

Municipality/Organization: Town of Merrimac

EPA NPDES Permit Number: MAR041209

MaDEP Transmittal Number: W-045823

Annual Report Number

& Reporting Period: **No. 5: March 07-March 08**

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Earl Baumgardner

Title: Clerk – Board of Selectmen

Telephone #: 978-346-8862

Email: selectmen@townofmerrimac.com

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:

Title:

Date:

Part II. Self-Assessment

The Town of Merrimac has completed the required self-assessment and have determined that our municipality is in compliance with all permit conditions, except for the following provisions:

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 5 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 6
1A Revised	Storm water education flyers	Board of Selectmen	Number of flyers dist. per year	Implemented brochure distribution, distributed 790 brochures through the school handout procedure on 9/17/07.	Continue with brochure distribution, and hold a workshop for interested residents.
1B Revised	Household Hazardous. Waste Event	Board of Selectmen	Pounds of waste collected		Hold a waste collection day, scheduled for June 21, 2008.

1a. Additions

1C	Bioretention area construction	Board of Selectmen	Amount of public education/involvement	Bioretention area construction at the Sweetsir School.	Public education will be developed and implemented. Grade(s) of education to be developed with school officials.
1D	Stormwater educational web page on Town website.	Board of Selectmen	Implementation of web page	Creating link on Town Website connecting to MVPC Stormwater information.	Put information on Town Website relating to Storm Water Management.

2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 5 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 6
2A	Storm Drain Stenciling	Board of Selectmen	Number of drains stenciled	Monitor stenciled drains and stencil again if necessary.	Monitor stenciled drains and stencil again if necessary.
Revised					
2B	Volunteer cleanup & monitoring	Board of Selectmen	# of volunteers & accomplishments	Maintain volunteer groups	Maintain volunteer groups
Revised					

2a. Additions

2C	Bioretention area construction	Board of Selectmen	Amount of public education/involvement	Bioretention area construction at the Sweetsir School	Public education will be developed and implemented. Grade(s) of education to be developed with school officials.
2D	Stencil educational session	Highway Department	# staff educated	Held a training session with Highway Department Staff (3 people)	

3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 5 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 6
3A Revised	Storm Drain System Map	Board of Selectmen	Identify & remove illicit discharges	All catchbasins hand sketched on GIS map for entire town	Determine outfall locations and computerize map if funds available
3B Revised	Ordinance prohibiting illicit discharges	Board of Health	Adoption of ordinance	Adopted General Bylaw.	Monitor detection and enforcement of bylaw.
3C Revised	Plan to detect illicit discharges	Board of Selectmen	# of illicit discharges identified	Ongoing subdivision review by consulting engineer and ongoing observation by DPW personnel.	Ongoing subdivision review by consulting engineer and ongoing observation by DPW personnel

3a. Additions

4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 5 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 6
4A	Ordinance for erosion & sediment control at construction sites	Board of Selectmen	Adoption of ordinance	Adopted “Stormwater Management and Land Disturbance Bylaw” General Bylaw.	Monitor and enforce Bylaw.
Revised					

4a. Additions

4B	Low Impact Development (LID) regulations	Planning Board	Adoption of LID regulations and zoning amendments	Adopt LID regulations and zoning amendments at Fall meeting.	Monitor and enforce Bylaw.
4C	All NPDES inspection reports to the Planning Board	Planning Board	Reports to be submitted within NPDES time frames	On-going report submission	On-going report submission

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 5 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 6
5A	Enforce MA DEP WPA Storm water management policy on sites >1ac.	Board of Selectmen	Adoption of Site Plan review Zoning By-Law	Update Bylaw with Low Impact Development regulations.	Monitor and enforce Bylaw.
Revised					

5a. Additions

5B	Ordinance for post stormwater management	Board of Selectmen	Adoption of ordinance	Adopted “Stormwater Management and Land Disturbance Bylaw” General Bylaw.	Monitor and enforce Bylaw.

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 5 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 6
6A	Develop municipal O&M plan	Highway Superintendent	# of structures/streets cleaned, amount of employee training	Maintain O&M	Maintain O&M
Revised					
6B	Upgrade inadequate drainage systems	Highway Superintendent	Number of upgrades per year	Continue upgrades	Continue upgrades
Revised					

6a. Additions

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 5 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 6
N/A					
Revised					

7a. Additions

7b. WLA Assessment

Part IV. Summary of Information Collected and Analyzed

- Research of Planning Board and Town records of street acceptance plans with as-builts showing stormwater collection systems.

Part V. Program Outputs & Accomplishments (OPTIONAL)

Programmatic

Stormwater management position created/staffed	(y/n)	No
Annual program budget/expenditures	(\$)	6,500

Education, Involvement, and Training

Estimated number of residents reached by education program(s)	(# or %)	800
Stormwater management committee established	(y/n)	No
Stream teams established or supported	(# or y/n)	1
Shoreline clean-up participation or quantity of shoreline miles cleaned	(y/n or mi.)	
Household Hazardous Waste Collection Days		
▪ days sponsored	(#)	0
▪ community participation	(%)	
▪ material collected	(tons or gal)	
School curricula implemented	(y/n)	No

Legal/Regulatory

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

Mapping and Illicit Discharges

Outfall mapping complete	(%)	50
Estimated or actual number of outfalls	(#)	629 catchbasins
System-Wide mapping complete	(%)	
Mapping method(s)		
▪ Paper/Mylar	(%)	30
▪ CADD	(%)	
▪ GIS	(%)	20
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)	(#)	2 subdivision
Estimated percentage of construction starts adequately regulated for erosion and sediment control	(%)	100
Site inspections completed	(# or %)	*100±
Tickets/Stop work orders issued	(# or %)	1
Fines collected	(# and \$)	
Complaints/concerns received from public	(#)	
*All subdivisions are inspected by the Planning Board's consulting engineer and active Order of Conditions by the Conservation Commission Agent		

Post-Development Stormwater Management

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	(%)	80
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)	1
Average frequency of catch basin cleaning (commercial/arterial or other critical streets)	(times/yr)	1
Total number of structures cleaned	(#)	530±
Storm drain cleaned	(LF or mi.)	
Qty. of screenings/debris removed from storm sewer infrastructure	(lbs. or tons)	70± CY
Disposal or use of sweepings (landfill, POTW, compost, recycle for sand, beneficial use, etc.)		Compost
Cost of screenings disposal	(\$)	

Average frequency of street sweeping (non-commercial/non-arterial streets)	(times/yr)	1
Average frequency of street sweeping (commercial/arterial or other critical streets)	(times/yr)	1
Qty. of sand/debris collected by sweeping	(lbs. or tons)	30± CY
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.)	(location)	Misc fill
Cost of sweepings disposal	(\$)	
Vacuum street sweepers purchased/leased	(#)	1 town owned
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 ₂ % MgCl ₂ % CMA % Kac % KCl % Sand	80% 20%
Pre-wetting techniques utilized	(y/n)	No
Manual control spreaders used	(y/n)	Yes
Automatic or Zero-velocity spreaders used	(y/n)	No
Estimated net reduction in typical year salt application	(lbs. or %)	
Salt pile(s) covered in storage shed(s)	(y/n)	Yes
Storage shed(s) in design or under construction	(y/n)	No