



Haverhill

Paul J. Jessel, Collection System Supervisor
Water/Wastewater Division
Phone: 978-374-2382 Fax: 978-521-4083
pjessel@haverhillwater.com

April 11, 2012

United States Environmental Protection Agency
1 Congress Street, Suite 1100 (CIP)
Boston, MA 02114-2023
Attn: Glenda Velez by email: stormwater.reports@epa.gov

Massachusetts Department of Environmental Protection
One Winter Street -5th Floor
Boston, MA 02108
Attn: Fred Civian by email: Frederick.Civian@state.ma.us

Subject: Haverhill, Massachusetts Permit Number: MAR 041197
Annual Stormwater Report No. 9

Dear Ms. Velez and Mr. Civian:

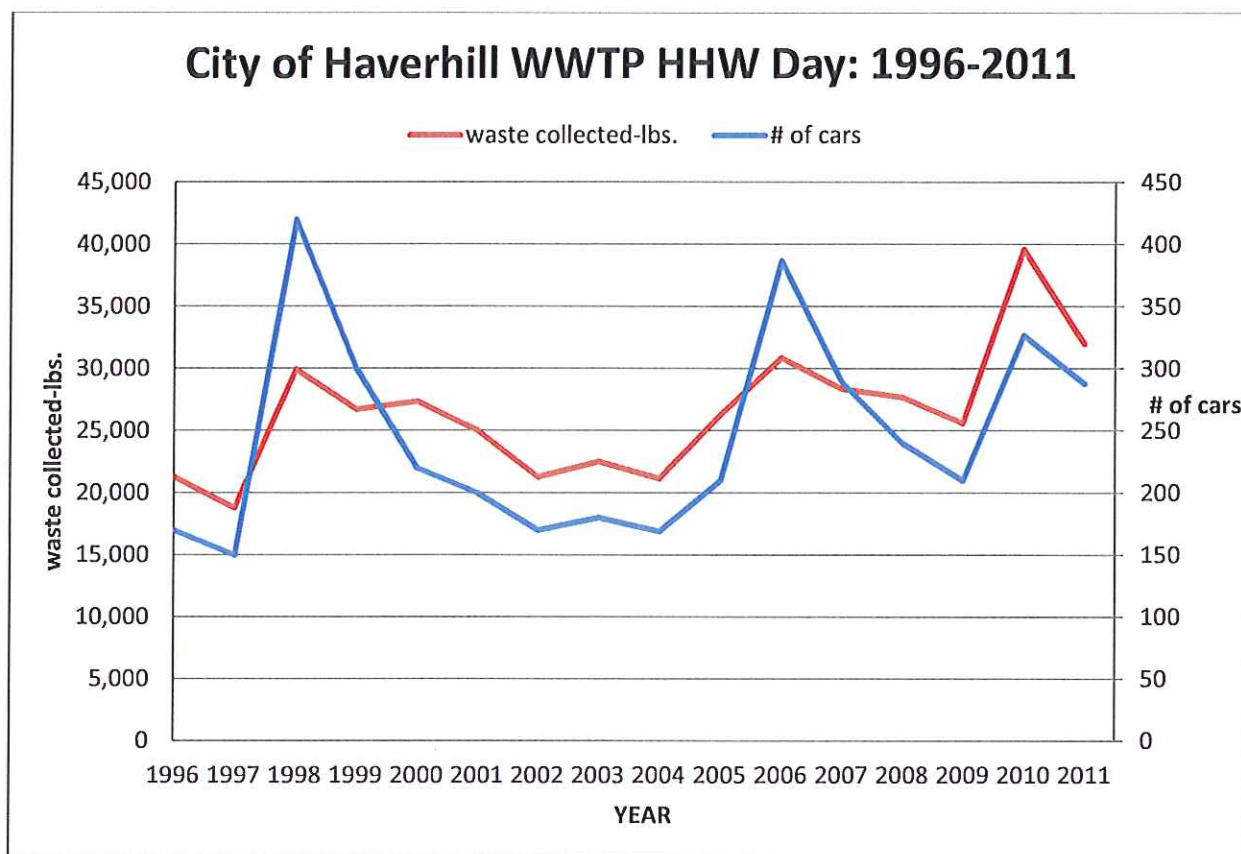
We respectfully submit the City of Haverhill's NPDES Stormwater Permit; we are providing this annual report detailing activities from March 2011 to March 2012.

Self-Assessment

The following is a brief summary of Stormwater activities undertaken during the ninth permit year:

- The Stormwater Committee continues to meet
- Developed a draft Illicit Discharge and Detection manual, which is included as an access database. This IDDE manual can be found on the City's website at the following address.
<http://www.ci.haverhill.ma.us/departments/stormwater/index.htm>
- Haverhill Highway Department continued the street sweeping program. The City currently has over 1,400 streets, with 266 centerline miles of streets or 532 lane miles. The City began using the street sweeping odometer to track the sweeping activity, which includes travel mile to and from the work site. The City currently has a database that has the Right of Way (ROW) length. The street sweeping list was cross reference to the City's ROW database and determines that the City cleaned 733 miles of streets. The odometer-reading total was 1,397 miles a difference of 664 miles (48%) attributed to travel to and from the work site. Not all streets were swept; the City concentrated the street sweeping activity within the downtown section.

- Haverhill Wastewater Division continues to clean the City's catch basins and have cleaned 424 catch basins during this reporting period.
- The City has updated the GIS aerial photography at a scale 1"=40, which will provide greater detail to obtain Stormwater features.
- Highway Department collected waste oil on the last Saturday of the month from 9:00 AM -1:00 PM from January to December.
- The Conservation Commission enforced the 2008 Massachusetts Stormwater Management Regulations for projects that are within its jurisdiction. Additionally, for projects that will disturb an acre or more, the Commission requires proof of EPA authorization under NPDES and copies of the Stormwater Construction General Permit Notice of Intent. The Commission also requires a copy of the related NPDES Stormwater Pollution Prevention Plan to be submitted before commencement of work.
- We continue to have a Household Hazardous Waste collection day twice per year. In calendar year 2011, we collected 32,000 pounds of hazardous waste. Household Hazardous Waste collection days for 2012 were scheduled for May and October. Below is a graph detailing the collections activities from 1996 to 2011.



- The City through the City Engineering Department has inputted all new subdivisions into GIS, which includes Stormwater features. In addition, other Stormwater features that are missing are being inputted into GIS as time allows.

The attached tables are the Best Management Practices (BMP's) listed in City of Haverhill's Notice of Intent, (NOI) and the City's progress in the ninth permit year. The City of Haverhill is committed to the Stormwater program and will make every effort to achieve the BMP's listed in the City's NOI.

Should you have any question or comments please call my office 978-374-2382 or email me pjessel@haverhillwater.com.

Sincerely



Paul J. Jessel
Collection System Supervisor

cc: James J. Fiorentini, Mayor City of Haverhill
Ann Herrick herrick.ann@epa.gov
Fred Civian Frederick.Civian@State.MA.US
Michael Stankovich, DPW Director
Robert E. Ward, Deputy DPW Director Water/Wastewater
Don Freeman, CDM
John Pettis, III P.E., City Engineer
William Pillsbury, Planning, Economic, and Board of Health Director
Robert E. Moore, Jr., Environmental Health Technician
Margaret Toomey, City Clerk
John D'Aoust, Water Treatment Plant Manager
Mary D'Aoust Water Treatment Chemist
Bonnie Dufresne, Board of Health
Les Godin, Health Inspector
Highway Department

Summary of Minimum Control Measures

1. Public Education and Outreach

BMP ID.	BMP	Responsible Dept. / Person	Measurable Goal	Progress on Goal(s) – Permit Year 8	Planned Activities
#1-1	Designate Stormwater Coordinator	Mayor	Official Designation of Stormwater coordinator	Completed	Official designations of a Stormwater coordinator establish a reoccurring meeting date and time.
#1-2	Add Stormwater Information to City Website	Stormwater Coordinator	Incorporation of Stormwater Page	Completed	Place Stormwater information onto the City's web page. The City's Stormwater Web page is http://www.ci.haverhill.ma.us/departments/stormwater/index.htm Added request for catch basin cleaning and street sweeping onto the City's Web Site. http://www.ci.haverhill.ma.us/departments/water/catch_basin.htm
#1-3	Coordinate Outreach with Initiatives of Local Watershed Organizations	Stormwater Coordinator	Identification of groups annual contact	Completed	Initiate discussions with Haverhill's Lake Alliance, Merrimack Valley Planning Commission
#1-4	Develop and Distribute Informational Brochures	Stormwater Coordinator	Development and dissemination of 2 brochures.	Completed	Complete brochures.
#1-5	Install and Maintain Signage	Stormwater Coordinator	New Signs at 5 Locations Develop List of future signs	Completed	Committee decided only CSO signs are required.
#1-6	Distribute Pet Waste Brochure with Dog Licenses	City Clerk	Brochure to all dog licensees	Completed	The City Clerk is now distributing pet waste brochure.

Summary of Minimum Control Measures

Summary of Minimum Control Measures (Continue)

2. Public Involvement and Participation

BMP ID.	BMP	Responsible Dept./Person	Measurable Goal	Progress on Goal(s) – Permit Year 8	Planned Activities
#2-1	Comply with State Public Notice Guidelines	City Clerk & Department Heads	Comply with State guidelines	Completed	Continue Compliance
#2-2	Annual Household Hazardous Waste Day	IPP Coordinator	Annual collection day held	Completed	Continue bi-annual household Hazardous Waste Day scheduled for May 2011 and October 2011
#2-3	Motor Oil Collection Days	Highway Dept.	Collection days held	Completed	Last Saturday of the month 9:00 AM to 1:00 PM Sept. to June
#2-4	Establish a Stormwater Hotline	Stormwater Coordinator	Establishment of hotline	Completed	Establish email for public, which is stormwater@cityofhaverhill.com . Established and maintain hotline 978-374-2334
#2-5	Establish a Stormwater Committee	Mayor	Establishment of Committee	Completed	Designate and formally establish Stormwater Committee and schedule regular meetings
#2-6	Stencil Catch basins	Stormwater Coordinator	Contact Groups stencil 50 CBs per year	In Progress	Wastewater Division where appropriate will stencil 50 catch basins

Summary of Minimum Control Measures

Summary of Minimum Control Measures (Continue)

3. Illicit Discharge Detection and Elimination

BMP ID.	BMP	Responsible Dept. /Person	Measurable Goal	Progress on Goal(s) – Permit Year 8	Planned Activities
#3-1	Map Outfalls and Receiving Waters	City Engineer & Stormwater Coordinator	Completed map	Completed June 2007	Begin to identify Stormwater out falls.
#3-2	Review and Revise, if necessary Stormwater Bylaw	Stormwater Coordinator	Completed review, modifications if needed	Submitted Ordinance on 3/23/10	City Council sent the Ordinance back for further review.
#3-3	Continue Dry-Weather Screening of Outfalls	Stormwater Coordinator	Complete first round of screening	In Progress	Continue sampling along tributaries to Merrimack River
#3-4	Develop Program for Detection and Elimination of Illicit Connections	Stormwater Coordinator, Board of Health, Wastewater	Develop procedures for removal	Completed	Finalize IDDE manual March 2008 see the complete manual.

Summary of Minimum Control Measures

Summary of Minimum Control Measures (Continue)

4. Construction Site Stormwater Runoff Control

BMP ID.	BMP	Responsible Dept. /Person	Measurable Goal	Progress on Goal(s) – Permit Year 8	Planned Activities
#4-1	Review Existing Ordinance Requiring Stormwater Plan for Sites Greater than 1 Acre. Make Changes as Necessary.	Stormwater Coordinator Conservation Commission, City Eng., Planning Dept., Water & Wastewater	Completed review, modifications if needed	In Progress	See BMP ID#3-2
#4-2	Develop Procedure for Receipt and Consideration of Public Comment	Stormwater Coordinator Conservation Commission, City Eng., Planning Dept., Water & Wastewater	Completed review, modifications if needed	Completed	Established email hot line, which is stormwater@cityofhaverhill.com phone hotline 978-374-2334
#4-3	Site Inspections of Stormwater Control and Material Management	Stormwater Coordinator Conservation Commission, City Eng., Planning Dept., Water & Wastewater	Regular inspections	Site Inspections are currently being conducted	Continue ongoing inspections of subdivisions. see BMP ID#3-2

Summary of Minimum Control Measures

Summary of Minimum Control Measures (Continue)

5. Post-Construction Stormwater Management in New Development and Redevelopment

BMP ID.	BMP	Responsible Dept./Person	Measurable Goal	Progress on Goal(s) – Permit Year 8	Planned Activities
#5-1	Develop Ordinance Requiring Runoff Controls for New and Re-Development	Stormwater Coordinator Conservation Commission, City Eng., Planning Dept., Water & Wastewater	Completed review, modifications if needed	Submitted Ordinance on 3/23/10	see BMP ID#3-2
#5-2	Recommend a BMP Manual	Stormwater Coordinator Conservation Commission, City Eng., Planning Dept., Water & Wastewater	Manual selected	Currently researching appropriate manuals to comply with the new permit schedule to be issue soon	Finalize ordinance references (e.g. Massachusetts Stormwater Management Handbooks (including Volume 2, Chapter 2: Structural BMP Specifications for the Massachusetts Stormwater Handbook), Massachusetts Erosion and Sediment Control Guidelines for Urban and Suburban Areas – A Guide for Planners, Designers, and Municipal Officials, and Massachusetts Nonpoint Source Pollution Management Manual

Summary of Minimum Control Measures

Summary of Minimum Control Measures (Continue)

6. Pollution Prevention and Good Housekeeping in Municipal Operations

BMP ID.	BMP	Responsible Dept./Person	Measurable Goal	Progress on Goal(s) – Permit Year 8	Planned Activities
#6-1	Continue Catch Basin Cleaning Program	Wastewater Dept., Stormwater Coordinator, Planning Dept.	Continuation with current program	In Progress	Continue with current program Catch basin cleaning program with a goal to clean 4,300 basins every 8-years.
#6-2	Continue Street Sweeping Program	Highway Department, Stormwater Coordinator		In Progress	Continue with Current Program
#6-3	Adopt Operating Procedures for CB and Street Sweeping Residuals.	Highway Dept., Stormwater Coordinator	Completed review, modifications if needed	In Progress	Researching DEP standards
#6-4	Minimize Salt Usage and Maintain Salt Storage Area	Highway Department, Stormwater Coordinator	Continuation with current program	Completed	Salt storage is covered and maintained
#6-5	Develop and Implement Inlet Cleaning at Ponds	Stormwater Coordinator	Development of program	Began inventorying pond inlets where cleaning is likely needed	Develop and Identify what needs to be clean and where
#6-6	Develop and Implement Employee Training Program	Highway Dept., Stormwater Coordinator	2 Hours annually of training per Employee	Completed	City staff trained DPW staff