

Municipality/Organization: Town of Norwood, MA

EPA NPDES Permit Number: MAR041053AH

MaDEP Transmittal Number: W- 036392

Annual Report Number

& Reporting Period: No. 1: March 03-March 04

2005 JUN 12 A 9:50

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: John J. Carroll

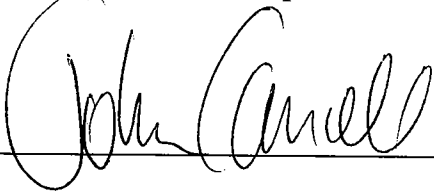
Title: General Manager

Telephone #: 781-762-1240

Email: jcarroll@ci.norwood.ma.us

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. Carroll

Title: General Manager

Date: 1.10.05

Part II. Self-Assessment

Failed to submit annual report on or before May 1st.

2F – Create Stormwater Committee

The Engineering Department has been responsible for the NPDES General Permit and has conducted meetings with various department heads concerning stormwater discharge and the implementation of Best Management Practices (BMP's).

7A and B – Visual Inspection and TMDL Assessment of 303(d) waterway outfalls

Due to manpower constraints – visual inspection and TMDL assessment will begin in Year 2. The measurable goal for Year 2 will be to inspect 50% of the outfalls that discharge into 303(d) listed waterways.

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 1 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 2
1A Revised	Recycling & Rubbish Web Page	Manager's Office	Dates and information updated as needed.	Continue to update and host web page on Town of Norwood site.	Continue to update and host web page on Town of Norwood site.
1B Revised	Automatic Meter Reading (AMR)	Manager's Office	Town wide metering completed.	Town will monitor abnormal water usage through billing cycles.	Continue to monitor the water usage of customers.
1C Revised	Recycling & Rubbish Flyers	Manager's Office	12,000 Flyers mailed – April 16,000 flyers inserted in Light Dept. bill – Sept.	Continue Town wide notification of recycling/rubbish dates and general information.	Continue Town wide notification of recycling/rubbish dates and general information.
Revised					
Revised					
Revised					
Revised					

1a. Additions

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2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 1 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 2
2A	"You Can Help" Web Site	Board of Health (BOH)	No direct volunteering from web posting. Most volunteers are repeat or word of mouth.	Part of the Town's recycling and rubbish web page. Will continue to post and inform people of this site through flyers.	Continue to post web page and inform the public of the site through flyers and mailing inserts.
Revised					
2B	Household Hazardous Waste Days	Dept. Public Works (DPW) and BOH	409 vehicles (Spring 2004)	Notification through web page, flyers and cable TV. Contracted Clean Harbors for spring Hazardous Waste Day	Will continue to inform the public of the positive benefits of Hazardous Waste Days to increase participation.
Revised					
2C	Recycling Days	DPW / BOH	397 vehicles (Fall 2004)	Notification through web page, flyers and cable TV.	Will continue to inform the public of the positive benefits of Recycling Days to increase participation
Revised					
2D	Paint Recycling Shed	DPW / BOH	Filled two flex bins	Notification through web page, flyers and cable TV.	Will continue to inform the public of the positive benefits of Recycling Paint to increase participation
Revised					
2E	Compost Bin Sales	BOH	42 bins sold (2004)	BOH information on bin sales included in Town web page, annual flyers and local newspaper ads. (Sales increased after newspaper ad)	Increase sales of compost bins through education and advertising.
Revised					
2F	Create Stormwater Committee	Manager's Office	See Part II – Self Assessment		
Revised					

2a. Additions

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3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 1 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 2
3A Revised	GIS - Develop Stormwater Data Layer	Engineering	Completed stormwater data layer.	Worked with Applied Geographics to develop Stormwater data layer for GIS applications. Reviewing data layer against existing plans.	Continue to correct (quality control) and update stormwater data layer as needed.
3B Revised	Develop Sewer GIS	Engineering			Work to secure funding for GIS upgrades and data layer creation.
3C Revised	Visual inspection of outfalls	Engineering	Outfalls identified on GIS data layer.	No outfalls were inspected in Year 1 due to manpower constraints.	Plan on increasing inspections yearly to complete task as scheduled by Year 4.
3D Revised	Infiltration/Inflow Program	DPW	Completed inspections of the Meadow Brook and Hawes Brook watershed stormwater system.	Cross connections have been identified and corrected when found.	DPW will continue to investigate for cross connections of the sewer and stormwater systems.
Revised					
Revised					
Revised					

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 1 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 2
4A Revised	Site Plan Review	Eng. / Planning Board	Site Plan Review currently in place	Through Site Plan Review – the Town has required the use of stormwater treatment systems.	Continue to work with design engineers, contractors and the general public to require the use of stormwater treatment systems.
4B Revised	Stormwater Management (Zoning Ordinance)	Eng. / Building Dept.	Bylaw currently in place.	The Town of Norwood - Zoning Bylaw includes Stormwater Management under its Development Standards (Environmental Protection Requirements)	Continue to implement (through Site Plan Review) and update as needed, stormwater management practices and procedures.
4C Revised	Erosion Control (Zoning Ordinance)	Eng. / Building Dept.	Bylaw currently in place.	The Town of Norwood - Zoning Bylaw includes Erosion Control under its Development Standards (Environmental Protection Requirements)	Continue to implement (through Site Plan Review) and update as needed, erosion control practices and procedures.
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 1 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 2
5A Revised	Stormwater Management (Zoning Ordinance)	Bld. Dept / Planning Board		Required documentation on operations and maintenance plans during Site Plan Review and Planning Board submittals.	
5B Revised	Erosion Control (Zoning Ordinance)	Bld. Dept / Planning Board		Required documentation on operations and maintenance plans during Site Plan Review and Planning Board submittals.	
5C Revised	Create Guidance / Design Manual	Bld. Dept / Eng.		Verbally direct design contractors to include post construction requirements	Provide written guidelines for design engineers
Revised					
Revised					
Revised					

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 1 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 2
6A	Site Selection – DPW Yard	Town Manager	Town hired consultant to perform conceptual design and feasibility study of 5 sites	Searched for new DPW site	Continue search for new DPW site
Revised					
6B	Site Development - Construction			Employ BMP's on municipal site and roadway projects	Continue to employ BMP's on municipal site and roadway projects
Revised					
6C	Street sweeping	DPW	All streets swept a minimum of twice per year.	Town purchased an additional street sweeper. All streets now done a minimum of twice a year.	Continue to improve street sweeping – with emphasis on areas that have greater impact on the watershed
Revised					
6D	Catch basin cleaning	DPW	Removed 560 tons of debris	Town to continue the cleaning of catch basins. Currently 1/3 of catch basins per year.	Town to continue the cleaning of catch basins.
Revised					
6E	Pet Waste Ordinance	BOH		Town has a Bylaw on pet waste.	Recreation Dept. to looking into establishing a dog park. Increase signage at parks
Revised					
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 1 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 2
7A Revised	Visual inspect 303(d) listed outfalls	Eng.	See Part II – Self Assessment	Due to manpower constraints – no visual inspection of outfalls were done in Year 1	Begin visual inspection of 50% of outfalls in 303(d) waterways in Year 2
7B Revised	Assess TMDL (pathogens)	B.O.H.	See Part II – Self Assessment	Due to manpower constraints – assessment of TMDL's were not done in Year 1	Begin TMDL assessment of 50% of outfalls in 303(d) waterways in Year 2
7C Revised	Implement Inspection	DPW	Identify any cross connections of stormwater/sewer	Completed Meadow Brook and Hawes Brook watersheds inspection for illicit connections	Continue looking for illicit discharges
Revised					
Revised					
Revised					
Revised					

7a. Additions



The TOWN OF NORWOOD

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GENERAL MANAGER

JOHN J. CARROLL
(781) 762-1240

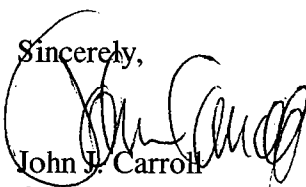
January 11, 2005

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

RE: NEPDES PII – Annual Report

The Town of Norwood, MA submits the following NEPDES PII Small MS4 General Permit – Annual Report.

Sincerely,



John J. Carroll
General Manager