

Municipality/Organization: Town of Mendon

EPA NPDES Permit Number: BRPWM08A

MaDEP Transmittal Number: W- 036130

Annual Report Number

& Reporting Period: No. 3: March 2005-March 2006

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Linda Hawkes

Title: Highway Dept., clerk

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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 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 McCue

Title: Administrative Assistant

Date: April 28, 2006

Part II. Self Assessment

The Town of Mendon was issued a NPDES Stormwater General Permit in March, 2003. The Town has completed a self-assessment and has determined that we are in compliance with all permit conditions, including:

- Sheet flow inspection and reporting on a quarterly basis
- Inspection of material storage
- Annual employee training for spill and pollution prevention
- Development of an Illicit Discharge Plan
- Tier II reporting requirements
- Spill prevention measures and development of a SPCC
- Compliance with Endangered Species routines
- Site Compliance with SWPPP
- Reporting and record keeping established plans

Part III Summary of Minimum Control Measures

See attached spreadsheet outlining Best Management Practices, goals and progress. The greatest obstacle to achieving the goals is the requirements of some BMPs to establish by-laws, which are subject to acceptance by the voting public, which can be viewed as an "entity" that we must rely on to achieve any measurable goal. To this end, we have not changed or revised any of the BMPs referring to by-laws, but have required that, in the absence of an accepted by-law, written policy be promulgated that serves the same intent as the BMP.

Overall, the Town of Mendon is successfully implementing the conditions of our permit and is striving to fully engage the purposes of the Best Management Practices for Stormwater Management.

PHASE II STORMWATER MANAGEMENT PROGRAM (SMP)

Program activity (BMP)	Responsible Dept.	Measurable Goal	Year 1	Year 2	Year 3	Year 4	Year 5
	Town Administ.	Post educational information including DEP and EPA stormwater links, Year 1. Advertise various programs encouraging stormwater pollution prevention. Post seasonally targeted stormwater pollution prevention initiatives, and update quarterly, Year 1 - 5	Post educational information including DEP and EPA stormwater links				Advertise various programs encouraging stormwater pollution prevention. Post seasonally targeted stormwater pollution prevention initiatives, and update quarterly
Goal		Website up and going as of November, 2005. Website includes an area dedicated to Stormwater issues, including links to Mass. DEP and EPA. In year 4, we will include various stormwater and pollution information articles throughout the year, at least quarterly.					
	Highway Dept/BOS.	1 per year in local newspaper, Years 1-5	1 per year in local newspaper, Years 1-5				
Goal	Article describing what the Highway Dept. is doing toward compliance with the Stormwater Management Plan was published in January, 2006. Propose to do the same in Year 4.						
	Board of Health	Monthly Collection Days, Years 1-5; Advertise on web site and with flyers	Monthly Collection Days, Years 1-5; Advertise on web site and with flyers				
Goal	April, 2005. The web site was not running for most of 2005, but it was advertised in the local papers. Monthly collection days for Hazardous Waste is cost prohibitive. Proposed date for Year 4: April 8, 2006						
	Highway Dpt.	1 display at municipal bldg per year, Years 1-5	1 display at municipal bldg per year, Years 1-5				
Goal	Pamphlets entitled "After the Storm" and "Solution to Stormwater Pollution" are available at Highway Dept. Proposed activity for Year 4 is the same, plus a rainbarrel project at the Highway Department during summer, 2006.						
	School Science Dept./DPW	1 Stormwater topic per year minimum; Years 1-5	1 Stormwater topic per year minimum; Years 1-5				
Goal	Year 3: made contact with School Department to coordinate some sort of pollution awareness in class. Proposed for Year 4: Meet with Science teacher (Betsy Lambert) to add Stormwater Pollution element to "Ecology Days" currently scheduled for May 24 and 25, 2006.						
	Board of Health/Highway	1 town wide mailing per year, Year 1-5	1 town wide mailing per year, Year 1-5				
Goal	Pamphlets entitled "After the Storm" and "Solution to Stormwater Pollution" are available at Highway Dept. Proposed activity for Year 4 is the same, plus a rainbarrel project at the Highway Department during summer, 2006, which will include some pamphlets provided for information.						
ot in the plan????	BOS/Admin Asst	Post seasonally targeted stormwater pollution prevention initiatives, and update quarterly, Year 1-5	Quarterly updating of cable news, year one through five				
Goal	Year 3: not utilized. Year 4: same as year 3						

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Detection & Elimination Practice (BMP)	Responsible Dept.	Measurable Goal		Year 1	Year 2	Year 3	Year 4	Year 5
		Compiling map, Year 1. Field inspect/ verify 25% of outfalls annually, Yr. 2-5	Field inspect/verify 25% of outfalls annually	Compile map				
Goal	Year 3: inspected 25 outfalls; Proposed for Year 4: inspect more than 25% of outfalls							
Goal	Board of Health/Highway Dept. /BOS	Evaluate existing procedures Year 1. Draft ordinance Year 2. Propose for adoption Year 3. Enforce Year 3 - 5	Evaluate existing procedures	Draft ordinance	Propose for adoption	Enforce	Enforce	
	Year 3: Received sample by-law drafts and started review. Performed quarterly inspections of sheet flow and material storage in the area discharging to MS4. Proposed Year 4: draft ordinance, and submit for adoption at the next most convenient town meeting. Continue quarterly inspections of runoff and sheet flow.							
Goal	Highway Dept.	Evaluate and draft plan, Year 1. Propose for adoption Year 2. Implement, Year 3-5	Evaluate and draft plan	Propose for adoption	Implement	Implement	Implement	
	Year 3: Wrote Mike Zylich a memo in April, 2005, clarifying the Highway Dept.'s responsibility for this. Received IDDE Guidance Manual, and contact name for coordinating efforts to develop IDDE plans. Due to funding constraints, we could not hire this effort out, and the complexity of developing by-laws from scratch did not allow full drafting of this plan in year 3. However, a sample ordinance is under review and will be submitted for approval in Year 4. Highway Dept. had one training session on illicit Discharges with all Highway Employees. Proposed Year 4: Finish drafting by-law and submit for approval at town meeting.							
Goal	Board of Health/Highway Dept.	Post signage at common dumping areas, Year 1. Weekly cleanup of illegally dumped trash, Year 1-5	Post signage at common dumping areas	Weekly cleanup of illegally dumped trash				
	Year 3: Continued weekly, or as-needed, cleanup of roads. Items included lawn mowers, hot water heaters, tires, dryers, bags of trash, and other miscellaneous large items. Posted sign at metal dumpster stating "Metal Items Only" and currently revising regulations to require that all oil be disposed of before dumping metal motors, etc.							
Goal	Highway Dept.	Develop sampling program for dry weather inspection/detection in target areas, Year 3 - 5	Develop sampling program for dry weather inspection/detection in target areas					
	see 3A. Sampled various stormwater outfalls during dry times, both officially and unofficially on drive-by or walk-by inspections. Did not meet 25% inspection rate during dry period. Year 4: Officially inspect more than 25% of outfalls during dry period for non-stormwater discharges.							
Goal	Highway Dept.	Training under BMP #6C; Year 1 to recognize illicit discharges. Annual refresher Year 2 - 5	Training under BMP #6C; to recognize illicit discharges.	Annual refresher	Annual refresher	Annual refresher	Annual refresher	
	Year 3: Employee training, July, 2005 Year 4: Employee training planned for April, 2006							
Goal	Board of Health	Maintain records for use in determining problem areas and incorporate into Annual Report, Year 1 - 5	Maintain records for use in determining problem areas and incorporate into Annual Report, Year 1 - 5					
	Year 3: When the Board of Health receives a complaint that could possibly affect storm water, they conduct dye testing to either eliminate or confirm a system failure. They will then order correction on the failing system. The board will order that the system be pumped weekly or take whatever corrective action necessary until the system is fixed. Proposed Year 4: Keep more detailed records.							
Goal	Planning Board/Highway Dept.	Inspect storm drain pipes as part of the new subdivisions, as needed, Years 2 - 5	Inspect storm drain pipes as part of the new subdivisions, as needed					
	Year 3: Current regulations provide for all drainage pipes to be cleaned and flushed prior to final inspection and acceptance. Video inspection is not used, due to cost restraints. Year 4: Put policy in writing to inspect drains and pipes for any new connection.							

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in Stormwater Mangmnt actice (BMP)	Responsible Dept. Planning Board/ ConComm	Measurable Goal Review current ordinance, Year 1. Draft amendments Year 2. Propose adoption for Year 3.	Year 1 Review current ordinance	Year 2 Draft amendments	Year 3 Draft amendments	Year 4	Year 5
Goal	Year 3: met two times with town SWMP lason to discuss what was needed for this BMP. Current efforts involve clarifying existing policies in writing, and revising those policies to conform to the intent of this BMP. Proposed Year 4: get policies concerning Post Construction Runoff in writing, and revise						
	Planning Board/ Con Comm	Enforcement under existing town regulations, Year 1 - 2. Enforcement under adopted ordinance Year 3 - 5.	Enforcement under existing town regulations	Enforcement under existing town	Enforcement under adopted ordinance		
Goal	Year 3: met two times with town SWMP lason to discuss what was needed for this BMP. Current efforts involve clarifying existing policies in writing, and revising those policies to conform to the intent of this BMP. Proposed Year 4: get policies concerning Construction Site Plan Review in writing, and revise.						
an	Board of Selectmen	Enforcement under existing town regulations, Year 1 - 2. Enforcement under adopted ordinance Year 3 - 5.	Enforcement under existing town regulations	Enforcement under existing town	Enforcement under adopted ordinance		
Goal	Year 3: Initiated contact and formalized position for town lason for Stormwater Management. Additional hours voted for this position. Proposed Year 4: Maintain contact with lason. Increase contact with all town boards to assure compliance with plan, especially Planning and Building Departments to create a construction site runoff plan that encompasses not only subdivisions, but any construction with disturbance over 1 acre.						

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