

Municipality/Organization: Massachusetts Department of Correction
MCI-Plymouth

EPA NPDES Permit Number: MAR 042016

MADEP Transmittal Number: W-041203

Annual Report Number & Reporting Period: April 1, 2016 – March 31, 2017

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Jeffrey J. Quick, A.I.A **Title:** Director, Division of Resource Management

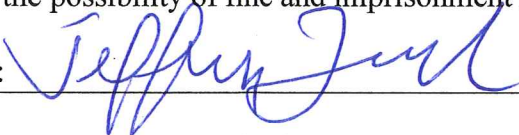
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Certification:

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: Jeffrey J Quick, A.I.A.

Title: Director, Division of Resource Management

Date:

11/10/2017

Part II. Self-Assessment

The Department of Correction (DOC) received correspondence from the Environmental Protection Agency (EPA) on May 28, 2004 determining the Notice of Intent (NOI) submission was administratively complete. From the time the NOI's were prepared and before they were submitted the DOC began a prioritization list of areas for investigation including but not limited to:

- **Entry Points into the storm drainage system(s) maintained by the DOC.**
- **Documentation of discharges points on and off the DOC property.**
- **Illicit connections identification (None were found).**
- **Investigation of infrastructure and identification of problem drainage areas.**

The facility at Plymouth has few drainage issues.

The only construction project completed in the past year is the installation of some fencing consisting of driving poles into the ground and hanging fencing on the poles; there was minor excavation required at corner posts and gates so that footings could be poured. The area around the fencing has been stabilized.

No drainage repairs were required. The facility continues to maintain a trash pick up program for the facility and surrounding roads of the State forest.

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 13 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 14
1 Revised No	Publicize/Present SW Program to staff	Div. of Res. Management	Publicize and Present Program to	Conduct facility specific training with maintenance staff and other stakeholders in this program.	Continue with additional formal training as funding has been identified and new staff comes on board.
2 Revised No	Distribute Printed Materials	Div. of Res. Management	Create and Post Material	Provide written updates and progress reports to management staff. Monthly and as needed. DRM project tracking is done over the course of a year.	Provide written updates and progress reports to management staff
3 Revised Yes/New	Intranet Posting Preparation of Newsletter	Div. of Res. Management	Post Materials	Completed separate Intranet page. . In addition to providing links to EPA website on the DOC INTRANET page.	Intranet page within the DOC was completed. Periodic updates are needed.
4 Revised No	Stenciling	Div. of Res. Management	Complete stenciling	No Stenciling completed	Stenciling will not occur due to security concerns.
Revised					
Revised					

1a. Additions

2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 13 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 14
5	Form Stormwater Committee	Div. of Res. Management	Form Committee	Formed Stormwater Committee that is part of the DOC's State Sustainability Council	DRM to take lead and use facility staff for onsite observations..
Revised No					
6	Staff input	Div. of Res. Management	Solicit Input and Implement Ideas	Input has been received. Mostly where investigation is needed or cleaning and maintenance are necessary.	Continue with staff education
Revised No					
Revised					
Revised					
Revised					
Revised					

2a. Additions

3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 13 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 14
7 Revised	Map Drain System	Div. of Res. Management	Complete Mapping	Mapping completed.	Periodic Annual Inspections/ update as needed
8 Revised	Dry/Wet Weather Surveys	Div. of Res. Management	Document and Prioritize	Storm drains require minor repairs. Funding limited ability to make any repairs. Minor paving repairs completed. Repairs completed by in-house staff	Prioritize those catch basins that require repairs and cleaning.
9 Revised	Correct Problems	Div. of Res. Management	Make Repairs and Document	No areas identified area that need immediate repair.	Catch Basins to be inspected and cleaned as necessary.
10 Revised	Policy for Enforcement	Div. of Res. Management	Prepare Policy	Stormwater Committee to be charged with preparation of policy. Policy in place that ties in sustainable practices with this BMP.	Update policy as needed. Review for improvements.
Revised					
Revised					

3a. Additions

4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 13 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 14
11	Construction Management	Div. of Res. Management	As Necessary	None planned	None Planned
Revised					
Revised					
Revised					
Revised					
Revised					
Revised					

4a. Additions

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 13 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 14
12	Post Construction Activities	Div. of Res. Management	As Required	Periodic inspection of stabilized areas.	Periodic inspection of stabilized areas.
Revised					
Revised					
Revised					
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 13 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 14
13 Revised	Develop O&M Plan	Div. of Res. Management		Catch basins inspected and cleaned every 12 to 18 months or as needed.	Continue with evaluation of program
14 Revised	Execute O&M Plan	Div. of Res. Management		Limited funding did not allow all work to be completed, although some major maintenance and improvements made.	Review and Execute O&M Plan
15 Revised	Long Term Planning	Div. of Res. Management		Evaluated what is needed to implement O&M plan.	Modify as necessary
Revised					
Revised					
Revised					
Revised					

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 13 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 14
	NA				
Revised					
Revised					
Revised					
Revised					
Revised					
Revised					

7a. Additions

7b. WLA Assessment

Part IV. Summary of Information Collected and Analyzed

The Plymouth Facility has a single outfall. The limited number of drain lines and a single outfall are well documented. The primary drainage system discharges into a detention basin on the property maintained by the DOC. The coming year will require new efforts for inspection of catch basins cleaning and other drain maintenance (as needed). As this is a small facility, no major issues are found associated with the catch basins.

Currently inmate labor is used to pick up litter and other road side debris several times per year.

No illicit connections were found.

Part V. Program Outputs & Accomplishments (OPTIONAL)

Programmatic

Stormwater management position created/staffed	Yes	Staffed by DRM
Annual program budget/expenditures	(\$)	

Education, Involvement, and Training

Estimated number of residents reached by education program(s)	100%	DOC Staff
Stormwater management committee established	Yes	
Stream teams established or supported	No	
Shoreline clean-up participation or quantity of shoreline miles cleaned	NA	
Household Hazardous Waste Collection Days	NA	
▪ days sponsored	(#)	
▪ community participation	(%)	
▪ material collected	(tons or gal)	
School curricula implemented	NA	

Legal/Regulatory

	In Place Prior to Phase II	Under Review	Drafted	Adopted
Regulatory Mechanism Status (indicate with "X")				
▪ Illicit Discharge Detection & Elimination				
▪ Erosion & Sediment Control	X			
▪ Post-Development Stormwater Management				
Accompanying Regulation Status (indicate with "X")				
▪ Illicit Discharge Detection & Elimination		X		X
▪ Erosion & Sediment Control		X		X
▪ Post-Development Stormwater Management		X		Until now not needed

Mapping and Illicit Discharges

Outfall mapping complete	100%	
Estimated or actual number of outfalls	One (1)	
System-Wide mapping complete	(100%)	
Mapping method(s)		
▪ Paper/Mylar	100 %	
▪ CADD	100%	
▪ GIS	80%	
Outfalls inspected/screened	100 %	
Illicit discharges identified	Zero (0)	
Illicit connections removed	NA	
% of population on sewer	(0 %)	
% of population on septic systems	100%	

Construction

Number of construction starts (>1-acre)	None	
Estimated percentage of construction starts adequately regulated for erosion and sediment control	NA	
Site inspections completed	NA	
Tickets/Stop work orders issued	NA	
Fines collected	NA	
Complaints/concerns received from public	None	

Post-Development Stormwater Management

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	NA – 0%	
Site inspections completed	NA	
Estimated volume of stormwater recharged	NA	

Operations and Maintenance

Average frequency of catch basin cleaning (non-commercial/non-arterial streets)	1.5/yr	In permit yr. 6
Average frequency of catch basin cleaning (commercial/arterial or other critical streets)	NA	
Total number of structures cleaned	0	Visual inspection done.
Storm drain cleaned	None	
Qty. of screenings/debris removed from storm sewer infrastructure	(lbs. or tons)	
Disposal or use of sweepings (landfill, POTW, compost, recycle for sand, beneficial use, etc.)		
Cost of screenings disposal	(\$) Unk.	

Average frequency of street sweeping (non-commercial/non-arterial streets)	NA	
Average frequency of street sweeping (commercial/arterial or other critical streets)	0/yr contract	
Qty. of sand/debris collected by sweeping	(lbs. or tons)	
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.)	(location)	
Cost of sweepings disposal	(\$)	
Vacuum street sweepers purchased/leased	Contracted Services	
Vacuum street sweepers specified in contracts	NO	

Reduction in application on public land of: ("N/A" = never used; "100%" = elimination)		
▪ Fertilizers	NA	
▪ Herbicides	NA	
▪ Pesticides	NA	

Anti-/De-Icing products and ratios	0-5% NaCl 0% CaCl ₂ 0% MgCl ₂ 0% CMA 0% Kac 0% KCl 95-100% Sand	
Pre-wetting techniques utilized	-	
Manual control spreaders used	-	
Automatic or Zero-velocity spreaders used	-	
Estimated net reduction in typical year salt application	TBD	
Salt pile(s) covered in storage shed(s)	Yes	
Storage shed(s) in design or under construction	NA	