

**Municipality/Organization:** Town of Mendon

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**EPA NPDES Permit Number:** BRPWM08A

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**MassDEP Transmittal Number:** W-036130

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**Annual Report Number  
& Reporting Period:** April 1, 2009 – March 31, 2010

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

### **Part I. General Information**

Contact Person: Alan Tetreault Title: Highway Surveyor

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Mailing Address: PO Box 51 Mendon MA 01756

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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:

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Printed Name: Michael Ammendolia

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Title: Chairman, Board of Selectmen

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Date: April 30, 2010

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## **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

Completion and compliance with Illicit Discharge Plan

Completion and compliance with Non-stormwater Discharge Bylaw

Compliance with Tier II reporting requirements

Completion and compliance with Spill Prevention Control and Countermeasures Plan

Compliance with Endangered Species routines

Site compliance with established SWPPP

Maintenance of reporting and record keeping of established plans

The areas of concern continue to be the drafting and implementation of a Construction Site Runoff bylaw and Post-Construction Runoff bylaw. In the absence of these two bylaws, existing regulations within the town, at DEP, through EPA and the Clean Water Act are adequate and serve the purpose of the BMP.

### 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 7 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 8
1A Revised	Community Website	Town Administrator	Post educational material	The Town has a website managed by the BOS; The Highway Department has a page dedicated to Stormwater Management, the SWPPP, and seasonal ideas	same
1B Revised	Newspaper Press Release	Highway Dept/BOS	One press release/yr	The local paper reported on the town's Stormwater Management and expected changes in regs, in February, 2010.	Same
1C Revised	Hazardous Waste Collection Day	Board of Health	One per year	Hazardous Waste Collection Day in April 25, 2009	Hazardous Waste Collection Day on April 17, 2010
1D Revised	Educational Displays	Highway Dept.	One display per municipal building	In addition to pamphlets (1G) the Highway Department uses rain barrels which are on display and information available to the public.	Same
1F Revised	Classroom Education	Science Dept Highway Dept	1 Stormwater Topic per year	There were no specific projects targeted at stormwater management through the Science Department.	Discussions presently ongoing with school dept to arrange integrating stormwater management into curricular. (see also 2E).
1G Revised	Educational Pamphlets	Highway Dept. Board of Health	Post seasonal information	Pamphlets on stormwater are available at the BOH office and Highway Dept. Town wide mailing is too costly.	Same as year 7

## 2. Public Involvement and Participation

<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 7</b> (Reliance on non-municipal partners indicated, if any)	<b>Planned Activities – Permit Year 8</b>
2A Revised	Adopt-A-Road	Highway Dept	Initiate program	Program drafted and reviewed by town council. Pending approval by BOS.	Implement program
2B Revised	Storm Drain Stenciling	Highway Dept	Mark 25% of town's storm drains annually	In progress each year; restricted by funding; need to purchase stencil	Continue program
2C Revised	Roadway Clean up Day	Con. Comm.	Annual clean up	Road clean up day week of May 4 and May 11, 2009; coordinated with Community Outreach through Worc. Cty Sheriff's Office and the Lion's Club.	Road clean-up week planned for the end of May, in conjunction with Community Outreach program administered by Worc. County Sheriff's Office and the Lion's Club.
2D Revised	Adopt-A-Stream	Highway Dept. BOS	Initiate program	"Stream Team" for Mill River organized through BRWA. Monthly monitoring of Mill River and Muddy Brook through BRWA	Same as year 7, with more involvement from Highway Dept.
2E Revised	Poster Contest	Con. Comm.	Annual contest	Not utilized in Year 7	Initiate program in conjunction with school or library. See also 1F
Revised					

### 3. Illicit Discharge Detection and Elimination

<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 7</b> (Reliance on non-municipal partners indicated, if any)	<b>Planned Activities – Permit Year 8</b>
3A Revised	Mapping Stormwater Outfalls	Highway Dept.	Field Inspect/map 25% outfalls/year	All outfalls mapped; June 2009	Identify and inspect 20% outfalls in Urbanized Area
3B Revised	Non-Stormwater Ordinance	BOH/Highway Dept./BOS	Draft and enforce bylaw	Enforced bylaw	Enforce bylaw
3C Revised	Develop Illicit Discharge Plan	Highway Dept.	Implement Plan	Follow plan, as previously developed. IDDP developed by T&B. Approx. 5% of plan requirements are being followed.	Develop and utilize logs and complaint/notice procedures for Illicit Discharges
3D Revised	Illegal Dumping	BOH/Highway Dept.	Post signage; clean up when necessary	Continued weekly cleanup of all dumped materials. Enforced refusal of hazardous waste at metal dumpster	Same as year 7
3E Revised	Non-stormwater discharge	Highway Dept.	Develop and implement sampling	Outfalls inspected; All reporting for Waste oil, nsd, and pollution sources catalogued and documented. Official sampling not practiced due to funding constraints.	Same as year 7
3F Revised	DPW Employee Education	Highway Dept.	Annual training	Annual Refresher, March 09	Refresher, Spring/summer 2010
3G Revised	Failing Septic Systems	BOH	Maintain records, incorporate into report	Record maintained by BOH for those systems identified as problematic.	Same as year 7
3H Revised	Video Inspection	Planning Board	Inspect Storm drains in new subdivisions	No opportunity for use.	Continue to implement the plan

**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 7</b> (Reliance on non-municipal partners indicated, if any)	<b>Planned Activities – Permit Year 8</b>
4A Revised	Construction site runoff Ordinance	Con. Comm./ Planning Board	Draft for adoption	No bylaw drafted. Continued reliance on Wetlands Protection Act.	Continued efforts to draft bylaw
4B Revised	Plan Review	Planning Board BOH/ConComm	Enforce existing regulations	Enforcement under existing regulations; Construction site runoff bylaw not yet in effect.	Continued efforts to draft bylaw
4C Revised	Inspection/Reporting	Building Inspector/BOH/ Engineer	Enforce existing regulations	Enforced as is	Same as Year 7
Revised					
Revised					
Revised					

**4a. Additions**


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

<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 7</b> (Reliance on non-municipal partners indicated, if any)	<b>Planned Activities – Permit Year 8</b>
5A Revised	Post Construction Runoff Ordinance	Planning Bd/ Con Comm	Draft ordinance	No bylaw drafted. Continued reliance on Wetlands Protection Act.	Continued efforts to draft bylaw
5B Revised	Construction site plan review	Planning Board Con Comm	Enforce existing regulations	Enforcement under existing regulations; Post Construction runoff bylaw not yet in effect	Continued efforts to draft bylaw
5C Revised	Stormwater System Maintenance Plan	BOS	Enforce existing regulations/bylaws	Enforced as is	Same as Year 7
Revised					
Revised					
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 7 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 8
6A Revised	Catch Basin Program	Highway Dept.	Annual cleaning	Catch basins cleaned July, 2009	Same, with continued observance of effectiveness of new catch basins.
6B Revised	Street Sweeping and Parking lot cleaning	Highway Dept.	/annual sweeping	Street sweeping all roads; May – June – July, 2009.	Same as Year 7
6C Revised	SWPPP/MSGP	Highway Dept.	Compliance with existing plan	In compliance with terms of SWPPP; Con Comm granted permit to Lake Nipmuc Assoc to restore bottom conditions and repair one of Mass. Highway's outfall pipes.	Same as Year 7
6D Revised	Curbside Recycling	Board of Health	Annual evaluation of bi-weekly pickup	Continued weekly pickup	Continue weekly pickup
6E Revised	Metal Dumpster Recycling Program	Board of Health	Evaluate program; adjust as necessary	Continued weekly drop off program	Continue weekly program
6F Revised	Mercury Therm. And BCB Programs	Board of Health	Collection program	Have drop off box at Board of Health for mercury thermometers. Installed drop off center for collection of fluorescent bulbs at the recycling center	Continue button cell battery, fluorescent bulb and mercury thermometer collection;
6G Revised	Composting Program	Highway Dept.	Collection of yard waste	Weekly collection of yard waste at Highway Department.	Same as Year 7
6H Revised	Trash Collection	Board of Health	Weekly curbside pickup	Continued weekly pick up program	Continue weekly pickup

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

Permit conditions are being completed and followed to every extent possible.