

**Municipality/Organization:** Town of Medway, MA  
**EPA NPDES Permit Number:** MA041132 (expired)  
**MassDEP Transmittal Number:** W-  
**Annual Report Number & Reporting Period:** Year 7  
April 1, 2009 – March 31, 2010

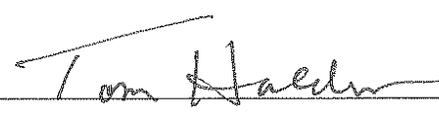
## NPDES PII Small MS4 General Permit Annual Report (Due: May 1, 2010)

### Part I. General Information

**Contact Person:** Mr. David D'Amico                      **Title:** Deputy Director, Dept. of Public Services  
**Telephone #:** 508-533-3275                              **Email:** [ddamico@townofmedway.org](mailto:ddamico@townofmedway.org)  
**Mailing Address:** Medway Town Hall, 155 Village Street, Medway, MA 02053

### 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:** Thomas Holder  
**Title:** Director, Dept. of Public Services  
**Date:** April 28, 2010

## Part II. Self-Assessment

The Town of Medway continues to make strides in improving its overall stormwater management program and capabilities. Substantial progress continues to be hampered by limited funding, especially in a severely down turned economy. State aid has been generally reduced across the board.

The Town and State Legislature approved a new Town charter in 2008 that is now being implemented. Under the new structure, a Department of Public Services has been created that integrates all traditional DPW functions – highway, water, sewer, and solid waste. A new DPS Director has been hired to oversee the transition. Planning is now underway to expand the administrative portions of the new Department. Specifically, the Department wishes to add a Program Director position to assist in stormwater management, as well as, other programs under DPS control. This is now under budget review.

In 2009, the Town undertook several initiatives that will further improve stormwater quality.

1. The Town of Medway, like many communities across the Commonwealth, has a growing beaver population. This growth has resulted in an increase in drainage related problems. The Board of Selectmen have approved a policy jointly recommended by the Board of Health, the Conservation Commission, and the DPS, that severely limits the Town's past practice of destroying beaver dams. With the growing animal population, this past practice only resulted in beaver relocation or rebuilding at the same site. The net effect was further deforestation and increased water flow rates which directly impact water quality. The goal is to peacefully co-exist with the beaver population and preserve habitat.
2. The Town undertook a records retention project in 2009. This included digitally scanning the majority of our infrastructure maps. We are now beginning to catalog these files. The goal is to be able to quickly retrieve these maps from several locations. A step toward a broader GIS effort is also in the planning stages.
3. The Town added a part time Conservation Agent who now performs routine inspections of various sites. This added level of oversight has been successful in rectifying minor problems, generally associated with new construction. Early intervention is key to preventing major impacts to stormwater quality.
4. The Town has secured funding for the redesign of Rt 109 in the business district. A prime goal of this redesign will be to improve stormwater management and overall quality in this segment.

As stated in a previous report, our principle constraint will be financing for the foreseeable future. The Town is under a host of other regulatory obligations in regards to education, safety, and health of our citizens. Increased funding through mechanisms like a stormwater discharge utility may be viable in time and is being discussed again this year. At present, our citizens feel that Medway's

taxes are extremely high, services below expectations, and added fees frustrating. New program mandates expected next year may force this unpopular fee into practice.

### 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 extended (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year extended
1 Revised	NEWSPAPER ARTICLES	DPS/ DAVID D'AMICO	RAISE PUBLIC AWARENESS	Articles on Choate Pond condition continue to be published, articles on localized flooding, hazardous waste day, and proposed new highway facility are raising awareness.	Friends of Choate activites and news articles.
2 Revised	PUBLIC MEETINGS	BOH/BILL FISHER	CHOATE POND/CHICKEN BROOK CLEAN UP	Public meetings with Conservation Commission, Board of Health, and Parks Commissioners held at duly posted regular meetings.	Continue Board of Health meetings on water quality
3	SCHOOL OUTREACH	SCHOOL DEPT/DR. RICHARD GRANDMONT	SCIENCE CURRICULUM INCLUDES WATER RESOURCES TOPICS	Science curriculum includes topics on stormwater pollution and prevention.	Work with elementary curriculum advisor to include demonstrations on stormwater flows and pollution prevention.
4	TOWN WEB SITE	DPS/ THOMAS HOLDER	RAISE PUBLIC AWARENESS	Stormwater and water quality information on the Town web site	Continue web announcements. Revise web site and make more user friendly.
5	CABLE TV	DPS/ DAVID D'AMICO	RAISE PUBLIC AWARENESS	Discussed topics on stormwater management during Selectmen and FinCom meetings aired locally.	Continue discussions at aired meetings.
6	CATCHBASINS STENCILING	DPS/DAVID D'AMICO	STENCIL ALL CATCHBASINS WITH DIRECT DISCHARGE TO OUTFALLS	100% complete. Working others into school demonstration and curriculum.	Update and re-stencil as needed.
7	EDUCATIONAL SIGNAGE	DPS/ DAVID D'AMICO	RAISE PUBLIC AWARENESS	Sign board at Choate Park complete and posted; signs posted at dog park on proper disposal of pet wastes.	Continue publishing notices.

8	PUBLIC FEEDBACK	TA/ DPS/ /BOH /SELECTMEN	RAISE PUBLIC AWARENESS	Public at large responding positively to web site and CB stenciling. Believe the web site needs an overall though. Teachers reaction is positive to new science materials. Developers generally displeased with tougher standards.	Continue to gather, analyze, and adjust to feedback.
---	-----------------	--------------------------------	---------------------------	--	--

**1a. Additions**

--	--	--	--	--	--

## 2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year extended (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year extended
1	CROSS COMMITTEE INVOLVEMENT	TOWN ADMINISTRATOR	RAISE PUBLIC AWARENESS	Engineer selected for use by all groups in Town.	Renew contract for single engineering resource for all groups to improve coordination. Review permitting requirements.
Revised					
2	HHW DAY	BOH/BILL FISHER	PUBLIC PARTICIPATION	HHW collection advertised and held w/ 140+ residents	HHW collection day scheduled June 2 <sup>nd</sup> .
3	POND CLEAN-UPS	PARKS COMM.	HOLD ANNUAL EVENT	Clean-up day at Choate Park held early April, 2009 with Friends of Choate.	Held March 20 <sup>th</sup> in preparation for Easter Egg Hunt..
4	PUBLIC EVENTS	PARKS COMM.	HOLD ONE OR MORE ANNUAL EVENTS	Earth Day celebration help at Choate Park with Friends of Choate.	Held 4/24/10.

### 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 extended (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year extended
1	WEEKLY TESTING	DPS/DAVID D'AMICO	MAINTAIN LOW ECOLI LEVELS	Testing done through the season with continued improvement over past years.	Continue testing.
Revised		BOH/BILL FISHER			
2	WATER PURIFICATION PROJECT	BOH/BILL FISHER & DPS/DAVID D'AMICO	IMPROVE CHOATE POND WATER QUALITY	Circulation portion of pond project cancelled due to new electrical regulations. Now cost prohibitive.	Monitoring.
Revised					
3	MAINTAIN STORM SEWER SYSTEM MAP W/OUTFALLS	DPS/DAVID D'AMICO	STORM SEWER SYSTEM MAP MAINTAINED	Work to physically inspect stormwater sewer system. Inspections include schematic mapping, condition assessment, and illicit connection. Survey complete.	Create electronic format for survey sketches as funds permit. New project to scan and catalog older paper maps.
Revised					
4	SCREEN OUTFALLS FOR ILLICIT CONNECTIONS	DPS/DAVID D'AMICO	SCREEN ALL OUTFALLS AND REMOVE ILLICIT CONNECTIONS	Little progress no funding for system mapping or adequate staff. Screening manholes as we do inspections for schematic mappings.	Inspect all outfalls during dry season to gain understanding of the extent of the possible problem.
Revised					

#### 3a. Additions

--	--	--	--	--	--

**4. Construction Site Stormwater Runoff Control**

<b>BMP ID #</b>	<b>BMP Description</b>	<b>Responsible Dept./Person Name</b>	<b>Measurable Goal(s)</b>	<b>Progress on Goal(s) – Permit Year extended</b> (Reliance on non-municipal partners indicated, if any)	<b>Planned Activities – Permit Year extended</b>
1	SILT FENCING, HAY BALES	BUILDING/JOHN EMIDY & CONCOM /TRISH BRENNAN	NO RUNOFF INTO STORMWATER SYSTEM AT CONSTRUCTION SITES	Hired a part time Conservation Agent and a new Building Inspector. Both have worked to improve enforcement.	Continue enforcement of new regulations. Propose new regulations as needed.
Revised					
2	PUBLIC WAY CLEANUP	DPS/DAVID D'AMICO	INSURE NO SILT ON THE ROAD ADJACENT TO AREA	Stabilization pads at all entrance/egresses during construction; street sweeping / catch basin cleaning completed by contractors & DPS.	Continue compliance with regulations.
Revised					

**4a. Additions**

--	--	--	--	--	--

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

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year extended (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year extended
1	REGULATE STORMWATER MGT & EROSION CONTROL	DPS/DAVID D'AMICO & THOMAS HOLDER	REGULATIONS PASSED	New rules passed by Planning & Economic Development Board geared to low impact development.	Continue to review regulations and propose changes as needed.
Revised					
2	IMPLEMENT IMPROVED ENG DESIGN FOR INFILTRATION & SEDIMENT CONTROL	PLANNING BOARD	NEW DESIGNS INSTALLED	New construction being requested to install forebays to better manage sediment and cultic units for below grade infiltration of storm water.	Continue progress with new engineering designs.
3	REQUIRE AS-BUILT DOCUMENTATION	PLANNING BOARD/ BUILDING INSPECTOR/ DPS	AS-BUILTS RECEIVED AND PROPERLY FILED	As-built plans for construction projects received, reviewed, and filed.	Continue as-built plan requirements.
4	PROVIDE LONG TERM MAINTENANCE	DPS/DAVID D'AMICO	LONG TERM MAINTENANCE PERFORMED	Little long term maintenance performed unless problems identified. Requires dedicated staff that is not funded.	No change; request for added staff not funded.
Revised					

#### 5a. Additions

--	--	--	--	--	--

## 6. Pollution Prevention and Good Housekeeping in Municipal Operations

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year extended (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year extended
1	WASH DOWN AREA	DPS/DAVID D'AMICO	NEW WASH AREA CONSTRUCTED	Washbay constructed and operational.	Continue operation.
Revised					
2	SALT SHED	DPS/DAVID D'AMICO	COVERED & COFFER DAMED	On-going maintenance. Reconstructed south side for improved performance.	Feasibility study for new hDPS facility funded. Complete report and seek funding for new construction/new location in 5 years.
Revised					
3	CATCHBASIN SUMP CLEANING	DPS/DAVID D'AMICO	# CATCHBASINS CLEANED	Entire Town cleaned. 400+ catchbasin sumps cleaned; cost over \$31,000.	Monitor basins. Funds do not permit deep cleaning on more than an annual basis.
4	PUBLIC WAY CLEANUP	DPS/DAVID D'AMICO	# ROADS SERVICED	Street sweeping / catch basin cleaning complete throughout Town.	Street sweeping / catch basin cleaning.
5	EMPLOYEE TRAINING	DPS/DAVID D'AMICO	# EMPLOYEES TRAINED	6 employees trained in SWMP, new by-laws, illicit connections, etc. DPS includes highway, parks, vehicle maintenance, building maintenance, water, sewer, & solid waste under one department.	Revise program, refresher training to be performed.

### 6a. Additions

6	BEAVER CONTROL POLICY	BOH/BILL FISHER, CONCOM/TRISH BRENNON &	# OF BEAVER DAMS BREACHED	New policy approved in the Fall of 2009 will limit disruption of beaver dams and habitat.	Install more water level control devices and leave beaver dams in place.
7	REDESIGN AND RECONSTRUCT RT 109 BUSINESS DISTRICT	DPS/DAVID D'AMICO	RT 109 RECONSTRUCTED	State and Federal funds have been earmarked for the design phase of the project.	Hire engineering firm and begin design.

**7. BMPs for Meeting Total Maximum Daily Load (TMDL) Waste Load Allocations (WLA) <<if applicable>>**

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year extended (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year extended
.....	-----	.....	-----		

**7a. Additions**


**7b. WLA Assessment**

**Part IV. Summary of Information Collected and Analyzed**

**Part V. Program Outputs & Accomplishments (OPTIONAL)**

**Programmatic**

Stormwater management position created/staffed	(y/n)	
Annual program budget/expenditures	(\$)	

**Education, Involvement, and Training**

Estimated number of residents reached by education program(s)	(# or %)	
Stormwater management committee established	(y/n)	
Stream teams established or supported	(# or y/n)	
Shoreline clean-up participation or quantity of shoreline miles cleaned	(y/n or mi.)	
Household Hazardous Waste Collection Days		
▪ days sponsored	(#)	
▪ community participation	(%)	
▪ material collected	(tons or gal)	
School curricula implemented	(y/n)	

## Legal/Regulatory

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

## Mapping and Illicit Discharges

Outfall mapping complete	(%)	
Estimated or actual number of outfalls	(#)	
System-Wide mapping complete	(%)	
Mapping method(s)		
▪ Paper/Mylar	(%)	
▪ CADD	(%)	
▪ GIS	(%)	
Outfalls inspected/screened	(# or %)	
Illicit discharges identified	(#)	
Illicit connections removed	(#) (est. gpd)	
% of population on sewer	(%)	
% of population on septic systems	(%)	

### Construction

Number of construction starts (>1-acre)	(#)	
Estimated percentage of construction starts adequately regulated for erosion and sediment control	(%)	
Site inspections completed	(# or %)	
Tickets/Stop work orders issued	(# or %)	
Fines collected	(# and \$)	
Complaints/concerns received from public	(#)	

### Post-Development Stormwater Management

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	(%)	
Site inspections completed	(# or %)	
Estimated volume of stormwater recharged	(gpy)	

### Operations and Maintenance

Average frequency of catch basin cleaning (non-commercial/non-arterial streets)	(times/yr)	
Average frequency of catch basin cleaning (commercial/arterial or other critical streets)	(times/yr)	
Total number of structures cleaned	(#)	
Storm drain cleaned	(LF or mi.)	
Qty. of screenings/debris removed from storm sewer infrastructure	(lbs. or tons)	
Disposal or use of sweepings (landfill, POTW, compost, recycle for sand, beneficial use, etc.)		
Cost of screenings disposal	(\$)	

Average frequency of street sweeping (non-commercial/non-arterial streets)	(times/yr)	
Average frequency of street sweeping (commercial/arterial or other critical streets)	(times/yr)	

Qty. of sand/debris collected by sweeping	(lbs. or tons)	
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.)	(location)	
Cost of sweepings disposal	(\$)	
Vacuum street sweepers purchased/leased	(#)	
Vacuum street sweepers specified in contracts	(y/n)	

Reduction in application on public land of: (“N/A” = never used; “100%” = elimination)		
▪ Fertilizers	(lbs. or %)	
▪ Herbicides	(lbs. or %)	
▪ Pesticides	(lbs. or %)	

Anti-/De-Icing products and ratios	% NaCl % CaCl <sub>2</sub> % MgCl <sub>2</sub> % CMA % Kac % KCl % Sand	
Pre-wetting techniques utilized	(y/n)	
Manual control spreaders used	(y/n)	
Automatic or Zero-velocity spreaders used	(y/n)	
Estimated net reduction in typical year salt application	(lbs. or %)	
Salt pile(s) covered in storage shed(s)	(y/n)	
Storage shed(s) in design or under construction	(y/n)	