



Town of Northborough

Office of the Town Engineer

63 Main Street

Northborough, Massachusetts 01532-1994

Office (508) 393-5015 Fax (508) 393-6996

May 8, 2008

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U.S. Environmental Protection Agency
Water Technical Unit
P.O. Box 8127
Boston, MA 02114

RE: NPDES Phase II – Annual Report

Dear Sir or Madame,

Enclosed please find the annual report for the Town of Northborough's NPDES Phase II Small MS4 General Permit for year four. Unfortunately, I was not able to submit the annual report for last year by the required deadline. We have incorporated each of the requested review items in the summary for each section. After completing the attached self-assessment, we find that the original BMP's do not require any changes at this time. Please do not hesitate to call me at (508) 393-5015 with any questions.

Sincerely,

Fred Litchfield
Town Engineer

cc: MASS DEP
Town Administrator, Barry Brenner
Public Works Director, Kara Buzanoski
Town Planner, Kathy Joubert
file

YEAR 4 - 2006

1. For Year Four, the Town of Northborough has completed the self-assessment of section 1, Public Education. All but one of the items listed on our original report have been completed. Please note that the Engineering Department, which is primarily responsible for the coordination of the Phase II program, has been reduced to one full time engineer due to the retirement of the Assistant Town Engineer. We are substantially in compliance with the permit conditions as outlined below:
 - 1b. **AIR STORMWATER MESSAGE ON LOCAL CABLE CHANNEL** – This has been accomplished. The messages are also included in the monthly town newsletter.
 - 1d. **ADD STORMWATER INFORMATION TO TOWN'S WEBSITE** – This has been accomplished
 - 1h. **STORMWATER MEDIA CAMPAIGN** – This has not been accomplished but is anticipated to be completed next year.
2. The Town of Northborough has completed the self-assessment of section 2, Public Participation, and finds we are substantially in compliance with the permit conditions as outlined below:
 - 2d. **IMPLEMENT HAZARDOUS MATERIALS COLLECTION DAY** – The Town of Northborough has held an annual Household Hazardous Waste Day during the fall off each year since the early 90's. A second day was added in the spring of permit year one and has continued through the current permit year. The Town intends to continue to sponsor both collection days annually, as the budget allows.
 - 2e. **IMPLEMENT AN ANNUAL VOLUNTEER STREAM CLEANUP DAY** - The Town did have a stream cleanup day during September and intends to maintain that event annually, as the budget allows.
3. The Town of Northborough has completed the self-assessment of section 3, Illicit Discharge Detection and Elimination, and finds we are substantially in compliance with the permit conditions as outlined below:
 - 3a. **MAP OUT FALLS AND RECEIVING WATERS** – The Town has compiled all existing data on one digital map now located within the Town's GIS system. The Town has also purchased a GPS unit to field locate outfalls. The staff person coordinating this has left the Town's employ. Another staff person has still not been identified yet due to budget constraints.

- 3d. DEVELOP/MODIFY GENERAL ILLICIT DISCHARGE BYLAW –
This has not been accomplished but we are working with our consultant and expect to have this completed next year.
- 4. The Town of Northborough has completed the self-assessment of section 4, Construction Site Runoff Control, and section 5, Post Construction Runoff Control, and finds the Town is in compliance with the permit conditions.
 - 4b. DEVELOP/MODIFY REGULATIONS, AND MONITORING & ENFORCEMENT MEASURES – All existing regulations are being reviewed by our consultant and any changes will be made during the next year.
 - 4c. PRESENT NEW REGULATIONS FOR TOWN MEETING ACTION –
The bylaws are not yet available for implementation. The Town continues to evaluate model bylaws and possible amendments to existing bylaws and regulations.
- 5. The Town of Northborough has completed the self-assessment of section 5, Post Construction Runoff Control. Sections 4 and 5 did not require any specific items to be accomplished during permit year one and will be reviewing our regulations for any possible improvements during the next permit year.
 - 5b. DEVELOP/MODIFY REGULATIONS, MONITORING & ENFORCEMENT MEASURES - All existing regulations are being reviewed by our consultant and any changes will be made during the next year.
 - 5c. PRESENT NEW REGULATIONS FOR TOWN MEETING ACTION --
The bylaws are not yet available to implementation. The Town continues to evaluate model bylaws and possible amendments to existing bylaws and regulations.
- 6. The Town of Northborough has completed the self-assessment of section 6, Municipal Good Housekeeping, and finds the Town is in substantial compliance with the permit conditions as outlined below:
 - 6a. IMPLEMENT STREET SWEEPING PROGRAM –The street sweeping program has been initiated and completed for this permit year.
 - 6b. IMPLEMENT CATCH BASIN CLEANING PROGRAM – The Town continues to clean catch basins.
 - 6c, d & e. PERFORM SITE VISITS TO EXAMINE EXISTING PRACTICES AT FACILITIES – All three Town garages have been inspected for this permit year and were determined to be in compliance. Each of the facilities are visited annually and all follow-ups are performed as required.