

Municipality/Organization:	Town of Dudley, MA
EPA NPDES Permit Number:	MAR041108
MassDEP Transmittal Number:	W-
Annual Report Number & Reporting Period:	Year 11 April 1, 2013 to March 31, 2014

NPDES PII Small MS4 General Permit Annual Report (Due: May 1, 2014)

Part I. General Information

Contact Person: Ora E. Finn	Title: Interim Town Administrator
Telephone #: 508 - 949 – 8001	Email: administrator@dudleyma.gov
Mailing Address: 71 West Main Street, Dudley, MA 01571	

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: Ora E. Finn

Title: Interim Town Administrator

Date: _____

Part II. Self-Assessment

The Town continued its public outreach notification system utilizing twitter, its municipal webpage and PEG Television for messages regarding public concerns, including storm water & weather related issues.

The Town continues to use its mobile public notification (Electronic Sign Board) which it uses to broadcast public announcements and emergency information.

The Town provided free storm water pamphlet “After the Storm – A Citizen’s Guide to Understanding Stormwater” at various town locations (Library, Municipal Complex, Recycling Center).

The Town continued various programs relating to pollution control (roadside cleaning, debris removal) which directly effects storm water. The Town continues to take advantage of the sheriff’s community service program for roadside clean up and public facility cleans up such as the town beach area. Our Highway Department has worked many hours removing debris and improving the landscape along our Rail Trail. The Trail is fast becoming a popular destination and a source of pride in our community. Currently the Town offers a Hazardous Waste Removal Service; this program began September 2013.

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 (Reliance on non-municipal partners indicated, if any)	Planned Activities
101	Household Hazardous Waste Disposal	Fire Department	Annual Event	Through a Grant Dudley residents are able to dispose of hazardous waste at a collection center located in the neighboring town of Sutton.	Program currently operating.
Revised		Chief Dean Kochanowski			
102	Checks for Leaks Program	Water Department	Annual program	Water Department “Consumer Awareness Report” is mailed to all residents & businesses and included a information on checking for leaks.	Completed
Revised					
103	PEG Channel	Cable /Selectmen	“After the Storm”	Broadcasted on the PEG Access channel in the spring. EPA / Weather channel Program	Continual broadcasted program.
Revised			On going.		
104	Reverse 911 Notification Program (Code Red)	Police / Selectmen	As needed	Program allows the town to give notice to all cell phone and landline residents when a public concern has occurred. Used in FY 2014.	Code Red
Revised					
105	Twitter	Board of Selectmen	As Needed	Provide short public notice to individual & organizations	Used numerous times this year.
Revised					
106	Consumer Awareness Report	Water Department	Annually	Provides informant a public water supply, water quality monitoring, ect.	Completed
107	After the Storm – A Citizen’s Guide to Understanding Stormwater	Board of Selectmen	Annually	Provided pamphlet at Town Hall offices, recycling center and Library	Completed

1a. Additions

None

2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 10 (Reliance on non-municipal partners indicated, if any)	Planned Activities
201	Household Hazardous Waste Day	Haz Mat Mgr	Annual Event	Not held in 2013. Received grant and offered residents free hazardous disposal and collection center.	Currently operating.
Revised					
202	Collection of Non Hazardous Waste	Board of Health	Earth Day – Volunteers collect roadside & water way debris & trash.	April 2013 a one day event, coordinated with local community groups	Completed
Revised					
203	Roadside Cleanup	Board of Selectmen Bldg & Gnds Dept	Roadside trash	Town wide clean-up using town highway workers & buildings and grounds.	Completed
Revised					
204					
Revised					
Revised					
Revised					

2a. Additions - None

3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 10 (Reliance on non-municipal partners indicated, if any)	Planned Activities
301	Take Water Samples	Board of Health	Merino Pond	Town funded program for weekly spring & summer testing. Public beach area.	Completed
Revised					
302	Town Employee Training	Highway Department	Annual Spring Training	Video training on various topics including storm related issues and discharge detection.	Completed
Revised					
303	Enforce Illegal Dumping By-Law	Board of Health	Fines collected and dumping minimized	No Infraction for this year.	Completed
Revised					
304	Illegal Dumping	Highway and Bldg & Grounds	Roadside Pick Up	Large items, various household items (couch, stove, chairs). Conducted weekly.	Completed
Revised					
305	Illegal Water Usage & Meter tampering	Water Department	Curb illegal water use	Policy gave town authority to proceed against illegal water users on the public water supply.	Completed
Revised					
Revised					

3a. Additions - None

4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 10 (Reliance on non-municipal partners indicated, if any)	Planned Activities
401	Site Plan Enforcement	Inspector of Buildings	Regular Inspection of Buildings	Half time position conducts enforcement	Completed
Revised					
402	Subdivision Regulations Enforcement	Planning Board	Regular inspection of active sites	Conducted	Completed
Revised					
403	Conservation By-Law	Conservation Commission	Mitigation around water bodies	Mitigation and inspection overseen by wetland specialist	Completed
Revised					
	Healy Road Project	Highway Dept.	Rebuild catch basins	Goal will be completed this spring - two catch basins ¾ collapsed and two in need of some repair	Rebuild 4 storm water catch basins at the north end of this road. Completed October 2013.
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 9 (Reliance on non-municipal partners indicated, if any)	Planned Activities
501	Site Plan Enforcement	Inspector of Buildings	Regular Inspection of Buildings	Half time position conducts enforcement	Completed
Revised					
502	Subdivision Regulations Enforcement	Planning Board	Regular inspection of active sites	Full time position assists and conducted regulations enforcement	Completed
Revised					
503	Loam & Soil Permit	Inspector of Buildings	Regular inspection of active sites	Soil & Loam permit. Issued one new permit September 13, 2013.	Completed
Revised					
504	Conservation By-Law	Conservation Commission	Mitigation around water bodies	Mitigation and inspection overseen by wetland specialist	Completed
Revised					
5					
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 9 (Reliance on non-municipal partners indicated, if any)	Planned Activities
601	Street Sweeping	Dan Gion Highway Dept.	Daily March thru October	Downtown streets first then outer roads.	Completed
Revised					
602	Vacuum Catch Basins	Dan Gion Highway Dept.	Weekly if possible	Scheduled for June and December for 1187 catch basins.	Completed
Revised					
603	Training of Employees	Dan Gion Highway Dept.	Training Video	Stormwater video shown annually	Completed
Revised					
604	Used Oil Collection	Dan Gion Highway Dept.	Waste oil from town departments.	All waste oil is collected then disposed of by Cyn Tech Environmental, Inc.	Completed
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 10 (Reliance on non-municipal partners indicated, if any)	Planned Activities
701	Catch Basin Cleaning Program.	Dan Gion Highway Dept.	Basins Near Water 2x / Year	Conducted annually - starting in June - December	Completed
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

	(Preferred Units)	Response
Stormwater management position created/staffed	(y/n)	< 1 FTE
Annual program budget/expenditures	(\$)	
Total program expenditures since beginning of permit coverage	(\$)	
Funding mechanism(s) (General Fund, Enterprise, Utility, etc)		General Fund

Education, Involvement, and Training

Estimated number of property owners reached by education program (s)	45%	Estimated
Stormwater management committee established		
Stream teams established or supported		
Shoreline clean-up participation or quantity of shoreline miles cleaned	Yes	Brooks, streams
Shoreline cleaned since beginning of permit coverage		
Household Hazardous Waste Collection		
▪ days sponsored	On going	
▪ community participation		
▪ material collected	Oils, batteries, Paints, pesticides, fuels, mercury	
School curricula implemented	(y/n)	N/A

Legal/Regulatory

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

Mapping and Illicit Discharges

	(Preferred Units)	Response
Outfall mapping complete	(%)	5%
Estimated or actual number of outfalls	(#)	75 (est.)
System-Wide mapping complete (complete storm sewer infrastructure)	(%)	5%
Mapping method(s)		
▪ Paper/Mylar	(%)	
▪ CADD	(%)	
▪ GIS	(%)	5%
Outfalls inspected/screened	(# or %)	
Outfalls inspected/screened (Since beginning of permit coverage)	(# or %)	80%
Illicit discharges identified	(#)	
Illicit discharges identified (Since beginning of permit coverage)	(#)	
Illicit connections removed	(#); and (est. gpd)	
Illicit connections removed (Since beginning of permit coverage)	(#); and (est. gpd)	
% of population on sewer	(%)	
% of population on septic systems	(%)	

Construction

	(Preferred Units)	Response
Number of construction starts (>1-acre)		8
Estimated percentage of construction starts adequately regulated for erosion and sediment control	(%)	100%
Site inspections completed	(# or %)	100%
Tickets/Stop work orders issued	(# or %)	1
Fines collected	(# and \$)	0
Complaints/concerns received from public	(#)	0

Post-Development Stormwater Management

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	(%)	
Site inspections (for proper BMP installation & operation) completed	(# or %)	
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)	1x annually	Completed
Average frequency of catch basin cleaning (commercial/arterial or other critical streets)	2x at waterways	Completed
Qty of structures cleaned		+ 1000
Qty. of storm drain cleaned		2100 LF
Qty. of screenings/debris removed from storm sewer infrastructure	(lbs. or tons)	235 tons
Disposal or use of screenings (landfill, POTW, compost, beneficial use, etc.)		Back Fill & Compost

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

	(Preferred Units)	Response
Average frequency of street sweeping (non-commercial/non-arterial streets)	(times/yr)	1x/2x at waterways
Average frequency of street sweeping (commercial/arterial or other critical streets)	(times/yr)	1x/2x at waterways
Qty. of sand/debris collected by sweeping	(lbs. or tons)	+ 500 yards
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.)	(location)	Road fill & Compost
Annual Sweeping Costs		
• Annual budget/expenditure (labor & equipment)	(\$)	In house
• Hourly or lane mile contract rate	(\$/hr. or ln mi.)	In house
• Disposal cost	(\$)	In house
Sweeping Equipment		
• Rotary brush street sweepers owned/leased	(#)	Owned
• Vacuum street sweepers owned/leased	(#)	Owned (1)
• Vacuum street sweepers specified in contracts	(y/n)	n/a
• % Roads swept with rotary brush sweepers	%	
• % Roads swept with vacuum sweepers	%	+ 90 %

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)	N

	(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	20 – 23 % 80 – 20 %
Pre-wetting techniques utilized	(y/n or %)	No
Manual control spreaders used	(y/n or %)	Yes
Zero-velocity spreaders used	(y/n or %)	No
Estimated net reduction or increase in typical year salt/chemical application rate	(±lbs/lb mi. or %)	- 3 %
Estimated net reduction or increase in typical year sand application rate	(±lbs/lb mi. or %)	- 25 %
% of salt/chemical pile(s) covered in storage shed(s)	(%)	100%
Storage shed(s) in design or under construction	(y/n or #)	N
100% of salt/chemical pile(s) covered in storage shed(s) by May 2008	(y/n)	Yes

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	
Treatment units induce infiltration within 500-feet of a wellhead protection area	# or y/n	