

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

**EPA NPDES Permit Number:** MA04071

**MaDEP Transmittal Number:** W-036099

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

## NPDES PII Small MS4 General Permit Annual Report

### Part I. General Information

**Contact Person:** Donald F. Westhaver **Title:** Superintendent of Public Works

**Telephone #:** 781-447-7360 **Email:** dwesthaver@whitman-ma.gov

#### 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:** *April 29, 2010*

**Printed Name:** Donald F. Westhaver

**Title:** Superintendent of Public Works

**Date:** *Donald F. Westhaver*

**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**

<b>BMP ID #</b>	<b>BMP Description</b>	<b>Responsible Dept./Person Name</b>	<b>Measurable Goal(s)</b>	<b>Progress on Goal(s) – Permit Year 7</b> (Reliance on non-municipal partners indicated, if any)	<b>Planned Activities – Permit Year 8</b>
1-1	Inserts in Water and Sewer bills The Town drops off pamphlets when reading the meter	Department of Public Works	Pamphlet dropped off during meter reading	Storm water information included in annual Consumer Confidence Report (CCR)	Continue public education efforts
1-2	Park kiosks (signs)	Parks Department	Notices posted	Notices Posted	Continue to post and maintain notices as necessary
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	Maintain status of signs
1-5	<u>Resident Hotline</u> 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 September 09 (joint collection day with Abington)	Continue holding collection days

**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
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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 7 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 8
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. The GIS includes sewer, water and drain utilities.	Continue to monitor Phase II compliance and GIS development
2-3	Tree planting program	Parks Department	Number of trees planted	Continued “Friends of the Park” to work directly with homeowners that are planting trees in front of their homes (adjacent to the sidewalk). About 10-15 trees planted between March 2009 and March 2010.	Continue tree planting program with “Friends of the Park”, including working with homeowners that are planting trees adjacent to the sidewalks (See BMP 6-8).

### 3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 7 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 8
3-1	Illicit connection ordinance	Town Clerk	Ordinance passed	Maintained the existing ordinance. In December 2009, the Board of Public Works amended their Sewer Use Regulations to include fines and time requirements for inflow sources into the sewer system.	Maintain ordinance
3-2	Outfall map	Department of Public Works	Map complete	None, map complete	None, map complete
3-3	Dry weather screening	Department of Public Works	Percent of outfalls screened	None, all outfalls screened	None, all outfalls screened
3-4	Create a storm drain and sewer GIS	Department of Public Works	Map created	None, map complete.	None, map complete.
3-5	Identify and remove illicit connections	Department of Public Works	Illicit connections identified	None, outfall list complete.	Consider revisiting and potentially retesting outfalls where past visits showed signs of illicit connections.
3-6	Newspaper article about the hazards of illicit connections	Department of Public Works	Articles published	Illicit Connection description and update at Board of Selectmen's meeting	Publish article and/or Cable TV presentation

#### 3a. Additions

3-7	I/I and Illicit Connection Removal Program	Department of Public Works	Percent of Town screened and/or number of houses inspected	Continued I/I SRF funded project that began in November 2008. Designed/bid rehabilitation project of 21-inch sewer interceptor project, with construction scheduled April-June 2010. Video inspection of multiple areas through town (about 30,000 linear feet of sewer inspected).	Remove all municipal sources of I/I and begin rehabilitating deteriorated portions of the sewer collection system. Begin investigating private sources of I/I
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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 7 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 8
4-1	Construction Site Erosions and Sediment Control Ordinances	Planning Department	Ordinance passed	The existing Town By-Laws require means for surface water drainage without causing erosion, and ground stabilization for erosion control.	Modification of existing bylaws pending Town Meeting Approval, followed by request to Attorney General for approval and posting.
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	Inspected new development for enforcement needs.	Continue inspections.
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				
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**5. Post-Construction Stormwater Management in New Development and Redevelopment**

<b>BMP ID #</b>	<b>BMP Description</b>	<b>Responsible Dept./Person Name</b>	<b>Measurable Goal(s)</b>	<b>Progress on Goal(s) – Permit Year 7</b> (Reliance on non-municipal partners indicated, if any)	<b>Planned Activities – Permit Year 8</b>
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	Met with Town Counsel (Attorney) to review and draft new bylaws, and planned with Town Administrator for Planning Board and Zoning Board review.	Modification of existing bylaws pending Town Meeting Approval, followed by request to Attorney General for approval and posting.
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	Planned with Town Administrator for Planning Board and Zoning Board review.	Modification of existing bylaws pending Town Meeting Approval, followed by request to Attorney General for approval and posting.

**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 7 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 8
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 2009. All streets are swept twice per year, and the downtown area is swept more frequently (every month).	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 2009	Clean remaining 50% of Town's catch basins, so that all catch basins are cleaned every 2 years
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, including working with homeowners that are planting trees adjacent to the sidewalks (See BMP 2-3).
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

	None				
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