

2/25/11
P.S

Municipality/Organization: Town of Uxbridge

EPA NPDES Permit Number: MAR-04-1166

MaDEP Transmittal Number: W-050211

Annual Report Number No. 6: March 08-March 09
& Reporting Period: No. 7: March 09-March 10

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Benn Sherman, P.E.

Title: Director of Public Works

Telephone #: (508) 278- 8616

Email: bsherman@uxbridge-ma.gov

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: Benn S. Sherman

Printed Name: Benn S. Sherman, P.E.

Title: Director of Public Works

Date: 2/23/2011

Part II. Self-Assessment

The Town of Uxbridge has completed the required self-assessment and has determined that our municipality is in compliance with all permit conditions, except for the following provisions:

Part II.B.1-6 Any Provisions of Part II.B.1-6 that have not been met are detailed in Part III below. During permit years 6 and 7, there was staff turnover. The DPW Superintendent left in April 2008, the Assistant DPW Superintendent left in July 2008, the Town Planner and Town Manager left in February 2009. The DPW Superintendent position was left unfilled until September 2009.

Part II.B.8 The Town encourages BMPs that promote groundwater recharge and Standard 3 of the state Storm Water Management Policy. However, specific groundwater recharge/infiltration policies have not yet been developed.

Part II.F Failed to submit annual report on or before May 1, 2010. Submitted on February 25, 2011.

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 6 and 7 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 8
1.1	Classroom Education on Stormwater	Department of Public Works	Three grade levels participate, three sets of educational materials, two workshops for teachers.	Materials from the EPA, BRWA and DEP distributed to the public schools. Teachers currently teaching environmental sciences to three plus grade levels.	Continue distribution of materials and teaching of environmental science classes.
Revised					
1.2	Flyer and Brochure Distribution	Department of Public Works	Develop and distribute one flyer and two fact sheets, distribute in utility bills and Town buildings (eg. DPW, library, town hall).	Permit Year 6: The flyer “Blackstone River Watershed – Do’s and Don’t’s” was mailed with water/sewer bills. A stormwater flyer is posted in DPW office entryway. In addition, the BRWA distributed handouts to homeowners, municipal leaders, and business owners on best practices for “River friendly” behavior in Uxbridge and surrounding communities. Permit Year 7: No flyers were distributed due to staff turnover. A stormwater flyer continued to be posted in the DPW office entryway.	Continue to post a stormwater flyer in the DPW office entryway. Restart distributing flyers to Uxbridge Residents in Urban Areas. Restart distributing fact sheets in water/sewer bills.
Revised					

1.3	Using the Media	Department of Public Works	One article published local cable service announcement and press release each year.	Stormwater Management Guides for Homeowners, Small Farms, and Horse Owners are posted on the Town's website for the Planning Department No stormwater messages were aired on the local cable service; however, the environmental hotline number continues to be aired on the local cable service. No articles or press releases were published in permit year 6 or permit year 7 due to staff turnover.	Continue posting Stormwater Management articles on the Town's website. Restart stormwater messages to be aired on the local cable service announcement. Work on publishing an article and press release for Permit Year 9.
Revised					
1.4	Hazardous Waste Management	Department of Public Works	Track the amount of household hazardous waste collected during days. Team with neighboring town to hold monthly collection days.	Permit Year 6 and 7: Continued teaming with Town of Blackstone for collection of household hazardous materials in Blackstone. The facility is typically open three days per week and year round. Additionally, a metals recycling collections and leaf/brush disposal program was conducted 2-3 days per week from April through November.	Continue to team with the Town of Blackstone to collect household hazardous materials. Continue to hold a leaf/brush disposal and metal recycling program. In addition, recycling fundraisers will be run by local organizations for collection of tv's, appliances, and computers.
Revised					

1a. Additions

2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 6 and 7 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 8
2.1 Revised	Storm Water Committee	Department of Public Works	Establish committee and meet quarterly.	The last meeting of the stormwater committee was held prior to the 5/13/2008 Town Meeting. Following the last stormwater committee meeting, staff turnover of the DPW Superintendent, DPW Assistant Superintendent, Town Planner, and Town Manager contributed to the committee's demise.	In Permit Year 8, the Town will start the process to re-kindle the stormwater committee to work on another version of the stormwater bylaw. The Town plans to present a stormwater bylaw at the 11/2011 Town meeting.
2.2 Revised	Stream Cleanup and Monitoring	Department of Public Works	Create a document which outlines procedures for stream cleanup and monitoring. Yearly cleanups by local groups	Permit Year 6: A stream cleanup was held on April 26, 2008 by Blackstone River Watershed Association. Permit Year 7: A stream cleanup was held in 2009 by Blackstone River Watershed Association.	Local groups will continue yearly cleanups.
2.3 Revised	Stencil Storm Drains	Department of Public Works	Prioritize areas to be stenciled. Stencil 30 storm drains per year starting in year three.	No storm drains were stenciled in Permit Year 6 or 7 due to staff turnover.	The Town plans to work on reorganizing the storm drain stenciling program in Permit Year 8. During Permit Year 9, at least 30 storm drains will be stenciled.
2.4 Revised	Attitude Surveys Stormwater Workshops	Department of Public Works Department of Public Works	Two surveys completed, compiled and analyzed. Organize and hold one Stormwater Workshop per year.	No attitude surveys were done in Permit Year 6 or 7 due to staff turnover.	In Permit Year 8, the Town plans to coordinate with either BRC or BRWA to develop a stormwater workshop to be held during Permit Year 9.
2.5 Revised	Community Hotline	Department of Public Works	Establish hotline, track number of calls and number of problems/incidents remedied.	Hotline continues to be active (508-278-8617) and advertised on local cable TV channel. In Permit Year 6, two calls were received and tracked. In Permit Year 7, no calls were received.	Continue to track number of calls and number of problems/incidents remedied.

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 6 and 7 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 8
3.1	Illicit Discharge Bylaw or Regulation	Department of Public Works	Develop bylaw and present it to the Town meeting or adopt a regulation.	Permit Year 6: The Stormwater Committee developed a bylaw that was presented to the voters on May 13, 2008. The bylaw failed. Permit Year 7: No activities were performed due to staff turnover.	In Permit Year 8, the Town will start the process to re-kindle the stormwater committee. The stormwater committee will review the previous bylaw and why it failed and start to draft another version of the stormwater bylaw. The Town plans to present a stormwater bylaw at the 11/2011 Town meeting.
3.2	Drainage System Inspections and Mapping	Department of Public Works	Locate drainage structures with GPS unit, update the GIS databases and system map, and inspect each structure.	Completed previously.	In Permit Year 8, the Town will start the process to update the drainage system mapping. Since the original drainage system map was produced, new subdivisions and developments with drainage systems have been built. These drainage systems will be added to the drainage system mapping.
3.3	Inspect and Sample Discharges in UAs	Department of Public Works	Inspect and sample discharges in Urban Areas if flow is present. Inspect discharges after mapping is complete and sample if flow is present.	No activities were planned for Permit Year 6 or 7.	None.

3.4	Illegal Dumping Education	Department of Public Works	Track the number of educational tools distributed, illegal dumps reported, penalties, rewards to citizens, and illegal dumps cleaned up. Coordinate with non-municipal partner to include illegal dumping materials in the classroom education, flyers and brochures in BMP's 1.1 and 1.2. Track the number of educational tools distributed, illegal dumps reported, penalties, rewards to citizens, and illegal dumps cleaned up.	Illegal dumping materials have been provided to schools in BMP's 1.1 and 1.2. Two calls received on hotline in year 6, no calls received on hotline in year 7.	Track the number of educational tools distributed, illegal dumps reported, penalties, rewards to citizens, and illegal dumps cleaned up.
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 6 and 7 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 8
4.1	Soil and Erosion Control Bylaw or Regulation	Department of Public Works	Develop bylaw and present it to the Town meeting, or adopt a regulation.	Permit Year 6: The Stormwater Committee developed a bylaw that was presented to the voters on May 13, 2008. The bylaw failed. Permit Year 7: No activities were performed due to staff turnover.	In Permit Year 8, the Town will start the process to re-kindle the stormwater committee. The stormwater committee will review the previous bylaw and why it failed and start to draft another version of the stormwater bylaw. The Town plans to present a stormwater bylaw at the 11/2011 Town meeting.
Revised					
4.2	Construction Inspections	Department of Public Works	DPW to inspect construction activities on a weekly basis. Report number of complaints from residents.	In Permit Year 6 and 7: No construction inspections were performed due to staff turnover. No construction-related complaints from residents have been reported.	DPW plans to work on developing a program to inspect construction sites. The Town will continue to report number of complaints from residents.
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 6 and 7 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 8
5.1	Bylaw or Regulation for Post Construction Runoff	Department of Public Works	Develop bylaw and present it to the Town meeting or adopt a regulation.	Permit Year 6: The Stormwater Committee developed a bylaw that was presented to the voters on May 13, 2008. The bylaw failed. Permit Year 7: No activities were performed due to staff turnover.	In Permit Year 8, the Town will start the process to re-kindle the stormwater committee. The stormwater committee will review the previous bylaw and why it failed and start to draft another version of the stormwater bylaw. The Town plans to present a stormwater bylaw at the 11/2011 Town meeting.
Revised					
5.2	BMP Inspection and Maintenance	Department of Public Works	Inspect all Town maintained structural BMPs bi-annually, document the number of problems identified and remedied, review changes in water quality of effluent.	Permit Year 6 and 7: No inspections of Town maintained structural BMPs were performed due to staff turnover.	In Permit Year 8, the Towns plans to work on developing a program to inspect all Town maintained structural BMPs, document the number of problems identified and remedied, and review changes in water quality of effluent.
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 6 and 7 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 8
6.1	Predictive Catch Basin Program	Department of Public Works	Develop a standardized catch basin and storm drain inspection program, collect data, refine based on trends.	In Permit Year 6, the Town cleaned 1,367 catch basins. In Permit Year 7, the Town cleaned 1,347 catch basins.	Continue cleaning catch basins.
Revised					
6.2	Street Cleaning	Department of Public Works	Sweep all streets once in years 1-2, twice in years 3-5, sweep all parking lots annually, in year five sweep lots twice.	Town has swept all parking lots and the streets in the UAs at least once in permit year 6 and 7.	The Town will sweep all streets in UAs once in Permit Year 8. Sweep all parking lots annually.
Revised					
6.3	Investigate Town Owned BMPs for Retrofit Opportunities	Department of Public Works	Inspect all the BMPs annually.	Permit Year 6 and 7: No inspections of Town maintained structural BMPs were performed due to staff turnover.	In Permit Year 8, the Towns plans to work on developing a program to inspect all Town maintained structural BMPs and to investigate BMPs for retrofit opportunities.
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 6 and 7 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 8
N/A	No TMDLs have been established thus far.				
Revised					

7a. Additions

7b. WLA Assessment

Part IV. Summary of Information Collected and Analyzed

Through the use of a small contract with an independent contractor, catch basins in the Town's drainage system were cleaned in 2008 and 2009. The Town plans to continue a yearly cleaning schedule of all catch basins. This information will be used to help develop the catch basin and drainage inspection program.

February 23, 2011

Mr. Fred Civian
Massachusetts Department of Environmental Protection
One Winter Street – Fifth Floor
Boston, MA 02108

RE: NPDES Small MS4 General Permit Number [MAR041166]
Year 6 and 7 Annual Report
Uxbridge, Massachusetts

Dear Mr. Civian:

On behalf of the Department of Public Works of the Town of Uxbridge, BETA Group Inc. is submitting the enclosed Year 6 and 7 Annual Report for NPDES Small MS4 General Permit Number [MAR041166].

If we can be of any further assistance regarding this matter, please contact Jenn Hupp or myself at our office.

Sincerely,
BETA Group, Inc.


Angela M. Saunders, P.E.
Project Engineer

cc: Ms. Glenda Velez, US EPA CIP
Benn Sherman, Uxbridge DPW

K:\3099 Uxbridge Audit Update\Uxbridge SWMP Annual Report\Reports\MS4 Annual Report 2009-2010\DEP Cover letter.doc

February 23, 2011

Ms. Denny Dart (OES 04-4)
US EPA, New England Region
Office of Environmental Stewardship
5 Post Office Square
Boston, MA 02109-3912

RE: NPDES Small MS4 General Permit Number [MAR041166]
Year 6 and 7 Annual Report
Uxbridge, Massachusetts

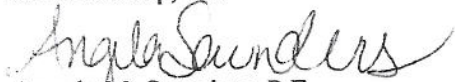
Dear Ms. Dart:

On behalf of the Department of Public Works of the Town of Uxbridge, BETA Group Inc. is submitting the enclosed Year 6 and 7 Annual Report for NPDES Small MS4 General Permit Number [MAR041166].

We have also sent copies of the annual report to Fred Civian at the Boston office of DEP.

If we can be of any further assistance regarding this matter, please contact Jenn Hupp or myself at our office.

Very truly yours,
BETA Group, Inc.


Angela M. Saunders, P.E.
Project Engineer

cc: Ms. Glenda Velez, US EPA CIP
Benn Sherman, Uxbridge DPW

K:\3099 Uxbridge Audit Update\Uxbridge SWMP Annual Report\Reports\MS4 Annual Report 2009-2010\EPA Cover Letter.doc