



TOWN OF TEMPLETON
BOARD OF SELECTMEN
690 PATRIOTS ROAD • P.O. BOX 250
TEMPLETON, MASSACHUSETTS 01468
TEL: (978) 939-8801 • FAX: (978) 939-4065

10
7/21/08

April 23, 2008

SUBJECT: NPDES Phase II Stormwater Annual Report – Permit Year 5

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

To whom it may concern:

Attached please find the Annual Report for MS4 NPDES General Permit compliance for the town of Templeton. This report detailing work completed by Earth Tech Inc on behalf of the town fulfills the requirement of the general Permit W-040566 for the period of March 2007 through March 2008.

Sincerely,

John Henshaw
Chairman, Board of Selectmen

Enclosures

Cc: Stormwater Committee
File

Municipality/Organization: Town of Templeton

EPA NPDES Permit Number: MA R041225

MADEP Transmittal Number: W- 040566

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: Carol Skelton

Title: Town Coordinator

Telephone #: (978) 939-8801

Email: cskelton@templeton1.org

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:

Title:

Date:

John Henshaw

John Henshaw

Chairman, Board of Selectmen, Templeton

7/18/08

Part II. Self-Assessment

The Town of Templeton has made considerable progress in its fifth year of implementation of some major Measures in its Notice of Intent. Prior to the development of its Comprehensive Stormwater Management Program, including its NPDES Phase II Stormwater Management Plan, the Town had an assessment performed of current activities, programs, and regulations that could support the NPDES Stormwater program. This assessment has become the basis for modifying and changing current activities, regulations, programs, and informing town boards and departments of their obligation toward successful implementation of the Comprehensive Stormwater Program.

In accordance with Templeton's Comprehensive Stormwater Management Program the town has continued to implement its Discharge Detection and Elimination (IDDE) Program in Permit Year 5. The major accomplishment was the identification and mapping of over 90% of the outfalls to date. The town has mapped all of the Stormwater Outfalls and Culverts along Dudley Road, which is undergoing reconstruction. Areas of concern such as dry weather flow, stains, sediment accumulation, and growth have also been identified and mapped. The town highway department is drafting a plan to prioritize remediation of the outfalls. Approximately 90% of the Stormwater Infrastructure (catch basins, dropped inlets, culverts and manholes) have been mapped. Completion of the project slated for permit year 5. Copies of the NPDES Phase II Stormwater Management Plan for Permit Year 5 along with the associated maps are attached to this report.

Templeton is pleased to present the following summary describing its success at implementing the fifth year of its Stormwater Management program.

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)
1	Create a Stormwater Program	Board of Selectmen Highway Department Planning board Conservation Commission Board of Health	The Town of Templeton has <i>completed Stormwater Management Phase II Assessment</i> report. Copies are available for review by town departments and the public. The Town of Templeton Comprehensive Stormwater Management program was presented to the public at a Board of Selectmen meeting on February 23, 2004.	A stormwater workshop was held in August of 2007 to establish priorities for permit year 5. At this time the stormwater inspections team met with the Highway Superintendent. The Town of Templeton continued to publicly review the implementation of its Comprehensive Stormwater Management program.

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)
2	Create Stormwater Program	Highway Department	Y1-4; Templeton will identify appropriate sources of funding assistance (SRF, 319 Grant Program, Lakes and Ponds Grant Program, Source Water grant program, Recycling Grant program) and apply for assistance in implementing portions of its Comprehensive Stormwater Management Program, including public education and outreach.	The Town received a CDBG grant for Phase 1 of the Back Bay Project. In Permit year 5 catch basins and curbing, were added to the following streets in Baldwinville; Pleasant Street, from Elm to Forest; Forest Street, from Pleasant to Fessenden; and Fessenden , from Forest to the Army Corps wetland. The subsurface drainage systems and outfalls were reconstructed on those same streets using this grant money as well.
3	Address Specific Groups	Highway Department	Y1-5. Distribute EPA and other relevant educational brochures to targeted audiences. Distribution points include Town Offices and Library.	The Town of Templeton has made EPA educational material available at various locations in town.

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)
4	Target groups likely to impact Stormwater	Highway Department Stormwater Committee	Y2-5: Brochures targeting specific audiences and activities will be available. These target groups include homeowners and lawn maintenance activities, disposal of household waste, and pet maintenance.	The Town of Templeton continued to make brochures and pamphlets available at town buildings and the library.
5	Identify alternative information sources	Stormwater Committee Cable Committee	Y2-5: Templeton will post links to Stormwater BMP's and other water quality educational resources, including EPA and DEP on the town website. http://www.templeton1.org/	DEP and EPA links are posted to the town of Templeton's web site. EPA link is available through the DEP web site.
6	Identify alternative information sources	Stormwater Committee Cable Committee	Y2-5: Templeton will also post links to its website to the Millers River Watershed Council @ http://www.millersriver.net/mrwc/index.html and the Chicopee River Watershed Council @ http://www.chicopeeriver.org/	Millers River Watershed Link and the Chicopee River Watershed link are posted to the Town of Templeton website

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)
7	Utilize local public access channel	Stormwater Committee Cable Committee	Y1-2 Public meeting notice and a meeting reviewing Templeton's Comprehensive Stormwater Management Program was posted/televised on Templeton's local access channel. The Board of selectmen meeting on February 23, 2009 was broadcast on the local cable public access channel.	Measurable Goal completed in Year 1. Notices will continued to be posted on the local cable channel for the public meeting reviewing the Stormwater Program.
8	Develop, conduct, and document educational programs.	Board of selectmen Liaison	Y2-5: The town of Templeton will appoint a liaison to the Millers River Watershed Council and the Chicopee River Watershed Council to disseminate information to the Town on programs and activities.	Jo Anne Burdin, Conservation Commission and John Henshaw, Selectman, are on the Board of the Millers River Watershed Council. In addition Karen Tucker, resident, represents the Town on the Millers River Watershed Committee. The Otter River Stream Team participated in the Connecticut River Watershed Source-to-the-Sea clean-up in September 2007. This was done off West Road in the Trout Brook area The Town's Open Space Committee and the Conservation Commission played a role in the clean-up also.
9	Promote Household Waste Recycling	Board of Health	Y1-5: The Town of Templeton will work with its contracted waste hauler and the Board of health to continue to sponsor Hazardous Waste Collection Days.	Household Hazardous Waste Day was held and posted in the Gardner News as well as on the Town's website. In addition, flyers were placed at the Town's post office.

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)
10	Storm drain stenciling	Highway Department	The Templeton Highway Department will develop a system for stenciling of Storm Drains and Catch Basins and they have been cleaned. Also develop a worksheet that will provide information on type, location, date of cleaning and general condition of the Storm Drain systems in town.	Storm Drains are cleaned annually each spring and marked with a spot of paint indicating that the structure has been cleaned.
11	Community clean-ups	Highway Department Conservation Commission Open Space Committee	Y1-5: The Town of Templeton will encourage local stream team cleaning with local residents and town committees.	The Town of Templeton continued to encourage events that lead to clean up of streams, parks, and open space in the town. Events were publicized in the local newspapers. The Otter River Stream Team participated in the Connecticut River Watershed Source-to-the-Sea clean-up in September 2007. This was done off West Road in the Trout Brook area. The Town's Open Space Committee and the Conservation Commission played a role in the clean-up also.
12	Community clean-ups	Highway Department Conservation Commission Open Space Committee	Y1-5: Town will provide trucks and other material to support clean-up efforts and disposal of unwanted materials.	The Town of Templeton continued to support these programs.

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)
13	Inventory and mapping of the storm drain system.	Highway Department	Y1-5: Templeton will identify appropriate sources of funding assistance (SRF, 319 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.	The Town of Templeton continued to inventory and map the Storm Drain System with the assistance of the contractor hired to assist in this project.
14	Mapping and identification of outfalls and receiving waters.	Highway Department Board of Assessors	Y1: Templeton will develop and implement a plan to map all outfalls and receiving bodies of water, contingent on Town Meeting approval of funding.	Mapping and identification of the storm sewer system structures and outfalls to the receiving waters was completed. A GIS based map was created.

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)
15	Identification/description of problem areas	Highway Department	Y1: Templeton will develop and implement an illicit Discharge Detection and Elimination (IDDE) plan.	Identification of potential problem areas has been completed as part of the IDDE plan. The “Back Bay” section of town was identified as a potential problem area and a Community Development Block Grant (CDBG) was received in 2005. The grant allowed areas of the “Back Bay” to be addressed. Areas included the following streets in Baldwinville; Pleasant Street, from Elm to Forest; Forest Street, from Pleasant to Fessenden; and Fessenden, from Forest to the Army Corps wetland. The subsurface drainage systems and outfalls were reconstructed on those same streets using this grant money as well.
16	Enforcement procedures addressing illicit discharges	Board of Selectmen Planning Board Town Counsel Board of Health	Y3: Templeton will review whether local authority is appropriate and able to respond to potential illicit discharges. New by-laws, if necessary, will be proposed at Annual Town meeting.	The Town of Templeton has completed an Illicit Discharge and Detection Elimination (IDDE) Program as part of the Town’s Comprehensive Stormwater Management program. The Bylaw for IDDE was passed at the Town Meeting. A copy of the Bylaw is attached.

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)
17	Public information program regarding hazardous wastes and dumping	Highway Department Board of Health Cemetery and Parks	Y2-5: Templeton will provide educational brochures to town residents.	Hazardous Waste Collection days are advertised in the local paper, local cable channel, and flyers are posted in Town Buildings. In Templeton center and Baldwinville center the Cemetery and Parks Department places a sign posted with Hazardous Waste collection days and times. Educational brochures continue to be made available at town buildings.
18	Initiation of recycling programs.	Board of Health Planning Board	Y1-5: Templeton will apply for funding from DEP's Recycling Grant program for assistance in public education and the purchase of recycling materials.	Recycling activities continued.

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)
19	Watershed assessments and studies	Highway Department Conservation Commission Board of Health	Y1-5: Templeton will identify opportunities for funding assistance from DEP's 319 Grant program, and the Department of Environmental Management's Lakes & Ponds Grant program to support watershed assessment and implementation activities. Tasks may include design and installation of Stormwater BMP's and public outreach. Emphasis will be on assessment and remediation of Stormwater related problems impacting water quality in Bourn-Hadley Pond, Brazell Pond, Depot Pond, Greenwood Pond, Otter River, Candlelight pond, and Beaver Brook. These water bodies have been identified as impaired and are on DEP's 303d list.	The Town continued to fund this assessment through a combination of Annual town Meeting funds and assistance from the Templeton Water Department.
20	Watershed assessments and studies	Highway Department Water Department	Y2-5: The Town of Templeton will 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 II areas in Templeton.	The Town of Templeton did not receive any grant during Permit Year 5. The Town continued to monitor for protection of the Zone II aquifer wellheads

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)
21	By-law: Stormwater management regulations for construction sites 1 acre or larger	Planning Board Conservation Commission Town Counsel Board of Health Zoning board of Appeals	Y2-5: Templeton will review model by-laws developed by DEP in consultation with the Attorney General's Office.	A Bylaw governing Stormwater management for construction sites 1 acre or larger was passed in permit year 5.

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)
22	By-law require post-construction runoff controls	Planning Board Conservation Commission Town Counsel Board of Health Zoning board of Appeals	Y2-5: Templeton will review model by-laws developed by DEP in consultation with the Attorney General's Office.	The Bylaw governing post construction runoff controls is under review.

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)
23	Develop a municipal Operations and Maintenance Plan	Highway Department	Y1: Using regulations and recommendations from DEP and EPA, Templeton will develop and update an Operations and Maintenance plan to include proper disposal of street sweepings, catch basin cleanout material, snow disposal, roadway de-icing procedures, vehicle washing, and outside storage of materials.	The Templeton Highway Facility continued to follow the Spill Prevention Control and Countermeasure (SPCC) Plan for the town fuel facility. The SPCC contains BMP's educational materials for preventing and responding to potential gasoline and diesel discharge into Stormwater. The Highway Department has also purchased a spill kit in the event a spill takes place. If the spill is greater than a 10 gallon spill DEP is notified along with the Board of Health. The Templeton highway Facility continued to follow the Stormwater Pollution Prevention Plan (SWPPP), which addresses BMP's and good housekeeping procedures regarding vehicle maintenance activities, on-site storage, and employee education.

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)
24	Develop a municipal Operations and Maintenance Plan	Highway Department	Y2: Templeton implemented a formal inspection program, including maintenance logs and scheduling, for catch basin cleaning, repairs, and new installations.	The Town of Templeton continued spring street sweeping activities and maintains a log the streets swept. The Town continued catch basin cleaning as needed throughout the year.
25	Develop and implement training programs for municipal employees	Highway Department	Y1-5: Each year, Templeton will send a minimum of 3 Town employees to training seminars sponsored by MassHighway, BayState Roads, and other relevant agencies or vendors.	No town employees were sent to training in Permit Year 5.
26	Review storm drainage infrastructure needs	Highway Department	Y1-5: Templeton will incorporate storm drain infrastructure review in its Chapter 90 project utilizations.	The following chapter 90 projects were undertaken: South Road project: new catch basins were added to the system to catch storm runoff. Back Bay area of Baldwinville: Pleasant Street, from Elm to Forest; Forest Street, from Pleasant to Fessenden; and Fessenden , from Forest to the Army Corps wetland Dudley Road project: State project- new stormwater features were designed and added from Templeton center to the Phillipston town line.

Part IV. Summary of Information Collected and Analyzed

See report entitled "National Pollutant Discharge Elimination System (NPDES) Phase II Stormwater Management Plan 2008 Status Report, Templeton, Massachusetts," dated April 2008, included herein under Part II, Self-Assessment.