

APR 27 2009

**Municipality/Organization: Town of Yarmouth, MA/DPW**

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**EPA NPDES Permit Number: MAR041176**

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**MassDEP Transmittal Number: W-035324**

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**Annual Report Number**

**& Reporting Period: April 1, 2008 – March 31, 2009**

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## NPDES PII Small MS4 General Permit Annual Report

### Part I. General Information

Contact Person: Richard P. deMello, P.E.

Title: Town Engineer

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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: \_\_\_\_\_



Printed Name: Robert C. Lawton, Jr.

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Title: Town Administrator

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Date: April 21, 2009

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## **Part II. Self-Assessment**

The Town of Yarmouth has completed the required self-assessment and has determined that our municipality is in compliance with all permit conditions, except for the provisions as outlined in Part III of this report.

Several large ongoing projects in Yarmouth that relate directly to stormwater and water quality but are not listed in the following sections include:

1. Yarmouth will shortly sign a Town-funded contract with SMAST to complete a flushing study of the Pond watershed as it relates to the existing bridge constriction on Route 28 at Parkers River. The study is a part of the Estuary Study of that watershed, and will determine the potential impacts that bridge widening will have on improving water quality as well as restoring the large salt marsh to the north. We have also applied for a Provisional Project Designation for this bridge replacement project under CZM's Wetlands Restoration Program.
2. We continue to "un-develop" the heavily commercialized Route 28 corridor by purchasing commercial properties, wetlands and creating open spaces with the 1750 House site purchase being the most recent project. We plan to purchase and un-develop the Gardener Tile Building adjacent to Parkers River at the upcoming March 2009 meeting.
3. Yarmouth recently applied for and received a grant through the Cape Cod Commission for a "Does It Work?" Study of a potential Stormwater Management Utility for the Town. The initial workshop is planned for May 2009 and the results of the study will be made available to other Cape towns.
4. For many years we have been working with the Army Corps of Engineers to improve the flushing of the Pond, which is going eutrophic. The initial studies have been completed, and in May we will be asking for a Prop 2009 for the Town's share of the multi-million dollar construction project.
5. Last year, Yarmouth became the first Cape town to use porous pavement to address stormwater infiltration in a wetland, and we plan to use porous pavement for the parking lot at the proposed 1750 House site parking area.

Unfortunately, we must also note that anticipated budget cuts may severely curtail, if not entirely eliminate, our stormwater waste collection, street sweeping and basin cleaning programs in 2009/2010 – see Items 1-5, 2-5, 7-2 and 7-3.

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 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 7
1-1 Revised	Educational Flyer/Door Hanger <i>Educational Materials (subject broadened)</i>	DPW/Eng'g R. deMello	Distribute 300 copies – impaired watersheds first. <i>Work with CCC and other Cape towns to develop educational materials and share information.</i>	R. deMello and other Town staff continued cooperation with all Cape towns through the Cape Cod Commission's (CCC) Project Storm to share any Phase II related information. Distributed 200 Project Storm bookmarks at Town Hall, 3 libraries, senior center, recreation, and DNR depts. See 1-2 below and 2-4.	Distribute 100+ door hangers and install 50+ drain decals in impaired watershed. Continue working with CCC and Cape towns on common stormwater issues.
1-2 Revised	Annual Public Meeting	DPW/Selectmen G. Allaire	Hold public meeting.	Board of Selectmen stormwater public information meeting held March 24, 2009, meeting repeatedly televised on local cable channel, and 800+ copies of handout distributed to libraries and Town Hall. See 2-2 and 2-3.	Hold several in-house meetings and several publicly advertised Stormwater Management Committee (SMC) meetings.
1-3 Revised	Posting of Outlet Maps	DPW/Eng'g R. deMello	Display for 1 month per year. <i>Complete outlet mapping.</i>	Continued to collect information (photographs/locations) on outlet pipes as well as on complete drainage infrastructure. See 3-2.	Post map at Town Hall, Town meeting, and libraries once complete.
1-4 Revised	Add to Town Web Page <i>Add to CCC Web Page.</i>	IT Director S. McInnes	Add stormwater information. <i>Add to CCC Web Page.</i>	Continued to update Phase II Stormwater Information on web page under Engineering Division and DPW.	Add information onto Town's new web page as information is developed and/or becomes available.
1-5 Revised	Household Hazardous Waste Collection <i>Regional Household Haz Waste Collection with Barnstable</i>	Health Division B. Murphy	Hold Annual Collection. <i>Participate in regional collection days.</i>	Two (2) regional collection days held with the Town of Barnstable and one (1) Yarmouth only. Ads placed in newspaper and flyers distributed. See 2-5.	No collections are scheduled for 2009/2010 due to budget cuts. However, alternative funding sources are being sought.

## 2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 6 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 7
2-1 Revised	Encourage Public Participation	DPW G. Allaire	Complaint log set-up. <i>Purchase software.</i>	CityWorks (Azteca) Computerized Maintenance Management System (CMMS) software was purchased and installed, and is currently being used in a pilot program. Software includes a Customer Service package for complaint management.	Complete pilot program and additional training, and begin use of complaint tracking.
2-2 Revised	Stormwater Management Committee (SMC) <i>Name change to: Integrated Water Resources Management Planning Committee (IWRMPC)</i>	DPW G. Allaire	Appoint Committee.	SMC goals given to existing committee – the Integrated Water Resources Management Planning Committee (IWRMPC) made up of Town residents, businessmen, and employees. Town and IWRMPC continued to support Estuary Program funding and study, and to include stormwater issues as appropriate.	Continue to include stormwater management issues in all committee efforts including the DEP Estuary Program involvement.
2-3 Revised	Annual Public Meeting	DPW/Selectmen G. Allaire	Hold public meeting.	Board of Selectmen stormwater public information meeting held March 24, 2009, meeting repeatedly televised on local cable channel, and 800+ copies of handout distributed to libraries and Town Hall. See 1-2 and 2-2.	Hold several in-house meetings and several publicly advertised Stormwater Management Committee (SMC) meetings.
2-4 Revised	Storm Drain Decals	DPW/Eng'g R. deMello	Install 50 drain decals/year.	None installed in 2008. See 1-1.	Install 50+ decals near catch basins in impaired watersheds.
2-5 Revised	Household Hazardous Waste Collection	Health Division B. Murphy	Hold Annual Collection.	Two (2) regional collection days held with the Town of Barnstable and one (1) Yarmouth only. Ads placed in newspaper and flyers distributed. See 1-5.	No collections are scheduled for 2009/2010 due to budget cuts. However, alternative funding sources are being sought.

### 3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 6 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 7
3-1 Revised	Storm Drain Outlets ID	DNR K. von Hone	Inspect impaired watersheds.	Over the past 20+/- years, DNR staff has worked with DMF and the Town Conservation Administrator to inspect impaired watersheds. Two (2) CPR grants have been used to inspect and inventory Bass River outlets. Nothing new in 2008.	Inspect another impaired watershed (Parkers River or Mill Creek).
3-2 Revised	Drain Network Mapping	DPW/Eng'g R. deMello	Complete outlet inventory.	Completed locating all known Town drainage outlets, and approximately 90% of the entire drainage system network.	Locate and map the remaining 10% of our drainage system network, and coordinate map with new CityWorks software.
3-3 Revised	Illicit Discharge ID	DNR/Con.Com. vonHone/Hall	Inspect outlets during dry weather.	Town has completed television inspection and repair of our 2 largest drainage outlet systems (Old Main Street systems). Inspected all known drainage outlets along wetlands during dry weather – no problems noted.	Inspect known Town drainage outlets during dry weather flow using inspection form created by Yarmouth DPW for this purpose.
3-4 Revised	Illicit Discharge Enforcement	DNR, Con. Com., Health	Review existing by-laws and regulations. <i>Con. Com. strengthen by-law, rules and regulations.</i>	Although review indicated that the Town had adequate ability to enforce illicit discharge removal, April 07 Town Meeting approved additional by-law for Conservation Commission. CCC reviewed/commented, edits made, and final rules & regulations adopted January 5, 2009.	Conservation Commission enforce new rules and regulations.
3-5 Revised	Town Employee Training	DPW/Hwy J. Lefter	Hold annual training session. <i>Develop training program.</i>	Informal training and educating completed during past, especially relative to routine maintenance. Continued to seek more formal training through County Health, Bay State Roads Program, etc. See 6-2.	Continue informal training when opportunities arise. Continue seeking formal training or develop a program in-house.

#### 4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) - Permit Year 6 (Reliance on non-municipal partners indicated, if any)	Planned Activities - Permit Year 7
4-1 Revised	Con. Com. By-law Review Change <i>Add By-law</i>	Con. Com. Brad Hall	Review By-law. <i>Add By-law.</i>	Ad-hoc committee (Con.Com., Planning, Eng'g) drafted by-law and new rules/regulations. April 07 Town Meeting approved by-law. No Zoning or Subdivision Regulation changes needed. CCC reviewed/commented, edits made, and final rules & regulations adopted January 5, 2009.	Conservation Commission enforce new rules and regulations.
4-2 Revised	Zoning By-law Review/Change	Planning T. Sylvia	Review Zoning By-law.	No Zoning By-law changes needed.	N/A
4-3 Revised	Subdivision Regulation Review/Change	Planning T. Sylvia	Review Subdivision Rules/Regulations.	No Subdivision Rules and Regulation changes needed.	N/A
4-4 Revised	Construction Inspection	Building Comm J. Brandolini Con. Com. B. Hall	Review Zoning by-law. <i>Adopt Con. Com. rules/regulations.</i>	Ad-hoc committee (Con.Com., Planning, Eng'g) drafted by-law, and new rules and regulations. April 07 Town Meeting approved by-law. CCC reviewed/commented, edits made, and final rules & regulations adopted January 5, 2009.	Conservation Commission enforce new rules and regulations.

**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 6</b> (Reliance on non-municipal partners indicated, if any)	<b>Planned Activities – Permit Year 7</b>
5-1 Revised	Con. Com. By-law Review Change <i>Add By-law</i>	Con. Com. Brad Hall	Review By-law.  <i>Add By-law.</i>	Ad-hoc committee (Con.Com., Planning, Eng'g) drafted by-law and new rules/regulations. April 07 Town Meeting approved by-law. No Zoning or Subdivision Regulation changes needed. CCC reviewed/commented, edits made, and final rules & regulations adopted January 5, 2009.	Conservation Commission enforce new rules and regulations.
5-2 Revised	Zoning By-law Review/Change	Planning T. Sylvia	Review Zoning By-law.	No Zoning By-law changes needed.	N/A
5-3 Revised	Subdivision Regulation Review/Change	Planning T. Sylvia	Review Subdivision Rules/Regulations.	No Subdivision Rules and Regulation changes needed.	N/A
5-4 Revised	Post-Construction Inspection	Building Comm J. Brandolini <i>Con. Com. B. Hall</i>	Review Zoning by-law. <i>Adopt Con. Com. rules/regulations.</i>	Ad-hoc committee (Con.Com., Planning, Eng'g) drafted by-law, and new rules and regulations. April 07 Town Meeting approved by-law. CCC reviewed/commented, edits made, and final rules & regulations adopted January 5, 2009.	Conservation Commission enforce new rules and regulations.

## 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 (Reliance on non-municipal partners indicated, if any)	Planned Activities - Permit Year 7
6-1 Revised	Develop BMP Policy Guide	DPW/Eng'g R. deMello	Prepare and print guide. <i>Work thru CCC to develop guide.</i>	Reviewed and commented on proposed changes to DEP Stormwater Management Policy. Development of a BMP guide for the Cape not needed.	Continue to work with the CCC (Project Storm) and attend pertinent seminars to increase BMP knowledge.
6-2 Revised	Town Employee Training	DPW/Hwy J. Lefter	Hold annual training session. <i>Develop training program.</i>	Informal training and educating completed during past, especially relative to routine maintenance. Continued to seek more formal training through County Health, Bay State Roads Program, etc. See 3-5.	Continue informal training when opportunities arise. Continue seeking formal training or develop a program in-house.
6-3 Revised	Coordinate with Con. Com.	DPW/Con.Com deMello/Hall	Hold annual update meeting.	Annual meeting held, and numerous project-specific meetings and field visits held. Sample projects included revised drainage at Keveney Lane and Highbank Bridges during maintenance activities.	Hold annual meeting, and numerous project-specific meetings and field visits as needs arise.
6-4 Revised	Hazardous Materials Storage Program	Health Division B. Murphy	License and inspect all businesses.	Licensed 158 and inspected most businesses.	License and inspect businesses.
6-5 Revised	Used Oil Recycling	Waste Mngmnt R. Angell	Burn all used oil to heat garages.	Burned all Town-produced used oil at Waste Management and Highway Divisions to heat Town garages. Also, recycled 3,400+ gallons of used motor oil received from residents.	Burn all Town-produced used oil at Waste Management and Highway Divisions to heat Town garages.

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 (Reliance on non-municipal partners indicated, if any)	Planned Activities - Permit Year 7
7-1 Revised	Boat Pump-out Program	DNR K. von Hone	Provide boat pump-out service. <i>Construct permanent boat pump-out facility on Bass River.</i>	Collected and properly disposed over 720 gallons of wastewater from vessels in Bass River using this free pump-out service. Applied for and received a CPR grant and installed a permanent boat pump-out facility at Packet Landing on Bass River.	Maintain, and operate the permanent boat pump-out facility installed at Packet Landing on Bass River free of charge.
7-2 Revised	Street Sweeping Program	DPW/Hwy J. Lefter	Annually sweep roads in impaired watersheds.	Contractor completed annual sweeping of all roads in all wetland watersheds Town wide.	Townwide budget for street sweeping cut completely, and the only sweeping being completed in 2009 are major roads as swept by the Town's vacuum sweeper.
7-3 Revised	Catch Basin Cleaning Program	DPW/Hwy J. Lefter	Clean 200+/- priority catch basins/year.	Completed locating and mapping known Town outlets (see 3-2). Highway Division continued to clean priority basins but only on a sporadic basis as budgets have been severely cut.	Set-up more formal priority basin cleaning program for the coming years, if funds are made available.
7-4 Revised	Improve Drain Outlet Quality	DPW/Eng'g R. deMello	Improve quality of 2 drain outlets/year.	Removed drainage outlets and/or installed leaching facilities at Aunt Dorah's Lane and River Street.	Improve 2 drainage outlets at Bass River.
7-5 Revised	Encourage MHD Action	DPW G. Allaire	Share Information.	Continued to pay for and revise design plans per MHD requirements for drainage leaching facilities to leach stormwater on to Town property from State Route 28 (at Bass River). MHD bid and warded construction of system.	MHD contractor install system.

Part IV. Summary of Information Collected and Analyzed

Information provided above in Part III.