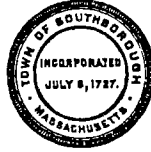


TOWN OF SOUTHBOROUGH



DEPARTMENT OF PUBLIC WORKS

147 CORDAVILLE ROAD • SOUTHBOROUGH, MASSACHUSETTS 01772-1802 • (508) 485-1210 • FAX (508) 229-4444

June 18, 2008

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

RE: NPDES Phase II Annual Report

Dear Ms. Herrick:

Please find enclosed the NPDES Phase II-Year 5 Annual Report for the Town of Southborough. If you have any questions, please let me know.

Sincerely,

TOWN OF SOUTHBOROUGH
DEPARTMENT OF PUBLIC WORKS

John R. Woodsmall, III, P.E.
Town Engineer

Enclosures: As Stated

CC: Karen Galligan, Superintendent
Katherine Kowalczyk, Fuss & O'Neil
File

Municipality/Organization: Town of Southborough

EPA NPDES Permit Number: MAR041160

MaDEP Transmittal Number: W-040764

**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: John Woodsmall, III, PE

Title: Town Engineer

Telephone #: 508-485-1210

Email: jwoodsmall@southboroughma.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: William J. Boland

Title: Chair, Board of Selectmen

Date:

Part II. Self-Assessment

The Town of Southborough did not submit the Year 5 Annual Report by the May 1, 2008 deadline.

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 – Future Years
1.1	Storm Water Flyer to Community Residents, Watershed survey	SuAsCo Watershed Community Council, Storm Water Committee	Flyer distributed to 75% residences, Survey distributed, results received and compiled. Results published.	Task completed during Year 2. The Town continues to provide public outreach programs.	Task Completed.
Revised					
1.2	Storm Water Lesson Plan for Fifth Grade Students	SuAsCo Watershed Community Council, Storm Water Committee	Lesson plan developed, distributed, taught in at least one (1) Grade 5 class.	SuAsCo distributed lesson plan to schools.	Task Completed.
1.3	Storm Water Flyer to Community Businesses “Green Neighbor” Logo	SuAsCo Watershed Community Council, Storm Water Committee	Flyer developed, distributed to at least 50% local businesses. Logo displayed by at least 50% of businesses receiving flyer.	The Town continues to work with SuAsCo who has been developing educational information. The Town has reviewed materials provided by SuAsCo and has made select flyers available at DPW and has flyers available for distribution at community events. In Year 5, Earth Day cleanup flyers were distributed to all elementary school students.	The Town plans to identify most appropriate flyer distribution for future years.
Revised					

1. Public Education and Outreach (continued)

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 – Future Years
1.4	Storm Water Media Campaign	SuAsCo Watershed Community Council, Storm Water Committee	Media package developed, distributed to local media. Four (4) Press releases developed and distributed.	The Town is relying on SuAsCo who has been developing materials for the Town to use. Additionally, the Town issues media releases for public interest topics as they come up. In Year 5, an article was published about the storm water curriculum that was developed, which included storm drain stenciling.	The Town plans to continue to rely on SuAsCo for the majority of the media releases and to participate as requested in other groups' media campaigns. The Town received the package from SuAsCo and plans on implementing in the second quarter of 2008.
Revised					
1.5	Storm Water Video	SuAsCo Watershed Community Council, Storm Water Committee	Storm water video developed, shown at least one public meeting/hearing, provided to local cable station.	Completed in Year 1 when the Town advertised that the Weather Channel would be showing "After the Storm."	Task completed.
1.6	Consider posting signs at publicly accessible storm water outfalls	DPW	Map outfalls, signs developed, signs installed. Consider using volunteers where possible.	No additional outfalls were signed from what was completed in Year 2.	The Town will identify the outfalls where signs will be posted as part of the storm water mapping that will be done next year.
1.7	Develop Storm Water Awareness Package	Storm Water Committee Selectmen's Office	Materials to be included in package compiled, Information distributed (transfer station stickers), Number of packages distributed.	A storm water display was set up at Family Fun Day on 6/11/06. Flyers were also distributed at this event. Continue to distribute "new comers" flyer.	Continue to support distribution of the New Comer Flyer to new residents and storm water display at Town meetings.
Revised					

1. Public Education and Outreach (continued)

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 – Future Years
1.8	Meet with local school officials annually to identify past activities and upcoming curriculum	Storm Water Committee, School Department	School Department official contacted, meeting conducted, Each school has designated contact.	The School Department continues to use the curriculum provided by SuAsCo. The DPW provided laminated maps, field-maps and stencil kits to the Mary E. Finn School Council who developed a storm water curriculum for first graders through a \$3,500 grant. The curriculum developed is attached.	The Town plans to continue to work with school groups to expand the storm water curriculum.
Revised					
1.9	Develop Storm Drain Stenciling Program	DPW, Storm Water Committee	Program developed, volunteers organized, basins stenciled	Stenciling was held at the Mary E. Finn School as part of the new curriculum. The stenciling packages were given to the Sudbury River Watershed Organization for additional stenciling.	The Town plans to continue the stenciling program.
Revised					
1.10	Make the Storm Water Management Plan available to the general public	Storm Water Committee	Make the plan available at Town Hall, Library, and in schools as an environmental education resource. Consider putting the plan on the website.	Task completed Year 1. The Storm Water Management Plan and Year 4 Annual Report are also posted on the website.	Task Completed..
Revised					
1.11	Consider developing a Storm Water Management Web page	DPW, Storm Water Committee	Consider developing a web page identifying the Town's req's and activities. Consider links to other websites such as SuAsCo, MA DEP, and USEPA. Web page developed.	The Town continues to post storm water educational information on the Town's webpage.	Task completed Year 1.
Revised					

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 – Future Years
2.1	Local Storm Water Committee to assist in developing and implementing plan	Town Administrator, DPW, Con. Com, SW Committee	Committee established, meetings conducted, plan developed, activities conducted.	The storm water committee meets jointly with the Conservation Commission to develop the implementation for the storm water bylaw. Joint meetings were held approximately quarterly in Year 5.	Continue to coordinate with Town, SuAsCo and consultant. Continue to meet in Year 5.
Revised					
2.2	Storm Water Plan Annual Meeting	Storm Water Committee	Annual meetings planned, noticed, conducted, minutes prepared. # of attendees. Comments received, considered. (Plan Development, SWMPP and Annual Report).	Meeting held with Selectmen at the beginning of May 2008.	Public meetings on storm water ordinances will continue to be conducted.
Revised					
2.3	Storm Water Traveling Display	SuAsCo Council, Storm Water Committee	Display developed, display in 3 locations in first permit year. Opportunities ID'd for future displays.	Exhibit and survey displayed throughout the Town. The exhibit has been displayed at approximately two locations in Year 5.	Task completed and will continue to show display.
Revised					
2.5	Storm Water Photo Contest for High School Students	SuAsCo Watershed Community Council, Storm Water Committee	Contest announced and held, photos received, judged, winners announced, displayed (consider for future graphic).	An open space photo contest was conducted for the Southborough Open Land Foundation.	Task Completed
Revised					

2. Public Involvement and Participation (continued)

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 – Future Years
2.6	Storm Water Summit Special Event	SuAsCo Watershed Community Council, Storm Water Committee	Meet with SuAsCo Watershed Community Council to determine community specific or multi-community event. Event noticed, conducted, minutes recorded. Number of participants.	SuAsCo has been identified as the responsible party for the procedures for this task.	The Town plans coordinate with SuAsCo to determine whether this event will be conducted.
Revised					
2.7	SuAsCo Storm Water Super Summit	SuAsCo Watershed Community Council	Super Summit announced conducted, municipal participation.	SuAsCo has been identified as the responsible party for the procedures for this task	The Town plans to coordinate with SuAsCo to determine whether this event will be conducted.
Revised					
2.8	Evaluation and Assessment of Public Awareness of Storm Water	SuAsCo Watershed Community Council, Storm Water Committee	Storm Water Self Test developed, distributed to a minimum of 75% of residences. Surveys received, results analyzed community specific and watershed wide, results published.	Task Completed.	Task Completed.
2.9	Develop Storm Drain Stenciling Program	DPW, Storm Water Committee	Program developed, volunteers organized, basins stenciled	Stenciling demonstration done at the Mary E. Finn School as part of the curriculum developed in Year 5. The stenciling kits were given to the Sudbury River Watershed Organization for continuation.	Additional stenciling will be conducted in conjunction with community events in future years.
Revised					

2. Public Involvement and Participation (continued)

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 – Future Years
2.10	Coordinate with Sudbury River Watershed Association (formerly SWaMP), and others to consider results of water quality monitoring	DPW, Storm Water Committee	Meeting conducted, activities scheduled, conducted. Results reviewed, potential actions identified, implemented.	Approximately 25 volunteers from Southborough have been providing labor for monitoring of the Upper Sudbury River for a DCR/USGS study.	Continue to coordinate with Sudbury River Watershed Association (formerly SWaMP)
2.11	Identify and coordinate with potential volunteers, to include “neighborhood watch” groups, Boy and Girl Scout organizations, school groups/clubs, local and regional environmental advocates.	DPW, Storm Water Committee	Groups identified. Contact established, meetings conducted. Activities scheduled, conducted. Number of volunteers participating.	Scout groups held a clean up effort on January 13, 2008, during which 22 bags were collected. The Town supplied materials to collect the trash. There were 33 groups that participated in the Earth Day cleanup. Flyers and sign-up sheets are attached. Groups included the Rotary Club and a Boy Scout troop. The Town coordinated with the Sudbury River Watershed Organization for Riverfest (June 16 & 17, 2007).	Earth Day and Riverfest will be held again in future years.
Revised					
2.12	Continue to sponsor, support cleanup projects	DPW, Storm Water Committee	Groups identified. Contact established, meetings conducted. Activities scheduled, conducted. Number of events sponsored/supported, amount of material collected, number of volunteers participating.	The Town sponsors and provides materials for cleanup events. Earth Day which was held on April 21, 2007 (see attached flyer) involved at least 33 groups including the rotary club, a school, and a boy scout troop. The Town also supported Household Hazardous Waste (HHW) day.	Repeat efforts in future years.
Revised					

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 5 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Future Years
3.1	Complete implementation GIS to include Storm Sewer System	DPW	Mapping completed, consider integration of asset management system	Task completed in Year 2.	Task completed in Year 2.
3.2	Verify outfall locations. Conduct outfall survey. Investigate suspected illicit discharges	DPW	Number of outfalls located. Survey of outfalls completed. Investigations identified, prioritized, conducted. Suspected illicit connections investigated. Source identified and scheduled for removal. Enforcement actions taken or referred to other entity such as police, Health Department, MA DEP or USEPA.	Task completed in Year 2. The Town completed the dry weather survey, which identified four outfalls that should be investigated further.	The Town plans to trace these discharges in 2008.
Revised					

3. Illicit Discharge Detection and Elimination (continued)

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 – Future Years
3.3	Adopt by-law to effectively prohibit illicit discharges.	DPW, Storm Water Committee	Review of model ordinance to ensure compliance with existing laws and regulations. Draft language and legal review. Conduct informational meetings as necessary. Submit to warrant, schedule for vote at Town Meeting. Article voted, accepted.	Regulations drafted, presented and adopted (4/06) at Town meeting.	Task completed.
3.4	Inform public employees, businesses, and the general public of hazards associated with illegal discharges and improper disposal of waste	DPW, Storm Water Committee, SuAsCo Watershed Community Council	Ensure that educational materials developed include illicit discharge awareness. Materials developed and distributed.	Many of the above mentioned activities inform the public about these hazards.	The Town plans to continue efforts to inform the public in future years.
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 5 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Future Years
4.1	Adopt by-law to require erosion and sediment controls.	Town Planner, DPW, Conservation Commission, and Storm Water Committee	Review of model ordinance to ensure compliance with existing laws and regulations. Draft language and legal review. Conduct informational meetings as necessary. Submit to warrant, schedule for vote at Town Meeting. Article voted, accepted.	Regulations drafted, presented and adopted (4/06) at Town meeting. This bylaw is managed through the Conservation Commission. The ordinance has been implemented. The Conservation Commission issues Storm Water Permits for all sites over one acre. The Town Engineer reviews all sites and provides recommendations to the Conservation Commission.	Ordinance adopted and implemented. Task completed.
Revised					
4.2	Ensure that construction site operators disturbing one acre or more implement erosion and sediment controls	Building Officials, Town Planner, DPW, Storm Water Committee, Conservation Commission	Inspection schedule established. Inspections conducted. Deficiencies noted and corrected.	Now conducted as part of normal site plan review. The Conservation Commission has been assigned as the responsible party.	Task completed. The Town plans to begin tracking inspections in future years.
Revised					
4.3	Ensure construction site operators disturbing one acre or more control construction wastes, and other wastes that may cause adverse impacts to water quality during construction	Building Officials, Town Planner, DPW, Storm Water Committee	Ensure proposed by-law includes language to control construction wastes. Inspections conducted. Deficiencies noted and corrected.	Now conducted as part of normal site plan review. The Conservation Commission has been identified as the responsible party for implementation of the storm water bylaw.	Task Completed.
Revised					

4. Construction Site Stormwater Runoff Control (continued)

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 – Future Years
4.4	Develop procedures for site plan review which incorporate consideration of potential water quality impacts	Building Officials, Conservation Commission, Storm Water Committee	Ensure proposed by-law, regulations, or guidance includes language for site plan review process. Consider providing guidance documents or other outreach materials for developers.	The Conservation Commission has been working to establish Rules and Regulations for the Stormwater and Erosion Control Bylaw. The Conservation Commission implemented the review process, which includes issuance of a Storm Water Permit for all projects greater than one acre, all of which are reviewed by the Town Engineer and in special cases by hired consultants.	Task Completed.
Revised					
4.5	Develop procedures for site inspection and enforcement of control measures	Building Officials, Town Planner, DPW, Storm Water Committee	Inspection schedule established. Inspections conducted. Deficiencies noted and corrected.	A process (i.e., schedule) for inspections has been established that includes the Building Officials, DPW, Conservation Commission, and Town Planner. Town Planner will oversee.	The Town will work to establish review criteria – Conservation Commission, Town Planner, and Storm Water committee will develop implementation procedures in future years.
Revised					
4.6	Develop procedures for receipt and consideration of information submitted by the public	Building Officials, Town Planner, DPW, Storm Water Committee	Develop a form for the public to provide information. Designate municipal official responsible for receiving information, identifying responsible official to investigate, and ensure appropriate response (deficiencies noted and corrected). Consider making form available on the Town's website	Informal procedures are in-place. The Town issued 3 permits for sites over one acre that had construction starts in Year 5.	Procedures will be formalized.
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 5 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Future Years
5.1	Identify structural and non-structural best management practices (BMPs) appropriate for the community	Town Planner, DPW, Storm Water Committee	Incorporate by reference state specific standards (i.e. acceptable practices under Wetlands Protection Act). Identify standard practices which are not acceptable in the community. Consider developing guidance documents or other outreach materials for developers outlining BMP selection as well as general guidance on proper operation and maintenance.	LID by-law and storm water by-law were adopted (4/06).	Task completed.
5.2	Adopt by-law to require post-construction runoff controls	Town Planner, DPW, Conservation commission, and Storm Water Committee	Review of model ordinance to ensure compliance with existing laws and regulations. Draft language and legal review. Conduct informational meetings as necessary. Submit to warrant, schedule for vote at Town Meeting. Article voted, accepted.	Regulations drafted, presented and adopted (4/06) at Town meeting. The Conservation Commission has implemented a Storm Water Permit for sites over an acre, which includes review and approval by the Town Engineer.	Task completed.
Revised					

5. Post-Construction Stormwater Management in New Development and Redevelopment (continued)

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 – Future Years
5.3	Ensure all new development and redevelopment projects that disturb one acre or more require long term operation and maintenance of post-construction runoff controls	Town Planner, DPW, Conservation Commission, Board of Health and, Storm Water Committee	Ensure proposed by-law or regulations, language and enforceable mechanism for long term operation and maintenance of post-construction runoff controls.	Town Planner and Conservation Commission are responsible for implementation of new ordinances. The new bylaws cover new development in the LID ordinance (administered by the Town Planner) and the storm water ordinance (administered by the Conservation Commission)	Task completed as part of the ordinance and implementation
Revised					
5.4	Ensure adequate long term operation and maintenance of BMPs	Building Officials, Town Planner, Conservation Commission, DPW, Storm Water Committee	Ensure the by-law developed in Task 5.2 includes language providing DPW authority to ensure proper operation and maintenance of all BMPs tributary to the storm sewer system. Identify structures tributary to the storm sewer system and determine the need for inspection.	This responsibility has been transferred to the Town Planner and Conservation Commission. Town Planner and Conservation Commission are responsible to implement the new ordinances for LID and stormwater controls, respectively, which contains specific operation and maintenance requirements.	The Town is formalizing procedures for inspections to ensure compliance with the ordinance.
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 5 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Future Years
6.1	Establish formal public street and parking lot sweeping program	DPW, Storm Water Committee	Continue existing program. Consider incorporating routes and schedule as a data layer in GIS. Maintain records of curb-miles swept, approximate volume of material collected. Note areas that accumulate more sediment and consider more frequent sweeping or further investigation of pollutant source.	Roads in the Town are swept at least once a year and formal records are kept.	Continue to track both quantities and investigate incorporation with GIS mapping.
Revised					
6.2	Consider including pollution prevention training for equipment operators	DPW, Storm Water Committee	Consider including pollution prevention training for equipment operators. Evaluate the existing level of awareness of equipment operators. Consider enhancing existing training (Health and Safety) with storm water awareness training.	Spill kit has been provided at the maintenance facility. Training was conducted in Year 1. The Town reviewed a proposal for training to be provided by a consultant. The Town Engineer attends training sessions, including storm water management training by EPA and RTK training and maintains a level of awareness with his staff.	The Town plans to conduct a training session for DPW staff.
Revised					

6. Pollution Prevention and Good Housekeeping in Municipal Operations (continued)

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 – Future Years
6.3	Establish formal storm sewer system inspection and maintenance program	DPW, Storm Water Committee	Continue existing program. Consider an asset management program for Town's GIS. Identify the system and all public structures tributary to the system. Conduct a catch basin sediment accumulation pilot program. Establish a routine inspection and maintenance program. Maintain records of inspections conducted, # of basins cleaned, volume collected. Note areas that accumulate more sediment and consider more frequent inspection, cleaning or further investigation.	Tracked number of catch basins cleaned and material removed. In Year 5, 164 basins were cleaned. The DPW responded to one complaint concerning the storm drain system, which was a flooding complaint that was resolved. All basins are cleaned at least once a year, and usually twice a year or more. Basins in high sediment areas are cleaned at least annually.	Develop a formal inspection, maintenance, and tracking program to include response to citizen complaints.
Revised					
6.4	Identify, as necessary, structural modifications to the system in conjunction with future roadway improvements.	DPW	Evaluate system improvement needs in conjunction with planned roadway improvements.	Three repairs or improvements projects were completed. These included a flooding problem on Bigelow Road, an stream and roadside erosion issue, and a drainage system upgrade at Richards and Cordaville Roads. There were 16 catch basin repairs made in Year 5.	Continue to upgrade drainage structures as necessary with roadway projects.
Revised					

6. Pollution Prevention and Good Housekeeping in Municipal Operations (continued)

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 – Future Years
6.5	Provide spill response training to mechanics and equipment operators	DPW	Develop training program. Identify staff for training. Conduct initial and annual refresher training. Maintain training roster for each session, and include documentation in personnel files.	The Town is reviewing a proposal submitted by a consultant to provide training.	The Town will hire the consultant and conduct the training.
6.6	Post spill prevention/emergency action plans prominently in areas where hazardous materials are used and stored.	DPW	Develop posters outlining spill prevention/emergency response plans. Post prominently in the garage	Spill cleanup materials at maintenance facilities.	Develop and post spill response posters in maintenance facility. Develop and post response plans.
6.7	Conduct annual inspection of municipal maintenance facilities.	DPW, School Department	Develop Checklist. Conduct inspections. Record and correct deficiencies.	DPW staff perform informal inspections regularly, which includes formal logged inspections of the waste oil and gasoline systems which are performed on a weekly basis.	Develop and use checklist for annual inspections of maintenance facilities.
6.8	Publicize and support Household Hazardous Waste (HHW) Collection events	DPW, Health Department	Coordinate with Health Department to publicize and support HHW Collection events. Record the number of attendees, volunteers. Record the types and amounts of material collected.	HHW event supported and collected materials tracked.	Continue with supporting annual clean-up events.

6a. Additions

--	--	--	--	--	--

7. BMPs for Meeting Total Maximum Daily Load (TMDL) Waste Load Allocations (WLA) (NOT 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 – Future Years
Revised					
Revised					
Revised					
Revised					
Revised					

7a. Additions (Not Applicable)

--	--	--	--	--	--

7b. WLA Assessment (Not Applicable)

Part IV. Summary of Information Collected and Analyzed

Part V. Program Outputs & Accomplishments (OPTIONAL)

Programmatic

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

Education, Involvement, and Training

Estimated number of residents reached by education program(s)	(# or %)	75%
Stormwater management committee established	(y/n)	Yes
Stream teams established or supported	(# or y/n)	Yes
Shoreline clean-up participation or quantity of shoreline miles cleaned (Riverfest)	(y/n or mi.)	Yes
Household Hazardous Waste Collection Days		
▪ days sponsored	(#)	1
▪ community participation	(%)	
▪ material collected	(tons or gal)	
School curricula implemented	(y/n)	Yes
SuAsCo exhibit	(# location)	2

Legal/Regulatory

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

Mapping and Illicit Discharges

Outfall mapping complete	(%)	100
Estimated or actual number of outfalls	(#)	188
System-Wide mapping complete	(%)	50 (100% of outfalls mapped)
Mapping method(s)		
▪ Paper/Mylar	(%)	N/A
▪ CADD	(%)	N/A
▪ GIS	(%)	100
Outfalls inspected/screened	(# or %)	188 outfalls
Illicit discharges identified (require further investigation)	(#)	4
Illicit connections removed	(#) (est. gpd)	0
% of population on sewer	(%)	0
% of population on septic systems	(%)	100

▪ Septic System inspections	(#)	139 (10 failed and 13 passed conditionally)
▪ New septic systems installed	(#)	17

Construction

Number of construction starts (>1-acre)	(#)	3
Estimated percentage of construction starts adequately regulated for erosion and sediment control	(%)	100 (>1ac)
Site inspections completed	(# or %)	3 (sites with more than 1 inspection each)
Tickets/Stop work orders issued	(# or %)	0
Fines collected	(# and \$)	0
Complaints/concerns received from public	(#)	0
New subdivision streets with completed inspections	(#)	0
Building permits opened (all construction projects)	(#)	32

*NR – Not reported as of the submission date

Post-Development Stormwater Management

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	(%)	0
Site inspections completed	(# or %)	0
Estimated volume of stormwater recharged	(gpy)	Unknown
New subdivision streets with completed inspections	(#)	Unknown

Operations and Maintenance

Average frequency of catch basin cleaning (non-commercial/non-arterial streets)	(times/yr)	2/ year
Average frequency of catch basin cleaning (commercial/arterial or other critical streets)	(times/yr)	1/year

Total number of structures cleaned	(#)	164
Storm drain cleaned	(LF or mi.)	Unknown
Qty. of screenings/debris removed from storm sewer infrastructure	(cy)	165
Disposal or use of sweepings (landfill, POTW, compost, recycle for sand, beneficial use, etc.)		recycled
Cost of screenings disposal	(\$)	Unknown
DPW responses to complaints (blocked catch basins and swales, street runoff flooding yard, washouts, sink holes, collapsing catch basins)	(#)	1

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	(tons)	Not tracked
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.)	(location)	recycled
Cost of sweepings disposal	(\$)	Unknown
Vacuum street sweepers purchased/leased	(#)	2 brooms
Vacuum street sweepers specified in contracts	(y/n)	n
Material collected at transfer station for proper disposal or recycling (Residents)		
▪ Newspaper	(tons)	342
▪ Yard waste collected at transfer station	(tons)	359
▪ Commingled material for recycling	(tons)	315
▪ White goods and scrap metal	(tons)	23
▪ Cathode ray tubes	(tons)	35
▪ Redeemable cans for charity	(tons)	30
Municipal Hazardous Waste to proper disposal		
▪ Part washer fluid	(# of times fluid disposed of & replaced)	Twice per year
▪ Antifreeze	(gallons)	0
▪ Waste Oil (burned in permitted waste oil burner of gas powered unit heaters in garage storage bay)	(gallons in '07-'08 heating season)	170

Reduction in application on public land of: ("N/A" = never used; "100%" = elimination)		
▪ Fertilizers	(lbs. or %)	Unknown
▪ Herbicides	(lbs. or %)	Unknown
▪ Pesticides	(lbs. or %)	Unknown
Integrated Pest Management Plan (IPM) in place for Town	(y/n)	Yes
Anti-/De-Icing products and ratios	% NaCl % CaCl ₂ % MgCl ₂ % CMA % Kac % KCl % Sand	50% NaCl 50% Sand
Pre-wetting techniques utilized	(y/n)	No
Manual control spreaders used	(y/n)	Yes
Automatic or Zero-velocity spreaders used	(y/n)	Yes
Estimated net reduction in typical year salt application	(lbs. or %)	Unknown
Salt pile(s) covered in storage shed(s)	(y/n)	Yes
Storage shed(s) in design or under construction	(y/n)	Constructed
Salt pile covered with impermeable tarp	(y/n)	N/A

EARTH DAY CLEANUP SCHEDULE

APRIL 21, 2007

NAME	ADDRESS	PHONE #	LOCATION REQUESTED	EMAIL
Neil Rossen	89 Pinehill Road	508-872-0736	Greystone to town line	rossens@msn.com
Marc Cascio - Troop 1 Boy Scouts	25 Breatneck Hill Road	508-460-6741	Rt.9 to Fitzgeralds Store	casciolimousine@msn.com
Joanne Flathers	3 Overlook Drive	508-485-4345	Overlook & E. Main	jflathers@charter.net
Sarah Kacevich	Algonquin Steering Committee	508-330-9623	Acre Bridge Road	
Stanley Tanenholtz	153 Middle Road	508-485-7185	Southside of Middle Road	stanenholtz@IEEE.org
Debbie Farrington	58 Flagg Road	508-460-0420	Flagg Road up to # 58	ddemuria@gmail.com
Shannon McDonald	67 Flagg Road	508-624-0994	From 58 Flagg to Deerfoot Road	
Gretchen Hartnett	20 General Henry Knox	508-624-6785	General Henry Loop	hartnettgm@charter.net
Matt	Fay School		Northboro Road from 495 to Town Line	
Hal Keiss	6 Mt. Vickery	508-481-5796	Mt. Vickery Road & Breakneck Hill Road	
Tom Thomas	130 Deerfoot Road	508-460-1651	Deerfoot Road Ext. & Rt. 9 Eagle Leasing to Crystal Pond	
Peg Murray	25 Edgewood Road	508-481-5083	Edgewood Road	
George and Stephanie Harris	67 Mt. Vickery Road	508-624-9582	Circle Rt. 85 Mt. Vickery - our side	siross36@aol.com
Susan Sheehan	44 Edgewood Road	508-481-9049	Framingham from Maplecrest	ssheehan61@charter.net
Peter McCullough	32 Pinehill Road	508-879-3463	Pinehill from Framingham line to Greystone	p.mccullough@ca.com
Mike McHenry	11 Latisquama Road	508-460-8801	Johnson Road to R.R. Bridge	emmc2@aol.com
Joanne Woodland	7 Jericho Hill Road	508-460-0602	Fisher at Jericho Hill & Chestnut Hill Road	
Breitfelder Family	1 Crestview Drive	508-229-0222	Rt.9 to Partridge, Crestview	breitjkt@charter.net
Bill Davis	11 Buffalo Run	508-480-9092	Framingham Road to East Main Street	
Whitney Beals	10 Chestnut Hill Road		Chestnut Hill Road	
Mark & Jessica Arpino	8 Lyman Street	508-480-9991	Rt. 85 North of 9 to Reservoir, White Bagley,	
			Latisquama to Partridge	

EARTH DAY CLEANUP SCHEDULE

APRIL 21, 2007

NAME	ADDRESS	PHONE #	LOCATION REQUESTED	EMAIL
DPW			Deerfoot Road from Rt. 9 to Nynex	
Paul Leduc	15 Ward Road	508-485-6807	Brigham and Ward	
Elizabeth Martins	3 Ledge Hill Road	508-786-9796	White Bagley from Latusquamato Rt. 30	emartins@us.ibm.com
Kaitlyn Boland & Family	35 East Main Street		Main St., Deerfoot to Clifford	
Scott Miller	34 Central Street	508-624-4395		
St Marks School			Cross Street to Medical Building	
Chris Robbins - Rotary Club	39 Parkerville Road	508-481-3797	Trotter and Neary School	chrisrobbins39@charter.net
Wendy McHugh	11 Hickory Road	508-481-3765	Main Street to Rt. 9	wjmcugh@yahoo.com
John Choate	22 East Main Street	508-624-0779	School Street	choates@gmail.com
Mei Liu	11 Bantry Road		Bantry, Tara & Blackthorn	doudouding2002@yahoo.com
Bigelow & Walsh	32 Bigelow Road	508-481-4361	Bigelow Road	makingavish21@yahoo.com
Samual Porter	12 John Street	508-229-2968	Middle Road Rt. 9 to Reservoir	
Elizabeth Moran	44 Oregon Road	508-485-4696	Oregon Road	emoran@doversherborn.org