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Municipality/Organization: Town of Norwood, MA

EPA NPDES Permit Number: MAR041053AH

MaDEP Transmittal Number: W-036392

Annual Report Number Year 10
& Reporting Period: April 1, 2012 – March 31, 2013

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: John J. Carroll **Title:** General Manager

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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: John J. Carroll

Title: General Manager

Date: 4/25/2013

Part II. Self-Assessment

1. Public Education and Outreach

In addition to the BMP's outlined in the Town of Norwood's NOI there are numerous events throughout the year where providing information and raising awareness is a major element. The Recreation Department's Earth Day works with the students of each school in Town to cleanup schools, parks, conservation lands and other Town owned properties. Information and assistance is provided from Waste Management with support from local businesses. The High School also has an ongoing program of Student Community Services Hours where similar work is provided. The Recreation Department also works with the local Boys and Girls Scouts clearing pathways along Hawes Brook

The Town wide Web page now gives access to information from the Recycling Coordinator, links to Mass Department of Environmental Protection and Mass Department of Public Health. There is information on reporting illegal dumping, leaf and brush disposal, benefits of rain barrels and composting etc.

The Town of Norwood has a curbside trash contract with Waste Management for Single Stream Recycling. Notices to households and informative meetings throughout Town were conducted to inform and educate the general public on the benefits (both environmentally and fiscally) of recycling. Since implementation, curbside recycling has increased from 14% to 30%.

The Town of Norwood also works with the local newspapers and public access cable to educate and inform the general public. Articles on Recycling Days, Household Hazardous Waste Days, Wetlands Month etc. not only announce the events but lists EPA and Town websites for additional information.

2. Public Involvement and Participation

Hazardous Waste Days – in addition to the biannual (spring/fall) Recycling Days, the Town of Norwood provides year round curbside pick-up of appliances and television/CRT sets.

Household paint recycling – the Town of Norwood (Board of Health) now is selling waste paint hardeners to solidify latex paint for curb pick-up.

The Engineering Department has been responsible for the NPDES General Permit and has conducted meetings with various department heads concerning stormwater discharge and the implementation of Best Management Practices (BMP's). The Conservation Agent also requires BMP's on all projects filed for Development Plan Review.

The Town partnered in 2012 with a local non-profit to construct and manage a community garden. The users practice environmentally friendly gardening techniques that do not adversely affect the surrounding eco-system including organic feeding.

3. Illicit Discharge Detection and Elimination

The Town of Norwood through the Department of Public Works (DPW) has been working to detect and eliminate the source of coliform bacteria seeping into Meadowbrook. The town completed a pilot sewer rehabilitation project in this area on Guild Street to assess the effectiveness of comprehensive sewer rehabilitation in improving water quality in the underdrain system. The project was completed in fall 2009 and included lining of sewer mains, service connections and manholes. Post construction monitoring has shown the approach to be highly effective in eliminating underdrain contamination and current sampling shows E. Coli levels at or near zero. The Town recently completed construction of a larger project to further rehabilitate the sewer system in the Hospital and Florence Avenue areas to improve water quality in Meadowbrook. This project was completed in Spring 2012. Over 13,000 LF of various diameter sewer mains were relined in addition to 106 building sewer services. The Town continues to monitor and sample the underdrain system to track progress of its efforts to improve water quality. A series of additional rehabilitation projects are currently planned for 2013 and 2014.

In 2010, the town completed inspection and dry weather screening of all known stormwater outfalls. Work included location of the outfalls, performing visual and test kit sampling of water quality and other qualitative testing and observations. DEP also assisted in the sampling and evaluation of some of these outfalls including performing Human Marker Analysis testing in select locations. The town also completed and submitted a draft IDDE plan to EPA in accordance with the requirements of their 2009 Administrative Order.

The Town also continues its efforts to reduce infiltration and inflow in the collection system. In 2011, the Town completed design of comprehensive rehabilitation measures in the Westover Parkway section of the Hawes Brook area. The Project received funding from DEP CWSRF program and construction work will be completed in early 2013. Over 17,000 LF of various diameter sewer mains were relined in addition to 173 building sewer services.

6. Pollution Prevention and Good Housekeeping in Municipal Operations

The Town is currently in the process of designing a new DPW facility to be located at the existing DPW site and an adjacent parcel. It is projected that the new facility will be constructed in 2015.

Currently the DPW does not have a vehicle wash system. The Town has contracted with 2 local car wash companies to wash DPW vehicles. The new DPW facility will provide an enclosed vehicle wash system.

The Town of Norwood DPW is keenly aware of the need to monitor and report any discharges within the Town's stormwater system. During routine drainage system maintenance, motor oil was found dumped into a catch basin. Letters were sent to residences in the area to remind them that dumping of any chemicals and/or hazardous waste into the drain system is illegal. Residents were given the phone number of DPW and asked to be vigilant and report any illegal discharges into catch basins.

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 – Permit Year 11
1A Revised	Recycling & Rubbish Web Page	Manager's Office	Dates and information updated as needed.	The Computer Dept has redesigned the Town wide Web page. Information and links pertaining to stormwater and EPA have been added	The Town of Norwood, through its Recycling Coordinator will continue to update the Web page as needed.
1B Revised	Automatic Meter Reading (AMR)	Manager's Office	Town wide metering completed.	Town will continue to monitor abnormal water usage through billing cycles.	Continue to monitor the water usage of customers.
1C Revised	Recycling & Rubbish Flyers	Manager's Office (Billed through B.O.H.)	12,000 flyers mailed – April 16,000 flyers inserted in Light Dept. bill – Sept.	Continue Town wide notification of recycling/rubbish dates and general information. "Recycle Matters" newsletter mailed and general information inserted in light bills	Continue Town wide notification of recycling/rubbish dates and general information.
Revised					
Revised					
Revised	ADDITIONAL INFORMATION <i>See PART II – SELF ASSESSMENT</i>				
Revised					

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 – Permit Year 11
2A Revised	“You Can Help” Web Site	Board of Health (BOH)	No direct volunteering from web posting. Most volunteers are repeat or word of mouth.	The Town of Norwood, through its Recycling Coordinator will continue to update the Web page as needed	The Town of Norwood, through its Recycling Coordinator will continue to update the Web page as needed
2B Revised	Household Hazardous Waste Days	Dept. Public Works (DPW) and BOH	763 vehicles (Spring 2012)	Notification through web page, flyers and cable TV. Contracted Clean Harbors for spring Hazardous Waste Day	Will continue to inform the public of the positive benefits of Hazardous Waste Days to increase participation.
2C Revised	Recycling Days	DPW / BOH	465 vehicles (Fall 2012)	Notification through web page, flyers and cable TV.	Will continue to inform the public of the positive benefits of Recycling Days to increase participation
2D Revised	Paint Recycling Shed	DPW / BOH	Filled two flex bins	Notification through web page, flyers and cable TV. Town is now selling a waste paint hardener (BOH) to solidify latex paint for curb pick-up.	Will continue to inform the public of the positive benefits of Recycling Paint to increase participation.
2E Revised	Compost Bin Sales	BOH	38 bins sold (Permit Yr 10)	BOH information on bin sales included in Town web page, annual flyers and local newspaper ads.	Increase sales of compost bins through education and advertising.
2F Revised	Create Stormwater Committee	Manager's Office		ADDITIONAL INFORMATION <i>See PART II – SELF ASSESSMENT</i>	

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 – Permit Year 11
3A Revised	GIS - Develop Stormwater Data Layer	Engineering	Completed stormwater data layer.	Continue to correct (quality control) and update stormwater data layer as needed.	Continue to correct (quality control) and update stormwater data layer as needed.
3B Revised	Develop Sewer GIS	Engineering		The Town of Norwood to primarily work on the Stormwater layer before adding a sewer layer.	The Town of Norwood to primarily work on the Stormwater layer before adding a sewer layer.
3C Revised	Visual inspection of outfalls	Engineering	Outfalls identified on GIS data layer from in-house information	Completed dry weather screening of all known stormwater outfalls	Outfalls identified for follow-up action to be addressed.
3D Revised	Infiltration/Inflow Program	DPW	On going program to identify and correct any observed I/I problems.	ADDITIONAL INFORMATION See PART II – SELF ASSESSMENT	
Revised					
Revised					
Revised					

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 – Permit Year 11
4A Revised	Site Plan Review	Eng. / Planning Board	Site Plan Review currently in place	Through Site Plan Review – the Town has required the use of stormwater treatment systems.	Continue to work with design engineers, contractors and the general public to require the use of stormwater treatment systems.
4B Revised	Stormwater Management (Zoning Ordinance)	Eng. / Building Dept.	Bylaw currently in place.	Stormwater Ordinance minimum area requirement approved and added to the Zoning By-Law.	Continue to work with developers to comply with the new By-Law requirements
4C Revised	Erosion Control (Zoning Ordinance)	Eng. / Building Dept.	Bylaw currently in place.	Erosion Control Ordinance minimum area requirement approved and added to the Zoning By-Law.	Continue to work with developers to comply with the new By-Law requirements
Revised					
Revised					
Revised					

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 10 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 11
5A Revised	Stormwater Management (Zoning Ordinance)	Bld. Dept / Planning Board	Bylaw currently in place.	Enforce new ordinances	Continue to enforce new ordinances
5B Revised	Erosion Control (Zoning Ordinance)	Bld. Dept / Planning Board	Bylaw currently in place.	Required documentation on operations and maintenance plans during Site Plan Review and Planning Board submittals.	Enforce new ordinances
5C Revised	Create Guidance / Design Manual	Bld. Dept / Eng.		Verbally direct design contractors to include post construction requirements	Provide written guidelines for design engineers
Revised					
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Revised					
Revised					

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 10 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 11
6A Revised	Site Selection – DPW Yard	Town Manager	Town hired consultant to work with the appointed DPW Task Force to perform conceptual design and feasibility study of potential DPW sites.	ADDITIONAL INFORMATION <i>See PART II – SELF ASSESSMENT</i>	
6B Revised	Site Development - Construction			Employ BMP's on municipal site and roadway projects	Continue to employ BMP's on municipal site and roadway projects
6C Revised	Street sweeping	DPW	All streets swept a minimum of twice per year.	Streets swept a minimum of twice a year.	Engineering and DPW to work together to identify areas that may require more sweeping. (GIS Needs Assessment)
6D Revised	Catch basin cleaning	DPW	Per cent cleaned annually	DPW uses high pressure cleaner/vacuum truck for the cleaning of catch basins.	Town to continue the cleaning of catch basins. Eng/DPW to coordinate additional catch basin cleaning as needed during outfall inspections.
6E Revised	Pet Waste Ordinance	BOH		Town has a Bylaw on pet waste. A Dog Park Committee has been started to look into possible sites around town.	Notices of pet waste ordinance and informational flier to be distributed at Town Clerk's office with license renewals.
	Illicit Discharge	DPW		The Town Sewer Use Ordinance prohibits discharge to anything but a municipal sewer or on site sewage disposal system.	

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 – Permit Year 11
7A Revised	Visual inspect 303(d) listed outfalls	Eng.	See Part II – Self Assessment	All outfalls have been screened	Inspect / screen the outfalls that require reevaluation.
7B Revised	Assess TMDL (pathogens)	B.O.H.	See Part II – Self Assessment		Perform IDDE Investigations in outfall areas that are suspected of having Illicit connections.
7C Revised	Implement Inspection	DPW	Identify any cross connections of stormwater/sewer	DPW continuing inspection of any cross connections.	Continue looking for illicit discharges
Revised					
Revised					
Revised					
Revised					