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Municipality/Organization: Newburyport

EPA NPDES Permit Number: MAR041213

MassDEP Transmittal Number: W-040792

Annual Report Number Year 7
& Reporting Period: April 1, 2009 – March 31, 2010

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

Part I. General Information

Contact Person: Mr. Anthony Furnari

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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: Donna D. Holaday

Printed Name: Donna D. Holaday

Title: Mayor, City of Newburyport

Date: _____

Part II. Self-Assessment

The stormwater article was distributed to all City residents this year. The City continues to maintain signs, stenciling, and brochures developed in previous years.

City field crews continue to mark up stormwater system maps printed from the latest GIS layer. The GIS will be updated periodically as budget allows. The Department of Public Services (DPS) has researched and installed software/hardware which will enhance the GIS capabilities of this department in upcoming years.

The City held an inter-departmental workshop on October 7, 2009 to review and discuss the draft Stormwater Management Ordinance (Ordinance) and draft Stormwater Rules and Regulations (Rules and Regulations). DPS employees and the Mayor were present among the audience. Revisions are being made at this time to move forward with a final version. These documents are expected to go to City Council for approval in the upcoming year.

The City established a Stormwater Advisory Committee, which is comprised of nine City staff and department heads. The committee currently meets the first Wednesday of each month, but plans to meet at least quarterly to aid the effective implementation of the proposed Ordinance and Rules and Regulations.

The City continues to follow good housekeeping and pollution prevention procedures with street sweeping, catch basin cleaning, and other municipal operations.

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
1-1	Newsletter/brochure about stormwater to be included in the sewer bill once annually	Department of Public Services and/or Conservation Commission	Newsletter/Brochure distributed to all households in Newburyport	An article on stormwater was not distributed to the public in 2009/2010.	Distribute article on stormwater management program annually by July.
1-2	Educate dog owners about picking up dog waste	Department of Public Services	Distribute Fact Sheet to Dog Owners	Fact sheet continues to be made available to all dog owners through various City departments including City Hall, the Health Department, and City schools.	Continue throughout permit term.
1-3	Stormwater education program for school children	Stormwater Advisory Committee	Inquire about presentation to Middle or Elementary School children	The Stormwater Advisory Committee was formed in Fall 2009, and outreach activities and priorities will be discussed in 2010.	Determine need for program.
1-4	Maintain pet waste clean-up signs at schools, parks, and beaches	Department of Public Services	Signs posted	Signs are posted and maintained.	Monitor throughout permit term.
1-5	Annual update of SWMP at a televised City Council Meeting	Dept. of Public Services and/or Conservation Commission	Update City Council on SWMP status.	The City Council will receive a copy of this annual report. Stormwater program agenda items were not discussed during a public meeting. However, stormwater issues are routinely discussed at regular Conservation Commission and Planning Board meetings as part of the permitting process for projects throughout the City.	Continue throughout permit term.

1a. Additions

2. Public Involvement and Participation

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
2-1	Form Stormwater Advisory Committee	Department of Public Services	Form Committee during fourth permit year.	Stormwater Advisory Committee was formed in 2009 and is comprised of nine City staff and department heads.	Meet at least quarterly.
2-2	Comply with state public notification guidelines at MGL Ch. 39 s. 23B.	City Clerk	Notices posted in library and current locations.	Stormwater issues are routinely discussed at regular Conservation Commission and Planning Board meetings as part of the permitting process for projects throughout the City.	Continue throughout permit term.
2-3	Stencil catch basins with don't dump message	Department of Public Services	Identify and prioritize catch basins to be stenciled with "Don't Dump" message.	Maintained catch basin stenciling in regulated area.	Continue throughout permit term.

2a. Additions

3. Illicit Discharge Detection and Elimination

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
3-1	Conduct dry weather outfall screening	Department of Public Services	Locate Outfalls within regulated area during first year of permit term. All Outfalls screened during permit term.	All easily accessible outfalls have been screened.	Continue throughout permit term as budget allows.
3-2	Map stormwater outfalls	Department of Public Services	Locate outfalls on a map within regulated area.	Measure completed. Maps are continuously marked up in field. GIS will be updated as funding allows.	Measure completed. Maps will be updated if new information becomes available.
3-3	Assess need for stormwater GIS layer	Department of Public Services	Decision on whether to go forward with a stormwater GIS within first two years of the permit.	February 2007 version of GIS layer serves as a significant enhanced tool for the City. Maps are continuously marked up in field. GIS will be updated as funding allows. DPS has updated their in-house GIS capabilities.	Continue to improve stormwater GIS layer as funding allows.
3-4	Develop and implement plan to identify and remove non-stormwater discharges	Department of Public Services	Number of illicit connections found and removed.	Four potential illicit discharges were identified and listed in the City's Stormwater Master Plan. Further work will commence once Ordinance is approved by City Council.	Develop plan to further investigate/remove non-stormwater discharges once Stormwater Management Ordinance is in place.
3-5	Develop a bylaw to require inspection of construction for correct connection to a municipal sewer	Department of Public Services	Draft Ordinance for properties connected to a municipal sewer system by end of third permit year (May 2006)	The City held an inter-departmental workshop on October 7, 2009 to review and discuss the draft Ordinance and Rules and Regulations. DPS employees and the Mayor were present among the audience. The draft Ordinance has been complete since April 2006. Currently, final revisions are being made and incorporated to move forward with a final version.	Finalize Stormwater Management Ordinance and gain City Council approval. Finalize Stormwater Management Rules and Regulations.

Revised	Develop a bylaw to require inspection of construction sites.	Draft Ordinance	The City held an inter-departmental workshop to review and discuss the draft Ordinance and Rules and Regulations. Revisions are being made at this time to move forward with a final version.	Finalize Stormwater Management Ordinance and gain City Council approval. Finalize Stormwater Management Rules and Regulations.
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3a. Additions

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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 7 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 8
4-1	Construction site Erosion Sediment Control Ordinance for construction sites greater than 1 acre in area	Department of Public Services	Draft Ordinance by end of third permit year.	Procedures for construction site erosion and sediment control were discussed, feedback was received, and work to finalize the procedures is currently being conducted.	Finalize Stormwater Management Ordinance and gain City Council approval. Finalize Stormwater Management Rules and Regulations.
4-2	Require a waste management plan at construction sites larger than one acre.	Department of Public Services	Draft Ordinance by end of third permit year.	Procedures for construction site waste management were discussed, feedback was received, and work to finalize the procedures is currently being conducted.	Finalize Stormwater Management Ordinance and gain City Council approval. Finalize Stormwater Management Rules and Regulations.
4-3	Review site plans for stormwater impacts.	Department of Public Services	Policies for Site Plan Review developed	Site plan review policies were discussed, feedback was received, and work to finalize the policies is currently being conducted.	Finalize Stormwater Management Ordinance and gain City Council approval. Finalize Stormwater Management Rules and Regulations.
4-4	Consider public input.	Department of Public Services	Number of Public Hearings held.	The City held an inter-departmental workshop on October 7, 2009 to review and discuss the draft Ordinance and Rules and Regulations. DPS employees and the Mayor were present among the audience. The draft Ordinance has been complete since April 2006. Currently, final revisions are being made and incorporated to move forward with a final version.	Finalize Stormwater Management Ordinance and gain City Council approval. Hold public hearing with Storm Advisory Committee.
4-5	Inspect erosion and sediment controls	Department of Public Services	Develop procedure, including inspection checklist, and commence reviews by end of third permit year.	Procedures for inspecting erosion and sediment controls, including an inspection checklist, were discussed, feedback was received, and work to finalize the procedures is currently being conducted.	Finalize Stormwater Management Ordinance and gain City Council approval. Finalize Stormwater Management Rules and Regulations.

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 7 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 8
5-1	Develop a draft ordinance to apply Standards 2, 3, 4, 7, and 9 of the Massachusetts Stormwater Policy to the entire municipality. Present to City Council.	Department of Public Services	Draft ordinance by end of third permit year.	The City continued work on the draft Ordinance and Rules and Regulations. Updates are being incorporated at this time to move forward with a final version.	Finalize Stormwater Management Ordinance and gain City Council approval. Finalize Stormwater Management Rules and Regulations.
5-2	Specify a stormwater BMP manual to be used for consistent design and performance standards	Department of Public Services	Select BMP Manual by end of third permit year.	Draft Stormwater Management Rules and Regulations lists Massachusetts DEP Stormwater Management Manual and BMP resource materials for use in design. It is expected that finalized Rules and Regulations will require the DEP manual as well.	This BMP is incorporated in BMP 4-1.
5-3	Develop draft ordinance that ensures long-term maintenance of private Structural BMPs. Present to City Council.	Department of Public Services	Compliance with regulations, present to City Council by end of third permit year.	The City continued work on the draft Ordinance and Rules and Regulations. Updates are being incorporated at this time to move forward with a final version.	Finalize Stormwater Management Ordinance and gain City Council approval. Finalize Stormwater Management Rules and Regulations.

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
6-1	Identify sensitive receptors within the City	Conservation Commission	List of sensitive receptors developed, staff notified by the end of first permit year.	Measure completed.	Measure completed.
6-2	Street Sweeping	Department of Public Services	Continue street sweeping procedures.	Street sweeping operations are continuous. 100% of streets are swept at least annually. The City has developed better street sweeping routes and schedules.	Continue throughout permit term.
6-3	Sidewalk Sweeping	Department of Public Services	Continue sidewalk sweeping procedures.	Sidewalk sweeping operations are continuous. Sidewalks in downtown area are swept at least annually.	Continue throughout permit term.
6-4	Roadway deicing	Department of Public Services	Amounts of deicing compounds used.	Quantity of deicing compounds documented. The City used 2,500 tons of salt and 30 tons of sand in the winter of 2009/2010.	Continue throughout permit term.
6-5	Minimize impacts from vehicle washing	Department of Public Services	Minimize impacts from vehicle washing	Continued use of vehicle washing containment area and proper procedures for minimizing impacts from vehicle washing.	Continue throughout permit term.
6-6	Minimize impacts from vehicle maintenance	Department of Public Services	Amount of hazardous materials used.	Continued use of proper procedures for minimizing impacts from vehicle maintenance.	Continue throughout permit term.
6-7	Maintain storm drain system	Department of Public Services	Number of catch basins cleaned annually	100% of catch basins are cleaned annually (2787) catch basins. Cleaned all reachable outfalls. The City has developed better catch basin cleaning routes and schedules.	Continue throughout permit term.
6-8	Minimize pesticide and fertilizer use for parks and other landscaped areas	Department of Public Services	Training conducted; amount of herbicides/fertilizers	Continued use of green landscaping procedures during permit year.	Continue throughout permit term.

6-9	Control of illegal dumping	Department of Public Services	Number of signs posted; number of sites cleaned up.	Continued monitoring, cleaning-up dump sites, and posting signs.	Continue throughout permit term.
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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 7 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 8
Revised					
Revised					
Revised					
Revised					
Revised					
Revised					
Revised					

7a. Additions

7b. WLA Assessment