

Municipality/Organization: Town of Medway, MA

EPA NPDES Permit Number: MA041132 (expired)

MassDEP Transmittal Number: W-

Annual Report Number **Year 11**
& Reporting Period: **April 1, 2014 – March 31, 2015**

NPDES PII Small MS4 General Permit Annual Report (Due: May 1, 2015)

Part I. General Information

Contact Person: Mr. David D'Amico Title: Deputy Director, Dept. of Public Services

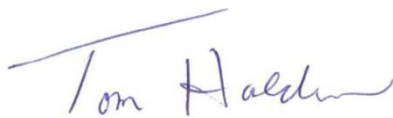
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Certification:

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: Thomas Holder

Title: Director, Dept. of Public Services

Date: April 29, 2015

Part II. Self-Assessment

The Town of Medway has continued its efforts to improve regulation enforcement and operating practices as they relate to stormwater related issues. With the release of the draft new permit regulations, there has been a general rise in the level of awareness among government officials, business leaders, and public at large. With more awareness, comes better discourse on the issues and possible solutions. Discussions now regularly mingle the topics of stormwater, drinking water, sewer, and wetland resource protection. That has also carried forward into the concept of overall water management. Although political leaders are receptive at this point to increasing staff, budgets, and possibly adding a storm water utility, they do not want to commit precious resources to implement a large scale program that is not yet well defined in regulation. We continue to work on infrastructure identification and mapping as a primary focus for future requirements until further regulatory progress is made.

The RT 109 Reconstruction Project is in the last design phase, as well as, right-of-way acquisition phase. The project is a high visibility project and provides many opportunities for direct mailings, public meetings, Business Council updates, and one-on-one conversation with area residents. We continue to stress the revisions and improvements to the storm water collection system along the route and Choate Pond.

The Town has been a frequent participant at a regional business group called the Metrowest/495 Partnership where MS4 regulation and ground water stewardship have been topics of on-going discussion. Involvement by the EPA and DEP has helped solidify the message and its importance. Again however, it is clear that the business and municipal communities represented at the meetings are looking for further direction with final permits.

The Town continues with its consultant, Kleinfelder, to monitor the MS4 Permit reissuance and has submitted comments to the draft regulation. Although the permit continues to be delayed, the Town understands that certain basic steps must be taken to improve our position and ultimately, general water quality. As reported previously, Town Meeting approved a \$500,000 loan from the State revolving fund loan program. Under the Integrated Water Resource Management Program, several steps have been undertaken to perform detailed GIS mapping of the stormwater sewer system, collect additional data at outfalls, and review a possible stormwater utility as a source of funding.

During the 2013 reporting period, the Town undertook a major effort to update its Stormwater Program. 70 priority outfalls (out of 221 total MS4 Outfalls) were GPS-located and inspected for dry-weather flow and condition. Hand-drawn drainage sketches from the town's files were used to compile all 267 outfall locations and update the Town's Drainage Basemap with capacity to include the following information required under the Draft 2010 Permit:

- outfalls
- receiving waters (including impairment level)
- USGS drainage sub-basins
- land use

- MS4 outfalls
- sewer lines
- wetlands
- failed septic systems
- buildings
- parcels
- streams and ponds

The Town continued the implementation of its 2014 Illicit Discharge Detection & Elimination (IDDE) Plan by conducting dry weather IDDE inspections at 17 outfalls during the reporting period; an additional 13 outfalls were inspected in April of 2015 (weather delayed until outside of reporting period).

Working with the Metropolitan Area Planning Counsel, the Town has been working to have a new flyover of the entire Town completed to provide new high resolution imagery for our GIS system. This work was originally scheduled for a year ago, but was deferred as the flight window for good imagery closed. This imagery will provide important information on current BMP's to supplement ground data collection and allow superior operational planning. The plan presently is to fly in April, 2015.

A draft Municipal Services Operations & Maintenance Manual (A Guide to Good Housekeeping Practices to Prevent Stormwater Pollution) was developed (January 2014) which meets the anticipated requirements of the Draft 2010 Permit. The Manual contains 11 different BMP sheets applying to all aspects of Municipal O&M that impact stormwater (Lawn care, Street sweeping, deicing, vehicle washing, materials management, etc). The manual serves as a blueprint for staff training and protocols as it is developed and implemented.

The Department of Public Services has continued to receive funding for major sewer trunk line repairs with several inflow and infiltration problems corrected. These lines flow to the Charles River Water Pollution Control District for treatment and discharge to the Charles River. Although treated, the flow should be contributing to groundwater resources instead of being directly discharged to the Charles River. This has now become an established program to inspect and repair in alternating years various segments of the sewer collection system.

The Department as usual now, participated in volunteer community events with message boards, brochures, hand-outs, and web announcements all designed to raise public awareness. Booths were set-up at Family Day held at Choate Pond and at Medway Pride Day, as well as, other events such as Town meetings, household hazardous waste day, and other open meetings. These events are used to promote an array of conservation initiatives in water, solid waste recycling, and energy. Three separate educational brochures were developed specifically for Medway, and distributed at these events again in 2014. The topics covered include Recycling and described how rain barrels can help decrease stormwater runoff to streams, phosphorous, its use and effects, and yard waste. A pet waste flyer has now also been added to the collection.

As much as 2013 was a year where the Town moved to a revised outlook on stormwater and the connection between it and all water resources, 2014 became the year of anticipation. The topic of the 2014 Draft MS4 Permit, Medway's stormwater program, and how to fund the anticipated increased costs was the topic of discussion at a Board of Selectmen's meeting in January 2015. The message has become loud and clear. The efforts have been strong and we continue to be in a better position to ultimately implement new requirements. The anticipation is now for the new regulations and how best to design programs with a goal of continuous improvement to watershed areas while controlling overall costs.

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 extended (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year extended
1 Revised	NEWSPAPER ARTICLES	DPS/ DAVID D'AMICO	RAISE PUBLIC AWARENESS	RT 109 100% design submitted to MassDOT generating several articles and public feedback. Brookside Trail was completed and reported. Medway 300 held Family Day again at Choate Park which was highly publicized and well attended. Clean Sweep, rain barrel disbursements, household hazardous waste day, Pride Day all held again with corresponding articles.	RT 109 will be a major area of focus and provide many opportunities for meetings and news stories. Repeat successful events with newspaper articles.
2 Revised	PUBLIC MEETINGS	BOH/STEPHANIE BACON	CHOATE POND/CHICKEN BROOK CLEAN UP	Public meetings with Conservation Commission, Board of Health, and Parks Commissioners held at duly posted regular meetings. New MS4 permitting requirements were presented to the public at a Board of Selectmen's meeting on January 19, 2015	Continue Board of Health meetings on water quality; increased coordination with ConCom through their agent. Annual Town Meeting in November, 2015 will address funding for added open space/field areas/RT 109 project. A MassDEP grant application has been submitted for funding to further explore and discuss a stormwater utility. If funded this would provide opportunity for public discussion.
3	SCHOOL OUTREACH	SCHOOL DEPT/DR. JUDY EVANS	SCIENCE CURRICULUM INCLUDES WATER RESOURCES TOPICS	Science curriculum includes topics on stormwater pollution and prevention; Worked with local Boy Scout troops on Brookside trail and Sr. Center walking path on awareness projects.	Discuss with School Dept. additional curriculum opportunities. Continue to work with local Boy Scout troops on resource projects. Continue to use RT 109 project as an educational opportunity.

4	TOWN WEB SITE	DPS/ THOMAS HOLDER	RAISE PUBLIC AWARENESS	Stormwater and water quality information on the Town web site focusing on special events, projects, and general water resource information.	Continue web announcements.
5	CABLE TV	DPS/ DAVID D'AMICO	RAISE PUBLIC AWARENESS	Discussed topics on stormwater management during Town Meeting, Selectmen, ConCom, and FinCom meetings aired locally. Several discussions about Water Resources Management Project, new MS4 regulations, and RT 109 project.	Continue discussions at aired meetings.
6	CATCHBASINS STENCILING	DPS/DAVID D'AMICO	STENCIL ALL CATCHBASINS WITH DIRECT DISCHARGE TO OUTFALLS	Spot stenciling performed as needed.	Update and re-stencil as needed. Focus on CB's feeding outfall areas.
7	EDUCATIONAL SIGNAGE	DPS/ DAVID D'AMICO	RAISE PUBLIC AWARENESS	Sign board postings continued. Two electronic signboards used to display public water messages IWRMP Poster Board was displayed at Medway Pride Day. Again, distributed 3 different brochures which discuss stormwater pollution at community events. Two areas identified on RT 109 for educational information.	Continue publishing notices. Seeking other educational areas in drainage areas for RT 109 reconstruction.
8	PUBLIC FEEDBACK	TA/ DPS/ /BOH /SELECTMEN	RAISE PUBLIC AWARENESS	Public at large responding positively to web site, advertisements, public discussions, and CB stenciling. Town now uses a reverse 911 system and school resources for additional outreach with good results. Monitoring of social media channels has begun.	Continue to gather, analyze, and adjust to feedback. Continue to use PeopleGIS Forms capability for more surveys/public response.

9	GREEN COMMUNITY PROJECTS	TA/DPS/ BUILDING INSP	ASSORTED PROJECTS UNDER GRANT COMPLETED AND PUBLICIZED	DPS continued several initiatives in solid waste, water, stormwater, etc. Types of programs included rain barrel installs, rigid plastic recycling, no phosphorous fertilizer use, water conservation efforts, etc. Some success with solar panel installations. Top 10 largest water users in Town audited and provided information to promote conservation measures. Solicited donations for park improvements from businesses.	Continue to look to include businesses in opportunities in all areas. Approach businesses along the RT 109 corridor to consider donating easements for public pocket park areas. These will provide more opportunities for public bulletins.
10	RAIN BARREL PROGRAM	DPS	Promote sale of rain barrels. Track the number of rain barrels sold.	DPS had a public sign-up for rain barrels and distributed 65 of them to the public. Brochures of the benefits were made available.	Repeat program.
11	Promote Responsible Yard Waste Management	DPS	Promote Sale of Composters. Track number of composters sold. Distribute brochure that promotes yards waste recycling and composting. Promote use of the Town's recycling center for disposal of yard waste.	DPS sold 9 of them to the public. Began sign-up for 2015 order and distribution. Brochures of the benefits were made available. Town's homepage set to provide a quick link to trash and recycling information. Yard waste is a substantial portion of the total volume handled at the center.	Finalize order and distribute composters ordered. Evaluate Composter Program (2015). Likely to promote every other year due to demand. Investigate adding more options for residents for waste disposal. Create a brochure and mailing for the recycling center offered services.

12	Promote Responsible Pet Waste Management	DPS	Intensify the Existing Pet Waste Management Campaign. Update the existing dog park rules brochure to include information regarding the effects of pet waste on water quality, proper pet waste disposal and what pet owners can do to reduce pollution. Distribute and track the number of brochures distributed with the Henry Garnsey Dog Park Permit Application.	Some Garnsey Park rules modified as appropriate. Worked with organizers of "King Fido's Fair" held at the park to promote pet waste management. Issued approximately 400 dog permits and associated rules and brochures.	Update the existing dog park rules brochure. Distribute and track the number of brochures distributed.
13	Residential Landscape and Lawn Care Education		Develop a brochure that educates on the impacts of nutrient loading in Lawn Care and provides helpful lawn care and landscaping tips to help reduce the amount of pollutants from entering the storm water collection system. Distribute brochure at pertinent events. Track events where brochure was made available.	Yard Waste Brochure was created and distributed. Pesticide brochure developed and distributed at pertinent events.	The Town will continue to distribute and post the educational brochure. Recycling Center brochure to be developed can also address this topic. Distributed in April, 2015.

14	General Stormwater Awareness		Develop a poster on Stormwater Pollution for display at Town Hall, Public Library, and outreach events	Poster developed for the Integrated Water Resources Management Plan (IWRMP) includes stormwater educational language.	Displayed at various municipal buildings and events including Medway Pride Day. Continue to display. Determine if any updates are necessary.
15	Targeted outreach to Industrial / Commercial / Development audiences		Develop a plan for outreach on audience –specific message	Attended many joint meetings with area businesses focused on new MS4 regulations. The desire is to tailor the message to the new requirements. Deferral of the permit issue has pushed this activity back. Many other outreach activities continue especially thru local boards and Medway Business Council.	Awaiting final issue of new regulations for a clear, consistent targeted message.

1a. Additions

2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year extended (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year extended
1	CROSS COMMITTEE INVOLVEMENT	TOWN ADMINISTRATOR	RAISE PUBLIC AWARENESS	Much improved coordination through single engineer consultant, ConCom Agent, and consolidated DPS. Meeting 1 to 3 times per week on issues. Stormwater was discussed at the Board of Selectmen's meeting on January 19, 2015	Continue regular meetings with key staff. Review permitting requirements and provide updates at public meetings.
Revised					.
2	HHW DAY	DPS/TOM HOLDER	PUBLIC PARTICIPATION	HHW collection advertised and held w/ 238+ residents.	HHW collection day scheduled for May 14 th .
3	POND CLEAN-UPS	TA/ALLISON POTTER	HOLD ANNUAL EVENT	Medway Clean Sweep encompassed entire Town including Choate Park and Charles River areas. Approximately 200 volunteers participated.	Plan similar event for 2015.
4	PUBLIC EVENTS	PARKS COMM.	HOLD ONE OR MORE ANNUAL EVENTS	Events held at Choate Park-Air Force Band, Summer Concert series, Family Day, and Christmas Parade end point all held at the park.	Hold similar events.
5.	PUBLIC ACCESS	DPS/OPEN SPACE COMMITTEE	OPEN BROOK AND RIVER AREAS TO THE PUBLIC AND RAISE AWARENESS	Canoe launch constructed on Village St. by the State DRC. Maintained areas and provide an educational resource. Began construction of new trail along High School eastern boarder connecting to Choate Park trail.	Maintain and advertise areas for public use. Install trailhead kiosks with educational materials. Open new trail at High School.

6	DEVELOP AND IMPLEMENT A MEANS FOR RESIDENTS TO REPORT STORMWATER VIOLATIONS	DPS/IT	Establish the electronic form or web link on the Town's website. Advertise the electronic form or web link Track the number of complaints received Track the problems/incidents remedied as a result of the electronic form/link.	General comments and concerns available on the web site. Also monitoring of new social media site where topics of concern are brought up and a response made.	Awaiting final MS4 permit to create more detailed guidance for complaints/concerns to be logged and acted upon. Create a first generation form specific to stormwater in 2015.

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 extended (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year extended
1	WEEKLY TESTING	DPS/DAVID D'AMICO	MAINTAIN LOW ECOLI LEVELS	Swimming program at Choate suspended. Regular testing suspended. No desire to reinstate swimming in 2014.	Reviewing possible reinstatement of swimming at Choate Pond.
Revised		BOH/STEPHANIE BACON			
2	MAINTAIN STORM SEWER SYSTEM MAP W/OUTFALLS	DPS/DAVID D'AMICO	STORM SEWER SYSTEM MAP MAINTAINED	Maintained GIS layer. Planned new aerial imagery for the Town was deferred until 2015.	As funding allows, the Town will continue to update its Drainage Basemap. The components that will need to be mapped based on the anticipated Draft Permit requirements include: catchbasins, drainpipes, drain manholes, open conveyances (swales, ditches), town owned stormwater treatment structures, other MS4 interconnections.
Revised					Perform new aerial imagery for GIS mapping.

3	SCREEN OUTFALLS FOR ILLICIT CONNECTIONS	DPS/DAVID D'AMICO	SCREEN ALL OUTFALLS AND REMOVE ILLICIT CONNECTIONS	The DPS field staff has used the outfall map book to mark mapping discrepancies and to add missing infrastructure, to a planning level of accuracy. The paper markups are then used to update the GIS periodically. The existing level of accuracy for the outfalls on the maps is adequate for planning level purposes and IDDE investigation. Reinspection of 16 suspect flows revealed one actual violation of discharge rules. This has been corrected. Long winter and prolonged snow cover has deferred next round of investigations and survey. Work beginning April, 2015 to include 16 areas of initial concern.	Continue to conduct outfall screening in accordance with the 2014 IDDE Plan. Begin with Medium Priority outfalls followed by Low priority outfalls. For any of the sampled outfalls suspected of illicit discharges, begin investigation and elimination procedures. 13 Outfalls dry weather inspected in April 2015 so far. Continue efforts as availability and weather allow.
4	INTEGRATE THE SEPTIC SYSTEM DATABASE INTO THE TOWN'S GIS DATABASE AND MAPPING SYSTEMS <i>(Promotes centralized storage of records, incorporates data into a format to be used with future phosphorous control mapping, and provides easy format for querying pumping records to identify systems that have been pumped more than four times per year.)</i>	Board of Health	Develop septic system records data entry interface for use with the Town's GIS database and mapping systems. Implement use of the new data entry interface. Track the number of septic systems that have failed each year and action taken.	On-line data entry forms have been created using the Town's GIS mapping system.	Begin capturing data using the new forms. Build a GIS layer to geo-locate and analyze data.

5	SEPTIC SYSTEM MAINTENANCE EDUCATION <i>(Educational packets to include literature about caring for a septic system, identifying a failing system and guidance for having a Title V inspection done.)</i>	Board of Health	Develop educational packets. Track the distribution of the public education packets. Post educational information on the BOH's website.	"Septic Facts" brochure has been created and is available on-line.	No funding for direct mailing. Hardcopies mailed upon request.
Revised					

3a. Additions

6	SEPTIC SYSTEM REPLACEMENT PROGRAM	Board of Health	Participate in the State DEP "Community Septic Betterment Loan" program.	Loans made available through the BOH.	Continue program.

4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year extended (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year extended
1	SILT FENCING, HAY BALES	BUILDING/JACK MEE & CONCOM /BRIDGET GRAZIANO	NO RUNOFF INTO STORMWATER SYSTEM AT CONSTRUCTION SITES	Conservation Agent and Building Inspector are both working to improve enforcement. New staff with some improved regulations proposed, however waiting new stormwater permit from EPA.	Continue enforcement of new regulations. Propose new regulations as needed.
Revised					
2	PUBLIC WAY CLEANUP	DPS/DAVID D'AMICO	INSURE NO SILT ON THE ROAD ADJACENT TO AREA	Stabilization pads at all entrance/egresses during construction; street sweeping / catch basin cleaning completed by contractors & DPS.	Continue compliance with regulations.
Revised					

4a. Additions

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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 extended (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year extended
1	REGULATE STORMWATER MGT & EROSION CONTROL	DPS/DAVID D'AMICO & THOMAS HOLDER/P&EDB	REGULATIONS PASSED	Town engineering firm working through Planning & Economic Development Board to monitor and improve regulation.	Continue to review regulations and propose changes as needed.
Revised					
2	IMPLEMENT IMPROVED ENG DESIGN FOR INFILTRATION & SEDIMENT CONTROL	PLANNING BOARD	NEW DESIGNS INSTALLED	New construction being requested to install forebays to better manage sediment and cultic units for below grade infiltration of storm water. Incorporated gravel wetlands into RT 109 reconstruction project. Tree wells not feasible.	Continue progress with new engineering designs incorporating tree infiltration wells and gravel wetlands.
3	REQUIRE AS-BUILT DOCUMENTATION	PLANNING BOARD/ BUILDING INSPECTOR/ DPS	AS-BUILTS RECEIVED AND PROPERLY FILED	As-built plans for construction projects received, reviewed, and filed. Documents being filed electronically filed and cataloged.	Continue as-built plan requirements.
4	PROVIDE LONG TERM MAINTENANCE	DPS/DAVID D'AMICO	LONG TERM MAINTENANCE PERFORMED	Brentwood and Village Street culvert designs complete. Project deferred due to Medway 300. Continued deferral due to right-of-way issues with owners. Both projects undergoing major revisions.	Construct Brentwood area drainage work and Village Street culvert work funds permitting.
Revised					

5a. Additions

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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 extended (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year extended
1 Revised	WASH DOWN AREA	DPS/DAVID D'AMICO	NEW WASH AREA CONSTRUCTED	Wash bay operational.	Continue operation.
2 Revised	SALT SHED	DPS/DAVID D'AMICO	COVERED & COFFER DAMED	Feasibility study for new DPS facility completed. Committee reviewing need/necessity for BOS. Proposed design funding set for 2015.	Continue to press need for new DPS Facilities.
3	CATCHBASIN SUMP CLEANING	DPS/DAVID D'AMICO	# CATCHBASINS CLEANED	Entire Town cleaned. 400+ catch basin sumps cleaned; cost over \$40,000.	Monitor basins. Funds do not permit deep cleaning on more than an annual basis.
4	PUBLIC WAY CLEANUP	DPS/DAVID D'AMICO	# ROADS SERVICED	Street sweeping / catch basin cleaning complete throughout Town.	Street sweeping / catch basin cleaning. Outsource street sweeping in 2015 for better scheduling.
5	EMPLOYEE TRAINING	DPS/DAVID D'AMICO	# EMPLOYEES TRAINED	Employees trained in SWMP, new by-laws, illicit connections, etc. DPS includes highway, parks, vehicle maintenance, building maintenance, water, sewer, & solid waste under one department.	Revise program, refresher training to be performed. IDDE refresher Training conducted in April 16, 2015. Good Housekeeping Manual Training to be conducted in May 2015.
6	BEAVER CONTROL POLICY	BOH/STEPHANIE BACON, CONCOM/KARON SKINNER-CATRONE	# OF BEAVER DAMS BREACHED	Dams breached rarely and only due to public safety concerns. Water levels rising and causing public concerns. Maintain installed control devices. One more control device installed.	Install more water level control devices and leave beaver dams in place.

7	REDESIGN AND RECONSTRUCT RT 109 BUSINESS DISTRICT	DPS/DAVID D'AMICO	RT 109 RECONSTRUCTED	State and Federal funds have been earmarked for the design phase of the project. Greenman-Pederson has been retained to perform the design. 25% design hearing complete and 100% design submitted. ROW process underway. Project on 2016 TIP list.	Complete ROW process and complete final design submission.
8	TOWN WIDE CLEAN-UP	TA/ALLISON POTTER	ALL STREETS CANVASED AND TRASH PICKED-UP	Completed sweep of entire Town using High School students to both clean areas and raise awareness.	Continue program.
9	MUNICIPAL OPERATIONS & MAINTENANCE GOOD HOUSEKEEPING MANUAL	DPS/DAVID D'AMICO	Develop and implement a Municipal Services Operations & Maintenance Manual (Good Housekeeping Best Management Practices) landscape and lawn care policy. Incorporate the Manual policy requirements into the Employee Training Program.	A Draft Manual was developed which meets the anticipated requirements of the Draft 2010 Permit. Manual contains 11 different BMP sheets applying to all aspects of Municipal O&M that impacts stormwater (Lawn care, Street sweeping, deicing, vehicle washing, materials management, etc).	Distribute Manual to appropriate Departments and staff. Training on the Manual is planned for May 2015.

10	DEVELOP A STRUCTURAL BMP MAINTENANCE PROGRAM	DPS/DAVID D'AMICO	Inventory all municipally maintained structural BMPs. GPS locate the BMPs. Clean BMPs on an “as needed basis”. Obtain access agreements for BMPS not located on public property of within easements. Track maintenance activities for BMPs. Place a notice on the Town’s website that informs residents that any maintenance requests for municipally maintained detention/retention basins located within their subdivision should be directed to the DPS.	Work on most larger structures not under immediate distress has been deferred due to lack of funding and GIS imagery updates. GIS flyover scheduled for April, 2015.	Identify BMP locations using existing information and new imagery and begin inventory. Obtain access agreements for BMPS not located on public property. Estimated that access agreements may be obtained at a rate of approx. rate of 10% per year beginning in 2016.
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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 extended (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year extended
1	Develop a Water Quality Strategy for 303d Waters	DPS, Board of Health, Conservation Commission	Summary of pollution prevention efforts, future needs, and responsible parties	The January 2014 IDDE Plan addresses a number of these of these considerations, as does the Municipal O&M Manual.	Incorporate the preliminary TMDL strategy into the SWMP Update that will be required following the permit re-issuance. Consider information available from Studies in the Charles River Watershed. To be updated upon new Final Permit issuance
2	Outfall Inspection in Charles stormwater-sheds	DPS	Inspect at least 70 Outfalls draining to the Charles River	GIS Map updating with outfall inventory is complete. Field inspection of 70 outfalls draining to the Charles was completed in 2013.	Conduct follow-up inspections as recommended in IDDE Plan. Continue inspections and mapping of upstream system.
3	Public Education on TMDL pollutants	DPS, Board of Health, Conservation Commission	Revisit Existing Public Education BMPs to include additional messaging or target audiences to meet anticipated requirements of new MS4	Educational materials (septic system brochure, pet licensing materials, yard care brochure, phosphorous use) are being revised to incorporate specific messaging related to stormwater and TMDL pollutants. See Public Education /Outreach BMPs for additional detail.	Continue existing Public Ed BMPs (see above). Upon new Final Permit reissuance, implement revisions to educational materials for residential audience and develop new materials for industrial/commercial/developer audiences.

7a. Additions

7b. WLA Assessment

Unchanged from last year. Awaiting new regulations.

Two TMDLs have been finalized for the Charles River Basin; these include the Final TMDL for Nutrients in the Upper/Middle Charles River, CN272.0, May 2011 and the Final Pathogen TMDL for the Charles River Watershed January 2007, CN 0156.0. Both apply to the area of Charles River located in Medway.

Concurrently, Medway is evaluating changes to its SWMP and developing its Integrated Water Resources Management Plan (IWRMP) to comply with NPDES

MS4 Permit changes, TMDLs and the Massachusetts Sustainable Water Management Initiative (SWMI). Changes to the SWMP and the development of the IWRMP are being considered in the context of all these requirements so that compliance with one program does not jeopardize another. Changes to the SWMP will include actions needed to develop and implement a Phosphorous Control Plan which will be effective in supporting achievement of the WLA for both the Nutrient and Pathogen TMDLs.

Part IV. Summary of Information Collected and Analyzed

Part V. Program Outputs & Accomplishments (OPTIONAL)

Programmatic

Stormwater management position created/staffed	(y/n)	
Annual program budget/expenditures	(\$)	

Education, Involvement, and Training

Estimated number of residents reached by education program(s)	(# or %)	
Stormwater management committee established	(y/n)	
Stream teams established or supported	(# or y/n)	
Shoreline clean-up participation or quantity of shoreline miles cleaned	(y/n or mi.)	
Household Hazardous Waste Collection Days		
▪ days sponsored	(#)	
▪ community participation	(%)	
▪ material collected	(tons or gal)	
School curricula implemented	(y/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	(%)	
Estimated or actual number of outfalls	(#)	
System-Wide mapping complete	(%)	
Mapping method(s)		
▪ Paper/Mylar	(%)	
▪ CADD	(%)	
▪ GIS	(%)	
Outfalls inspected/screened	(# or %)	
Illicit discharges identified	(#)	
Illicit connections removed	(#) (est. gpd)	
% of population on sewer	(%)	
% of population on septic systems	(%)	

Construction

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	(%)	
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)	
Average frequency of catch basin cleaning (commercial/arterial or other critical streets)	(times/yr)	
Total number of structures cleaned	(#)	
Storm drain cleaned	(LF or mi.)	
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	(\$)	

Average frequency of street sweeping (non-commercial/non-arterial streets)	(times/yr)	
Average frequency of street sweeping (commercial/arterial or other critical streets)	(times/yr)	

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	(#)	
Vacuum street sweepers specified in contracts	(y/n)	

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

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