

Municipality/Organization: NORTON, MA

EPA NPDES Permit Number: NAR 041145

MaDEP Transmittal Number: W-

Annual Report Number Year 14

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

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Keith Silver

Title: Highway Superintendent

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Email: highway@nortonmaus.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: Michael Yunits

Title: Town Manager

Date:

3-30-2017

Part II. Self-Assessment

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 – Permit Year 14
1a	Non-Point Source Posters in public bldgs..	Highway Dept.		Non-point source posters posted in all public buildings	Continuing to post posters
Revised					
1b	Develop pamphlet	Water & Sewer Dept.		Pamphlets are distributed via mailings	Will continue with mailings
Revised					
1c	Air Storm water Message on local cable channel	Highway Dept		Messages aired on local cable channel	Will continue with messages
Revised					
1d	Post storm water protection information to Town website	Highway Dept		All Storm water information posted to Town website	Updates are done when necessary
Revised					
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 14 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 14
2a Revised	Establish Storm water Advisory Committee	Selectmen	Meeting of SAC to being held bi-annually	Key Town employees make up Committee	Meeting of SAC is held bi-annually
2b Revised	Establish Storm water Hotline	Highway Dept	Hotline all set up	Hotline in place and available	Storm water hotline will stay in place
2c Revised	Co-sponsor stream cleanup day w/local organizations	Highway Dept	Spring Annual Stream cleanup day	Spring annual stream clean up day done. Conservation Dept. has canoe trips to clean streams and rivers.	Highway Dept. and Conservation Dept cleans streams every year. Public also assists in this cleanup.
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 14 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 14
3a	Illicit discharge by law and adopted by Town	Storm water Committee	Adopted by Town	Illicit discharge by-law adopted	Updated as needed
Revised					
3b	IDDE Plan Adopted	Storm water Committee	Town IDDE plan	An IDDE plan has been reviewed	Adopted
Revised					
3c	Map outfalls, receiving waters, storm drain system	Highway Dept	Field surveys done by GPS	GPS mapping in effect	Outfalls, receiving water, storm drain system updated frequently
Revised					
3d	Develop public education brochure	Highway Dept	Develop public education brochure	Public education brochure completed	Brochure dispersed
Revised					
3e	Town collection of motor oil and anti-freeze	Highway Dept	Collection hours provided twice per month	Motor oil and antifreeze collected the 2 nd & 4 th Saturday of each month.	Practice continues
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 14 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 14
	Developed new by-laws for construction site runoff	Planning/Con. Com.	adopted	A new by-law was developed for and is implemented for construction runoff	Procedure continuing
Revised					
	Developed site review procedures	Planning/Con. Com.	done	Site review protocol is being followed by both departments	Procedure continuing
Revised					
	Site inspection protocol	Planning/Con. Com.	adopted	Site inspection is being followed by both departments	Procedure continuing
Revised					
	Hotline for public complaints	Planning Dept	established	Hotline set up for public complaints	Procedure continuing
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 14 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 14
5a	Developed post construction inspection protocol	Planning Dept	Site inspection protocol drafted	Site inspection protocol drafted	Continuing procedures
Revised					
5b	Developed new by laws for post construction controls	Planning Dept	Present draft by law at Town meeting for adoption	By-laws in place for post construction controls	Continuing to follow this
Revised					
5c	Required long term O&M plans for BMP's	Planning /Con. Com	Established long term O&M procedures	Long term O&M procedures established	Continuing to follow this
Revised					
5d	Reviewed planning & zoning for non-structural BMP's	Planning Dept.	Planning and zoning guidelines reviewed	Planning and zoning for non-structural BMP's have been reviewed and follow BMP	Continuing to follow this
Revised					
5e	Fact sheet of recommended BMP's	Planning/Con. Com	Distribute fact sheet to developers	A fact sheet of BMP's is dispersed to developers	Continuing to follow this
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 – Permit Year 14
6a Revised	Employee training program	Highway Dept.	Conducting annual employee training	Annual training being conducted	Done throughout each year
6b Revised	Vehicle maintenance/inspection	Highway Dept.	Regularly conducting program	All vehicles inspected and maintained on a daily basis	Will stay in effect
6c Revised	Park vehicles in covered area	Highway Dept.	Vehicles parked in covered area	All vehicles are parked in garage bays	Will remain in garage
6d Revised	Keep spill prevention kits on site	Highway Dept.	Spill prevention kits on site	Still prevention kits are on site at all times	Will remain on site at all times
6e Revised	Stockpile prevention	Highway Dept.	Keep sand and salt in shed	All sand and salt are stored in a shed	Will remain in sheds
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 14 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 14
Revised					
Revised					
Revised					
Revised					
Revised					
Revised					
Revised					

7a. Additions

7b. WLA Assessment

Part IV. Summary of Information Collected and Analyzed

Part V. Program Outputs & Accomplishments (OPTIONAL)

Programmatic

Stormwater management position created/staffed	(y/n)	Y
Annual program budget/expenditures	(\$)	No budget

Education, Involvement, and Training

Estimated number of residents reached by education program(s)	(# or %)	95%
Stormwater management committee established	(y/n)	Y
Stream teams established or supported	(# or y/n)	N
Shoreline clean-up participation or quantity of shoreline miles cleaned	(y/n or mi.)	
Household Hazardous Waste Collection Days		
▪ days sponsored	(#)	24
▪ community participation	(%)	
▪ material collected	(tons or gal)	
School curricula implemented	(y/n)	N

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				
▪ Post-Development Stormwater Management				
Accompanying Regulation Status (indicate with "X")				
▪ Illicit Discharge Detection & Elimination				
▪ Erosion & Sediment Control				
▪ Post-Development Stormwater Management				

Mapping and Illicit Discharges

Outfall mapping complete	(%)	100%
Estimated or actual number of outfalls	(#)	107
System-Wide mapping complete	(%)	100%
Mapping method(s)	GPS	
▪ Paper/Mylar PAPER	(%)	100%
▪ CADD	(%)	
▪ GIS purchased \$15,000 GPS TREMBLE SYSTEM	(%)	80
Outfalls inspected/screened	(# or %)	100%
Illicit discharges identified	(#)	100%
Illicit connections removed	(#) (est. gpd)	
% of population on sewer	(%)	12%
% of population on septic systems	(%)	88%

Construction

Number of construction starts (>1-acre)	(#)	
Estimated percentage of construction starts adequately regulated for erosion and sediment control	(%)	100
Site inspections completed	(# or %)	100
Tickets/Stop work orders issued	(# or %)	
Fines collected	(# and \$)	
Complaints/concerns received from public	(#)	30

Post-Development Stormwater Management

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	(%)	
Site inspections completed	(# or %)	
Estimated volume of stormwater recharged	(gpy)	

Operations and Maintenance

Average frequency of catch basin cleaning (non-commercial/non-arterial streets)	(times/yr)	2
Average frequency of catch basin cleaning (commercial/arterial or other critical streets)	(times/yr)	4
Total number of structures cleaned	(#)	96%
Storm drain cleaned	(LF or mi.)	80%
Qty. of screenings/debris removed from storm sewer infrastructure	(lbs. or tons)	150
Disposal or use of sweepings (landfill, POTW, compost, recycle for sand, beneficial use, etc.)		Compost
Cost of screenings disposal	(\$)	

Average frequency of street sweeping (commercial/arterial or other critical streets)	(times/yr)	Spring-fall
Qty. of sand/debris collected by sweeping	(lbs. or tons)	800 TONS
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.)	(location)	Compost
Cost of sweepings disposal	(\$)	
Vacuum street sweepers purchased/leased	(#)	purchased
Vacuum street sweepers specified in contracts	(y/n)	Y

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

Anti-/De-Icing products and ratios	% NaCl % CaCl ₂ % MgCl ₂ % CMA % Kac % KCl % Sand	20%
Pre-wetting techniques utilized	(y/n)	Y
Manual control spreaders used	(y/n)	Y
Automatic or Zero-velocity spreaders used	(y/n)	N
Estimated net reduction in typical year salt application	(lbs. or %)	-75%
Salt pile(s) covered in storage shed(s)	(y/n)	Y
Storage shed(s) in design or under construction	(y/n)	Y