

Municipality/Organization: Westport

EPA NPDES Permit Number: MA041174

MassDEP Transmittal Number: W-042447

Annual Report Number Year 12
& Reporting Period: April 1, 2015 – March 31, 2016

**NPDES PII Small MS4 General Permit
Annual Report
(Due: May 1, 2016)**

Part I. General Information

Contact Person: _____ Title: Board of Selectmen Chair

Board of Selectmen printed:

R. Michael Sullivan

Craig J. Dutra

Steven J. Ouellette

Antone C. Vieira, Jr.

Shana M. Shufelt

Board of Selectmen signature:

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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.

Contact Person Signature:

R. Michael Sullivan

Printed Name:

R. MICHAEL Sullivan

Title:

BOARD OF SELECTMEN CHAIRMAN

Date:

5/2/16

Part II. Self-Assessment

The Town of Westport has completed the required self-assessment and has determined that our municipality is in compliance with all permit conditions.

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
1.1	Signage at major tributaries	Highway Surveyor	27 signs installed and maintained marking watershed tributaries	Westport River Watershed Alliance maps and monitors sign conditions	Maintain signage
Revised					
1.2	Development of Storm Drain/MS4 Maps	Highway Surveyor	Improve Storm Water system map	Attended BBAC Stormwater Collaborative meeting. Shared data and processes with the Buzzards Bay NEP	Continue updating data with GPS Continue to attend workshops, training
Revised					
1.3	Public outreach/education on 319s. Storm water	Board of Selectmen, Water Resource Management Committee	Implement 319s funded designs for BMPs at municipal properties	WRMC seeking projects and funds	WRMC continues to seek projects and 319 funds
Revised	remediation BMPS at municipal properties				
1.4	"Mutt Mitt" dog waste bags @ public landings	WRWA	Installed at 2 town public landings	Installed at 2 town landings, WRWA resupplies bags	Implement enforcement of Sanitary Dog regulation by Board of Health
Revised					
1.5	Informational Flier on pet waste prevention	WRWA	http://westportwatershed.org/wrwa/wp-content/uploads/2011/09/WRWA_TOWNWIDE2015_CONSENT.pdf	WRWA produced informational fliers about water resources available at Town buildings mailed to 8348 Town residents	Continue to promote public awareness of water resource protection
1.6	Storm water curriculum for grades 6 & high school	School Department	Implement curriculum for 2014- 2015 school year	WRWA authored curriculum, implemented in school department	Continue to implement curriculum
1.7	Stormwater Management Program	Highway Department	Target residents, businesses, institutions, commercial facilities and developers to educate them about Stormwater Infrastructure GIS	Highway Department has acquired GPS, software and training throughout 2015	Highway Department will develop Stormwater Infrastructure GIS within 10 years of new permit effective date. Targets in the community will receive updates through its completion

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
2.1	Shoreline cleanups	Highway Surveyor	May 2, 2015 cleanup Sept 19, 2015 cleanup	With WRWA; support two annual clean-ups; record number of volunteers and distance of shoreline cleaned.	Complete similar efforts annually
Revised					
2.2	Storm drain stenciling	Highway Surveyor	Document catch basins stenciled	Purchased through grant 1,000 “No Dumping, Drains to River” high density plastic markers	Install within MS4 permitted area at storm drains. Continue throughout 2016
Revised					
2.3	Hazardous Material Collection	Board of Selectmen	Hazardous Material Collected	Ongoing at transfer-station (fluorescent bulbs, oil, tires, televisions)	Research funding for community hazardous waste collection events.
Revised					
2.4	Community Septic Management Program	Board of Health Board of Selectmen	With funds from The State Revolving Fund and	CSMP program approved at Nov. 13, 2012 Town Meeting. In January 2013 funds were received by WPAT. To date 21 systems have been completed 7 systems were upgraded within the last reporting period	Continue to promote CSMP program to residents. Applications are no longer being accepted, link to application: http://www.hgsitebuilder.com/files/writeable/uploads/hostgator478594/file/bettermentapplication.pdf
Revised			MA DEP offered loans, failed septic systems will be repaired or upgraded		

2.5	Stormwater Management Program	Highway Department	Stormwater Infrastructure GIS will be displayed at Public Meetings.	Highway Department has acquired GPS, software and training throughout 2015	Public comments on location and condition of stormwater infrastructure will be received. Public awareness of stormwater will increase knowledge of the stormwater system. Use data from BBAC Croudsource Tool and distribute link to App. www.stormwater.buzzardsbay.org/crowdsource
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
3.1	Illicit discharge prohibition	Water Resources Management Committee	Develop a written IDDE program	Redrafting Illicit Discharge Detection and Elimination Bylaw for May 2016 Town Meeting.	Continued revisions to draft bylaw.
Revised					
3.2	Bacteria Source tracking support for	WRWA MA DEP	Bacteria source tracking in Westport	Bacteria source tracking surveys in multiple segments of 303d listed Westport watershed and tributaries.	Continue to support the MA DEP Bacteria Source tracking work in the watershed.
Revised	MA DEP		River and 303d listed tributaries.		
3.3	Nutrient Loading study with UMASS coastal Systems Program	BOS CPC WRMC	Use the study as part of a “Comprehensive Water Management Plan”	Report posted on Town Website	Town committees will review results and discuss management options
3.4	Stormwater Sewer System Map update	Highway Department	Update map within 2 years of New Small MS4 general permit effective date	Highway Department has acquired GPS, software and training throughout 2015	Improve existing coordinates and data to update outfalls, open channel conveyances, water bodies and catchment delineations.

3.5	Storm Water Management Plan	Highway Department, Planning Board, Board of Health, Conservation Commission	Once developed, use Stormwater Infrastructure GIS to identify and monitor priority outfalls	Highway Department has acquired GPS, software and training throughout 2015	Improve stormwater monitoring policy and establish priority zones geographically
3.6	Written IDDE program	Board of Selectmen, Planning Board, Board of Health	Detect and eliminate illicit discharges	The town enforces By-Laws and regulations as they apply to Illicit Discharges	Develop program and draft written document

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
4.1	Planning Board Subdivision Regulation	Planning Board	Review of Plans	The Planning Board is reviewing a number of projects that were being constructed to ensure that the storm water systems were being installed in accordance with the design plans. The Planning Board has hired a consultant engineer to inspect and approve of all drainage installations.	Town Planner reviewing regulations
Revised	Site Plan Review				

4.2	Planning Board Subdivision Regulation	Planning Board	Site plan zoning and Low Impact Development Bylaw	Subdivision regulations are currently being revised to incorporate new storm water requirements	Reviews ongoing/ revised regulations submitted to Planning Board for approval
Revised	Site Plan Review		Accepted at 2011 Town Meeting		
4.3	Planning Board Zoning Regulation amendments	Planning Board	District zoning Common driveways Flexible frontage	Originally approved on May 2012 Town Meeting. Rules and regulations revised at 2014 town meeting.	Reviews ongoing
Revised					
4.4	Public access to parcel and GIS data layers on Town Website	Assessors office	Online, digital public access	Online, digital public access	Ongoing. Increase local data for GIS mapping of town infrastructure
Revised					
4.5	Inspection and enforcement procedures	Planning Board, Conservation Commission	Enforce Construction Site Storm Water Runnoff Control	Small MS4 general permit released	Draft written procedures for inspections and enforcement
4.6	Requirements for Construction Operators to Implement Sediment and Erosion Control Program	Planning Board, Conservation Commission	Sediment and Erosion Control Requirements	Small MS4 general permit released	Develop and adopt written procedures for inspections and enforcement .

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
5.1	Planning Board Subdivision Regulation	Planning Board	Regulation change and LID bylaw established	All development plans are being reviewed in accordance with low impact development guidelines.	Town Planner working to integrate Regulations approved. Regulations ongoing
Revised					

5.2	Storm water Draft Regulations for sites less than 5,000 sq. feet	Board of Health	Enforce regulations	Review regulations annually – Board of Health requires that all New Construction Form A plans comply with the Board of Health stormwater regulation	Review and enforce regulations for planned activities
Revised	2014				
5.3	Planning Board Zoning Regulation - amendments	Planning Board	District zoning Common driveways Flexible frontage	Rules and regulations updated. Engineering consultant hired to oversee construction	Reviews ongoing
Revised			Inspections to ensure conformance with approved plans		
5.4	Estimation of impervious and directly connected impervious areas	Planning Board	Estimate IA and DCIA of rooftops, parking lots and roadways	GPS, training and software acquired throughout 2015	Use software and GPS. Use and collect existing data
5.5	Street design and parking lot guidelines	Planning Board, Highway Department	Develop a report assessing requirements that affect the creation of impervious cover.	Update of Planning Board rules and regulations	Draft written guidelines for street and parking lot design.

5a. Additions

5.6a	Projects Reviewed for Storm water Compliance Between April 1, 2015 and March 31, 2016	Planning Board	Stormwater Regulation Compliance	Subdivisions 13-003C - Subdivision - Brother's Way (5 Lot Subdivision) 13-008C - Subdivision - Upland Trail – Drift Road between # 1246-1263 (5 Lot Subdivision) 14-005C - Subdivision - Lincoln Heights – Terminus of Lincoln Ave. (4 Lot Subdivision) 14-006C – Subdivision – Old County Estates (9 Lot Subdivision) 15-001C - Subdivision - Village Farm – 729 Main Road (5 Lot Subdivision) Site Plans 13-007SPA - Site Plan Review - 937 Main Road (LEP Realty Tr) 13-009SPA - Site Plan Review - 997 Main Road (Main Road Realty) 13-010SPA - Site Plan Review - 1121 State Road (Prestige Auto Mart) 14-002SPA-CD SOLAR - Site Plan Review - American Legion Highway (Westport Power Associates) 14-003SP-CD Site Plan Review – 1789 Main Road (Artemesia Realty Trust) 14-004SPA – Site Plan Review – 111 Old Bedford Road (Richie's Insulation) 15-002SPA – Site Plan Review – 1121 State Road (Distinctive Auto Body) Special Permits 15-003SP-FF - Special Permit – 215 River Road (Phelan) 15-004SP-FF – Special Permit - 926 & 936 Drift Road (Jarabeck)	

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
6.1	Highway Dept. Policy Guide	Highway Surveyor	Policy Guide produced	Adherence to policies	Conduct training, use feedback to target future agenda
Revised					
	Highway Dept. Annual Training	Highway Surveyor	Training on guide	Yearly training on guide	
Revised					
6.2	Highway Dept. Permit Filing	Highway Surveyor	Work with Con Com to develop order of conditions	Ongoing –	ongoing
Revised					
6.3	Street Sweeping	Highway Surveyor	Sweep streets 2 times per year	ongoing	ongoing
Revised					
6.4	Catch basin cleaning	Highway Surveyor	Clean over 200 catch basins 2 times per year	ongoing	ongoing
Revised					
6.5	O&M for town owned structural BMPs	WRWA	Implement O&M for 319 funded municipal BMPs	Raingarden cleaned and plants maintained	ongoing
Revised					

6.6	Municipal worker training	Board of Health, Planning Board, Highway Dept.		Town Planner attended MassDOT transportation project seminar for storm drainage and street design Board of Health Agent attended MEHA education seminar "Onsite Wastewater for Local Environmental Health Officials" DEP updates and O&M procedures, attended DEP manganese drinking water seminar Highway Department Employee attended BBAC stormwater collaborative "How will it work" seminar for efforts to map stormwater networks and monitoring	Ongoing. Board of Health attends yearly training by DEP on septic illicit discharge and other related topics Highway Department attends GPS training and Stormwater Permit compliance workshops
Revised					

6a. Additions

6.7	MS4 Annual Report	Board of Selectmen Highway Surveyor	Report filed for 2014-15		
6.8	Grant Writing	Town Administrator, Planning Board	Grant for Storm Water improvements at the Head of Westport	Grant application submitted	Upgrades to storm water facility provided that grant is awarded

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
7.1	Public release of Estuaries Report for Westport	Water Resource Management Committee	TMDL for nitrogen in the Westport River watershed.	Westport received a Draft TMDL from MA DEP October, 2015 http://www.westport-ma.com/water-resource-management-committee/pages/westport-river-estuarine-system-total-maximum-daily-loads	Develop an adaptive management strategy for TMDL compliance.
Revised	TMDL for nutrients	Board of Selectmen			
7.2	Formation of Town Water Resource Management Committee	Board of Selectmen	Review stormwater remediation projects, Utility water quality, Discuss TMDL for Nitrogen. Report to the Board of Selectmen	Work with Town Boards to implement an adaptive management strategy for TMDL compliance.	Work with Town Boards to implement an adaptive management strategy for TMDL compliance.
Revised					
7.3	Grant Application	Board of Selectmen, Planning Board, WRMC	For Southeast New England Program to fund a Comprehensive Water Management Plan and Nutrient reducing Pilot Project	Westport was not invited to submit a full proposal	Seek alternate funding sources
7.4	Denitrification Septic Systems	Planning Board, Board of Health	Minimize Nitrogen from new septic systems	Planning Board has required as part of the approval process a denitrifying septic system for a single family home and a 50 unit residential development	Systems will be monitored by the Planning Board and the Board of Health

7a. Additions

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7b. WLA Assessment

Part IV. Summary of Information Collected and Analyzed

The Westport Water Resources Management Committee established by the Board of Selectmen combined the Water & Sewer Committee, the Ponds Committee, the Storm water Committee and the Estuaries Committee to work towards consensus on water issues affecting the Town to include drinking water, fresh water, storm water, nitrogen management and infrastructure options. The Committee consists of nine members. One representative member from each of the five voting districts and one representative member from each of the following entities: the Board of Health, the Highway Department and the Westport River Watershed Alliance. The members are Dick Barresi (Precinct A), Tim Gillespie (Precinct B), Bill Harkins (Precinct C), Liz Collins (Precinct D), Maury May (Precinct E), Jim Walsh (Board of Health), Andrew Sousa (Highway) and William Pardee (WRWA).

Topics and information discussed throughout the reporting period, the speakers and participants in our Town's environmental challenges which include:

- Angeline Brook Grant
- Route 88 Resurfacing and stormwater Remediation
- Route 6 and route 88 stormdrain
- Knubble Dune restoration projects
- 1090 Drift Rd stormwater project
- MA Estuaries Report for Nitrogen TMDL
- Title 5 and Stormwater Bills proposed
- Town Planner Jim Hartnett
- Representative Paul Schmid
- Planning Board Chairman Jim Whittin
- Planning Board Member David Cole
- Westport River Watershed Alliance Advocacy Director Betsy White

Our major areas of focus in 2015 were as follows.

- **Storm Water Remediation Projects.** We identified 10 projects and with a combination of Town resources and Chapter 90 funds the Highway Department undertook a number of them (e.g., Borden Street, Drift Rd, Hillside Avenue). We address present and future stormwater issues with public safety and to reduce bacteria and other pollutants in the river.
- **Utility Water Quality.** We have a small waterline enterprise fund that serves 160 customers in North Westport. During the year, we monitored efforts by the Town to work with the Fall River Water Division to find solutions to a water quality issue that alleviated the need for an expensive water filtration system.
- **TMDL Report.** We reviewed the draft "Westport River System Total Maximum Daily Loads for Total Nitrogen" issued by the Commonwealth of Massachusetts in October 2015 and formulated our Town's response to it. We continue to research and implement recommendations of the Mass Estuaries Report to reduce nitrogen loading of the Westport River and other water bodies
- **Septic.** Exploring options to help residents deal with failed septic systems under the guidelines of the Board of Health
- **Planning.** Review site plan reviews for private developments with recommendations on effectiveness

- Explore options for the water level of the South Watuppa Pond
- Explore options for funding a Comprehensive Water Resources Management Plan for the town
- Develop action plans with timetables for above issues

Part V. Program Outputs & Accomplishments (OPTIONAL)

(Since beginning of permit coverage unless specified otherwise by a **, which indicates response is for period covering April 1, 2015 through March 31, 2016)

Programmatic

	(Preferred Units)	Response
Stormwater management position created/staffed	(y/n)	N
Annual program budget/expenditures **	(\$)	N/A
Total program expenditures since beginning of permit coverage	(\$)	UNKNOWN
Funding mechanism(s) (General Fund, Enterprise, Utility, etc)		DONATED

Education, Involvement, and Training

Estimated number of property owners reached by education program(s)	(# or %)	3,000
Stormwater management committee established	(y/n)	Y
Stream teams established or supported	(# or y/n)	Y
Shoreline clean-up participation or quantity of shoreline miles cleaned **	(y/n or mi.)	Y

Shoreline cleaned since beginning of permit coverage	(mi.)	5 mi
Household Hazardous Waste Collection Days		
▪ days sponsored **	(#)	0
▪ community participation **	(# or %)	0
▪ material collected **	(tons or gal)	
School curricula implemented	(y/n)	Y

Legal/Regulatory

Phase II	In Place Prior to Authorities	Reviewing Existing Drafted	Review	Draft in Adopted	
Regulatory Mechanism Status (indicate with "X")					
▪ Illicit Discharge Detection & Elimination	x				
▪ Erosion & Sediment Control		x	x	x	
▪ Post-Development Stormwater Management			x	x	
Accompanying Regulation Status (indicate with "X")					
▪ Illicit Discharge Detection & Elimination		x		x	
▪ Erosion & Sediment Control		x		x	
▪ Post-Development Stormwater Management		x		x	

Mapping and Illicit Discharges

	(Preferred Units)	Response
Outfall mapping complete	(%)	75
Estimated or actual number of outfalls	(#)	777
System-Wide mapping complete (complete storm sewer infrastructure)	(%)	25
Mapping method(s)		
▪ Paper/Mylar	(%)	
▪ CADD	(%)	
▪ GIS	(%)	75
Outfalls inspected/screened **	(# or %)	11%
Outfalls inspected/screened (Since beginning of permit coverage)	(# or %)	25%
Illicit discharges identified **	(#)	7

Illicit discharges identified (Since beginning of permit coverage)	(#)	0
Illicit connections removed **	(#); and (est. gpd)	0
Illicit connections removed (Since beginning of permit coverage)	(#); and (est. gpd)	0
% of population on sewer	(%)	0%
% of population on septic systems	(%)	100%

Construction

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

Post-Development Stormwater Management

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	(%)	100
Site inspections (for proper BMP installation & operation) completed **	(# or %)	9
BMP maintenance required through covenants, escrow, deed restrictions, etc.	(y/n)	n
Low-impact development (LID) practices permitted and encouraged	(y/n)	Y

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)	2
Qty of structures cleaned **	(#)	250
Qty. of storm drain cleaned **	(%, LF or	90%

	mi.)	
Qty. of screenings/debris removed from storm sewer infrastructure **	(lbs. or tons)	300 YARDS
Disposal or use of screenings (landfill, POTW, compost, beneficial use, etc.) **	(location)	COMPOST

Basin Cleaning Costs		0
• Annual budget/expenditure (labor & equipment)**	(\$)	IN HOUSE
• Hourly or per basin contract rate **	(\$/hr or \$ per basin)	0
• Disposal cost**	(\$)	0
Cleaning Equipment		
• Clam shell truck(s) owned/leased	(#)	1
• Vacuum truck(s) owned/leased	(#)	0
• Vacuum trucks specified in contracts	(y/n)	0
• % Structures cleaned with clam shells **	(%)	100
• % Structures cleaned with vector **	(%)	0

	(Preferred Units)	Response
Average frequency of street sweeping (non-commercial/non-arterial streets) **	(times/yr)	2
Average frequency of street sweeping (commercial/arterial or other critical streets) **	(times/yr)	2
Qty. of sand/debris collected by sweeping **	(lbs. or tons)	UNKNOWN
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.) **	(location)	HIGHWAY DEPT YARD
Annual Sweeping Costs		
• Annual budget/expenditure (labor & equipment)**	(\$)	IN HOUSE
• Hourly or lane mile contract rate **	(\$/hr. or ln mi.)	IN HOUSE
• Disposal cost**	(\$)	N/A
Sweeping Equipment		
• Rotary brush street sweepers owned/leased	(#)	1 OWNED
• Vacuum street sweepers owned/leased	(#)	N/A
• Vacuum street sweepers specified in contracts	(y/n)	N/A
• % Roads swept with rotary brush sweepers **	%	100
• % Roads swept with vacuum sweepers **	%	0

Reduction (since beginning of permit coverage) 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
Integrated Pest Management (IPM) Practices Implemented	(y/n)	Y

	(Preferred Units)	Response
Average Ratio of Anti-/De-Icing products used ** (also identify chemicals and ratios used in specific areas, e.g., water supply protection areas)	% NaCl % CaCl ₂ % MgCl ₂ % CMA % Kac % KCl % Sand	50% NaCl 50% Sand
Pre-wetting techniques utilized **	(y/n or %)	N
Manual control spreaders used **	(y/n or %)	Y
Zero-velocity spreaders used **	(y/n or %)	N
Estimated net reduction or increase in typical year salt/chemical application rate	(±lbs/ln mi. or %)	-700 TONS
Estimated net reduction or increase in typical year sand application rate **	(±lbs/ln mi. or %)	
% of salt/chemical pile(s) covered in storage shed(s)	(%)	100
Storage shed(s) in design or under construction	(y/n or #)	N/A
100% of salt/chemical pile(s) covered in storage shed(s) by May 2008	(y/n)	Y

Water Supply Protection

Storm water outfalls to public water supplies eliminated or relocated	# or y/n	
Installed or planned treatment BMPs for public drinking water supplies and their protection areas	# or y/n	Y
• Treatment units induce infiltration within 500-feet of a wellhead protection area	# or y/n	