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April 30, 2009

MAY 1 2009

Vanasse Hangen Brustlin, Inc.

Ref: 10842.00

Glenda Velez - CIP
U.S. Environmental Protection Agency - Region 1
1 Congress Street, Suite 1100
Boston, MA 02114-2023

Re: NPDES Phase II Permit Year 6 - Annual Report 2008-2009
Permit No. MAR041136 SP / MA DEP Transmittal Number W040562
Millbury, Massachusetts

Dear Ms. Murphy,

On behalf of the Town of Millbury, Vanasse Hangen Brustlin, Inc. (VHB) is pleased to submit the enclosed NPDES Small MS4 General Permit Annual Report to the Environmental Protection Agency (EPA) Region 1, with a copy to the Massachusetts Department of Environmental Protection.

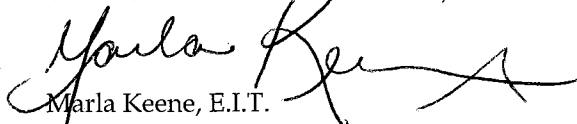
During the 2008/2009 Permit Year, the Town of Millbury continued the BMPs implemented at the beginning of the permit term. Notable progress includes a \$19 million sewer expansion program scheduled for completion at the end of 2009, a new municipal O&M record keeping system organized by street, continued hazardous waste collection at the Town Transfer Station, cleaning of 400 catch basins, annual street sweeping wastewater collection system operator training for ten municipal employees. The Town also published an article in the Millbury-Sutton Chronicle on April 16, 2009 encouraging residents to pick up pet waste.

The City of Medford anticipates completion of its Long-term Stormwater, Illicit Connection and Construction Management Ordinances in Spring of 2009.

The City continues to educate municipal employees and citizens relative to stormwater issues, specifically with an annual municipal employee training, hazardous waste recycling information provided at the Transfer Station and Town Hall and Highway Department. The Town is pleased with the continuation of the 2003 Permit Stormwater Management Practices and looks forward to continued progress in subsequent permits. Please feel free to contact me at (617) 924-1770 or the Town of Millbury Public Works Department, at (508) 361-5896 if you have any questions regarding this submittal.

Very truly yours,

VANASSE HANGEN BRUSTLIN, INC.


Marla Keene, E.I.T.
Project Manager

cc: Fred Civian, Massachusetts DEP
John J. McGarry, P.E., Director of Public Works
File

101 Walnut Street, P.O. Box 9151
Watertown, Massachusetts 02471-9151
617.924.1770 • FAX 617.924.2286
email: info@vhb.com
www.vhb.com

Municipality/Organization: Town of Millbury

EPA NPDES Permit Number: MAR041136 SP

MassDEP Transmittal Number: W040562

Annual Report Number

& Reporting Period: No 6: April 1, 2008 – March 31, 2009

**NPDES PII Small MS4 General Permit
Annual Report
(Due: May 1, 2008)**

Part I. General Information

Contact Person: John J. McGarry, P.E.

Title: Director of Public Works

Telephone #: (508) 361-5896

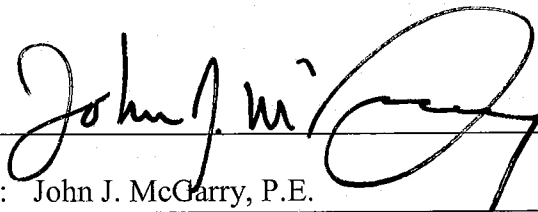
Email: jmcgarry@townofmillbury.net

Mailing Address: 127 Elm Street, Millbury, MA 01527

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: John J. McGarry, P.E.

Title: Director of Public Works

Date: 4/30/2009

Part II. Self-Assessment

In Reporting Period 6, the Town of Millbury continued the BMPs implemented at the beginning of the period. Progress includes a \$19 million sewer expansion program scheduled for completion at the end of 2009, a new record keeping system organized by street, continued hazardous waste collection at the Town Transfer Station, catch basins, removal of 88 loads of street sweepings using dump truck collections from (2) PELICAN streets in 2008 and wastewater collection system operator training for ten municipal employees. In addition, DPW also operated their one catch basin cleaner for (2) months and generated 44 loads of catch basin debris. Street sweepings and catch basin debris was transported to the Upper Blackstone Wastewater Treatment Plant for disposal. The Town also published an article in the Millbury-Sutton Chronicle on April 16, 2009 encouraging residents to pick up pet waste.

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 6 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 7
1	Create a Stormwater Program	Department of Public Works, Planning Board, Conservation Commission, Board of Health, Board of Selectmen	Millbury will present its Comprehensive Stormwater Management Program to the public at a public meeting.	Measurable goal complete.	Measurable goal complete. No additional goals are required after Year 1.
	Revised				
2	Create a Stormwater Program	Department of Public Works	Millbury will identify appropriate sources of funding assistance (SRF, 319 Grant Program, 604(b) Grant Program, Lakes & Ponds Grant Program, Source Water Protection Grant Program, Recycling Grant Program) and apply for assistance in implementing portions of its Comprehensive Stormwater Management Program, including public education and outreach.	Program as outlined under SRF-funded scope of work was completed in Permit Year 5.	The Town of Millbury will continue to identify funding opportunities to support protection of local water bodies.
	Revised				

3	Address specific groups	Department of Public Works	Distribute EPA and other relevant educational brochures to targeted audiences. Distribution points include Town Hall, Library and Transfer Station.	The Town has continued programs described fully in prior reporting periods.	The Town will continue to print and make available brochures regarding stormwater.
Revised					
4	Target groups likely to impact stormwater	Department of Public Works	Brochures targeting specific audiences and activities will be available. These target groups include homeowner and lawn maintenance activities, disposal of household waste and pet maintenance.	The Town published an article about pet maintenance in the Millbury-Sutton Chronicle on April 16, 2009. See Appendix A.	See BMP 3.
Revised					

5	Identify Alternative information sources	Department of Public Works, MIS Department	Millbury will post links to stormwater BMPs and other water quality education resources, including EPA and DEP on its website. http://www.millbury-ma.org/ Millbury will post links to Our Lady of Assumption School student storm drain project www.sdwgt.tripod.com/. The Town will work with Lake Singletary Watershed Association in the collection and dissemination of data from the Association's 8-year sampling program. Data will be posted on Town website along with relevant BMPs for target audiences.	Our Lady of Assumption School student storm drain program has not been repeated since 2004 and therefore is no longer posted on the Town website.	The Town will again link to Lake Singletary Watershed Association's Water Quality data from the Town's webpage. The Town will incorporate new outreach activities as elements of the next five year term.
Revised					

6	Identify alternative information sources	Department of Public Works, MIS Department	The Town of Millbury will contact the Blackstone River Watershed Council to review opportunities in Millbury. These opportunities include hosting a watershed association meeting in Millbury with notice on website and local access channel, and televising a meeting reviewing watershed activities or needs specific to Millbury.	No further activity in this reporting period.	Town of Millbury will continue to coordinate with the Lake Singletary Watershed Association and the Dorothy Pond Restoration Committee to support their programs. The Town of Millbury will identify the liaison to the Blackstone River Watershed Council.
Revised					
7	Utilize local public access channel.	Department of Public Works	Public meeting notice and a meeting reviewing Millbury's Comprehensive Stormwater Management Program will be posted/broadcast on Millbury's local access channel.	Goal complete year 1.	Local access will continue to announce stormwater related public announcements.
Revised					

	Develop, conduct and document educational programs.	Department of Public Works Selectmen Liaison	The Town of Millbury will contact the Blackstone River Watershed Council to review opportunities in Millbury. These opportunities include hosting a watershed association meeting in Millbury with notice on website and local access channel, and televising a meeting reviewing watershed activities or needs specific to Millbury. The Dorothy Pond Restoration Committee and the Ponds and Lakes Commission (appointed by the Town) will post meeting and event notices on the Town of Millbury's web page. Special events and seminars with guest speakers will be televised on Millbury's local access channel.	No further activity in this reporting period.	New opportunities will be considered as elements of the next five year term.
Revised					
9	Promote Household Waste Recycling	Department of Public Works, Board of Health	The Town of Millbury will work with its contracted waste hauler and the Board of Health to continue to sponsor Hazardous Waste Collection days.	Household hazardous waste is collected daily at the Transfer station according to rules and regulations attached in Appendix A.	These recycling programs are expected to continue.
Revised					

2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 6 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 7
10	Storm drain stenciling	Department of Public Works	Millbury will work with local students at Our Lady of Assumption School in continuing its support of storm drain stenciling by students.	No further activity in this reporting period.	Storm drain stenciling program will be considered as an element of the next five year term.
Revised					
11	Community clean-ups	Department of Public Works, Millbury Conservation Commission	Town of Millbury will encourage local stream team cleanups with local residents and area Scout groups. Town will provide solicitation of sponsors and notice of events on local access channel and website.	No further activity in this reporting period.	Stream team cleanups with local residents and area Scout groups will continue to be announced on local access channel and website. Leadership assistance from Watershed Associations will be sought for stream cleanups as part of 2013 bicentennial celebration. Town will provide materials and post-cleanup trash pickup.
Revised					
12	Community clean-ups	Department of Public Works	Town will provide trucks and other material to support cleanup efforts and disposal of materials.	No further activity in this reporting period.	The Town of Millbury is expected to continue supporting stream team cleanups as they occur.
Revised					

3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 6 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 7
13	Inventory and mapping of storm drain system	Department of Public Works	Millbury will identify appropriate sources of funding assistance (SRF, 319 Grant Program, 604(b) Grant Program, Lakes & Ponds Grant Program, Source Water Protection Grant Program, Recycling Grant Program) and apply for assistance in implementing portions of its Comprehensive Stormwater Management Program, including public education and outreach.	BMP complete in year 1.	Additional information relative to state road outfalls will be sought as part of the next five year program.
Revised					
14	Mapping and identification of outfalls and receiving waters	Department of Public Works, Board of Assessors	Millbury will develop and implement a plan to map all outfalls and receiving bodies of water, contingent on Town Meeting approval of funding.	Mapping of the entire drainage system was completed in Permit Year 5.	Drainage system maps will be updated as modifications are made.
Revised					

15	Revised	Identification & description of problem areas	Department of Public Works	Millbury will develop and implement an Illicit Discharge Detection and Elimination (IDDE) plan, contingent on Town Meeting approval of funding.	Plan completed in Permit Year 4. Program Implementation underway.	The Town will continue implementing the IDDE program.
16	Revised	Enforcement procedures addressing illicit discharges	Department of Public Works	Millbury will review whether local authority is appropriate and able to respond to potential illicit discharges. New by-laws, if necessary, will be proposed to Town Meeting.	BMP complete in Permit Year 4.	Continued enforcement of by-law.
17	Revised	Public information program regarding hazardous wastes and dumping	Department of Public Works, Board of Health	Millbury will provide educational brochures to residents promoting proper disposal of household hazardous wastes and conditions for regional collections.	Programs continued as described in previous reporting periods.	Millbury will continue to provide educational brochures to residents promoting proper disposal of household hazardous wastes and conditions for regional collections at the Town Hall, transfer station and the Highway Department.
18	Revised	Initiation of recycling programs	Planning Board, Board of Health	Millbury will apply for funding assistance from DEP's Recycling Grant Program for assistance in public education and the purchase of recycling materials.	Programs continued as described in previous reporting periods.	The Town of Millbury expects to continue the recycling program.

Watershed assessments and studies	Department of Public Works, Conservation Commission, Board of Health	Millbury will identify opportunities for funding assistance from DEP's 604(b) and 319 grant programs and the Department of Environmental Management's Lakes and Ponds Grant Program to support watershed assessment and implementation activities. Tasks may include design and installation of stormwater BMPs and public outreach including storm drain stenciling. Emphasis will be on assessments and remediation of stormwater related problems impacting water quality in Brierly Pond, Dorothy Pond, Hathaway Pond, Howe Pond, Howe Reservoirs, Slaughterhouse Pond and Woolshop Pond. These water bodies have been identified as impaired and on DEP's 303d list.	No further activity in this reporting period.	The Town of Millbury will continue to identify funding opportunities and implement the SRF loan programs to support the protection of local water bodies.
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Watershed assessments and studies	Department of Public Works, Public Water Suppliers	The Town of Millbury will encourage the Massachusetts Aquarion Water Works Co. to apply for funding assistance from DEP's Source Water Protection Program for grant assistance to develop wellhead protection plans and stormwater management plans within Zone IIs. These plans can include stormwater management programs. The proposed tasks will include a public education component. The Lake Singletary Watershed Association will be consulted and asked to provide educational data from their studies and monitoring of Lake Singletary for posting on Millbury's local access channel and website.	No further activity in this reporting period.	The Town of Millbury will contact the Lake Singletary Watershed Association regarding educational data from their studies and monitoring.
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4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 6 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 7
21	Bylaw: Stormwater management regulations for construction sites 1 acre or larger	Planning Board, Conservation Commission, Town Counsel, Board of Health, Zoning Board of Appeals	Millbury will review model by-law developed by DEP in consultation with the Attorney General's office.	BMP complete in Permit Year 4.	Continued enforcement of by-law.
Revised					

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 6 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 7
22	Bylaw: Require post-construction runoff controls	Planning Board, Conservation Commission, Town Counsel, Board of Health, Zoning Board of Appeals	Millbury will review model by-law developed by DEP in consultation with the Attorney General's Office.	BMP complete in Permit Year 4.	Continued enforcement of this by-law
Revised					

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 6 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 7
23	Develop a municipal Operation and Maintenance Plan	Department of Public Works	Using regulations and recommendations from DEP and EPA, Millbury will develop and update an operations and maintenance (O&M) plan to include proper disposal of street sweepings, catchbasin cleanout, snow disposal, roadway de-icing procedures, vehicle washing, and outside storage of materials.	Programs have continued as described in previous reporting periods.	As part of the next five year program, the Town of Millbury will update municipal O&M program to include a checklist of measures intended for use by municipal employees.
Revised					
24	Develop a municipal Operation and Maintenance Plan	Department of Public Works	Millbury will implement a formal inspection program, including maintenance logs and scheduling, for catchbasin cleaning, repairs and new installation.	In Permit Year 6, Town implemented O&M recording on a street-by-street basis using spreadsheets. This information is included in Appendix B.	Town will continue using spreadsheets for record keeping. Town will evaluate using GIS system to manage O&M database as part of next five year program.
Revised					

25	Develop and implement training programs for municipal employees	Department of Public Works	Millbury will send a minimum of 3 public works employees annually to training seminars sponsored by MassHighway, BayState Roads, and other relevant agencies or vendors.	Ten department of public works workers were given wastewater collection system operators training.	A training program will be incorporated into the next five year program.
Revised					
26	Review storm drainage infrastructure needs	Department of Public Works	Millbury will incorporate storm drain infrastructure review in its Chapter 90 project utilizations.	Chapter 90 funds were partially used for drain culvert replacement under McCracken Road. Town is undergoing a \$19 million sewer expansion project designed to increase sewer connections to 80% of residents by end of 2009. Sewer expansion project will replace septic systems and will improve groundwater and consequently stormwater quality throughout the Town.	The Town will make efforts to continue to utilize Chapter 90 funds to fund storm water infrastructure projects.
Revised					

Part IV. Summary of Information Collected and Analyzed

The Town of Millbury keeps records of operation and maintenance activities, such as catch basin cleaning and street sweeping. A summary of these records is given below with additional documentation provided in Appendix B: Municipal Operation and Maintenance records.

The Town cleaned 400 catch basins in 2008-2009, operated their one catch basin cleaner for (2) months and generated 44 loads of catch basin debris. All Street sweepings and catch basin debris was transported to the Upper Blackstone Wastewater Treatment Plant Facility for proper disposal.

The Town swept all roads an average of once annually. 88 loads of street sweepings were removed using dump truck collections from (2) PELICAN street sweepers for (2) months in 2008.