					
6AE	Ensure Water Quality Improvements are Considered for Flood Projects.	DPW	Records of flood control projects.	No flood projects were evaluated during permit Year 2. The Town of Hingham contributed funding to support the efforts of the Weir River Watershed Group to install a tide gate for ecosystem improvements at the Straits Pond bridge.	Develop a review program through DPW for new flood projects to ensure that water quality improvements are considered for flood projects.
Revised					
6AF	Conduct Town Employee Stormwater Training	DPW	Attendance sheet and copy of program	Stormwater pollution prevention training was held on April 7 th for Highway and Transfer Station staff. On-site training was provided at the Transfer Station to address specific pollution prevention topics and review the facility SWPPP.	Conduct refresher training.
Revised					

6a. Additions – None at this time

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 2 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 3
7A	Develop a Water Quality Strategy for 303d Waters	DPW, Conservation Commission, and Consultant	Summary of pollution prevention efforts, future needs, and responsible parties. Copy of Surface Water Quality Strategic Plan.	NOI specified to begin this BMP in Permit Year 5.	Summarize pollution prevention future needs and responsible parties in permit Year 5.
Revised					
7B	Implement BMP's from Water Quality Strategy	DPW, Conservation Commission, and Consultant	Photographs, logs, and BMP descriptions for completed efforts and water quality improvements.	NOI specified to begin this BMP in Permit Year 5.	Obtain funds and begin BMP implementation for Water Quality Strategies in Permit Year 5. Document BMP implementation through photographs, logs, and BMP descriptions for completed efforts and water quality benefits.
Revised					

7a. Additions – None at this time

7b. WLA Assessment

The Town of Hingham has several 303d listed waters that are classified as Category 5 “Waters Requiring a TMDL”. Water quality concerns associated with 303d waters will be address through the implementation of BMPs under the six minimum measures for Phase II, as outlined in the Hingham Stormwater Management Plan (SWMP). 303d waters are highlighted in the Hingham SWMP as a priority for implementation activities throughout the permit term. The WLA Assessment will be addressed as part of the Town’s SWMP, as TMDL studies are completed for 303d waters in Hingham or those water bodies with watersheds in Hingham.

Part IV. Summary of Information Collected and Analyzed

No significant data has been collected at this time.

Part V. Program Outputs & Accomplishments (OPTIONAL)

Programmatic

Stormwater management position created/staffed	(y/n)	No
Annual program budget/expenditures	(\$)	TBD

Education, Involvement, and Training

Estimated number of residents reached by education program(s)	(# or %)	
Stormwater management established	(y/n)	Yes
Stream teams established or supported	(# or y/n)	No
Shoreline clean-up participation or quantity of shoreline miles cleaned	(y/n or mi.)	N/A
Household Hazardous Waste Collection Days		
▪ days sponsored	(#)	0
▪ community participation	(%)	
▪ material collected	(tons or gal)	
School curricula implemented	(y/n)	No

Legal/Regulatory

	In Place Prior to Phase II	Under Review	Drafted	Adopted
Regulatory Mechanism Status (indicate with "X")				
▪ Illicit Discharge Detection & Elimination		X		
▪ Erosion & Sediment Control				X
▪ Post-Development Stormwater Management				X
Accompanying Regulation Status (indicate with "X")				
▪ Illicit Discharge Detection & Elimination		X		
▪ Erosion & Sediment Control				X
▪ Post-Development Stormwater Management				X

Mapping and Illicit Discharges

Outfall mapping complete	(%)	
Estimated or actual number of outfalls	(#)	74 known
System-Wide mapping complete	(%)	70%
Mapping method(s)		
▪ Paper/Mylar	(%)	
▪ CADD	(%)	
▪ GIS	(%)	100%
Outfalls inspected/screened	(# or %)	100%*
Illicit discharges identified	(#)	0*
Illicit connections removed	(#) (est. gpd)	0
% of population on sewer	(%)	30%
% of population on septic systems	(%)	70%
*The Hingham DPW inspects stormwater outfalls on an annual basis for drainage and erosion problems and has developed an inspection form for drainage structures and outfalls. Future inspections will target water quality issues for stormwater management and illicit discharge detection.		

Construction

Number of construction starts (>1-acre)*	(#)	57*
Estimated percentage of construction starts adequately regulated for erosion and sediment control	(%)	57
Site inspections completed	(# or %)	Multiple
Tickets/Stop work orders issued	(# or %)	4
Fines collected	(# and \$)	0
Complaints/concerns received from public	(#)	0
<i>The Hingham Zoning Bylaws and Planning Board Regulations were amended to meet the minimum requirements of Phase II for erosion control at construction sites.</i>		
*This figure is based on the number of building permits issued and does not reflect the actual number of active construction projects, since some permits may not begin until spring 2005. Additionally, construction starts have not been sorted by acreage to determine the exact number of starts >1 acre.		

Post-Development Stormwater Management

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	(%)	100%
Site inspections completed	(# or %)	Multiple
Estimated volume of stormwater recharged	(gpy)	Not Assessed
<i>The Hingham Zoning Bylaws and Planning Board Regulations were amended to meet the minimum requirements of Phase II for post construction stormwater management.</i>		

Operations and Maintenance

Average frequency of catch basin cleaning (non-commercial/non-arterial streets)	(times/yr)	1
Average frequency of catch basin cleaning (commercial/arterial or other critical streets)	(times/yr)	1-2/yr ¹
Total number of structures cleaned	(#)	9,000 approx.
Storm drain cleaned	(LF or mi.)	0
Qty. of screenings/debris removed from storm sewer infrastructure	(lbs. or tons)	3,000 tons ²
Disposal or use of sweepings (landfill, POTW, compost, recycle for sand, beneficial use, etc.)		Landfill
Cost of screenings disposal	(\$)	N/A
1. Some drainage structures in the downtown area are cleaned more frequently based on the rate of sediment accumulation and historical flooding issues.		
2. Approximately 3,000 tons of catch basins cleanings and street sweepings are collected each year. Estimates for each activity are not available at this time.		

Average frequency of street sweeping (non-commercial/non-arterial streets)	(times/yr)	1
Average frequency of street sweeping (commercial/arterial or other critical streets)	(times/yr)	Varies ¹
Qty. of sand/debris collected by sweeping	(lbs. or tons)	3,000 tons ²
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.)	(location)	Landfill
Cost of sweepings disposal	(\$)	N/A
Vacuum street sweepers purchased/leased	(#)	2 owned
Vacuum street sweepers specified in contracts	(y/n)	N/A
1. The downtown area is typically swept 8-10 times each year. Environmentally sensitive areas, such as the roads near Accord Pond (surface drinking water supply), are swept 2-3 times each year.		
2. Approximately 3,000 tons of catch basins cleanings and street sweepings are collected each year. Estimates for each activity are not available at this time.		

Reduction in application on public land of: ("N/A" = never used; "100%" = elimination)		
▪ Fertilizers	(lbs. or %)	
▪ Herbicides	(lbs. or %)	
▪ Pesticides	(lbs. or %)	N/A
<i>The DPW performs routine inspections of town-maintained lands for pests to determine the appropriateness of chemical applications for shade trees and Town-owned lands. Chemical applications are minimized to the best extent possible and Pesticides are applied only when necessary by a Tree and Park Department licensed pesticide applicator.</i>		

<u>Anti-/De-Icing products and ratios:</u> <i>Ice-Ban (MgCl₂) is applied to a 75:25 sand/salt mixture with a sprayer as the materials are dispensed from trucks during de-icing activities. This salt catalyst has replaced the liquid sodium chloride that was applied in the past. As a result, the Hingham DPW has observed improvements in shade tree conditions along streets. On some occasions, straight salt applications are used in town.</i>	% NaCl % CaCl ₂ % MgCl ₂ % Sand	
Pre-wetting techniques utilized	(y/n)	No
Manual control spreaders used	(y/n)	Yes
Automatic or Zero-velocity spreaders used	(y/n)	Zero Velocity
Estimated net reduction in typical year salt application	(lbs. or %)	Not Assessed
Salt pile(s) covered in storage shed(s)	(y/n)	Yes
Storage shed(s) in design or under construction	(y/n)	Yes ¹
1. The Town of Hingham is currently evaluating a new DPW facility that will consider salt storage at its location and the new facility.		

JOSEPH STIGLIANI
SUPERINTENDENT

HARRY F. SYLVESTER
ASSISTANT SUPERINTENDENT

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TEL (781) 741-1430
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TOWN OF HINGHAM



HIGHWAY

TREE AND PARK

RECYCLING/TRANSFER

RECREATION

DEPARTMENT OF PUBLIC WORKS

April 29, 2005

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

**Re: NPDES Stormwater General Permit
2004-2005 Annual Report
Town of Hingham, MA**

To Whom It May Concern:

Enclosed for your records is the NPDES Stormwater General Permit 2004-2005 Annual Report for the Town of Hingham, MA. The Annual Report has simultaneously been filed with the U.S. Environmental Protection Agency.

If you have any questions or require any additional information, please do not hesitate to call me at 781-741-1430 or our Consultant, Rich Niles with Comprehensive Environmental Inc. at (800)725-2550 ext. 307.

Sincerely,

Town of Hingham, Massachusetts

Joseph Stigliani
Superintendent of Public Works

cc: U. S. Environmental Protection Agency, Boston Office
Rich Niles, Comprehensive Environmental Inc.