

Municipality/Organization: Town of Acton

EPA NPDES Permit Number: MAR041238

MaDEP Transmittal Number: W-

**Annual Report Number
& Reporting Period:**

Year 14: April 2016 – March 2017

NPDES PII Small MS4 General Permit Annual Report (Due: May 1, 2017)

Part I. General Information

Contact Person: Corey York

Title: DPW Director

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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: Steve Ledoux

Title: Town Manager

Date: May 1, 2017

Part II. Self-Assessment

During the 2016-2017 permit year the Town of Acton continued to implement tasks similar to those outlined in the 5-Year Plan under the 2003 NPDES Small Municipal Separate Storm Sewer Systems MS4 permit, while preparing for compliance with the forthcoming 2016 permit. The majority of the specific tasks that the Town identified in its 5-Year Permit were completed in the prior periods; however, ongoing operations and maintenance activities continue to be performed.

One significant accomplishment in this permit year was the drafting of regulations for the Stormwater Management and Erosion & Sediment Control Bylaw (Chapter X) that was approved at Special Town Meeting in November 2015. We expect the Board of Selectmen to promulgate these regulations after a public hearing this spring. Another accomplishment was the detection and elimination of an illicit discharge of oil-laden groundwater into the Town's MS4 on Revolutionary Way. The connection was discontinued, the DEP was alerted, and the homeowner worked with a LSP to address the contamination.

Acton continues to permit all commercial and industrial properties regulated by Chapter U, "Discharges to the Municipal Storm Drain System." Annual permits are now being issued to these properties and fees from those permits are being used to fund stormwater monitoring.

In preparation for the reissued 2016 MS4 General Permit, the Town of Acton conducted a comprehensive program evaluation in Permit Year 14. The program evaluation consisted of a review of current program activities against requirements of the reissued permit to identify key areas for program improvement. In addition to the assessment of impending permit requirements, on December 8, 2016, the Town DPW hosted a series of training/workshops with staff and Department leads from Wastewater, Health, Highway, Recreation, Planning, Building, and Natural Resources to review future permit requirements. The training/workshops were facilitated to discuss current program challenges and strengths as a basis for development of the Town of Acton 5-year stormwater program plan (to be developed in FY2018). The program evaluation also included a review the Town's drainage system GIS against required mapping elements in the new permit to identify needs for improvements to GIS database structure and/or geographic data gaps.

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 14 (Reliance on non-municipal partners indicated, if any)	Planned Activities
PE-1	Partner w/Local Organization	Land Use Dept.	Provide financial contribution/	None	Will work with SUASCO Watershed Community Council on implementation of new MS4 permit
Revised		Land Use Director	Partner with SUASCO Community Assistance Program		
PE-2	Provide Stormwater Information Display	Land Use Dept.	SUASCO Community Assistance Program	None	Will work with SUASCO Watershed Community Council on implementation of new MS4 permit
Revised		Land Use Director	Provides public display		
PE-3	Provide CMMCP Information Display	Land Use Dept.	Central Massachusetts Mosquito Control Project	Place display in the lobby of the Town Hall and provide additional material to the Town Clerk and Health Department Offices.	Continue Information Program with CMMCP detailing wetland mitigation efforts.
Revised		Land Use Director	Provides public information display		
PE-4	Provide Stormwater Presentation	Land Use Dept.	SUASCO Community Assistance Program	None	Will work with SUASCO Watershed Community Council on implementation of new MS4 permit
Revised		Land Use Director	Provides Stormwater Powerpoint Presentation		
PE-5	Provide Innovative Reports to the public	Land Use Dept.	Division of Ecological Restoration (DER)	None	None
Revised		Land Use Director	Innovative Program		

2a. Additions

PE-6	Catch Basin Labeling	Engineering Dept.	Label all catch basins	New goal: work with Eagle Scout or community organization to label all catch basins in town	Engineering Dept. has been labeling catch basins as part of GIS/mapping exercise.
New		Engineering Dept.			

2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 14 (Reliance on non-municipal partners indicated, if any)	Planned Activities
PP-1	Partner with Local Organization	Land Use Dept.	Provide stormwater information with SUASCO	None	Participate with SUASCO with new MS4 Permit, where appropriate
Revised		Land Use Director			
PP-2	Organize Public Presentations	Land Use Dept.	Use OARS Nashoba Brook stormwater information at public meetings	None	
Revised		Land Use Director			
PP-3	Intra-Community cooperation and participation	Land Use Dept.	Promote Stormwater Management Program	None	
Revised		Land Use Director			
PP-4	Inter-Community cooperation	Land Use Dept.	Partner with the Acton Stream Team	None	
Revised	And participation	Land Use Director			
PP-5	Regulation Education effort	Land Use Dept.	Present Discharges to Storm Drain System Bylaw to citizens	None	
Revised		Land Use Director			
PP-6	Intra-Community cooperation and participation	Land Use Dept.	Work with watershed partner in promoting Stormwater activities	None	
Revised		Land Use Director			

2a. Additions

PP-7	Catch Basin Labeling	Land Use Dept.	Label all catch basins	New goal: work with Eagle Scout or community organization to label all catch basins in town	Engineering Dept. has been labeling catch basins as part of GIS/mapping exercise.
New		Land Use Director			

3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 14 (Reliance on non-municipal partners indicated, if any)	Planned Activities
ID-1	Clean Watershed Needs	Land Use Dept.	Identify areas where stormwater issues	Continued the review and implementation of appropriate measures as noted in Woodard & Curran's Clean Watershed Needs Report (2008-2027)	Continue the evaluation and prioritization of the recommendations of the Clean Watershed Needs Report
Revised		Land Use Director	Need to be addressed		
ID-2	Develop monitoring programs in conjunction	Land Use Dept.	Team with the Organization of the Assabet River	Continued financial support with OAR to sample, analyze and report two sampling sites on the Assabet River and Nashoba Brook	Continue with the financial support of OAR
Revised	With local watershed organizations	Land Use Director			
ID-3	Address Illicit Discharge Related to	Land Use Dept.	Permit and inspect stormwater discharges	Permit all commercial properties with stormwater discharges to the public way and inspected each. 328 properties in total.	Continue to permit and inspect commercial discharges to the public way
Revised	Non-profit car wash events	Land Use Director			
ID-4	Identify and prioritize locations with	Land Use Dept.	Use GIS to correlate risk properties	Inspected facilities with 25 gallons or 25 pounds of hazardous materials. 123 properties in total.	Continue inspection of hazardous material/waste storage facilities
Revised	Potential illicit discharges	Land Use Director	With protected resources		
ID-5	Develop stormwater permitting program	Land Use Dept.	Permit all properties with direct or indirect	Use GIS to identify and permit properties that fall under the requirements of Chapter U of the Town's Bylaws.	Continue identifying and permitting properties that fall under the requirements of Chapter U of the Town's Bylaws.
Revised		Land Use Director	Discharges to the town's stormwater system		
ID-6	Develop a stormwater monitoring program	DPW	Hire interns to locate drainage infrastructure	VHB completed GIS map of drainage system and installed ESRI apps on iPads to field check data.	Continue to work with student interns in developing a stormwater monitoring program.
Revised		DPW Director			

3a. Additions

ID-7	Eliminate illicit discharges when detected	DPW/Land Use	Eliminate illicit discharges	Staff located and eliminated the discharge a sump pump on Revolutionary Way after receiving complaints of diesel fumes at the outfall.	Continue eliminating any illicit discharges found

4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 14 (Reliance on non-municipal partners indicated, if any)	Planned Activities
CS-1	Develop and implement watershed regulatory strategy	Land Use Dept.	Prioritize recommendations of	None	
Revised		Land Use Director	The regulatory improvement plan		
CS-2	Analyze impacts of stormwater bylaw	Land Use Dept.	Created GIS maps	None	
Revised		Land Use Director			
Revised					
Revised					
Revised					
Revised					

4a. Additions

CS-3	Develop regulations for stormwater bylaw X	Land Use/Engineering	Develop regulations	Developed regulations, application and fee structure for Chapter X, Stormwater Management and Erosion & Sediment Control Bylaw	Board of Selectmen public hearing and regulation promulgation

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 14 (Reliance on non-municipal partners indicated, if any)	Planned Activities
PC-1	Develop/Implement protection for	Land Use Dept.	Develop and implement Town Rules & Regs	Developed regulations, application and fee structure for Chapter X, Stormwater Management and Erosion & Sediment Control Bylaw	Board of Selectmen public hearing and regulation promulgation
Revised	Pre and Post Construction	Land Use Director	For Pre and Post Construction		
PC-2	Develop/ Implement protection for	Land Use Dept.	Publicly present Town Rules and Regs	Developed regulations, application and fee structure for Chapter X, Stormwater Management and Erosion & Sediment Control Bylaw	Board of Selectmen public hearing and regulation promulgation
Revised	Pre and Post Construction	Land Use Director	For Pre and Post Construction		
PC-3	Develop/ Implement protection for	Land Use Dept.	Develop and implement Town Bylaw	Developed regulations, application and fee structure for Chapter X, Stormwater Management and Erosion & Sediment Control Bylaw	Board of Selectmen public hearing and regulation promulgation
Revised	Pre and Post Construction	Land Use Director	For Pre and Post Construction		
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 14 (Reliance on non-municipal partners indicated, if any)	Planned Activities
GH-1	Improvements	Public Works Director	Upgrade stormwater infrastructure	Install culverts, berms and catch basins to upgrade the stormwater system	Continue the upgrade of the storm water system
Revised		Land Use Director			
GH-2	Audit Current Town Facilities	Public Works	Audit wastewater facilities impact to Abutting Assabet River	Wastewater Treatment Facility conducted annual Slope, Stability & Erosion Report and Wetlands Monitoring Report.	Wastewater Treatment Facility will continue annual audit and submit a report.
Revised		Director Of Public Works			
GH-3	Operation and Management Program	Public Works	Upgrade stormwater mapping	Hired VHB with grant funding to complete GIS stormwater layer and build ESRI app for field-checking data and logging inspections.	Continue to upgrade data and maps of stormwater system
Revised		Director of Public Works			
GH-4	Stream and Wetland Management	CMMCP	Ensure clear waterways and removal of debris from wetlands	CMMCP contracted to visually inspect streams and wetlands and remove debris from wetlands and streams.	Continue stream and wetland management.
Revised					
GH-5	Stream and Wetland Management	Public Works Director	Prepare for new NPDES Permit	Participate in public review process of NPDES MS4 permit, provide comments and develop implementation plan	File NOI within 90 days of final MS4 permit
Revised					
GH-6	Storm Water System Identification	Land Use Dept.	Identify wetlands or ponds under stress from stormwater impacts	Remove invasive water chestnuts from Robbins Mill Pond and Ice House Pond	Continue to identify wetlands, ponds and streams that are under stress from stormwater impacts.
Revised		Land Use Director			

6a. Additions

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 14 (Reliance on non-municipal partners indicated, if any)	Planned Activities
TMDL-1	Check Current Impairment List.	Land Use Dept.	There are no completed studies for receiving waters in Acton.	Monitored the CWRMP/MEPA process of Assabet communities.	Check list annually to determine new implementation requirements.
Revised		Land Use Director			
Revised					
Revised					
Revised					
Revised					
Revised					

7a. Additions
