



TOWN OF WESTPORT

816 Main Road
Massachusetts 02790

The Coastal Agricultural Resource Community of New England
BOARD OF SELECTMEN

Tel. (508) 636-1003
Town Administrator (508) 636-1150
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MAY 4 2009

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May 1, 2009

Ann Herrick
US Environmental Protection Agency
1 Congress Street, Suite 1100 (CIP)
Boston, Massachusetts 02114-2023

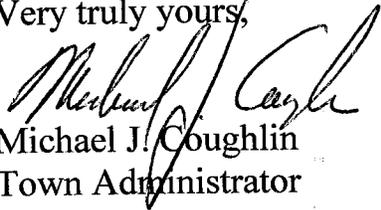
Dear Ms. Herrick,

Please find enclosed the Town of Westport's Annual NPDES Small MS4 General Permit Report.

I have also included a copy of the draft regulations for Stormwater quality and Control which are pending before the Westport Board of Health.

Thank you in advance for your anticipated attention to this matter,

Very truly yours,


Michael J. Coughlin
Town Administrator

ENCLOSURE

Cc: Fred Civian MADEP

Municipality/Organization: Westport

EPA NPDES Permit Number: MA041174

MassDEP Transmittal Number: W-042447

Annual Report Number

& Reporting Period: APRIL 1, 2008 to March 31, 2009

NPDES PII Small MS4 General Permit Annual Report (Due: May 1, 2009)

Part I. General Information

Contact Person: Michael J. Coughlin Title: Town Administrator

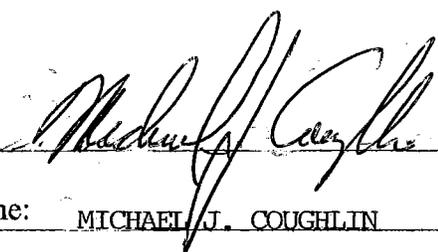
Telephone #: 508-636-1150

Email: BOS@westport-ma.gov

Mailing Address: 816 Main Road, Westport, MA 02790

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: MICHAEL J. COUGHLIN

Title: TOWN ADMINISTRATOR

Date: MAY 1, 2009

Municipality/Organization: TOWN OF WESTPORT
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NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: MICHAEL J COUGHLIN **Title:** TOWN ADMINISTRATOR
Telephone #: (508) 636-1150 **Email:** BOS@Westport-ma.gov

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Signature:



Printed Name: MICHAEL J COUGHLIN

Title: TOWN ADMINISTRATOR

Date: May 1, 2009
Part II. Self-Assessment

The Board of Selectmen appointed a municipal stormwater management program committee to oversee the Town's Phase II program committee. Over the past year the stormwater management committee met on numerous occasions and issued a draft regulation which is before the Board of Health for final adoption. This stormwater management regulation which will go into effect at the beginning of the fiscal year is a major step forward in the communities ability to manage stormwater and protect the environment.

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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities - Permit Year 5
Revised	Educational Flyer	Board of Selectmen	Flyer distribution	Flyers are currently in circulation.	Flyers were made available at town meetings and throughout the town.
Revised	Development of Stormdrain Maps	Highway Surveyor	Posting of Maps	Current map posted in Town Hall & Town Hall Annex	Map information continually being revised by BBAC and BBP and the town.
Revised					<i>FLYERS WERE MAILED TO EVERY HOUSEHOLD BY WESTPORT RIVER WATERSHED ALLIANCE</i>
Revised					
Revised					
Revised					

1a. Additions

	Development of "Pooper Scooper" signs w/bags	Westport River Watershed Alliance	Install signs/bags at Head of Westport as part of s.319 grant	Completed	
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2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) - Permit Year 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities - Permit Year 5
Revised	Public Participation and Citizen Actions	Board of Selectmen	Invite Public participation	Stormwater Committee will encourage public participation by providing educational material to the general public	Stormwater Committee will continue to provide educational material to the general public. - <i>Material held by WESTBET RIVER</i>
Revised	Stormwater Management Committee	Board of Selectmen	Committee formed	New committee was established and has been very active	<i>Host annual meeting in the Fall</i> <i>THE COMMITTEE HAS ISSUED A DRAFT REGULATORY</i>
Revised	Annual Selectmen's Meeting Review	SW Management Committee Chair	Review not completed	Meetings with Selectmen's representatives were held.	<i>Public meeting with Selectmen is planned the fall of 2007</i> <i>THE BOS WAS UPDATED BY STORMWATER COMMITTEE in the fall of 2008</i>
Revised	Storm Drain Stenciling	Board of Selectmen	Document catch basins Stenciled	On-going	<i>On-going</i>
Revised	Hazardous Material Collection	Board of Selectmen	Hazardous material collected	On-going at Landfill; Collection held April 21, 2007	<i>On-going at Landfill. HHHWCD not scheduled in FY08</i> <i>EXPECTED in Fall of 2009</i>
Revised					

2a. Additions

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3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
Revised	Discharge Identification	Highway Surveyor	Discharge Inventory	Working with BBAC and BOH to identify all discharges and flows within Phase II	Produce new map of known discharges
Revised	Drainage Network Mapping	Highway Surveyor	Produce maps	Current map posted in Town Hall and Town	New map will be produced once data inventory completed
Revised	Illicit Discharge Identification	Highway Surveyor	Discharge Identification	On-going	On-going
Revised	Illicit Discharge Prohibition	Board of Health	Regulatory changes if needed	Some by-laws are in existence and new by-law and/or regulations being updated	On-going
Revised	BOH Training	Board of Health	Training provided	Completed	On-going
Revised	Public Information on Illicit Connections	Westport River Watershed Alliance		Completed	On-going

3a. 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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities - Permit Year 5
Revised	Proposed By-laws/regulations	Conservation Commission	Review of regulations, submission of needed changes to town meeting	On-going	On-going IT WAS DECIDED BY BOS THAT A RESOLUTION BE ADOPTED BY BOARD OF HEALTH
Revised	Planning Board Subdivision Review and change	Planning Board	Necessary regulation changes made and new by-laws established	On-going	On-going THE ANNOUNCED BOARD HAD SIGNIFICANT INPUT INTO NEW RESOLUTION
Revised	Board of Health Regulations review and change	Board of Health	Necessary regulation changes will be proposed	None	On-going THE BOARD OF HEALTH IS THE LEAD AGENCY
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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities - Permit Year 5
Revised	Highway Dept. Policy Guide	Highway Surveyor	Development of Policy Guide	None	Work with BBP to develop policy guide
Revised	Highway Dept. Annual Training	Highway Surveyor	Training on policy guide	None	Scheduled to be completed in Winter 2007
Revised	Highway Dept. Permit Filing	Highway Surveyor	Permits filed as needed	On-going	On-going THE Highway Dept HAD SIGNIFICANT INPUT INTO THE NEW DEPT REGULATIONS
Revised					A FOREMAN TRAINING SESSION WITH AN OUTSIDE CONSULTANT IS SCHEDULED FOR THE Highway in the FALL

6a. Additions

					THIS CONSULTANT WILL ALSO PRODUCE A GUIDE FOR THE Highway Dept

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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities - Permit Year 5
Revised					

7a. Additions

7b. WLA Assessment

Part IV. Summary of Information Collected and Analyzed

Part V. Program Outputs & Accomplishments (OPTIONAL)
 (Since beginning of permit coverage unless specified otherwise by a **, which indicates response is for period covering April 1, 2006 through March 31, 2007)

Programmatic

	(Preferred Units)	Response
Stormwater management position created/staffed	(y/n)	N
Annual program budget/expenditures **	(\$)	N/A
Total program expenditures since beginning of permit coverage	(\$)	Unknown
Funding mechanism(s) (General Fund, Enterprise, Utility, etc)		Donated

Education, Involvement, and Training

Estimated number of property owners reached by education program(s)	(# or %)	1,000
Stormwater management committee established	(y/n)	Y
Stream teams established or supported	(# or y/n)	Y
Shoreline clean-up participation or quantity of shoreline miles cleaned **	(y/n or mi.)	Y
Shoreline cleaned since beginning of permit coverage	(mi.)	
Household Hazardous Waste Collection Days		
<ul style="list-style-type: none"> ▪ days sponsored ** ▪ community participation ** ▪ material collected ** 	(#) (# or %) (tons or gal)	1 Unknown # Unknown
School curricula implemented	(y/n)	Y

Legal/Regulatory

Regulatory Mechanism Status (indicate with "X")	In Place Prior to Phase II	Reviewing Existing Authorities	Drafted	Draft in Review	Adopted
<ul style="list-style-type: none"> ▪ Illicit Discharge Detection & Elimination 	X				
<ul style="list-style-type: none"> ▪ Erosion & Sediment Control 			X	✓	
<ul style="list-style-type: none"> ▪ Post-Development Stormwater Management 			X	✓	
Accompanying Regulation Status (indicate with "X")					
<ul style="list-style-type: none"> ▪ Illicit Discharge Detection & Elimination 		X		✓	
<ul style="list-style-type: none"> ▪ Erosion & Sediment Control 		X		✓	
<ul style="list-style-type: none"> ▪ Post-Development Stormwater Management 		X		✓	

Mapping and Illicit Discharges

	(Preferred Units)	Response
Outfall mapping complete	(%)	100
Estimated or actual number of outfalls	(#)	7
System-Wide mapping complete (complete storm sewer infrastructure)	(%)	100
Mapping method(s)		
<ul style="list-style-type: none"> ▪ Paper/Mylar 	(%)	
<ul style="list-style-type: none"> ▪ CADD 	(%)	
<ul style="list-style-type: none"> ▪ GIS 	(%)	100
Outfalls inspected/screened **	(# or %)	100
Outfalls inspected/screened (Since beginning of permit coverage)	(# or %)	7 Yrly
Illicit discharges identified **	(#)	0
Illicit discharges identified (Since beginning of permit coverage)	(#)	0
Illicit connections removed **	(#); and (est. gpd)	0
Illicit connections removed (Since beginning of permit coverage)	(#); and (est. gpd)	0

% of population on sewer	(%)	N/A
% of population on septic systems	(%)	100

Construction

	(Preferred Units) Response	
Number of construction starts (>1-acre) **	(#)	1
Estimated percentage of construction starts adequately regulated for erosion and sediment control **	(%)	100
Site inspections completed **	(# or %)	0
Tickets/Stop work orders issued **	(# or %)	0
Fines collected **	(# and \$)	0
Complaints/concerns received from public **	(#)	0

Post-Development Stormwater Management

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	(%)	4
Site inspections (for proper BMP installation & operation) completed **	(# or %)	4
BMP maintenance required through covenants, escrow, deed restrictions, etc.	(Y/N)	Unknown
Low-impact development (LID) practices permitted and encouraged	(Y/N)	Y

Operations and Maintenance

Average frequency of catch basin cleaning (non-commercial/non-arterial streets) **	(times/yr)	2
Average frequency of catch basin cleaning (commercial/arterial or other critical streets) **	(times/yr)	2
Qty of structures cleaned **	(#)	200
Qty. of storm drain cleaned **	(%, LF or mi.)	100
Qty. of screenings/debris removed from storm sewer infrastructure **	(lbs. or tons)	300 yds
Disposal or use of screenings (landfill, POTW, compost, beneficial use, etc.) **	(location)	Compost

Basin Cleaning Costs			0
• Annual budget/expenditure (labor & equipment)**	(\$)	In-house	
• Hourly or per basin contract rate **	(\$/hr or \$ per basin)	0	
• Disposal cost**	(\$)	0	
Cleaning Equipment			
• Clam shell truck(s) owned/leased	(#)	2	
• Vacuum truck(s) owned/leased	(#)	0	
• Vacuum trucks specified in contracts	(y/n)	0	
• % Structures cleaned with clam shells **	(%)	200	
• % Structures cleaned with vacator **	(%)	0	

		(Preferred Units)	Response
Average frequency of street sweeping (non-commercial/non-arterial streets) **	(times/yr)	2	
Average frequency of street sweeping (commercial/arterial or other critical streets) **	(times/yr)	2	
Qty. of sand/debris collected by sweeping **	(lbs. or tons)	Unknown	
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.) **	(location)	Highway Dept.	
Annual Sweeping Costs			
• Annual budget/expenditure (labor & equipment)**	(\$)	In-house	
• Hourly or lane mile contract rate **	(\$/hr. or In mi.)	N/A	
• Disposal cost**	(\$)	N/A	
Sweeping Equipment			
• Rotary brush street sweepers owned/leased	(#)	2 - Owned	
• Vacuum street sweepers owned/leased	(#)	N/A	
• Vacuum street sweepers specified in contracts	(y/n)	N/A	
• % Roads swept with rotary brush sweepers **	%	100	
• % Roads swept with vacuum sweepers **	%	0	

Reduction (since beginning of permit coverage) in application on public land of:
 ("N/A" = never used; "100%" = elimination)

▪ Fertilizers	(lbs. or %)	N/A
▪ Herbicides	(lbs. or %)	N/A
▪ Pesticides	(lbs. or %)	N/A
Integrated Pest Management (IPM) Practices Implemented	(y/n)	Y

Average Ratio of Anti-/De-Icing products used **

(Preferred Units) Response

(also identify chemicals and ratios used in specific areas, e.g., water supply protection areas)

- % NaCl
- % CaCl₂
- % MgCl₂
- % CMA
- % Kac
- % KCl
- % Sand

Pre-wetting techniques utilized **	(y/n or %)	N
Manual control spreaders used **	(y/n or %)	Y
Zero-velocity spreaders used **	(y/n or %)	N
Estimated net reduction or increase in typical year salt/chemical application rate	(±lbs/ln mi. or %)	-670 tons
Estimated net reduction or increase in typical year sand application rate **	(±lbs/ln mi. or %)	
% of salt/chemical pile(s) covered in storage shed(s)	(%)	100
Storage shed(s) in design or under construction	(y/n or #)	N/A
100% of salt/chemical pile(s) covered in storage shed(s) by May 2008	(y/n)	Y

Water Supply Protection

Storm water outfalls to public water supplies eliminated or relocated	# or y/n	N/A
Installed or planned treatment BMPs for public drinking water supplies and their protection areas	# or y/n	Y
<ul style="list-style-type: none"> • Treatment units induce infiltration within 500-feet of a wellhead protection area 	# or y/n	Y