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Municipality/Organization: Town of Medfield, MA

EPA NPDES Permit Number: MAR041131

MaDEP Transmittal Number: X238125

Annual Report Number

& Reporting Period:

No. 8: April 1, 2010 – March 31, 2011

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

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Certification:

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Signature:



Printed Name: Michael Sullivan

Title: Town Administrator

Date: April 27, 2011

Part II. Self-Assessment

The Town of Medfield is located in the Massachusetts North Coastal Watershed - primarily in the Charles River Sub-basin and secondarily in the Boston Harbor (Neponset River) Sub-basin. In general, the Town of Medfield's stormwater management activities for the eighth year of the General Permit (April 1, 2010 through March 31, 2011) were in conformance with the Notice of Intent (Massachusetts DEP form BRP WM 08A) and schedule submitted in July 2003. At the time, the Town developed a Stormwater Management Plan with program priorities for 2003-2008 including:

1. Achieving regulatory compliance, particularly EPA and DEP Phase II NPDES permit requirements;
2. Incorporating storm water protection measures into municipal activities;
3. Focusing activities on target pollution reduction (e.g. Section 303.d. waters and protecting the Town's water supply);
4. Ensuring that the Program is current and innovative; and
5. Providing Program administration.

The Water Quality Stewardship element of the program focused on the protection of the local water supply and addressing the State's Section 303.d waters located within the Town. To this end, staff continues to develop and improve the Program activities to reduce storm water pollution to the maximum extent practicable and eliminate prohibited non-storm water discharges, while facilitating understanding and involvement in storm water management by various Town departments. Program priorities will also focus on increased efforts to reduce target pollutants and restore local water bodies.

The Town is committed to working with local watershed associations to advance their goals and objectives. To this end, the Town of Medfield has been very active with information transfer and attending workshops sponsored by both the Charles River Watershed Association and the Neponset River Watershed Association, and becoming educated on the Massachusetts Stormwater Regulations and impending Phase II General Permit renewal. Another high priority of staff will be to keep abreast of the latest technology and approaches to achieve storm water management (such as the sustainable design). Program activities also strive to encourage environmental stewardship and continue to build on partnerships with other agencies, neighboring towns, and the community for active participation in accomplishing the Program mission.

From 2003 through 2007, the Town focused its efforts to developing an extensive Geographic Information System (GIS) of the Town and mapping its drainage utility. In Year Six (2008), the Town shifted its mapping efforts from the stormwater connectivity to mapping the wastewater system, since it collects flow and directs it to the Medfield Wastewater Treatment Plant located on West Street (along the Charles River). To date, the wastewater system mapping is about 100% complete and the drainage system mapping is 85% (connectivity left to be completed through I/I activity). The Town has mapped all 167 of its outfall location in the Charles River Watershed and in the Neponset River Watershed).

In 2009 and 2010, the Town also continued to work on public outreach and participation. The Town's Conservation Commission continued its pond de-nitrification program at Vine Lake, Bakers Pond, Flynn's Pond and Tubitty Pond. The local Department of Public Works continued with its Sewer System Evaluation Survey activities, particularly expending \$53,000 to assess

the impacts of infiltration/inflow (I/I) on the Charles River. The Town has also undertaken an extensive I/I program to reduce flows to the Medfield Wastewater Treatment Plant in 2008 and work through 2010 is 100% complete. The proposed I/I activities were reported to EPA and DEP on February 5, 2008 as part of the compliance requirements of NPDES Permit No. MA0100978 and are in accordance with the new NPDES permit issued to the Town in 2010. The work included the installation of two new stream gauges in the Charles River, completing extensive I/I repairs using a low interest loan of \$1,009,030 from the Massachusetts Clean Water State Revolving Fund (SRF) Program, expending \$23,000 on I/I repairs in 2010 and obtaining \$400,000 in SRF funds for upgrades to the local Wastewater Treatment Facility (WWTF) located on the Charles River.

Based on our understanding of the draft General Permits to be renewed in 2011, the Town has developed a preliminary plan for complying with the requirements of communities in the North Coastal Watershed. This plan includes the following:

1. Completing the connectivity component of the Medfield Drainage System Mapping in Renewal Year #1 (by April 30, 2012). Therefore, by April 30, 2012, both the drainage system and wastewater systems will have been 100% mapped onto the local Geographic Information System.
2. In year one, constructing the DEP-approved upgrades to the WWTF (\$400,000 in SRF funds) and continuing the I/I program for connectivity (estimated budget of \$80,000).
3. Targeting 25% of the Charles River (i.e. Stop River) and Neponset River (i.e. Mine Brook at Jewells Pond) outfall pipes for wet and dry chemistry testing in year two of the renewed permit. To date, we have located a total of 167 outfall pipes. Therefore, 21 of the priority outfalls within the Charles River watershed and 21 of the priority outfalls within the Neponset River watershed will be targeted for sampling during the second year of the renewal permit (by April 2013). Additional outfall pipes will be sampled at a rate of about 42 outfalls per year until 100% of the outfalls have been sampled by April 30, 2016.
4. Within four years of the effective date of the renewed permit, the Town of Medfield will develop a Charles River Watershed Control Plan for phosphorus and pathogens. The plan will build upon the existing NPDES requirements at the Medfield WWTP and will be implemented on an as needed basis within the same time frame. If elimination of a condition contributing to exceedance of water quality (W/Q) standards cannot be feasibly eliminated within 30 to 60 days, an action plan shall be developed and implemented as soon as practical.
5. By the end of the second renewed permit year (April 30, 2013), submit information representing progress in the development of a Phosphorous Control Plan (PCP). Beginning in the first year of implementing the PCP, the Town shall estimate (in kg/year and percent) the reduction in phosphorous loading, if any, to the Charles River.
6. Within four years of the effective date of the renewed permit, the Town of Medfield will develop a Neponset River Watershed Control Plan for bacteria. The plan will be implemented on an as needed basis within the same time frame. If elimination of a condition contributing to exceedance of WQ standards cannot be feasibly eliminated within 30 to 60 days, an action plan shall be developed and implemented as soon as practical.

7. By the end of the second renewed permit year (April 30, 2013), submit information representing progress in the development of efforts to reduce observed bacteria and WQ exceedances in the Neponset River Watershed.
8. Public Education and Outreach – In accordance with Section 2.4.2 of the renewed permit, that Town shall distribute a minimum of two educational messages to residences, the business/commercial/institutional community, developers and contractors, and industrial community. The outreach program shall allow the public an opportunity to comment.
9. Build upon previous work and develop and inventory of known sanitary sewer flows (SSOs) within 60 days of the effective date of the new permit.
10. Train employees on the new Illicit Discharge Detection and Elimination (IDDE) Program, including how to recognize discharges and SSOs.
11. Review the existing local regulations and consolidated regulations report to determine the feasibility of making green infrastructure practices allowable (by the third term of the new permit or April 30, 2014).
12. Estimate the number of acres of impervious area (IA) and directly connected IA by April 30, 2012.
13. By October 1, 2011 complete an inventory of MS4 owned property and their infrastructures that may be retrofitted with appropriate BMPs by April 30, 2014.
14. By April 30, 2012; develop a written Operations and Maintenance (O&M) Plan for municipal activities listed in Section 2.3.7 (a-c) of the new permit.
15. Develop a Sweeping Optimization Plan by April 30, 2012 that utilizes mapping and record keeping elements to track street and parking lot cleaning activities.
16. Where applicable and in accordance with the requirements of Section 2.4.7.2(b), develop and implement a Stormwater Pollution Prevention Plan (SWPPP) for those MS4 properties not covered by a multi-sector general permit.
17. In each permit year evaluate opportunities to include green infrastructure practices in new development and redevelopment, and evaluate opportunities to reduce the amount of impervious cover.

Part III. Summary of Minimum Control Measures

1. Public Education and Outreach

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 9
1 Revised	Partnership with local Watershed Associations	Con. Comm., DPW, BOH	Regular Meeting Attendance	Correspondence with the Charles River and Neponset River Watershed Associations	Continued updating, seek alternative funding opportunities (such as grants and SRF monies).
2 Revised	Develop Brochures	DPW	Quarterly Mailings	Town funding was appropriated for herbicide and pesticide awareness mailings	Address Part II, Item 7
3 Revised	WEB Site Public Service Postings	IT Dept., DPW	WEB Site Publication & Maintenance	Association information transfer and data publication of data, local WEB updates	Include in Part II, Item 7

1a. Additions

20	Two (2) contacts to the four key target areas	Con. Comm., DPW, BOH	Eight (8) documents or contacts	Outline in Part II, Item 7

2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 9
4	Water Quality Testing	DPW	2 Rounds of Water Quality Sampling of Priority Water Bodies	Completed outfall pipe mapping and an estimated 100% of the storm system connectivity, and related testing.	Continue to stencil catch basins and complete connectivity mapping. Continued testing as related to the WWTP NPDES Permit.
Revised					
5	Community Cleanup Days	DPW	Annually	Conducted in Spring 2008	Develop a plan and budget to implement Part II, Items 2 thru 5 Scheduled for Spring 2011
Revised					
Revised					
Revised					
Revised					
Revised					

2a. Additions

3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 9
6 Revised	Catch Basin/Outfall and Receiving Water Mapping	DPW	GIS Mapping	Completed outfall pipe mapping and an estimated 85% of the storm system connectivity.	Complete 100% of drain connectivity. Continue to complete connectivity mapping. Dry weather and wet weather field screening of outfalls after mapping.
4 Revised	Water Quality Testing	DPW	Testing of Priority Water Bodies	Continued testing affiliated with the WWTP NPDES permit.	Develop a plan and budget to implement Part II, Items 2 thru 5 Continued testing as related to the WWTP NPDES Permit.
7 Revised	Regulatory Review	DPW, Planning Board, BOH, Con. Comm.	Regulatory Revisions and Action	Investigated areas for revisions, such as sustainable design and implementing new DEP stormwater standards	Develop a plan and budget to implement Part II, Items 2 thru 5 Revisit the consolidated regulations per Part II, Item 10
8 Revised	Permit Enforcement	DPW, Planning Board, BOH, Con. Comm.	Local Construction Site Oversight and Enforcement	Ongoing to comply with local bylaws, state and federal requirements. WWTP Upgrades Design Completed	WWTP Upgrades Funding thru SRF, train employees on finding and addressing IDEE locations per Part II, Item 9
9 Revised	Misconnection/Illegal Dumping and Correction	DPW, BOH	Connectivity Mapping, By law Enforcement/Fines	I/I Program Completion and Ongoing SSES activities (i.e. smoke testing)	Train employees on finding and addressing IDEE locations per Part II, Item 9
21 Revised	I/I and SSES Activities	DPW	I/I Reduction	Apply for SRF monies to implement upgrades at the Medfield WWTP	Implement WWTF Upgrades

3a. Additions

22	Employee Training	DPW	Documentation of Training		Train employees on finding and addressing IDEE locations per Part II, Item 9
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4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 9
7	Regulatory Review	DPW, Planning Board, BOH, Con. Comm.	Regulatory Revisions to Bylaws as Necessary	Investigated areas for revisions, such as sustainable design and implementing new DEP stormwater standards	Implement Part II, Item 16
Revised					
8	Permit Enforcement	DPW, Planning Board, BOH, Con. Comm.	Local Construction Site Oversight and Enforcement	Ongoing to comply with local bylaws, state and federal requirements	Ongoing to comply with local bylaws, state and federal requirements. Train employees on finding and addressing IDEE locations per Part II, Item 9
Revised					
10	Improved As-Built Review	DPW, Planning Board	Electronic As-Built Submittals on Town GIS System	Completed GIS mapping of the wastewater system and collect as-builts of I/I work	
Revised					

4a. Additions

23	Assessment of Impervious Areas	DPW	GIS/CAD Calculation		Assess Impervious Areas of Town, per Part II, Item 11

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

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 9
7 Revised	Regulatory Review	DPW, Planning Board, BOH, Con. Comm.	Regulatory Revisions to Bylaws as Necessary	Finalized consolidated regulations of applicable stormwater and aquifer protection regulations	Investigate areas for revisions, such as sustainable design and implementing new DEP stormwater standards
8 Revised	Permit Enforcement	DPW, Planning Board, BOH, Con. Comm.	Local Construction Site Oversight and Enforcement	Ongoing to comply with local bylaws, state and federal requirements	Ongoing to comply with local bylaws, state and federal requirements

5a. Additions

24	Property Inventory	DPW, Planning Board, BOH, Con. Comm.	Inventory List		Implement Part II, Item 12
25	Operations and Maintenance (O&M) Plan	DPW, Planning Board, BOH, Con. Comm.	O&M Plan		Implement Part II, Item 13
26	Sweeping Optimization Plan (SOP)	DPW, Planning Board, BOH, Con. Comm.	SOP		Implement Part II, Item 14
27	Stormwater Pollution Prevention Plans (SWPPP)	DPW, Planning Board, BOH, Con. Comm.	SWPP		Implement Part II, Item 15

6. Pollution Prevention and Good Housekeeping in Municipal Operations

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 9
11 Revised	Improved Street Sweepings	DPW	Semi-annual Collections	Semi-annual Collections	Semi-annual Collections. Prepare Sweeping Optimization Plan per Part II, Item 14
12 Revised	Improved Catch Basin Cleanings	DPW	Semi-annual Collections	Semi-annual Collections	Semi-annual Collections in accordance with O&M Plan per Part II, Item 13
13 Revised	Household Hazardous Waste Days	DPW	Annual Collections	Annual Collection	Annual Collection
14 Revised	Drain Stenciling	DPW	Aquifer Protection Area		Conducting a fifth round of drain stenciling in 2011.
18 Revised	Employee Training	DPW	Seminar Attendance	Attended several workshops, including CRWA sustainable and urban design seminar.	Identify appropriate training through local highway associations, CRWA and NRW.A.

6a. Additions

22	Employee Training	DPW	Seminar Attendance		Train employees on finding and addressing IDEE locations per Part II, Item 9

7. BMPs for Meeting Total Maximum Daily Load (TMDL) Waste Load Allocations (WLA)

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 9
6 Revised	GIS Mapping	DPW	GIS Mapping of Priority Waters and Drainage Patterns	Completed outfall pipe mapping and an estimated 75% of the storm system connectivity.	Complete connectivity mapping. Continue to stencil catch basins and complete connectivity mapping.
4 Revised	Water Quality Testing	DPW	Semi-Annual Water Quality Testing	Screening to be performed after completion of outfall and catch basin mapping	Dry weather and wet weather field screening of outfalls after mapping per Part II, Items 2 thru 5
15 Revised	Stormwater Modeling	DPW	Needs Assessment for Category 5 Water Bodies	Completed outfall pipe mapping and an estimated 75% of the storm system connectivity.	Continue and complete storm sewer system mapping
16 Revised	Misc. Structural BMPs as Needed	DPW	i.e. Construction Improvements	Proposed I/I improvements under the WWTTP NPDES Permit and with SRF monies.	Fund WWTTP Upgrades thru SRF program
17 Revised	Misc. Non-Structural BMPs as Needed	DPW	i.e. Bylaw Enforcement, Fees and Fines	None to date (scheduled for Permit Year Five as needed)	To be determined per Part II, Item 16
19	Pond Cleaning and De-Nitrification	DPW and Con. Comm.	Reduction of Invasive Species and Improved Water Quality	Chemical treatment of Vine Lake, Bakers Pond, Danielson Pond, Flynn's Pond and Turbidity Pond.	Chemical treatment

7a. Additions

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7b. WLA Assessment

To date, the Town has focused on GIS mapping of the drainage system and priority receiving waters (i.e. the Charles River). Outfall pipes and catch basins have been 100% mapped and the connectivity of the system has been 85% mapped. The Town's recent focus was on mapping its wastewater system that flows to the WWTP located on the Charles River and completion of the wastewater system mapping, identification (thru SSES) and repair of I/I sources, and continued treatment of selected ponds. The Town will continue to conduct water testing as required under its NPDES permit at the WWTP. Additional, structural BMPs of the wastewater collection system (i.e. slip lining) will be completed with the implementation of I/I activities that will improve the functionality of the local WWTP that discharges into the Charles River under an existing NPDES permit. The Town has also completed design of upgrades to the local WWTP and will be receiving an estimated \$400,000 of structural BMPs under the Massachusetts SRF Program.

The Town of Medfield has also reviewed the draft General Permit and, in order to comply with the potential new requirements, is proposing the activities outlined in Part II, Items 1 through 16. These activities have been incorporated in our Summary of Minimum Control Measures (Part III).