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Municipality/Organization: Town of Norwell, MA

EPA NPDES Permit Number: MAR041052

Massachusetts DEP Transmittal Number: W035900

Annual Report Number
& Reporting Period: No. 11: April 1, 2013 - March 31, 2014

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Paul Foulsham

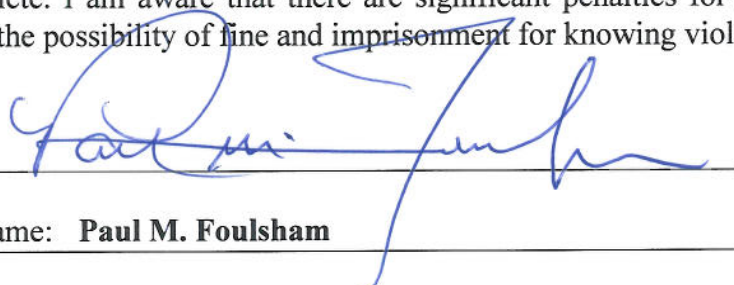
Title: Highway Surveyor

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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: Paul M. Foulsham

Title: Highway Surveyor

Date: 4-8-14

Part II. Self-Assessment

In general, the Town of Norwell's stormwater management activities for the five years of the General Permit (March 2003 through March 2008) focused on obtaining necessary funding to implement the activities outlined in the Notice of Intent (Massachusetts DEP form BRP WM 08A) submitted in July 2003. The Town has developed a Stormwater Management Plan with program priorities for 2003-2014 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 focused 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 continued 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 also focused on increased efforts to reduce target pollutants and restore local water bodies.

The Town is committed to working with local watershed associations to advance their goals and objectives. Another high priority of staff was to keep abreast of the latest technology and approaches to achieve storm water management. Program activities also strove to encourage environmental stewardship and continued 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 Eleven focused on completing multiple Stormwater BMP's within major roadways (Summer, South, Lincoln and Winter Streets, and the Mount Hope/Mount Blue intersection) in the Town, as well as commencement of a program to inspect and partially sample 160 outfalls throughout Town.

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 11 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 12 (if applicable)
1	Partnership with local Watershed Associations	Con. Comm., Highway, BOH	Regular Meeting Attendance	Continued partnership with North and South Coastal Watershed Association.	Continue partnership with North and South Coastal Watershed Association.
2	Develop Brochures	Highway	Mailings	Informational stormwater flyer issued to residents within water bill mailings.	Continue issuing stormwater informational flyers
3	Web Site Public Service Postings	Highway	Web Site Publication & Maintenance	No updates to website since previous permit year.	Post stormwater flyer on Town's website.

2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 11 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 12 (if applicable)
4	Water Quality Testing	Highway	2 Rounds of Water Quality Sampling of Priority Water Bodies Annually	Commencing outfall inspections/partial sampling of 160 outfalls during the Spring of 2014.	Completion of outfall inspections/partial sampling of outfalls.
5	Community Cleanup Days	Highway		“Trash Bash” completed in Spring, 2013	“Trash Bash” planned for April 12, 2014

3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 11 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 12 (if applicable)
6	Catch Basin/Outfall and Receiving Water Mapping	Highway	GIS Mapping	Continued connectivity, outfall and catch basin mapping during outfall inspections.	Continue connectivity, outfall and catch basin mapping.
7	Water Quality Testing	Highway	Testing of Priority Water Bodies	Commencing outfall inspections/partial sampling of 160 outfalls during the Spring of 2014.	Completion of outfall inspections/partial sampling of outfalls.
8	Regulatory Review	Highway, Planning Board, BOH, Con. Comm.	Regulatory Revisions and Action	Finalized BOH regulation to conform with requirements for preventing Illicit Discharge.	BMP complete.
9	Permit Enforcement	Highway, Planning Board, BOH, Con. Comm.	Local Construction Site Oversight and Enforcement	Ongoing to comply with local bylaws, state and federal requirements.	Ongoing to comply with local bylaws, state and federal requirements.
10	Misconnection/Illegal Dumping and Correction	Highway, BOH	Connectivity Mapping, Bylaw Enforcement and Fines	The IDDE Plan was enforced by the Town during Permit Year 11 and there were no violations.	Continue to implement IDDE Plan.

4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 11 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 12 (if applicable)
11	Regulatory Review	Highway, Planning Board, BOH, Con. Comm.	Regulatory Revisions to Bylaws as Necessary	Approved bylaw at Town Meeting in May 2012. No goals related to this item were planned for Permit Year 11.	BMP Complete.
12	Permit Enforcement	Highway, Planning Board, BOH, Con. Comm.	Local Construction Site Oversight and Enforcement	Ongoing to comply with local bylaws, state and federal requirements. The permit was enforced by the Town during Permit Year 11, and there were no violations.	Ongoing to comply with local bylaws, state and federal requirements.
13	Improved As-Built Review	Highway, Planning Board	Electronic As-Built Submittals on Town GIS System	Bylaw approved by Town Meeting in May 2012 included requirement for submittal of as-built drawings.	Develop protocol for submitting as-built drawings electronically.

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 11 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 12 (if applicable)
14	Regulatory Review	Highway, Planning Board, BOH, Con. Comm.	Regulatory Revisions to Bylaws as Necessary	Approval of bylaw at Town Meeting in May 2012. No goals related to this item were planned for Permit Year 11.	BMP Complete.
15	Permit Enforcement	Highway, Planning Board, BOH, Con. Comm.	Local Construction Site Oversight and Enforcement	Ongoing to comply with local bylaws, state and federal requirements. The permit was enforced by the Town during Permit Year 11, and there were no violations.	Ongoing to comply with local bylaws, state and federal requirements.

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 11 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 12 (if applicable)
16	Improved Street Sweepings	Highway	# Streets Swept	Conducted street sweeping of the Urbanized Area during the Spring 2014 (approximately 8.5 miles of roadway).	To be conducted during the Spring 2015
17	Improved Catch Basin Cleanings	Highway	# Catch Basins cleaned	Approximately 225 Catch Basins (~20%) cleaned during Permit Year 11, within the Urbanized Areas.	Continue cleaning catch basins in the Urbanized Area. Commence implementation of Catch Basin cleanings in accordance with newly drafted MS4 infrastructure O&M Plan.
18	Household Hazardous Waste Days	Highway	Hazardous Waste Collection Days	Waste Oil/Paint collected manifested off-site at the Town-run recycling area.	Continued collection of waste oil/paint at recycling area.
19	Drain Stenciling	Highway	Aquifer Protection Area	No stenciling conducted during this permit year.	Continue stenciling program as needed.
20	Employee Training	Highway	Seminar Attendance	Training of DPW workers on Stormwater at the PCHA meeting in January, 2014. Additional department head training was held on the EPA's Stormwater Permit during the Spring of 2014 by an outside 3 rd party.	Will continue to identify and attend appropriate training sessions.

6a. Additions

21	Additional HHHW drop off locations/days	Department of Public Works	Number of drop off locations	Participation in the South Shore Recycling Cooperative, where 14 local communities open up their local HHHW collection days to members of the cooperative.	Continue to participate in the South Shore Recycling Cooperative.
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Additional Information:

The Town of Norwell Highway coordinated with the Plymouth County Mosquito Control Program to remove blockages, brush and other obstructions from ditches and streams.

In 2013-2014, over a dozen Stormwater BMP's were completed on Summer, Lincoln, South, and Winter Streets and at the Mount Hope/Mount Blue intersection.

Part IV. Summary of Information Collected and Analyzed

The Town has reviewed the local, state and federal bylaws relative to stormwater and aquifer protection, and appears to be adequately regulated and in conformance with the Massachusetts Stormwater Management Policy.

Permit Years 1 through 3 Activities and Information

During Permit Year One, the Town focused on preparing a Stormwater Management Plan (dated June 26, 2003). During Years Two and Three, the Town focused on obtaining local approval to borrow stormwater management funds (\$300,000) from the Massachusetts Water Abatement Trust State Revolving Fund Program; reviewing current regulations; improving local good housekeeping programs; and communicating the Town's Plan to local watershed associations. This required communication among the various departments in town.

Permit Year 4 Activities and Information

During Permit Year 4, the Town obtained funding through the Massachusetts Water Abatement Trust State Revolving Fund for \$300,000. Using this funding, the Town developed a scope of work to initiate the activities outlined in the Storm Water Management Plan and began implementing those activities, including the completion of an aerial flyover of the Town and the development of full planimetric mapping of the Town. This mapping is being used as the basis for the development of town-wide drainage system mapping and the performance of outfall inspections and water quality screening and testing as outlined in the DEP approved scope of work.

Permit Years 5 and 6 Activities and Information

During Permit Years 5 and 6, the Town successfully completed its aerial planimetric mapping program, and mapped and sampled its stormwater outfalls. The water quality screening and testing program was conducted in accordance with a DEP-approved scope of work.

The Town provided updates to the public through water bill mailings and postings on the local Web site, and continued to work with local watershed associations on possible funding sources and ways in which to promote volunteerism. The Town took part in employee training seminars sponsored by the Plymouth County Highway Association and continued to improve its good housekeeping programs.

Permit Years 7 thru 11 Activities and Information

During Permit Years 7 through 11, the Town updated its local bylaws and finalized mapping of its MS4 system within its 2000 Urbanized Area including outfalls, catch basins, manholes and Stormwater BMP's. All MS4 system updates were loaded into the Town's GIS system, with the conditions/photos and previous sampling results of the outfall structures. Additionally during this period, the Town completed drafting a Stormwater Pollution Prevention Plan and an SPCC Plan for its Highway Garage.

In Permit Year 10, the Town drafted an IDDE Plan, which includes ranking of all catchment areas within the urbanized areas of the Town of Norwell. The Town also drafted an O&M MS4 Infrastructure Plan for their compliance with the MS4 General Permit requirements. In 2012-2013, the Town constructed ten BMP's (infiltrations systems) to treat first flush stormwater along heavily trafficked arteries with the Town (Summer and Lincoln Streets).

In Permit Year 11, the Town completed over a dozen Stormwater BMP's that were installed on Summer, Lincoln, South and Winter Streets and at the Mount Hope/Mount Blue intersection to treat first flush stormwater along heavily trafficked arteries. The Town has also commenced inspections and partial sampling on 160 Outfalls throughout Town to characterize flow, structure integrity and to check mapping for accuracy.

As it did in 2013-2014, the Town will continue to provide updates to the public through water bill mailings and postings to the local website, and will continue to work with local watershed associations on possible funding sources and ways in which to promote volunteerism. The Town continues to train its employees locally (highway garage hazardous waste training) and will continue to take part in employee training seminars sponsored by the Massachusetts Highway Association and Plymouth County Highway Association (PCHA) to improve its good housekeeping programs.