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Town of Middleborough
Massachusetts

CHARLES J. CRISTELLO
Town Manager

508-947-0928
FAX 508-946-2320

April 19, 2013

Glenda Velez
U.S. Environmental Protection Agency - Region 1
5 Post Office Square – OEP06-01
Boston, MA 02109-3912

Fred Civian, Stormwater Coordinator
Massachusetts Department of Environmental Protection
One Winter Street
Boston, MA 02108

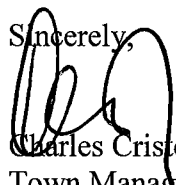
RE: NPDES Phase II Small MS4 General Permit
Town of Middleborough, Massachusetts Annual Report
EPA Permit Number **MAR041134**

Dear Madam/Sir:

The Town of Middleborough, Massachusetts is pleased to provide you with the attached National Pollutant Discharge Elimination System (NPDES) Phase II Small MS4 General Permit Annual Report for the period from May 1, 2012 to April 30, 2013. In general, the Town has developed a stormwater management program and will continue to implement activities in accordance with regulatory requirements and as available funding will allow.

Should you have any questions, please do not hesitate to call me at (508) 947-0928.

Sincerely,


Charles Cristello
Town Manager

c: Andrew Bagas
Carter Fahy

Municipality/Organization: Town of Middleborough, MA

EPA NPDES Permit Number: MAR041134

Annual Report Number

& Reporting Period: No. 10: May 1, 2012 – April 30, 2013

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Charles Cristello

Title: Town Manager

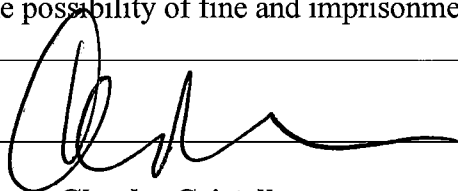
Telephone #: 508-947-0928

Email: ccristello@middleborough.com

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: Charles Cristello

Title: Town Manager

Date:

Part II. Self-Assessment

The Town had developed a Stormwater Management Plan with program priorities for 2003-2008 including:

1. Achieving regulatory compliance, particularly EPA and DEP Phase II NPDES permit requirements;
2. Incorporating storm water protection measures into municipal activities;
3. Focusing activities on target pollution reduction (e.g. Section 303.d. waters and protecting the Town's water supply);
4. Ensuring that the Program is current and innovative; and
5. Providing Program administration.

The Water Quality Stewardship element of the program will focus on the protection of the local water supply and addressing the State's Section 303.d waters located within the Town. To this end, staff will continue to develop and improve the Program activities to reduce storm water pollution to the maximum extent practicable and eliminate prohibited non-storm water discharges, while facilitating understanding and involvement in storm water management by various Town departments. Program priorities will also focus on increased efforts to reduce target pollutants and restore local water bodies.

The Town is committed to working with local watershed associations and local businesses to advance their goals and objectives. Another high priority of staff will be to keep abreast of the latest technology and approaches to achieve storm water management. Program activities will also strive to encourage environmental stewardship and continue to build on partnerships with other agencies, neighboring towns, and the community for active participation in accomplishing the Program mission.

The activities performed during Permit Year Ten focused on revisions to the Town's Stormwater bylaws, active involvement in the volunteer Town-wide cleanups, distribution of public information, updating the Town's MS4 map within the urbanized area, conducting stormwater inspections of Town facilities, and formalizing O&M procedures for the Town's MS4 and Parks/Open Spaces.

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 10	Planned Activities
1.a.	Distribute/post non-point source pollution poster	Town Manager	Post in public spaces	HHW day notices posted.	Repost stormwater education posters in schools/town offices.
1.b.	Air stormwater message on local cable access channel	Town Manager	Post one message every month	Local cable access broadcasts periodic meetings of the Plymouth-Carver aquifer committee. These broadcasts discuss Stormwater management and promote pollution prevention.	Continue to air stormwater messages on local cable access channel and add the messaging to the Town's website.
1.c.	Obtain and distribute auto repair shop brochures	DPW	Distribution to all impacted local businesses	Was completed in past permit years. Stormwater messages mailed in water bills.	Updated brochures to be mailed to auto repair shops.
1.d.	Add stormwater information to town's Website	Town Manager	Update information quarterly to address seasonal concerns	Item to be addressed next permit year.	Add stormwater information to Town's website. Post stormwater flyer to website.

2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 10	Planned Activities
2.a.	Expand Citizen's Advisory Committee	Town Manager	Hold quarterly meetings	NA. Town was unable to maintain involvement and activity in this committee.	Town plans to develop and pursue other public participation efforts that should be more successful. This effort will be coordinated with the General Permit reissuance to ensure that it meets any new requirements.

Additional Activities:

During 2012 and the Spring of 2013, all-volunteer Middleborough Mess Movers conducted cleanups in various parts of Town.

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 10	Planned Activities
2. b.	Collect and recycle waste oil from residents	Highway Department	Collect waste oil at least once per month from residents	Completed. Waste oil collection and recycling offered at landfill. Helped sponsor HHW collection days as part of the South Shore Recycling Coop.	Continue waste oil collection program.
2. c.	Collect paint from residents	Highway Department	Collect paint from residents on at least a quarterly basis	Completed. Paint collection offered at landfill.	Continue paint collection program
2. d.	Implement a Catch Basin Stenciling Program	Highway Department	Stencil 25% of catch basins each year	Stenciling on-going. Approximately 70 of the catch basins stenciled during this past year.	Continue stenciling program (target 25%)

3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 10	Planned Activities
3. a.	Map outfalls and receiving waters	Highway Department	Map 25% of outfalls that drain urbanized areas each year	Town conducted additional mapping within their MS4. As a result, Town located an additional 6 catch basins, 8 drain manholes, and 50 outfalls.	Town to continue work on connectivity between structures within their MS4.
3. b.	Review existing bylaws and regulations	Planning Department	Determine if existing bylaws and regulations fulfill EPA requirements	During this year, a new draft bylaw was drafted and presented at a public meeting. It is scheduled to be reviewed/voted on at Spring 2013 Town Meeting.	Present bylaw at Spring 2013 Town Meeting for approval.
3. c.	Develop Illicit Discharge Detection & Elimination Plan	DPW	Make recommendations for inclusion into proposed plan	Completed an IDDE Plan, which included ranking of catchment areas.	Continue to update IDDE Plan as additional outfalls are located.
3. d.	Develop/Modify General Illicit Discharge Bylaw	Planning Department	Propose recommendations for modifying/developing bylaw.	See 3. b	See 3. b

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) Permit Year 10	Planned Activities –
3.e.	Present Bylaw for Town Meeting Action	Planning Department	Propose recommendations for modifying/developing bylaw	See 3.b	See 3.b

4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) Permit Year 10	Planned Activities –
4.a.	Review existing site inspection practices	Planning Department	Determine if existing practices fulfill EPA requirements	Completed. Existing site inspection practices reviewed.	Re-examine existing site inspection practices per the draft EPA General Permit once it is finalized.
4.b.	Develop/modify site inspection program	Planning Department	Make recommendations for modifying existing program	Completed. No modifications required.	Re-examine existing site inspection program per the draft EPA General Permit once it is finalized.
4.c.	Review existing bylaws and regulations	Planning Department	Determine if existing bylaws and regulations fulfill EPA requirements	Requirements reviewed and deemed applicable for Town of Middleborough	Upon successful adoption of Illicit Discharge Bylaw in Spring 2013, Town plans to draft bylaw regulating stormwater discharging from construction sites greater than 1 acre
4.d.	Develop and approve regulations for construction site runoff	Board of Selectmen	Propose recommendations for developing regulations	See 4.c	See 4.c

Additional Activities:

- In 2012-2013, the Conservation Commission held public hearings for one hundred and twenty-four (124) proposals. Of those proposals, twenty-five (25) received Orders of Conditions (permits), and one (1) was denied a permit by the Commission. The Conservation Agent as well as the Construction Administrator for the Planning Department conducted frequent visits (132 visits conducted by the Conservation Agent in 2012) to construction areas to ensure proper stormwater controls are being implemented per the Planning Board Permit/Order of Conditions.

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 10	Planned Activities
5.a.	Review existing site inspection practices	Planning Department	Determine if existing practices fulfill EPA requirements	Completed. Existing site inspection practices reviewed.	Re-examine existing site inspection practices per the draft General Permit once it is finalized.
5.b.	Develop/modify inspection and maintenance practices	Planning Department	Make recommendations for modifying existing practices	Completed. No modifications required.	Re-examine existing site inspection practices per the draft EPA General Permit once it is finalized.
5.c.	Review existing bylaws and regulations	Planning Department	Determine if existing bylaws and regulations fulfill EPA requirements	Requirements reviewed and deemed applicable for Town of Middleborough	Upon successful adoption of Illicit Discharge Bylaw in Spring 2013, Town plans to draft bylaw regulating post-construction stormwater discharging from construction sites greater than 1 acre
5.d.	Develop and approve regulations for post-construction site runoff	Board of Selectmen	Propose recommendations for developing regulations	See 5.c.	See 5.c

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 10	Planned Activities
6.a.	Street Sweeping Program	Highway Department	Sweep all streets at a minimum twice per year	Annual street sweeping performed by DPW	Continue annual sweeping of streets

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) Permit Year 10	Planned Activities
6. b.	Catch basin cleaning program	Highway Department	Check catch basins quarterly and clean up to twice per year	Completed. Annual catch basin inspection and cleaning performed by DPW. This included over 1500 catch basins.	Continue annual catch basin cleaning program.
6. c.	Perform site visits to examine existing practices at facilities	Highway Department	Target all applicable municipal facilities	17 facilities re-inspected during this period. Minor corrective actions recommended at 9 of these facilities.	Re-inspection at these 9 facilities to ensure corrective actions implemented.
6. d.	Train municipal employees at each town facility	Highway Department	Target all applicable municipal facilities	During facility inspections, municipal employees in charge of each facility were trained on stormwater management.	Annual follow-up to continue.
6. e.	Perform follow-ups to ensure required practices are met	Highway Department	Target all applicable municipal facilities	17 facilities re-inspected during this period. Minor corrective actions recommended at 9 of these facilities.	Re-inspection at these 9 facilities to ensure corrective actions implemented.

Additional Activities:

- During 2012-2013, the Town drafted an Operations and Maintenance Manual for stormwater infrastructure and parks/open spaces.