

5/24/11

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Municipality/Organization: Town of Mendon

EPA NPDES Permit Number: BRPWM08A

MassDEP Transmittal Number: W-036130

**Annual Report Number
& Reporting Period:**

April 1, 2010 – March 31, 2011

**NPDES PII Small MS4 General Permit
Annual Report
(Due: May 1, 2011)**

Part I. General Information

Contact Person: Alan Tetreault

Title: Highway Surveyor

Telephone #: 508-473-0737

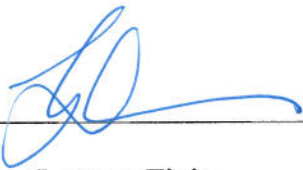
Email: highwaydpt@mendonma.net

Mailing Address: PO Box 51 Mendon MA 01756

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: Lawney Tinio

Title: Chairman, Board of Selectmen

Date: May 1, 2011

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

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
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	Complete Jan 2011	Same
1C Revised	Hazardous Waste Collection Day	Board of Health	One per year	Hazardous Waste Collection Day on April 25, 2010	Hazardous Waste Collection Day on April 16, 2011
1D Revised	Educational Displays	Highway Dept.	One display per municipal building	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	See 2E. Technology Dept at school co-sponsored poster contest	Further development of plan with school
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 8; Additional funds may become available after July 1 which may enable mailings.

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
2A Revised	Adopt-A-Road	Highway Dept	Initiate program	Officially adopted Adopt-A-Site Program on June 28, 2010. Two sites now approved; others applied for but not finalized	Continue program
2B Revised	Storm Drain Stenciling	Highway Dept	Mark 25% of town's storm drains annually	In progress each year; restricted by funding; presently working with local groups to get some drains stenciled; about 15% drains marked	Continue program
2C Revised	Roadway Clean up Day	Con. Comm.	Annual clean up	Done June 14 – 17, 2010 in conjunction with Worcester County Sheriff's office and Lions Club	Road clean-up week planned for the summer, in conjunction with Community Outreach program administered by Worc. County Sheriff's Office.
2D Revised	Adopt-A-Stream	Highway Dept. BOS	Initiate program	"Stream Team" for Mill River organized through BRWA	Needs to be developed
2E Revised	Poster Contest	Con. Comm.	Annual contest	See 1F. Technology Dept at school co-sponsored poster contest	Same; contingent upon adequate funding in Conservation Committee's budget which has been severely cut.
Revised					

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
3A Revised	Mapping Stormwater Outfalls	Highway Dept.	Field Inspect/map 25% outfalls/year	All outfalls mapped; June 2010	Identify and inspect 25% 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	Requirements of IDDP met: training complete, visual inspect of outfalls done; established tracking system, and log system	Develop and utilize logs and complaint/notice procedures for Illicit Discharges; further develop Public Response system and methods to determine sources; internal annual report completed March 2011
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 8; continued identification of sensitive areas
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. Complaint procedure developed more thoroughly.	Improve dry weather sampling program
3F Revised	DPW Employee Education	Highway Dept.	Annual training	Annual Refresher, February, 2011.	Refresher, Spring/summer 2011
3G Revised	Failing Septic Systems	BOH	Maintain records, incorporate into report		
3H	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

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 9
4A Revised	Construction site runoff Ordinance	Con. Comm./ Planning Board	Draft for adoption	Stormwater Protection bylaw passed November, 2010	Follow bylaw
4B Revised	Plan Review	Planning Board BOH/ConComm	Enforce existing regulations	Site Plan regulations under review	Review regs and improve if necessary
4C Revised	Inspection/Reporting	Building Inspector/BOH/ Engineer	Enforce existing regulations	Enforced as is	Same as Year 8
Revised					
Revised					
Revised					
Revised					
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 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 9
5A Revised	Post Construction Runoff Ordinance	Planning Bd/ Con Comm	Draft ordinance	Stormwater Protection bylaw passed November, 2010	Follow bylaw
5B Revised	Construction site plan review	Planning Board Con Comm	Enforce existing regulations	Site Plan regulations under review	Review regs and improve if necessary
5C Revised	Stormwater System Maintenance Plan	BOS	Enforce existing regulations/bylaws	Enforced as is	Same as Year 8
Revised					
Revised					
Revised					
Revised					

5a. Additions
