

JSM

**Municipality/Organization:** Town of West Newbury, Ma. 01985

**EPA NPDES Permit Number:** MAR 041231

**MaDEP Transmittal Number:** W-21004703

**Annual Report Number**

**& Reporting Period:** MAR-05 - MAR 06

## NPDES PII Small MS4 General Permit Annual Report

### Part I. General Information

**Contact Person:** Gary Bill **Title:** Highway Supt.

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### 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:** Gary J. Bill

**Printed Name:** Gary J. Bill

**Title:** Highway Supt.

**Date:** 10/11/06

The Town of West Newbury is progressing well in achieving the goals stated in the original Notice of Intent for Phase II of NPDES. The Selectmen have been working on adopting By-Laws but as yet not met these goals.

In addition to the requirements and outline shown in our progress report the Planning Board in conjunction with other boards has approved new Rules and Regulations that contains positive requirements that will help reach our goals. Included are provisions for competent supervision of projects, site cleanup requirements, catch basin details, and sedimentation control details.

These changes reinforce other department's requirements to achieve the goals necessary to be in compliance with NPDES phase II .

Our maintenance efforts continue to be ongoing and new people and organizations are being brought on board to increase or effectiveness.

## 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 2006 (Reliance on non-municipal partners indicated, if any)              | Planned Activities - Permit Year 2007                                                   |
|---------------|---------------------------------|-------------------------------|-------------------------------------|------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|
| 1A<br>Revised | Public Education Seminars       | Selectmen                     | every year alternatives school/Town | We are still working on getting approval working towards Spring → 2007                                     |                                                                                         |
|               |                                 |                               |                                     |                                                                                                            |                                                                                         |
| 1B<br>Revised | Flyers + Pamphlets              | Selectmen + Health Dept       | send out                            | recycling Info sheet + Item disposal sheet have been sent                                                  | Since 2003 7x 1,550 flyers in 2007 we would like to add to the information distributed. |
|               |                                 |                               |                                     |                                                                                                            |                                                                                         |
| 1C<br>Revised | Stormwater Info on the Web Page | Selectmen + Technology Comm.  |                                     | Still waiting for the technology comm. To include stormwater recycling + hazardous waste items on the page | goal progress → 2007                                                                    |
|               |                                 |                               |                                     |                                                                                                            |                                                                                         |

## 1a. Additions

|    |          |  |  |                                      |                                                       |
|----|----------|--|--|--------------------------------------|-------------------------------------------------------|
| 1A | Seminars |  |  | Include Town in the Merrimack Valley | Negotiating with Merrimack Valley Planning still 2007 |
|----|----------|--|--|--------------------------------------|-------------------------------------------------------|



## 2. Public Involvement and Participation

| BMP ID #      | BMP Description       | Responsible Dept./Person Name | Measurable Goal(s)                           | Progress on Goal(s) - Permit Year 1 2006 (Reliance on non-municipal partners indicated, if any) | Planned Activities - Permit Year 2 2007                                 |
|---------------|-----------------------|-------------------------------|----------------------------------------------|-------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------|
| 2A<br>Revised | Q+A Sessions          | Selectmen                     | 1 Every Year<br>Alternative<br>School/Public | To coincide with<br>the Seminar mentioned<br>in 1A                                              | Still in the planning<br>stage hopeful to<br>announce something by 2007 |
| 2B<br>Revised | Clean up<br>+ Monitor | Open Space<br>Comm.           | 1/yr.                                        | Had Earth Day<br>this year 2006<br>Rubbish containers in                                        | Urban locations<br>will do again<br>this year                           |
| 2C<br>Revised | Clean up<br>+ Monitor | W.N. Boy Scouts               | 1 or 2 /yr.                                  | Ongoing<br>done this year                                                                       | Will be<br>scheduled 2007                                               |
| 2D<br>Revised | Shown below           | New #                         |                                              |                                                                                                 |                                                                         |
|               |                       |                               |                                              |                                                                                                 |                                                                         |
|               |                       |                               |                                              |                                                                                                 |                                                                         |

## 2a. Additions

|    |                       |                  |                          |                                                                                |                       |
|----|-----------------------|------------------|--------------------------|--------------------------------------------------------------------------------|-----------------------|
| 2D | Clean up<br>+ monitor | Highway<br>Dept. | River +<br>Swale cleanup | Inmates from<br>Essex County Sheriff's<br>office have been<br>used to clean-up | Same for this<br>Year |
|----|-----------------------|------------------|--------------------------|--------------------------------------------------------------------------------|-----------------------|

River side + roadways

## 3. Illicit Discharge Detection and Elimination

| BMP ID #      | BMP Description        | Responsible Dept./Person Name | Measurable Goal(s) | Progress on Goal(s) - Permit Year 1 2006<br>(Reliance on non-municipal partners indicated, if any) | Planned Activities - Permit Year 2 2007 |
|---------------|------------------------|-------------------------------|--------------------|----------------------------------------------------------------------------------------------------|-----------------------------------------|
| 3A<br>Revised | Storm Drain System Map | Highway Dept.                 | Produce a map      | Completed                                                                                          |                                         |
|               |                        |                               |                    |                                                                                                    |                                         |
|               |                        |                               |                    |                                                                                                    |                                         |
| 3B<br>Revised | Adoption of The By-Law | Selectmen                     |                    | Still working on this hope to have a draft by                                                      | Spring 2007                             |
|               |                        |                               |                    |                                                                                                    |                                         |
|               |                        |                               |                    |                                                                                                    |                                         |
|               |                        |                               |                    |                                                                                                    |                                         |
|               |                        |                               |                    |                                                                                                    |                                         |
|               |                        |                               |                    |                                                                                                    |                                         |

## 3a. Additions

|    |                   |         |                                |  |                  |
|----|-------------------|---------|--------------------------------|--|------------------|
| 3C | Catch basin decal | Highway | Put decals on all catch basins |  | Planned for 2007 |
|    |                   |         |                                |  |                  |

## 4. Construction Site Stormwater Runoff Control

| BMP ID #   | BMP Description     | Responsible Dept./Person Name | Measurable Goal(s) | Progress on Goal(s) - Permit Year 1 2006 (Reliance on non-municipal partners indicated, if any) | Planned Activities - Permit Year 2 2007 |
|------------|---------------------|-------------------------------|--------------------|-------------------------------------------------------------------------------------------------|-----------------------------------------|
| 4A Revised | Construction By-Law | Selection                     | By-Law             | Add construction By-Law together with # 3 B                                                     | still working on this. Hopeful for 2007 |
| Revised    |                     |                               |                    |                                                                                                 |                                         |
| Revised    |                     |                               |                    |                                                                                                 |                                         |
| Revised    |                     |                               |                    |                                                                                                 |                                         |
| Revised    |                     |                               |                    |                                                                                                 |                                         |
| Revised    |                     |                               |                    |                                                                                                 |                                         |
| Revised    |                     |                               |                    |                                                                                                 |                                         |

## 4a. Additions

|    |                             |                |                                                                   |           |  |
|----|-----------------------------|----------------|-------------------------------------------------------------------|-----------|--|
| 4B | Updated Planning Board Regs | Planning Board | Regs to reflect upgrading of storm water structures & Enforcement | Done 2006 |  |
|    |                             |                |                                                                   |           |  |

## 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 2006<br>(Reliance on non-municipal partners indicated, if any) | Planned Activities - Permit Year 2 2007 |
|---------------|------------------------|-------------------------------|--------------------------------------|----------------------------------------------------------------------------------------------------|-----------------------------------------|
| SA<br>Revised | Enforcement of By-Laws | Selection                     | Add Enforcement Regs. to the By-Laws | When the By-Laws are done we can use them to add enforcement clauses to the Regs                   | hopeful 2007                            |
| Revised       |                        |                               |                                      |                                                                                                    |                                         |
| Revised       |                        |                               |                                      |                                                                                                    |                                         |
| Revised       |                        |                               |                                      |                                                                                                    |                                         |
| 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 2006 (Reliance on non-municipal partners indicated, if any) | Planned Activities - Permit Year 2                                                            |
|---------------|-----------------------------------------|-------------------------------|-------------------------------|-------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|
| 6A<br>Revised | Municipal Operations & Maintenance Plan | Highway & Conservation        | Extend to all mun. facilities | Operation & maintenance plans for Mun facilities are in place                                   | To be reviewed and upgraded as needed every year                                              |
| Revised       |                                         |                               |                               |                                                                                                 |                                                                                               |
| 6B<br>Revised | Upgrade of Integrate Drainage System    | Highway Super.                | 1 street/yr                   | 3 streets done 2006                                                                             | 3 streets planned 2007                                                                        |
| Revised       |                                         |                               |                               |                                                                                                 | includes ditches, swale cleanup, catch basins replacement & culvert replacement where needed. |
| Revised       |                                         |                               |                               |                                                                                                 |                                                                                               |
| Revised       |                                         |                               |                               |                                                                                                 |                                                                                               |

## 6a. Additions

|  |  |  |  |  |  |
|--|--|--|--|--|--|
|  |  |  |  |  |  |
|  |  |  |  |  |  |



## 7. BMPs for Meeting Total Maximum Daily Load (TMDL) Waste Load Allocations (WLA) &lt;&lt;if applicable&gt;&gt;

| 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 |
|----------|-----------------|-------------------------------|--------------------|--------------------------------------------------------------------------------------------|------------------------------------|
| Revised  |                 |                               |                    |                                                                                            |                                    |
| Revised  |                 |                               |                    |                                                                                            |                                    |
| Revised  |                 |                               |                    |                                                                                            |                                    |
| Revised  |                 |                               |                    |                                                                                            |                                    |
| Revised  |                 |                               |                    |                                                                                            |                                    |
| Revised  |                 |                               |                    |                                                                                            |                                    |
| Revised  |                 |                               |                    |                                                                                            |                                    |

## 7a. Additions

|  |  |  |  |  |  |
|--|--|--|--|--|--|
|  |  |  |  |  |  |
|  |  |  |  |  |  |

## 7b. WLA Assessment

## Part IV. Summary of Information Collected and Analyzed

## Part V. Program Outputs &amp; Accomplishments (OPTIONAL)

## Programmatic

|                                                |       |   |
|------------------------------------------------|-------|---|
| Stormwater management position created/staffed | (y/n) |   |
| Annual program budget/expenditures             | (\$)  | 0 |
|                                                |       |   |
|                                                |       |   |

## Education, Involvement, and Training

|                                                                         |               |                         |
|-------------------------------------------------------------------------|---------------|-------------------------|
| Estimated number of residents reached by education program(s)           | (# or %)      | 1,650 households        |
| Stormwater management committee established                             | (y/n)         |                         |
| Stream teams established or supported                                   | (# or y/n)    | working with volunteers |
| Shoreline clean-up participation or quantity of shoreline miles cleaned | (y/n or mi.)  | All 100% last year      |
| Household Hazardous Waste Collection Days                               |               |                         |
| ▪ days sponsored                                                        | (#) /         | Per year                |
| ▪ community participation                                               | (%) ?         |                         |
| ▪ material collected                                                    | (tons or gal) | ? Sizeable              |
| School curricula implemented                                            | (y/n)         |                         |
|                                                                         |               |                         |
|                                                                         |               |                         |
|                                                                         |               |                         |

## Legal/Regulatory

| Regulatory Mechanism Status (indicate with "X")    | In Place<br>Prior to<br>Phase II | Under<br>Review | Drafted | Adopted            |
|----------------------------------------------------|----------------------------------|-----------------|---------|--------------------|
|                                                    |                                  |                 |         |                    |
| ▪ Illicit Discharge Detection & Elimination        |                                  |                 |         | <i>add. to end</i> |
| ▪ Erosion & Sediment Control                       | X                                |                 |         | X                  |
| ▪ Post-Development Stormwater Management           | X                                |                 |         |                    |
| Accompanying Regulation Status (indicate with "X") |                                  |                 |         |                    |
| ▪ Illicit Discharge Detection & Elimination        |                                  |                 |         |                    |
| ▪ Erosion & Sediment Control                       |                                  |                 |         |                    |
| ▪ Post-Development Stormwater Management           |                                  |                 |         |                    |

## Mapping and Illicit Discharges

|                                        |              |                   |
|----------------------------------------|--------------|-------------------|
| Outfall mapping complete               | (%) 100      | Date              |
| Estimated or actual number of outfalls | (#)          |                   |
| System-Wide mapping complete           | (%) 100      | Date              |
| Mapping method(s)                      |              |                   |
| ▪ Paper/Mylar                          | (%)          |                   |
| ▪ CADD                                 | (%) 100      |                   |
| ▪ GIS                                  | (%)          |                   |
| Outfalls inspected/screened            | (# or %) 100 | Yes               |
| Illicit discharges identified          | (#)          |                   |
| Illicit connections removed            | (#)          | <i>none known</i> |
|                                        | (est. gpd)   |                   |
| % of population on sewer               | (%) 0        | <i>None</i>       |
| % of population on septic systems      | (%) 100      |                   |
|                                        |              |                   |



**Construction**

|                                                                                                   |                |              |
|---------------------------------------------------------------------------------------------------|----------------|--------------|
| Number of construction starts (>1-acre)                                                           | (#)            | No data      |
| Estimated percentage of construction starts adequately regulated for erosion and sediment control | (%) / 100      | 111          |
| Site inspections completed                                                                        | (# or %) / 100 | 111          |
| Tickets/Stop work orders issued                                                                   | (# or %) / 100 | no data      |
| Fines collected                                                                                   | (# and \$)     |              |
| Complaints/concerns received from public                                                          | (#)            | very small # |
|                                                                                                   |                | all checked  |
|                                                                                                   |                | responded to |

**Post-Development Stormwater Management**

|                                                                                                                          |               |  |
|--------------------------------------------------------------------------------------------------------------------------|---------------|--|
| Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control | (%) ~ 100     |  |
| Site inspections completed                                                                                               | (# or %) ~ 90 |  |
| Estimated volume of stormwater recharged                                                                                 | (gpy) ?       |  |
|                                                                                                                          |               |  |
|                                                                                                                          |               |  |

**Operations and Maintenance**

|                                                                                                 |                |                      |
|-------------------------------------------------------------------------------------------------|----------------|----------------------|
| Average frequency of catch basin cleaning (non-commercial/non-arterial streets)                 | (times/yr)     | 1/yr                 |
| Average frequency of catch basin cleaning (commercial/arterial or other critical streets)       | (times/yr)     | 4/yr                 |
| Total number of structures cleaned                                                              | (#)            | 417                  |
| Storm drain cleaned                                                                             | (LF or mi.)    |                      |
| Qty. of screenings/debris removed from storm sewer infrastructure                               | (lbs. or tons) | 110 yds <sup>3</sup> |
| Disposal or use of screenings (landfill, POTW, compost, recycle for sand, beneficial use, etc.) |                | Taken                |
| Cost of screenings disposal                                                                     | (\$)           | avg                  |
|                                                                                                 |                |                      |
|                                                                                                 |                |                      |
| Average frequency of street sweeping (non-commercial/non-arterial streets)                      | (times/yr)     | once/yr              |



|                                                                                      |                |               |
|--------------------------------------------------------------------------------------|----------------|---------------|
| Average frequency of street sweeping (commercial/arterial or other critical streets) | (times/yr)     | 1/yr.         |
| Qty. of sand/debris collected by sweeping                                            | (lbs. or tons) | 27 tons       |
| Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.)                | (location)     | Hingham, Yard |
| Cost of sweepings disposal                                                           | (\$)           | until needed  |
| Vacuum street sweepers purchased/leased                                              | (#)            |               |
| Vacuum street sweepers specified in contracts                                        | (y/n)          |               |
|                                                                                      |                |               |

|                                                                                        |             |                                                          |
|----------------------------------------------------------------------------------------|-------------|----------------------------------------------------------|
| Reduction in application on public land of: ("N/A" = never used; "100%" = elimination) |             |                                                          |
| ▪ Fertilizers                                                                          | (lbs. or %) |                                                          |
| ▪ Herbicides                                                                           | (lbs. or %) | Hardly any use                                           |
| ▪ Pesticides                                                                           | (lbs. or %) | N/A                                                      |
|                                                                                        |             | Near wetlands                                            |
|                                                                                        |             | have maintenance plans in place                          |
|                                                                                        |             | cover by liability over or elimination of these products |

|                                                          |                                                                                           |      |
|----------------------------------------------------------|-------------------------------------------------------------------------------------------|------|
| Anti-/De-Icing products and ratios                       | % NaCl<br>% CaCl <sub>2</sub><br>% MgCl <sub>2</sub><br>% CMA<br>% Kac<br>% KCl<br>% Sand | 75-  |
| Pre-wetting techniques utilized                          | (y/n)                                                                                     | N/A  |
| Manual control spreaders used                            | (y/n)                                                                                     | Yes  |
| Automatic or Zero-velocity spreaders used                | (y/n)                                                                                     | None |
| Estimated net reduction in typical year salt application | (lbs. or %)                                                                               | None |
| Salt pile(s) covered in storage shed(s)                  | (y/n)                                                                                     | Yes  |
| Storage shed(s) in design or under construction          | (y/n)                                                                                     | N/A  |
|                                                          |                                                                                           |      |

**WEST NEWBURY**  
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# Fax

**To:** Anne Herrick **From:** Gary Bill  
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