

**Municipality/Organization:** Town of Whitman, MA

**EPA NPDES Permit Number:** MA04071

**MaDEP Transmittal Number:** W-036099

**Annual Report Number**

**& Reporting Period:** No. 3: March 05-March 06

## NPDES PII Small MS4 General Permit Annual Report

### Part I. General Information

**Contact Person:** John Pettinelli

**Title:** Superintendent of Public Works

**Telephone #:** 781-447-7360

**Email:** \_\_\_\_\_

#### 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:** John W. Pettinelli

**Printed Name:** John Pettinelli

**Title:** Superintendent of Public Works

**Date:** 4/26/06

**Part II. Self-Assessment**

The Town of Whitman has completed the required self-assessment and has determined that our municipality is in compliance with all permit conditions.

### 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 3<br>(Reliance on non-municipal partners indicated, if any) | Planned Activities – Permit Year 4                                                 |
|----------|-----------------------------------------------------------------------------------------|-------------------------------|--------------------------------------------------------------|-----------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|
| 1-1      | Inserts in Water and Sewer bills<br>The Town drops off pamphlets when reading the meter | Department of Public Works    | Pamphlet dropped off during meter reading                    | Delivered pamphlets during meter reading                                                      | Develop a pamphlet on a stormwater related topic for delivery when meters are read |
| 1-2      | Park kiosks (signs)                                                                     | Parks Department              | Notices posted                                               | Posted a new notice Spring '06                                                                | Post a new notice Spring '07                                                       |
| 1-3      | Pooper Scooper Ordinance                                                                | Animal Inspector              | Ordinance passed                                             | Maintained ordinance                                                                          | Maintain ordinance and post signs describing the ordinance.                        |
| 1-4      | Watershed signage                                                                       | Department of Public Works    | Signs posted                                                 | Maintained existing signs                                                                     | Examine status of signs                                                            |
| 1-5      | Resident Hotline During DPW business hours                                              | Department of Public Works    | Calls received                                               | Continued hotline during business hours.                                                      | Continue hotline                                                                   |
| 1-6      | Hazardous Waste Collection Day                                                          | Department of Public Works    | Number of collection days held and amount of waste collected | Held a collection day in May                                                                  | Hold a collection day in May                                                       |

#### 1a. Additions

|     |                                         |                            |                              |                                                                                                                                                                  |                                                               |
|-----|-----------------------------------------|----------------------------|------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------|
| 1-7 | Additional HHHW drop off locations/days | Department of Public Works | Number of drop off locations | Continued participation in the S. Shore Recycling Cooperative, where 15 local communities open up their local HHHW collection days to members of the cooperative | Continue to participate in the S. Shore Recycling Cooperative |
|-----|-----------------------------------------|----------------------------|------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------|

## 2. Public Involvement and Participation

| BMP ID # | BMP Description                       | Responsible Dept./Person Name | Measurable Goal(s) | Progress on Goal(s) – Permit Year 3<br>(Reliance on non-municipal partners indicated, if any) | Planned Activities – Permit Year 4 |
|----------|---------------------------------------|-------------------------------|--------------------|-----------------------------------------------------------------------------------------------|------------------------------------|
| 2-1      | Comply with state public notification | Town Clerk                    | Notices posted     | Continued to post notices                                                                     | Continue to post notices           |

## 2a. Additions

|     |                                      |                            |                                                                                          |                                                              |                                                             |
|-----|--------------------------------------|----------------------------|------------------------------------------------------------------------------------------|--------------------------------------------------------------|-------------------------------------------------------------|
| 2-2 | Convene Stormwater and GIS Committee | Department of Public Works | Facilitate conformance with Phase II program; facilitate building and implementing a GIS | Monitored Phase II implementation and development of the GIS | Continue to monitor Phase II compliance and GIS development |
|-----|--------------------------------------|----------------------------|------------------------------------------------------------------------------------------|--------------------------------------------------------------|-------------------------------------------------------------|

### 3. Illicit Discharge Detection and Elimination

| BMP ID # | BMP Description                                            | Responsible Dept./Person Name | Measurable Goal(s)             | Progress on Goal(s) – Permit Year 3<br>(Reliance on non-municipal partners indicated, if any)                          | Planned Activities – Permit Year 4                               |
|----------|------------------------------------------------------------|-------------------------------|--------------------------------|------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------|
| 3-1      | Illicit connection ordinance                               | Town Clerk                    | Ordinance passed               | Maintained the existing ordinance                                                                                      | Maintain ordinance                                               |
| 3-2      | Outfall map                                                | Department of Public Works    | Map complete                   | Added outfall locations that were found/confirmed during field inspections to the GIS                                  | None, map complete.                                              |
| 3-3      | Dry weather screening                                      | Department of Public Works    | Percent of outfalls screened   | Conducted outfall dry weather field screening on all outfalls.                                                         | None, all outfalls screened.                                     |
| 3-4      | Create a storm drain and sewer GIS                         | Department of Public Works    | Map created                    | Sewer and storm drain GIS complete.                                                                                    | None, map complete.                                              |
| 3-5      | Identify and remove illicit connections                    | Department of Public Works    | Illicit connections identified | Identified outfalls to rescreen and investigate based on outfall screening. Created list of outfall screening results. | Investigate any outfalls that show signs of illicit connections. |
| 3-6      | Newspaper article about the hazards of illicit connections | Department of Public Works    | Articles published             | Article published Spring 2006                                                                                          | Publish article                                                  |

### 3a. Additions

|  |      |  |  |
|--|------|--|--|
|  | None |  |  |
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#### 4. Construction Site Stormwater Runoff Control

| BMP ID # | BMP Description                                            | Responsible Dept./Person Name                   | Measurable Goal(s)                  | Progress on Goal(s) – Permit Year 3<br>(Reliance on non-municipal partners indicated, if any) | Planned Activities – Permit Year 4                                                            |
|----------|------------------------------------------------------------|-------------------------------------------------|-------------------------------------|-----------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|
| 4-1      | Construction Site Erosions and Sediment Control Ordinances | Planning Department                             | Ordinance passed                    | Draft ordinance reviewed by committee                                                         | Present ordinance to Town Council and continue until passed                                   |
| 4-2      | Site Plan Reviews                                          | Planning Department                             | Number of Site Plans Reviewed       | Reviewed site plans                                                                           | Continue reviewing site plans                                                                 |
| 4-3      | Enforcement of sediment and erosion controls               | Conservation Commission and Planning Department | Number of Enforcement Actions taken | Slated for after BMP 4-1 goes into effect                                                     | Slated for after BMP 4-1 goes into effect                                                     |
| 4-4      | Inspection of sediment and erosion controls                | Conservation Commission and Planning Department | Number of inspections performed     | Received monthly inspection reports from site operators.                                      | Continue receiving and reviewing monthly inspection reports from site operators               |
| 4-5      | Consideration of public input                              | Planning Department                             | Public review periods held          | Held public review period for applicable projects                                             | Continue to place notices to announce review and comment period for each construction project |

#### 4a. Additions

|  |      |  |  |  |
|--|------|--|--|--|
|  | None |  |  |  |
|--|------|--|--|--|

### 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 3<br>(Reliance on non-municipal partners indicated, if any) | Planned Activities – Permit Year 4                          |
|----------|----------------------------------------------------------------------------------------------------|-------------------------------|---------------------|-----------------------------------------------------------------------------------------------|-------------------------------------------------------------|
| 5-1      | Develop a bylaw to apply Standards 2, 3, 4, 7 and 9 of the MA Stormwater Policy to the entire Town | Planning Department           | Ordinance passed    | Draft ordinance reviewed by committee                                                         | Present ordinance to Town Council and continue until passed |
| 5-2      | Specify a stormwater BMP manual                                                                    | Planning Department           | BMP Manual selected | None, completed in Year 1                                                                     | None, completed in Year 1                                   |
| 5-3      | Ordinance for Long-term maintenance                                                                | Planning Department           | Ordinance passed    | Included provisions in the draft ordinance (BMP 5-1) for long-term BMP maintenance            | Enforce BMP maintenance when ordinance is passed            |

### 5a. Additions

|      |  |  |
|------|--|--|
| None |  |  |
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## 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 3<br>(Reliance on non-municipal partners indicated, if any)                                                                                   | Planned Activities – Permit Year 4                                        |
|----------|---------------------------------|-------------------------------|--------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------|
| 6-1      | Employee training               | Department of Public Works    | Number of employees trained          | Continued employee training                                                                                                                                                     | Continue employee training                                                |
| 6-2      | Street sweeping                 | Department of Public Works    | Percent of streets swept             | Sweeping all streets in Spring 2006                                                                                                                                             | Sweep all streets                                                         |
| 6-3      | Roadway de-icing                | Department of Public Works    | Number of times Salter is calibrated | Calibrated salt spreaders, covered road salt, and monitored industry standards                                                                                                  | Calibrate salt spreaders, cover road salt, and monitor industry standards |
| 6-4      | Snow disposal                   | Department of Public Works    | Number of snowstorms                 | Dumped snow away from sensitive areas and used containment boundaries                                                                                                           | Dump snow away from sensitive areas and use containment boundaries        |
| 6-5      | Green landscaping at Town parks | Parks Department              | Fertilizer and pesticide used        | Continued landscaping practices and training                                                                                                                                    | Continue landscaping practices and training                               |
| 6-6      | Storm drain maintenance         | Department of Public Works    | Number of catch basins cleaned       | Cleaned 50% of Town's catch basins in Spring 2006                                                                                                                               | Clean remaining 50% of Town's catch basins                                |
| 6-7      | Vehicle maintenance             | Department of Public Works    | Hazardous materials used             | Continued materials inventory.                                                                                                                                                  | Continue inventory                                                        |
| 6-8      | Tree planting program           | Parks Department              | Number of trees planted              | Continued working with "Friends of the Park" to help with the tree planting program                                                                                             | Continue tree planting program with "Friends of the Park"                 |
| 6-9      | Illegal dumping                 | Department of Public Works    | Log of illegal dumping events        | Posted/maintained signs in illegal dumping areas. No illegal dumping that affects drainage system reported. Bulky waste dumping (appliances, tires) was reported and addressed. | Keep log of illegal dumping areas and events. Post signs as needed        |

### 6a. Additions

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|--|------|--|--|
|  | None |  |  |
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