

TATA & HOWARD  
  
INCORPORATED

\*SENT VIA CERTIFIED MAIL\*

May 26, 2010

United States Environmental Protection Agency  
5 Post Office Square  
Suite 100  
Boston, MA 02109-3912

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

Subject: NPDES MS4 Permit No. MAR041202: Annual Report for Year 7  
Town of Leicester, MA  
MADEP Transmittal No. X233582

To Whom It May Concern:

The Town of Leicester, Massachusetts submitted its "Year 7" Annual Report (covering the permit period of April 2009 through March 2010) to the United States Environmental Protection Agency via e-mail in April 2009. This report was prepared by the Town's Stormwater Committee.

Tata & Howard is entering into an agreement with the Town for stormwater management services. In preparing our Scope of Work, Tata & Howard observed that the Town's Year 7 report is not posted on the USEPA's NPDES MS4 archive site (<http://www.epa.gov/NE/npdes/stormwater/2003-permit-archives.html>), although the Year 7 reports for other MS4 communities are posted. Tata & Howard is therefore re-submitting, on behalf of the Town of Leicester, a hard copy of the Town's Year 7 report.

Please contact the Town of Leicester Highway Department Superintendent, Thomas Wood, at (508) 892-7021 with any questions about this Annual Report.

Sincerely,  
TATA & HOWARD, INC.

  
Aubrey L. Strause, P.E.  
Project Engineer

Cc: Thomas Wood (Town of Leicester Highway Department)

CONSULTING ENGINEERS

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6/1/10  
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# WHITE AREA IS WHAT WAS SUBMITTED TO EPA 8/2008. BLUE IS PROGRESS AS OF 5/9/09. ORANGE IS AS OF Dec 09

REFERRAL 2010

| Part I Public Education and Outreach |                             |                                                                                                                                                   |      |                                                                                                                                                                                                 | 2008-2009 UPDATES                                                                                                                                                                                                                                                                                                                                      | December                                                                                                                                                                                                                                                                                                                                            | CONSULTANT                                                                                                         |                |
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| BMP ID#                              | BMP Description             | Responsible Dept/Person                                                                                                                           | Name | Measurable Goal(s)                                                                                                                                                                              | Progress on Goal(s) Year 4                                                                                                                                                                                                                                                                                                                             | Permit                                                                                                                                                                                                                                                                                                                                              | STORM WATER COM                                                                                                    |                |
| 1                                    | Create a Stormwater Program | Dept. of Public Works<br>Planning Board<br>Conservation Commission<br>Board of Health<br>Board of Selectmen<br>Bylaw committee<br>Board of Health |      | Leicester will present its Comprehensive Stormwater Management Program to the public at a public meeting                                                                                        | The Town of Leicester created a sub group which under the leadership of the Bylaw Committee applied for a grant, wrote a town stormwater bylaw, had public hearings, met with all applicable and mentioned town boards and commissions gaining support of the bylaw and successfully implemented the bylaw at town meeting.                            | The Storm Water bylaw passed town meeting May 2008. Boards and commissions began implementation of regulations during fiscal year 2009 (July 2008-June 30, 2009). Brochures assisting applicants were created and available at various town offices.                                                                                                | Plan to keep doing this on an ongoing basis.                                                                       | S.W. COMMITTEE |
| 2                                    | Create a Stormwater Program | Dept. of Public Works and Webmaster                                                                                                               |      | Leicester will identify appropriate sources of funding assistance in implementing portions of Leicester's Comprehensive Stormwater Management Program, including public education and outreach. | The Town of Leicester web site has offered stormwater management educational materials (example attached) but during this year will be creating a page on the web site dedicated exclusively to storm water management. Said web site will provide materials that are applicable to children, adults, and seniors in a comprehensive educational plan. | The Storm Water Committee was created in October 2008 and met to come up with the proper logo for the storm water management plan. A frog logo was created which was placed on the front page of the town of Leicester's Web site and by clicking on the frog one is directed to a separate web page dedicated to storm water management education. | SW committee member is working with the town web master and all SW panels are done placed on the upgraded web page | S.W. COMMITTEE |
| 2a                                   | Create a Stormwater Program | Dept. of Public Works and Local Community Access Corporation (LCAC) Board of Directors                                                            |      | Leicester will work with the LCAC to provide educational videos on Stormwater management techniques to viewers                                                                                  | This program will continue and will be expanded with a goal of providing station "scroll" reminders on stormwater management techniques; requests for reports of stormwater violations viewers may see as well as guest speakers on already running television shows discussing need for stormwater management sound techniques and the value of such  | Taping of public meetings where storm water plan is presented, as well as public hearings before town boards where storm water bylaw is implemented; and purchased video tapes are scheduled for the local cable access television station now and in the future.                                                                                   | This task was omitted in that a 1.5 hour video was purchased and will be used on cable access plus in the schools. | N/A            |



## Part I Public Education and Outreach continued...

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| 3 | Address specific groups | Department of Public Works | Distribute EPA and other relevant educational brochures to targeted audiences. Distribution points include Town Hall, Library and Transfer Station. | <p>A comprehensive distribution plan will be implemented as follows below. The town of Leicester is implementing a variety of programs and procedures to protect the water. One example, the Leicester DPW cleans out catch basins regularly to keep debris out of the water ways. Also, a storm water committee will be formed and information provided by the EPA and local information gathered will be used to educate the local community. Through the Board of Selectmen we will advertise that Community Volunteers Are Needed:</p> <ul style="list-style-type: none"> <li>• To educate the public about storm water and pollution prevention tips</li> <li>• To participate in programs and activities with other water related town groups and the schools</li> <li>• To help monitor illicit discharge sites</li> <li>• To provide ideas and information about activities for preventing storm water pollution</li> <li>• To participate in the Storm Water Committee</li> </ul> | <p>The Storm Water Management Committee was created in October 2008. A public relations campaign was created which includes: 1. web page development and ongoing upkeep 2. cable access television broadcast 3. Business Association awareness 3. Lake and Pond watershed district awareness 4. school curriculum development 5. storm water drain stenciling 6. town wide clean up and education on litter and storm water 7. brochure creation for town boards and committees 8. Education awareness at town library. All tasks have been successfully completed.</p> | <p>The only areas that need more work are the school curriculum development area and a library display. Other areas need repeating and upgrading at least semi annually.</p> | S.W. COMMITTEE |
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## Part I Public Education and Outreach continued...

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| 3a | Address specific groups | Dept. of Public Works and the City of Worcester DPW | There are 3 City of Worcester Water Supply Reservoirs within the town of Leicester boundaries. Create an ongoing relationship with the City of Worcester on Stormwater management within the watershed. | <p>The Town of Leicester will sit at the table with the City of Worcester in order to assure cohesiveness to the stormwater management within the watershed. This will include education of Leicester's citizens of the need for stormwater management in this area. Cooperative sharing of information for ascertainment of one common goal. In order to address the impacts of stormwater on Leicester's drinking water supplies we need to locate our stormwater outfalls. Once this is done we will be able to assess the situation and determine if there are ways to improve drinking water supply protection. Through this working group we can hopefully ascertain this goal.</p> | One storm water committee member volunteered to assist the DPW director in coordination of the City of Worcester and Leicester Storm Water Management Plans as the Town of Leicester houses the City of Worcester Water Supply Reservoirs. Contact has been made with the City of Worcester and this is moving forward. This information is critical to our mapping and data base creation. | City of Worcester is in the beginning stages and as their plan progresses Leicester's SW committee will continually review the plan as it relates to the water supplies for Worcester that are physically in Leicester. SW committee will incorporate Worcester's plan in this regard into the Leicester plan. | SEMI ANNUALLY S.W. COMMITTEE |
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## Part I Public Education and Outreach continued...

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| 3b | Address specific groups | Dept. of Public Works and town of Spencer DPW | The town of Spencer has an off line back up water supply reservoir within the town of Leicester boundaries. Create an ongoing relationship with the Town of Spencer on stormwater management within the watershed | The Town of Leicester will sit at the table with the town of Spencer in order to assure cohesiveness to the stormwater management within the watershed. This will include education of Leicester's citizens of the need for stormwater management in this area. Cooperative sharing of information for ascertainment of one common goal. In order to address the impacts of stormwater on Leicester's drinking water supplies we need to locate our stormwater outfalls. Once this is done we will be able to assess the situation and determine if there are ways to improve drinking water supply protection. Through this working group we can hopefully ascertain this goal. | One storm water committee member volunteered to assist the DPW director in coordination of the Town of Spencer and Leicester Storm Water Management Plans as the Town of Leicester houses a Town of Spencer back up Water Supply Reservoir. Contact has been made with the town of Spencer and this is moving forward. This information is critical to our mapping and data base creation. | Town of Spencer is in the beginning stages and as their plan progresses Leicester's SW committee will continually review the plan as it relates to the water supply for Spencer that is physically located in Leicester. | SEMI ANNUALLY S.W. COMMITTEE |
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## Part I Public Education and Outreach continued...

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| 3c | Address specific groups | Dept. of Public Works and Leicester Sewer and Water District | <p>The town of Leicester has independent sewer and water districts created legislatively serving various boroughs within the community. Create an ongoing relationship with the Leicester Sewer and Water District on stormwater management within the District boundaries cooperatively and cohesively.</p> | <p>The Town of Leicester will sit at the table with the Leicester Sewer and Water District in order to assure cohesiveness to the stormwater management within the watershed. This will include education of Leicester's citizens of the need for stormwater management in this area. Cooperative sharing of information for ascertainment of one common goal. In order to address the impacts of stormwater on Leicester's drinking water supplies we need to locate our stormwater outfalls. Once this is done we will be able to assess the situation and determine if there are ways to improve drinking water supply protection. Through this working group we can hopefully ascertain this goal. We will also work with the Water Districts to assure hydrant flushing is done at optimal times to eliminate any unnecessary adversity from storm water hydrant flushing run off.</p> | <p>The DPW director is coordinating the efforts of the various sewer and water district plans with the overall Town Storm Water Management Plan. He is also working with them toward combining efforts, data bases, clerical assistance etc.</p> | <p>Leicester DPW Supt. approached the district and they felt they did not have to maintain a SW plan. In researching the issue the Leicester DPW Supt will approach the Leicester W.S. District again and ask specifically for their IDD portion of their NPSP plan to incorporate as part of the town wide SW plan. Hydrant flushing done with use of elbows.</p> | DPW AND S.W. COMM. |
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## Part I Public Education and Outreach continued...

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| 3d | Address specific groups | Dept. of Public Works and<br>Cherry Valley and<br>Rochdale Water and<br>Sewer District | The town of Leicester has independent sewer and water districts created legislatively serving various boroughs within the community. Create an ongoing relationship with the Cherry Valley and Rochdale Water and Sewer District on stormwater management within the District boundaries cooperatively and cohesively. | The Town of Leicester will sit at the table with the Cherry Valley and Rochdale Water and Sewer District in order to assure cohesiveness to the stormwater management within the watershed. This will include education of Leicester's citizens of the need for stormwater management in this area. Cooperative sharing of information for ascertainment of one common goal. In order to address the impacts of stormwater on Leicester's drinking water supplies we need to locate our stormwater outfalls. Once this is done we will be able to assess the situation and determine if there are ways to improve drinking water supply protection. Through this working group we can hopefully ascertain this goal. We will also work with the Water Districts to assure hydrant flushing is done at optimal times to eliminate any unnecessary adversity from storm water hydrant flushing run off. | The DPW director is coordinating the efforts of the various sewer and water district plans with the overall Town Storm Water Management Plan. This will take place in the summer of 2009. | Leicester DPW Supt. is working with District and their plans are in the hands of the SW committee for inclusion into town plan. Hydrant flushing done with elbows. | SEMI ANNUALLY S.W. COMMITTEE |
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## Part I Public Education and Outreach continued...

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| 3e | Address specific groups | Dept. of Public Works and the Hillcrest Water and Sewer District | The town of Leicester has independent sewer and water districts created legislatively serving various boroughs within the community. Create an ongoing relationship with the Hillcrest Water and Sewer District on stormwater management within the District boundaries cooperatively and cohesively. | The Town of Leicester will sit at the table with the Hillcrest Water and Sewer District in order to assure cohesiveness to the stormwater management within the watershed. This will include education of Leicester's citizens of the need for stormwater management in this area. Cooperative sharing of information for ascertainment of one common goal. In order to address the impacts of stormwater on Leicester's drinking water supplies we need to locate our stormwater outfalls. Once this is done we will be able to assess the situation and determine if there are ways to improve drinking water supply protection. Through this working group we can hopefully ascertain this goal. We will also work with the Water Districts to assure hydrant flushing is done at optimal times to eliminate any unnecessary adversity from storm water hydrant flushing run off. | The DPW director is coordinating the efforts of the various sewer and water district plans with the overall Town Storm Water Management Plan. This will take place in the summer of 2009. | Leicester DPW Supt. approached the district and they felt they did not have to maintain a SW plan. In researching the issue, the Leicester DPW Supt will approach the Hillcrest S.W. G14 District again and ask specifically for their IDD portion of their NPSP plan to incorporate as part of the town wide SW plan. Hydrant flushing done with elbows | SEMI ANNUALLY S.W. COMMITTEE |
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### Part I Public Education and Outreach continued...

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| 3f | Address specific groups | <p>The town of Leicester has independent Watershed Districts legislatively created for 3 recreational surface water bodies. These districts actively pursue the protection of the recreational value of their water body.</p> | <p>The Town of Leicester will sit at the table with the Burncoat Pond Watershed District board of Directors in order to create a cohesive, comprehensive plan for education of the citizens within the district to the need for good stormwater management. This will be done by brochures, speakers at meetings, etc. and whatever else collectively is determined to be needed to properly educate the public. A town lake and pond liaison volunteer position will be created and this person will assist in this effort.</p> | <p>A meeting was held in November with representatives of the Watershed District, the Town Storm Water Facilitator and the DPW director to discuss and create an overall cohesive plan with the watershed district membership. The Burncoat Pond Association has not been participatory to date. The SW facilitator will seek better participation by May 2009 from this watershed district.</p> | <p>Burncoat Pond Watershed District is very busy with a riparian rights law suit that is eminent. Later the SW facilitator for the town will approach them at a more relaxed time.</p> | S.W. COMMITTEE |
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## Part I Public Education and Outreach continued...

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| 3g | Address specific groups | <p>The town of Leicester has independent Watershed Districts legislatively created for 3 recreational surface water bodies. These districts actively pursue the protection of the recreational value of their water body.</p> | <p>The Town of Leicester will sit at the table with the Cedar Meadow Lake Watershed District board of Directors in order to create a cohesive, comprehensive plan for education of the citizens within the district to the need for good stormwater management. This will be done by brochures, speakers at meetings, etc. and whatever else collectively is determined to be needed to properly educate the public. A town lake and pond liaison volunteer position will be created and this person will assist in this effort.</p> | <p>A meeting was held in November with representatives of the Watershed District, the Town Storm Water Facilitator and the DPW director to discuss and create an overall cohesive plan with the watershed district membership. A member of the District attended the November meeting and has been active in the SW planning for Leicester.</p>                                             | <p>Cedar Meadow Watershed District is very busy with a riparian rights law suit. Later the SW facilitator for the town will approach them at a more relaxed time.</p> | S.W. COMMITTEE |
| 3h | Address specific groups | <p>The town of Leicester has independent Watershed Districts legislatively created for 3 recreational surface water bodies. These districts actively pursue the protection of the recreational value of their water body.</p> | <p>The Town of Leicester will sit at the table with the Stiles Lake Watershed District board of Directors in order to create a cohesive, comprehensive plan for education of the citizens within the district to the need for good stormwater management. This will be done by brochures, speakers at meetings, etc. and whatever else collectively is determined to be needed to properly educate the public. A town lake and pond liaison volunteer position will be created and this person will assist in this effort.</p>       | <p>A meeting was held in November with representatives of the Watershed District, the Town Storm Water Facilitator and the DPW director to discuss and create an overall cohesive plan with the watershed district membership. A member of the District attended the November meeting. The Cedar Meadow District representative works as a liaison to both his and the Stiles District.</p> | <p>Stiles Watershed District is very busy with a riparian rights law suit. Later the SW facilitator for the town will approach them at a more relaxed time.</p>       | S.W. COMMITTEE |

### Part I Public Education and Outreach continued...

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| 3i       | Address specific groups | Dept. of Public Works and the lake and pond associations officers and directors, the town lake and pond liaison and the Massachusetts Congress of Lake and Pond Associations, Inc. | Leicester has 28 bodies of water and the majority of those that do not have legislatively established watershed districts have associations comprised of lake shore dwellers interested in their particular body of water. | The Town of Leicester will sit at the table with the various lake and pond associations in order to come up with a plan for education of the citizens within the watershed areas to the lakes and ponds of the need for good sound stormwater management. This will be done by brochures, pamphlets, mailings, and speakers at meetings etc. and whatever else collectively is determined to be needed to properly educate the public. The town lake and pond liaison volunteer will assist in this effort along with working with the Massachusetts Congress of Lake and Pond Associations (COLAP) as a valuable educational resource. | A meeting was held in November with representatives of the lake and pond associations, the Town Storm Water Facilitator and the DPW director to discuss and create an overall cohesive plan with the watershed district membership. Sargents Pond, Greenville Pond and Waite's Pond have taken an active role in the storm water management plan. The SW Facilitator will reach out to Rochdale Pond before May 2009 for better representation. | Waite's Pond Assoc. & Sargents Pond Assoc. have been very active with the SW Committee. Greenville Pond is sparsely populated and the dam is owned by the town. The SW committee recently made contact with a person from Smith's Pond who may become involved. This is welcomed news as this pond is on the DEP list with high phosphorus in need of attention. | S.W. COMMITTEE |
| 3i cont. | Address specific groups | Department of Public Works and lake and pond shore dwellers                                                                                                                        | Leicester has some bodies of water that do not have formal associations or districts formed.                                                                                                                               | The Town of Leicester will make an attempt to reach lake and pond shore dwellers who are not part of an organized group as to the need for good storm water management.                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | The town Storm Water Facilitator and a representative of the Cedar Meadow Lake Watershed District put together a plan to outreach to lake and pond shore dwellers not part of an organized group. A Waite's Pond Task Force was formed to assist in this effort. An association was formed and has over 80 active members as of this writing.                                                                                                   | New Waite's Pond Association and Smith Pond contact is ongoing in this effort                                                                                                                                                                                                                                                                                    | S.W. COMMITTEE |



## Part I Public Education and Outreach continued...

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| 3j | Address specific groups | Dept of Public Works ; town lake and pond liaison, French River Upper Blackstone Environmental Council (FRUBEC); Blackstone River Watershed Association (BRWA); Chicopee Watershed Association (CWA) | Leicester has 28 bodies of water and 35 square miles of streams within the Blackstone, French and Chicopee Watersheds.                                                                                                                                                                                                    | The Town of Leicester will sit at the table with FRUBEC, BRWA, and CWA reaching out for assistance in promoting stormwater management best practices within the watersheds.                                                                                                                                                                                                                                            | The SW Facilitator has attended meetings and sat at the table with all 3 organizations and will continue to outreach to all 3 as the plan moves forward. Leicester's SW Facilitator was part of a panel at a statewide conference with these river watershed groups before Massachusetts lake and pond associations in January 2009. | A huge seminar with EPA, DEP and other N.E. States storm water agencies considerably present was held at the BRWA headquarters and the SW Facilitator attended this all day SW mtg. Minutes of the meeting were widely distributed throughout town and studied for guidance by the SW committee itself. | PROMPTED NEED FOR CONSULTANT TO BE HIRED BASED ON WHERE EPA IS GOING WITH TOWN REQUIREMENTS |
| 3k | Address specific groups | Dept of Public Works,, Common Ground Land Trust, Audubon Society, Greater Worcester Land Trust, Town Planner, Conservation Commission                                                                | Leicester has identified land that is protected within it's boundaries. Some is owned by the Town and governed by the Conservation Commission which is 114 acres purchased through a Self-Help Grant many years ago; some is owned by the Greater Worcester Land Trust and some is owned by Massachusetts Audubon Society | Work with the Conservation Commission and Planning Board to seek methods of continuing to preserve open space which assists in storm water management overall through working with outside groups such as the Common Ground Land Trust, Greater Worcester Land Trust and Audubon Society . The Planning Board can work with petitioning developers along with the Conservation Commission in ascertaining these goals. | The town of Leicester on September 17, 2008 was included in the MassCon land trust regional collaborative. This multi state group will seek funds to pay for appraisals for open space preservation regionally within the Central Massachusetts Connecticut land area.                                                               | This group has grown and is advertising for an administrator. The SW facilitator for Leicester sits at the table with this group at their RI/Mass meetings.                                                                                                                                             | COMMON GROUND LAND TRUST SITS WITH THIS GROUP. LAND TRUST IS IN CONTACT WITH S.W. COMMITTEE |

## Part I Public Education and Outreach continued...

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| 3k<br>cont | Address specific groups | Department of Public Works; Board of Selectmen; Town Meeting body    | Leicester has purchased 300 acres which is operated as a golf course and abuts an independently owned public water supply surface water body. T | The Town of Leicester will work with the Water District to assure protection of this land mass for the future protection of the water supply. When the Board of Selectmen approve of any lease for the town owned property proper storm water management will be part of the understanding of the lessee and lessor at the time of lease renewal or enactment. | A new lease has been initiated by the Board of Selectmen on behalf of the town. In the deed for this property, there is mention of the need for watershed protection. It will be recommended that the town send letters at least semi annually to anyone leasing the property so that an overall understanding of stormwater management protection is evident. Lessee must keep records of chemicals used, quantify amounts used, etc. | The DPW Supt approached the Town Adm about this subject. Nothing is in writing with the lease as of this date.                                                                                                                                              | S.W. COMMITTEE |
| 3l         | Address specific groups | Dept of Public Works, Leicester School Department Science Department | Leicester will work with the School Science Department to add stormwater management education to the curriculum                                 | The town will sit with the school department and with the help of school councils and others obtain the materials needed through available sources such as EPA, to provide as part of the school science curriculum the need for stormwater management                                                                                                         | 8th grade science department person joined the storm water management committee to put storm water in the 6, 7 and 8th grade curriculum in the Leicester Schools.                                                                                                                                                                                                                                                                      | This is ongoing and will look at expansion as materials are purchased, progress is made etc. in the town-wide implementation of the SW program. A 1.5 hour movie was purchased and will be attempted to somehow be incorporated into the school curriculum. | S.W. COMMITTEE |

## Part I Public Education and Outreach continued...

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| 3m | Address specific groups | Dept of Public Works                               | Leicester DPW will work with the Leicester Business Assoc (LBA).                                       | The DPW and LBA will work toward educating area businesses to the need for Storm water management sound practices. | The DPW Supt. and the Storm Water Facilitator met with the Leic. Business Association on 9/17/08 speaking before over 70 business representatives. The Green Business Program was brought forward at this meeting. Businesses are aware that they will be surveyed for their operations within the watersheds in Leicester.                                                                                                                                                                                          | SW Facilitator to do dumpster inspections, not for health reasons but for SW regulatory compliance.                                                             | S.W. COMMITTEE                |
| 3N | Address specific groups | City of Worcester, Town of Spencer, Town of Oxford | Leicester DPW will review abutting towns SWMP permits to assure overlapping compliance and cooperation | The DPW will maintain copies of the abutting MS4 filings and review annually for overlapping compliance            | The town storm water facilitator and the DPW director have sat down to review the reports of the abutting communities and a plan to combine interests within the Leicester Plan has started. Spencer & Leicester jointly are marking storm drains with the same stencils; and marking major streams crossing R9 from E. Brookfield line to Worcester line with a grant from Greater Worcester Community Foundation. DPW director obtaining Paxton and Auburn; SW Facilitator obtaining Oxford, Charlton and Spencer. | SW Facilitator is drafting the suggestions for combining interests based on review of abutting community reports. This will be taken up at the next SW meeting. | S.W. COMMITTEE AND CONSULTANT |



## Part I Public Education and Outreach continued...

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| 4 | Target groups likely to impact storm water | Dept of Public Works | Brochures targeting specific audiences and activities will be available. These target groups include homeowners and lawn maintenance activities, disposal of household waste and pet maintenance. | Through the efforts of item 3 above many more homeowners will be reached through direct mailings, lectures, etc. through this concentrated public educational effort. The town will reach out to the 2 veterinary clinics in town to provide pet waste maintenance handouts. Signage on pet waste management will be placed in parks and recreational areas of town. Liaison with the lake and pond groups will much further emphasize the need for proper lawn maintenance techniques. The town will reach out to the various landscape companies within the town for assistance in this effort. | The Storm Water Management Committee was created in October and created a handout for veterinary clinics. The Lake and Pond Liaison is working with the lake and pond groups and handouts suited for these shore dwellers was created as well. The town recycling committee is working with the landscape companies in town with a composting operation. A target brochure for landscape businesses was created by the Storm Water Management Committee. The town Animal Control officer has begun involvement in the plan. | An annual plan is in draft form and will be presented, amended, etc. at the next SW meeting. | S.W. COMMITTEE |
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## Part I Public Education and Outreach continued...

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| 4a | Target groups likely to impact storm water | Dept of Public Works-Leicester Emergency Management Director | With 28 bodies of water and 35 square miles of streams Leicester has a need to identify and monitor dams within the watersheds                                                                                                           | The town DPW and Emergency Management Director will begin a dialog concerning the numerous dams within the community. If one dam were breached this would cause more storm water damage than most any other occurrence. The need for understanding of dam safety will become part of the storm water program. The DPW will work with volunteers and the Emergency Management Director to establish an educational program on Leicester's dams and dam safety. | A meeting will be held in November to discuss the countless dams in the community and create an educational program for dam safety as it relates to storm water management. The Town Storm Water Management Facilitator was a lecturer at Worcester State College in January 2009 at a Symposium for Lake and Pond Shore dwellers in the Commonwealth (over 200 participants) on the need for dams to be considered in storm water management planning. Town owned dams will have safety, operational, and maintenance plans in place in 2009. | DPW Supt. will approach the emergency director so that the dam safety plan can be attached to the SW plan and thus incorporated into the town SW management plan. | S.W. COMMITTEE |
| 5  | Identify alternative informational sources | Board of Selectmen and MIS Department                        | Leicester will post links to stormwater BMP's and other water quality educational resources including EPA and DEP on its website <a href="http://www.leicesterma.org">http://www.leicesterma.org</a>                                     | With the creation of a page on the web site dedicated to storm water management this will even further enhance this effort.                                                                                                                                                                                                                                                                                                                                   | The Storm Water Management Committee was formed in October 2008 and created a town front page web icon linking to a web page dedicated to storm water management in Leicester.                                                                                                                                                                                                                                                                                                                                                                 | This is an ongoing task. One member of the SW committee is working with the town web master.                                                                      | S.W. COMMITTEE |
| 6  | Identify alternative informational sources | Dept of Public Works and MIS Department                      | Leicester will also post links on its website to the Blackstone River Watershed Association, Blackstone River Watershed Council, Nashua River Watershed Association, French River Watershed Basin Team, Chicopee River Watershed Council | Leicester will expand on these sites by adding much more material as well as linking to other pertinent sites within our geographic area with the creation of the page on the web site dedicated to storm water management. More local groups are added to our efforts and those away from our geographic area are used for informational gathering only.                                                                                                     | The Storm Water Management Committee was formed in October 2008 and is working on adding links to the storm water dedicated web page and getting the Leicester storm water page linked on other web sites as well.                                                                                                                                                                                                                                                                                                                             | This is an ongoing task. One member of the SW committee is working with the town web master.                                                                      | S.W. COMMITTEE |

## Part I Public Education and Outreach continued...

|   |                                                    |                      |                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                         |                |
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| 7 | Utilize local website                              | Dept of Public Works | Public meeting notice and the meeting reviewing Leicester's Comprehensive Stormwater Management Program will be posted on Leicester local cable access channel                                           | The Town of Leicester created a sub group which under the leadership of the Bylaw Committee applied for a grant, wrote a town stormwater bylaw, had public hearings, met with all applicable and mentioned town boards and commissions gaining support of the bylaw and successfully implemented the bylaw at town meeting. | The Storm Water Management Committee was formed in October 2008 and has established a year long format for promoting storm water management in Leicester on the local cable access television station.                                                     | Public service announcements have been airing on local cable access for months. New and improved announcements will be continually sought and broadcast. \$1200 was spent on announcements to date.                                                                                                     | S.W. COMMITTEE |
| 8 | Develop, conduct and document educational programs | Dept of Public Works | The town of Leicester will appoint a liaison to the Blackstone River Watershed Association and the Nashua River Watershed Association to disseminate information to the town on programs and activities. | The Town of Leicester has considerably expanded this effort in that not only will there continue to be a BRWA liaison, there will now be connection to many other such groups (see #3).                                                                                                                                     | The Storm Water Management Committee was formed in October 2008 and is working on setting up joint ventures with river watershed groups. The town facilitator is attending a May meeting on storm water management with the river watersheds of Leicester. | A huge seminar with EPA, DEP and other N.E. States storm water agencies considerably present was held at the BRWA headquarters and the SW Facilitator attended this all day SW mtg. Minutes of the meeting were widely distributed throughout town and studied for guidance by the SW committee itself. | S.W. COMMITTEE |



| Part II Public Involvement and Participation |                                   |                                                               |                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                          |                                    |
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| 9                                            | Promote household waste recycling | Dept of Public Works, Board of Health and Recycling Committee | The town of Leicester will work with the Town's contracted waste haulers, Recycling Committee and the Board of Health to continue to sponsor Hazardous Waste Collection Days.                                    | The Town of Leicester has a very active recycling program which has operated for over 16 years. The collection of paint and paint products is on a semi-permanent site at the old town landfill. Paint and paint products are collected June through September with trained volunteers. Full Hazardous Waste collection is every other year by a company chosen from the State Bid list. The Board of Health will permit haulers to assure their compliance with the Solid Waste Management Act. | The town Recycling Committee finished it's 2008 paint and paint product collection for the season. This was as equally successful as past years where thousands of gallons of paint products were processed correctly. A full HAZ MAT day will be held Sept. 19, 2009 contracted with MA DEP approved vendor.                                                              | HAZ MAT DAY WAS HELD ON 9/19/09 SUCCESSFULLY WITH CLEAN HARBORS. 2011 IS NEXT FULL HAZ MAT DAY                                           | RECYCLING COMMITTEE                |
| 10                                           | Storm Drain Stenciling            | Dept of Public Works/ Recycling Center                        | Leicester will work with the local scout groups to develop a stenciling program. Stenciling will target Leicester's sub watersheds                                                                               | The town of Leicester was not successful on a continuing basis with volunteer scout troops. As a result a program is being developed to use juvenile offenders working community service hours out of the Recycling Center to ascertain this goal in this year.                                                                                                                                                                                                                                  | The Storm Water Management Committee was formed in October 2008 and identified a logo for the storm water management plan. A stencil for storm drains was created and is being made. Once finished a local non profit group will be stenciling over 2,000 storm drains. The DPW director will be working with the SWM Facilitator to create a written plan for stenciling. | DPW starting to stencil October 1st and expect to do at least 1/2 of the storm drains before snow then finish spring 2010.               | DPW AND S.W. COMM.                 |
| 11                                           | Community Clean ups               | Dept of Public Works                                          | Town of Leicester will encourage local stream team cleanups with local residents and are scout groups. Town will provide solicitation of sponsors and notice of events on local access channel and town web site | This effort will be expanded to include the high school and other youth who are in need of community service hours for graduation credits, juvenile court etc. It has been found that organized efforts such as this better supplement citizen volunteer clean up events that are sporadic and less enthusiastic over time.                                                                                                                                                                      | The Storm Water Management Committee was formed in October 2008 and is working on a community clean up calendar plan. Earth Day clean ups begin April 25, 2009.                                                                                                                                                                                                            | Two clean ups town wide have occurred in the last year and were highly publicized and participated in. Earth day 40 celebration planned. | S.W. COMMITTEE AND RECYCLING GROUP |

| Part II Public Involvement and Participation |                     |                                              |                                                                                                                  |                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                            |                                                    |
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| 12                                           | Community Clean ups | Dept of Public Works                         | The town will provide trucks and other material to support cleanup efforts and disposal of materials             | This effort will be identified by the use of special colored bags. Publicity over the full bags being placed at curb side full of clean up activities will be generated to promote education of the public in the need for everyone's help in clean up activities and sound stormwater management. | The Storm Water Management Committee was formed in October 2008 and is working on a community clean up calendar plan. Earth Day clean ups begin April 25, 2009.                                                                                                              | Two clean ups town wide have occurred in the last year and were highly publicized and participated in. Earth Day 40 celebration planned                                                                    | S.W. COMMITTEE AND RECYCLING GROUP                 |
| 12a                                          | Community Clean ups | Dept of Public Works and Recycling Committee | The town of Leicester has a leaf and grass clipping compost program.                                             | As a result of the compost program at the recycling center the town residents that do not have a lot size conducive to composting on site; have a municipal site available for deposit of leaves and grass clippings and a site to go back to for compost for their gardens for free.              | This is an ongoing effort. Local area turf and lawn care businesses also participated in this effort and continue to do so assuring a proper disposal of lawn grass clippings and other yard waste in the 3 watersheds. Through an email data base communication is ongoing. | Town Recycling committee is doing a mailing to all town lawn care businesses on the subject of storm water in November. Additionally, a hand out will be made for the Leic. Business Association meetings. | RECYCLING COMMITTEE                                |
| 12b                                          | Community Clean ups | Dept of Public Works and Recycling Committee | The town of Leicester has a compost purchase program. This purchase program will expand to include rain barrels. | The Town of Leicester has sold compost bins at the Recycling Center for over 13 years and will continue to do so. In 2009 the Recycling Center will make rain barrels available for sale to residents.                                                                                             | Recycling is pursuing obtaining rain barrels for distribution in fiscal year 2010 in conjunction with the CV&R Water District.                                                                                                                                               | A grant application was not successful. Recycling Committee is seeking funds for this project now.                                                                                                         | 2010 RAIN BARRELS WILL BE SOLD AT RECYCLING CENTER |



| Part III Illicit Discharge Detection and Elimination |                                             |                      |                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
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| 13                                                   | Inventory and mapping of storm drain system | Dept of Public Works | Leicester will identify appropriate sources of funding assistance and apply for assistance in implementing portions of Leicester's Comprehensive Stormwater Management Program, including public education and outreach                       | The Town of Leicester created a sub group which under the leadership of the Bylaw Committee applied for a grant, wrote a town stormwater bylaw, had public hearings, met with all applicable and mentioned town boards and commissions gaining support of the bylaw and successfully implemented the bylaw at town meeting.                                                                                                                                                                                                                                                                                                                                       |
|                                                      |                                             |                      |                                                                                                                                                                                                                                               | The Storm Water Management Committee was formed in October 2008 and identified a logo for the storm water management plan. A stencil for storm drains was created and is being made. Once finished a local non profit group will be stenciling over 2,000 storm drains. The DPW director will be working with the SWM Facilitator to create a written plan for stenciling. Same stenciling will take place in abutting community of Spencer to further advance attention to "save our water" logo.                                                                                                                                                                |
|                                                      |                                             |                      |                                                                                                                                                                                                                                               | This is being created at the DPW as the drains are being done. Need expert advice on outfalls.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|                                                      |                                             |                      |                                                                                                                                                                                                                                               | DPW AND CONSULTANT. Town seeking funds spring 2010                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 13a                                                  | Inventory and mapping of storm drain system | Dept of Public Works | Leicester has begun to map and inventory storm drain systems with particular emphasis on stressed basins first. This effort will be expanded to include entry into a computer data base of the storm water drain system of 1400 storm drains. | Through efforts of community service school volunteers this project will get up and running this year in hopes of completing the task within 2 years. Run contest for art work for cover of final report. DPW will come up with methodology for identification before end of 2008 calendar year.                                                                                                                                                                                                                                                                                                                                                                  |
|                                                      |                                             |                      |                                                                                                                                                                                                                                               | The data base has been acquired and a staff person has been assigned to this task at the DPW. The SWM Facilitator and DPW clerical person are working on setting up the dBase and entering the data. Alternatives for future expansion are being explored such as cooperative effort with other abutting towns for purchase of a combined use GPS portable data collection system, software etc. Also exploring joint ventures with water and sewer districts on purchase of supplies; programming etc. Possibly some of the data base information gathering will be done by Worcester Vocational School students as a combined project with the water districts. |
|                                                      |                                             |                      |                                                                                                                                                                                                                                               | This was changed in the interim. A GPS system was purchased along with software and a member of the SW Committee, two members of the DPW staff and a staff person from C.V. Water District have all been formally trained. The total expenditure over time for this was \$10,000. Mapping will begin October 1st for the data base. Need outfall                                                                                                                                                                                                                                                                                                                  |
|                                                      |                                             |                      |                                                                                                                                                                                                                                               | DPW AND CONSULTANT. Town seeking funds spring 2010                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |



| Part III Illicit Discharge Detection and Elimination continued... |                                                             |                                          |                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                             |                                                            |
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| 13b                                                               | Inventory and mapping of storm drain system                 | Dept of Public Works                     | Leicester will apply for grant funds to help offset costs of signage, data base management supplies, brochures and other printed literature production as well as logo creation and public relations campaign needs | Sources of funds may be diverted through not for profit area groups in order to ascertain this goal.. As one example the Common Ground Land Trust has applied for funding for signage in the watershed. Others will be following in this effort.                                                                                                    | Once the data is entered in the storm drain dBase, mapping considerations will begin. The Central Massachusetts Regional Planning Commission (CMRPC) will be contacted for possible assistance in this GIS effort. Abutting town of Spencer is placing signs throughout town to protect water bodies using the Leicester Storm Water icon. Leicester will follow suit and both towns will have signage enhancing the storm water protection efforts. | Signs and poles have been purchased. A time consuming issue is getting permission to install 2 signs on Route 9 due to the need for approval from MA DPW. This is in the works. CMRPC is working with a SW member to ascertain remaining GIS overlay goals. | DPW                                                        |
| 14                                                                | Mapping and identification of outfalls and receiving waters | Dept of Public Works; Board of Assessors | Leicester will develop and implement a plan to map all outfalls and receiving bodies of water, contingent on Town meeting approval for funding                                                                      | This effort will be expanded with use of GIS mapping; Lake, Pond, Watershed available data and volunteers to once and for all have a data base to use for education of the public and future town officials for continuity in storm water management. The town will approach the Central MA Regional Planning Agency for assistance in this effort. | In meeting with the Lake and Pond Groups, data is being collected on what mapping has been done; what water quality data has been acquired in order to set in motion a forward plan. The Central Mass Regional Planning Group will be contacted for possible assistance in this GIS effort.                                                                                                                                                          | Water quality data has been ascertained. Format and inclusion into the GIS has not been determined yet by the SW committee. EXPERT NEEDED                                                                                                                   | DPW AND CONSULTANT                                         |
| 15                                                                | Identification/description of problem areas                 | Dept of Public Works                     | Leicester will develop and implement an illicit discharge detention and elimination (IDDE) plan, contingent on town meeting approval of funding                                                                     | An article will be placed on the 2009 Annual town meeting warrant for funding for the IDDE Plan. Now that the Stormwater bylaw is in place, this is the next concentration in the stormwater plan enhancement.                                                                                                                                      | The DPW Superintendent will work with the Town Administrator and Board of Selectmen in an effort to obtain the necessary funding. An IDDE template is being obtained for Town use in this project.                                                                                                                                                                                                                                                   | IDDE template is in house but discussion are not complete for a plan for its use as yet. This will be discussed at next SW Meeting.                                                                                                                         | IDDE PLAN WILL COME FROM DATA DERIVED FROM CONSULTANT WORK |

### Part III Illicit Discharge Detection and Elimination continued...

|    |                                                                  |                                                               |                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                            |                |
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| 16 | Enforcement procedures addressing illicit discharges             | Planning Board, Town Counsel, Board of Health                 | Leicester will review whether local authority is appropriate and able to respond to potential illicit discharges. New bylaws, if necessary will be proposed to town meeting. | <p>The Town of Leicester created a sub group which under the leadership of the Bylaw Committee applied for a grant, wrote a town stormwater bylaw, had public hearings, met with all applicable and mentioned town boards and commissions gaining support of the bylaw and successfully implemented the bylaw at town meeting.</p>                                                                                                                                              | <p>The DPW Superintendent and SWM Facilitator will work with the Building Inspector and Town Planner and assist in any way possible to work toward sound storm water management within the town of Leicester through the proper implementation of regulations to support the bylaw passed at town meeting in 2008. The regulations are set to be created in 2009. Review is occurring currently.</p> | <p>The regulations are still pending both in Conservation and in Planning Board to support the SW bylaw. This is a long process but is moving forward.</p> | S.W. COMMITTEE |
| 17 | Public Information program regarding hazardous waste and dumping | Dept. of Public Works/Board of Health and Recycling Committee | <p>Leicester will provide educational brochures to residents promoting proper disposal of household hazardous wastes.</p>                                                    | <p>The Town of Leicester has a very active recycling program which has operated for over 16 years. The collection of paint and paint products is on a semi-permanent site at the old town landfill. Paint and paint products are collected June through September. Full Hazardous Waste collection is every other year by a company chosen from the State Bid list. The Board of Health will permit haulers to assure their compliance with the Solid Waste Management Act.</p> | <p>September 2009 is the next full Hazardous Waste Collection Day. All batteries, fluorescent tubes, ballasts, and paint are accepted 1/4 of each year.</p>                                                                                                                                                                                                                                          | <p>Done</p>                                                                                                                                                | DONE           |

| Part III Illicit Discharge Detection and Elimination continued... |                                  |                                                      |                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                             |
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| 18                                                                | Initiation of Recycling Programs | Planning Board, Board of Health, Recycling Committee | Leicester will apply for funding assistance from DEP's recycling grant program for assistance in public education and the purchase of recycling materials | Leicester Recycling has it's own web page on the town web site which includes a quarterly newsletter about recycling and the need for storm water management. This newsletter is also distributed to the participants in the drop off recycling center which is currently up to 200 to 225 cars per hour when the center is open the 1st, 3rd and 5th Saturdays of each month. This program has operated for over 16 years. |
|                                                                   |                                  |                                                      |                                                                                                                                                           | Leicester Recycling has it's own web page on the town web site which includes a quarterly newsletter about recycling and the need for storm water management. This newsletter is also distributed to the participants in the drop off recycling center which is currently up to 200 to 225 cars per hour when the center is open the 1st, 3rd and 5th Saturdays of each month. This program has operated for over 18 years. |
|                                                                   |                                  |                                                      |                                                                                                                                                           | Done                                                                                                                                                                                                                                                                                                                                                                                                                        |
|                                                                   |                                  |                                                      |                                                                                                                                                           | DONE                                                                                                                                                                                                                                                                                                                                                                                                                        |



| Part III Illicit Discharge Detection and Elimination continued... |                                   |                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                   |                           |                |
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| 19                                                                | Watershed Assessments and studies | Dept of Public Works, Conservation Commission, Board of Health | Leicester will identify opportunities for funding assistance from DEP's 604(b) and 319 grant programs and the DEM's lakes and ponds grant program to support watershed activities. Tasks can include design and installation of stormwater BMP's and public outreach including storm drain stenciling. Emphasis will be on assessments and remediation of stormwater related problems impacting water quality in Smith's Pond, Southwick Pond, Bouchard Pond, Cedar Meadow Pond, Dutton Pond, Greenville Pond, West, Rochdale Pond, and Greenville Pond. These water bodies have been identified as impaired and are on DEP's 303dlist | Work with the Lake and Pond associations and Districts will greatly assist in this effort (see #3). Cedar Meadow Pond already has an active water quality monitoring program through the efforts of the Cedar Meadow Lake Watershed District. All data collected by various parties will be reviewed. As for assessment of the other ponds mentioned, without clear funding sources this task is difficult at best. However, there is equipment available through grant sources and the town will begin to review options for possibly ascertaining assessment of these bodies of water in conjunction with the public schools as a combined community service/science project | In meeting with the Lake and Pond Groups data is being collected on what mapping has been done; what water quality data has been acquired in order to set in motion a cohesive plan. 5 ponds have data at this point and analysis of the data is being conducted. | In progress               | S.W. COMMITTEE |
| 20                                                                | Watershed Assessments and studies | Dept of Public Works, Leicester water supply districts         | The town of Leicester will encourage cooperation with Leicester's Public Drinking Water Supply Districts to apply for funding assistance from DEP's Source Water Protection Program for grant assistance to develop wellhead protection plans and stormwater management plans within Leicester's Zones II in Leicester                                                                                                                                                                                                                                                                                                                 | The town of Leicester has independent sewer and water districts created legislatively serving various boroughs within the community. We will be creating an ongoing relationship with all of the Sewer and Water District on stormwater management within the District boundaries cooperatively and cohesively. The town will bring together in one place all Zone II plans and review.                                                                                                                                                                                                                                                                                        | One storm water committee member volunteered to assist the DPW director in coordination of the efforts of the various sewer and water district plans with the overall Town Storm Water Management Plan.                                                           | This is still being done. | S.W. COMMITTEE |

| Part III Illicit Discharge Detection and Elimination continued... |  |  |                                                                                                                                                                                                        |                                                                                                                                          |
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| 20a                                                               |  |  | <p>The Town of Leicester closed it's sanitary Landfill December 31, 2000. The closure plan is being reviewed and a plan is to be put in place that coincides with the Storm Water Management Plan.</p> | <p>The 1st draft is expected to be submitted to the Town Administrator by the end of September 2009.</p>                                 |
|                                                                   |  |  |                                                                                                                                                                                                        | <p>Draft of this document will be discussed at the next SW meeting for submittal to Town Administrator and Selectmen for discussion.</p> |
|                                                                   |  |  |                                                                                                                                                                                                        | S.W. COMMITTEE                                                                                                                           |

| Part IV. Construction Site Stormwater Runoff Control |                                                                                  |                                                                                                 |                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
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| 21                                                   | Bylaw storm water management regulations for construction sites 1 acre or larger | Planning Board, Conservation Commission, Town Counsel, Board of Health, Zoning Board of Appeals | Leicester will review model bylaws developed by DEP in consultation with Attorney General's office                                                                                                              | The Town of Leicester created a sub group which under the leadership of the Bylaw Committee applied for a grant, wrote a town stormwater bylaw, had public hearings, met with all applicable and mentioned town boards and commissions gaining support of the bylaw and successfully implemented the bylaw at town meeting. Regulations also were adopted. This was a combined effort of all town boards involved in development within the community. Part of this effort was a thorough review by the group of all existing regulations in order to incorporate them into the stormwater bylaw and/or overlap of efforts successfully. Also, during this period the Conservation Commission passed a home rule Wetland Bylaw and regulations. |
|                                                      |                                                                                  |                                                                                                 | SW Committee will assist in preparation of handouts for various developmental boards and commissions to have on hand for all meetings for the public. One member of the SW committee is working on this effort. | The Board of Health Handout is completed as is the Conservation Commission Handout. The SW committee will actively pursue all town building associated boards and commission having a handout pertaining to their particular subject. Copies will also be displayed at the town library and be available for download on the town web site.                                                                                                                                                                                                                                                                                                                                                                                                     |
|                                                      |                                                                                  |                                                                                                 |                                                                                                                                                                                                                 | S.W. COMMITTEE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |



## Part IV. Construction Site Stormwater Runoff Control continued...

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| 22 | Bylaw require post construction runoff controls | Planning Board, Conservation Commission, Town Counsel, Board of Health, Zoning Board of Appeals | Leicester will review model bylaws developed by DEP in consultation with Attorney General's office | <p>The Town of Leicester created a sub group which under the leadership of the Bylaw Committee applied for a grant, wrote a town stormwater bylaw, had public hearings, met with all applicable and mentioned town boards and commissions gaining support of the bylaw and successfully implemented the bylaw at town meeting. Regulations also were adopted. This was a combined effort of all town boards involved in development within the community. Planning Board is the permitting authority under the bylaw. Site plan review of stormwater run off is now intense and a cooperative enforcement effort among all site review boards in Leicester</p> | <p>The Storm Water Management Committee was formed in October 2008 and will work with the various town boards and commissions in any way possible in the implementation of the new storm water bylaw regulations.</p> | <p>The regulations are still pending both in Conservation and Planning Board to support the SW bylaw. This is a long process but is moving forward.</p> | S. W. COMMITTEE |
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# Part V. Post Construction Stormwater Management in New Development

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| 23 | Develop a municipal operations and maintenance plan | Dept of Public Works | <p>Using regulations and recommendations from DEP and EPA Leicester will develop and update an operations and maintenance plan to include proper disposal of street sweepings, catchbasin cleanout, snow disposal, roadway deicing procedures, vehicle washing, and outside storage of materials</p> | <p>This document will be produced this year in a manner that is professional and well written for future town department leaders and employees. Our vehicle washing program at DPW is in place. Our catch basin clean out material is mixed with wood chips and put in our compost pile; our snow disposal is at a ball field. With 28 bodies of water Leicester has historically used very little calcium chloride. Our ration is only 8 to 1. We have no outside storage of materials that would be a threat to the watershed.</p> | <p>This is in the draft stages with the DPW Director and Town Facilitator with expected completion July 2009.</p>                                                 | <p>This document is still being tweaked by the SW committee and DPW but is expected to be part of SW plan by FEBRUARY 1, 2010.</p> | DPW |
| 24 | Develop a municipal operations and maintenance plan | Dept of Public Works | <p>Leicester will implement a formal inspection program including maintenance logs and scheduling for catchbasin cleaning, repairs and new installations</p>                                                                                                                                         | <p>This document will be produced this year in a manner that is professional and well written for future town department leaders and employees. Repairs and new installations will be added to the catch basin dBase. The DPW employee who manages storm drain and catch basin cleaning gives a monthly report to the DPW Superintendent. The clerical staff enters data into the dBase.</p>                                                                                                                                         | <p>A draft log form has been formulated and it is being discussed with DPW workers through the DPW superintendent. Expected implementation date is July 2009.</p> | <p>This is being used by DPW now.</p>                                                                                              | DPW |

| Part VI. Pollution Prevention and Good Housekeeping in Municipal C |                                                                 |                      |                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                |
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| 25                                                                 | Develop and implement training programs for municipal employees | Dept of Public Works | Leicester sends the DPW foreman and Superintendent annually to training seminars sponsored by Mass Highway, BayState Roads and other relevant agencies or vendors | Leicester DPW will continue to send employees to training programs for municipal employees. This will be expanded upon by distributing handouts to DPW employees and others in government to create a better understanding and "culture" of the need for better storm water management. Additionally, our fire department continues to operate a HazMat team that has spill and detention training on-going. DPW employee training programs will be designed to teach staff about potential sources of stormwater contamination and ways to minimize the water quality impact of municipal activities, such as park and open space maintenance, fleet and building maintenance, construction and land disturbances, and storm drain system maintenance. Staff will be trained to recognize, track, and report illicit discharges. | The Storm Water Management Committee was formed in October 2008 and is considering a plan for distribution of material to municipal employees as well as a suggested training program. Attachments to payroll checks will be implemented as well as general departmental distribution of printed material and emails.<br><br>The SW Committee will work with the Town Adm. To bring a DEP municipal employee training session to Leicester. DEP has agreed to do this in Leicester. Semantics of time and date are being worked out. | S.W. COMMITTEE |
| 26                                                                 | Review storm drainage infrastructure needs                      | Dept of Public Works | Leicester will incorporate storm drain infrastructure review in Leicester's Chapter 90 project utilizations                                                       | Leicester DPW has reviewed drainage needs in all roads before paving or reconstruction and will continue to do so. DPW will develop a working relationship with the conservation commission in this effort during this year.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | One member of the Storm Water Management Committee has volunteered to assist in the filing of a generic Notice Of Intent with the Conservation Commission for town road work, storm drainage plans and infrastructure needs for a 3 year period. Chapter 90 work will also be included<br><br>This draft has been done and is being presented to the Conservation Commission for review.                                                                                                                                             | DPW            |



| Part VI. Pollution Prevention and Good Housekeeping in Municipal Operations continued... |                                         |                                                                      |                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                       |                                                                                                                                                                                           |                |
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| 27                                                                                       | Create a stormwater management hot line | Dept of Public Works/Police Department                               | Leicester will make an attempt at safely creating a stormwater management hot line for citizens to report illegal activity within the watersheds | DPW will work with the Police Dept to attempt to create a Stormwater management hot line. The appropriate place for this hot line to be housed as well as who will man the line are yet to be determined.                                                                                                                                                                                                                                     | The Police Department has agreed to support the Stormwater Management Hot Line. This line will be advertised as part of the town web site.                                                                                                                            | Calls are coming into the hot line. One was for trash bags on a catch basin which was corrected as the DPW Supt educated the residents in the area about the need for good SW management. | S.W. COMMITTEE |
| 28                                                                                       | Capital planning/budgeting              | Dept of Public works; Board of Selectmen; Capital Planning Committee | Capital planning to be done for forecasted purchases for stormwater system upkeep in future years                                                | DPW and Selectmen will work with capital planning committee to establish a plan which will forecast the need for any purchases for stormwater system upkeep in future years. Annual budget line item will be established for SWMP annually with emphasis on identification of stressed basins. If projects are over \$10,000 capital planning will take place.                                                                                | One thing that could be included is the future data base creation and GPS data purchase. This may be done in conjunction with other abutting towns; with cash input from sewer and water districts and/or others. A plan is being worked on to determine feasibility. | This has been done and is being implemented.                                                                                                                                              | DONE           |
| 29                                                                                       | Failing Septic Systems                  | Board of Health                                                      | The Leicester Board of Health will continue to monitor for failing septic systems and strict enforcement of Title V                              | With the installation of sewers in problem areas of the town this problem has been greatly improved. With so many formalized lake and pond groups the problem of failing systems has also been better addressed by these groups. The town will remain diligent in enforcement of Title VI and assistance through grant programs for septic system replacement. Septic system proper operational brochures are provided by the Board of Health | The Storm Water Committee was formed in October 2008 and will work with the Board of Health on proper handouts for promotion of storm water management best practices as they relate to septic system maintenance etc.                                                | This is done. Will be revisited by the SW committee annually for updates and/or regulatory compliance.                                                                                    | S.W. COMMITTEE |

| Part VI. Pollution Prevention and Good Housekeeping in Municipal Operations continued... |                                                                                |                                                                           |                                                                                                                                           |                                                                                                                                                                                                                 |                                                                                                                                                                                                                                  |                                                                                                                        |                     |
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| 30                                                                                       | Mercury collection                                                             | Recycling Committee                                                       | The town recycling center has a successful mercury collection program.                                                                    | This program will continue and is very well advertised and participated in by the residents of Leicester. This program has been operational for some time and should have been reported in previous submittals. | The recycling center mercury collection program is ongoing. New posters have been printed and will be displayed at the Recycling Center and Town Hall. SW Committee will assist in advertisement for this program                | Done and ongoing                                                                                                       | RECYCLING COMMITTEE |
| 31                                                                                       | Used Oil is Recycled                                                           | Town Highway Garage                                                       | The Town of Leicester has a used oil collection at the highway garage                                                                     | Though this operation has gone on for many years it was not mentioned in previous reports and should have been.                                                                                                 | The used waste oil collection still takes place and will continue at the DPW garage.                                                                                                                                             | ongoing                                                                                                                | DPW                 |
| 32                                                                                       | Evaluate Municipal Facilities throughout town for potential stormwater impacts | Dept of Public Works;<br>School Facilities Manager;<br>Town Administrator | Review as built plans and sketches; establish meeting with group to determine plan of action to best ascertain this goal within next year | The Town Administrator will conduct a meeting of key personnel to determine course of action to reach this goal.                                                                                                | DPW superintendent has met with Facilities Operations Manager for the Schools and a check list has been created for consideration for use by municipal operations. It is expected that this task will be completed by July 2009. | A check list has been created but it needs further expansion. The DPW supt is working on this with the facilities mgr. | DPW                 |

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| <p><b>Part VII BMP's for Meeting Total Maximum Daily Load (TMDL) Waste Load Allocations</b></p> <p>There are no TMDL in the town of Leicester</p> <p>This section was not understood by those completing plans in the past.</p> | <p>The relationship between effluent limitations and surface water quality with the 28 bodies of water in Leicester will be examined to determine if they meet the Mass Surface Water Quality Standards in all seasons. A plan will be formulated to determine what stormwater runoff from impervious surfaces is causing or contributing to a violation of the Standards and limits will be established for the loadings of the pollutants of concern that come from the discharge of stormwater runoff from impervious areas. The examination of this will take place first with conversations with lake and pond shore dwellers; watershed districts etc. in an attempt to narrow target areas. Areas of Critical Environmental Concern, and other environmentally sensitive areas will also be considered in this examination. But the finished product will depend on the availability of funding.</p> | <p>Environmental areas of concern in the 3 watersheds have been identified. The first concentration is to identify sources of high phosphorous levels in Smith and Southwick ponds as identified on the DEP published list. Second concentration is in area of public water supplies. This is being done by the Committee with volunteer experts.</p> | <p><b>S.W. COMMITTEE AND CONSULTANT.</b><br/>Town seeking funds for spring 2010</p> |
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