

Municipality/Organization: Town of Paxton

EPA NPDES Permit Number: MAR0418

MassDEP Transmittal Number: W-

Annual Report Number Year 9
& Reporting Period: April 1, 2011 – March 31, 2012

NPDES PII Small MS4 General Permit Annual Report (Due: May 1, 2012)

Part I. General Information

Contact Person: Carol L. Riches

Title: Town Administrator

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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: Carol L. Riches

Title: Town Administrator

Date: April 4, 2012

Part II. Self-Assessment

The Town of Paxton completed our town-wide mapping of all outfalls (115) on paper with inspection logs and has located outfall waypoints in an electronic file stored on a CD. No illicit discharges were found.

The Town purchased a new state of the art street sweeper in 2006 which has improved our maintenance capabilities relating to our stormwater infrastructure.

The Town joined with five other communities, Wachusett Earthday and the DCR to establish a Regional Hazardous Waste and Recycling Collection Center to help prevent hazardous materials from being dumped into the watershed.

The Paxton DPW joined the Greater Leicester Water Resource Group to share resources and collaborate on regional stormwater & other water related issues.

Paxton along with twelve other towns were successful in receiving a \$310,000 Community Initiative Grant to assist in the future compliance of the stormwater regulations. This grant will be used to educate town officials and the public in stormwater management along with developing a Stormwater Preventive Maintenance Plan, Regional online database, Sump pump discharge policy and regional stormwater system mapping intergration.

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 9 (Reliance on non-municipal partners indicated, if any) | Planned Activities |
|--------------|--|-------------------------------|---------------------------------|--|--------------------|
| 1 Revised | Develop and distribute educational brochures | DPW Superintendent | | Provided information on stormwater issues, stenciling program, etc, on the Town's website, Library and regional educational website. | Continue Program |
| 2 Revised | Create a Town Website | Town Administrator | Create website, keep it current | Continue to place information on the website and direct people to the new regional educational website. | Continue Program |

| | | | | | |
|---------|--|--------------------|---|---|------------------|
| 3 | Educate restaurants about grease traps, etc. DCR sent out information on Best Management Practices to all establishments | Board of Health | Quarterly reports required on grease trap maintenance, cleaning and grease disposal | Reports received and reviewed. Very minimal in Town. | Continue Program |
| Revised | | | | | |
| 4 | Stenciling Storm Drains | DPW Superintendent | Stencil drains | Initially completed in 2009, re-stenciling done each year as needed | Continue Program |
| Revised | | | | | |
| 5 | Erect Tributary signage | DPW Superintendent | | | Continue Program |
| Revised | | | | | |

1a. Additions

| | | | | | |
|--|---|-----|--|--|--|
| | DCR to provide Town with a selection of flyers and brochures for education and distribution | DPW | | | |
| | | | | | |

2. Public Involvement and Participation

| 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 |
|----------|--|---------------------------------------|--------------------|--|---|
| 1 | Stormwater Control Bylaw adopted May 2006. | Town Administrator/ Planning Board | | Stormwater regulations adopted by Planning Board and Town Meeting Further revisions to address IDDE to be | Updated Stormwater regulations and public hearing held. Conservation Commission involved in |

| | | | | | | |
|---------|------------------------------------|--|--|---------------|--------------------------------------|--|
| Revised | | | | | accepted at May 7, 2012 Town Meeting | amendments for doption of the regulations. |
| 2 | Introduce "Adopt a Stream" program | | | Adopt Program | No further progress | |
| Revised | | | | | | |
| Revised | | | | | | |
| Revised | | | | | | |
| Revised | | | | | | |
| Revised | | | | | | |

2a. Additions

| | | | | | | |
|--|---|--|--|--|--|--|
| | Earthday Event sponsored by the DCR Held April 2011 | | | | Information relating to Stormwater activities were provided for public participation | |
| | DCR held a public program "Get to know your Watershed Sept 2011 | | | | Contained a Stormwater component with brochures available to the public | |

3. Illicit Discharge Detection and Elimination

| 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 |
|----------|-----------------|-------------------------------|--------------------|--|--------------------|
|----------|-----------------|-------------------------------|--------------------|--|--------------------|

| Storm water system map | DPW Superintendent | Map completed | Map in use as a maintenance and inspection | Continue Program |
|--|--|---|--|---|
| 1 Develop a regional online database for data management Revised | | | | |
| 2 Regulatory mechanism prohibiting stormwater discharges into storm sewer system. Revisions made to Stormwater Bylaw to include IDDE Revised | Town Administrator /Planning Board and Conservation Commission | Adopted regulations New regulations to be adopted May 2012 | Educate public Stormwater Bylaw and regulations | Expand Program to develop a sump pump discharge policy. |
| 3 Education of Town employees, businesses and the public on the hazards of illegal discharges and improper waste disposal Revised | DPW Superintendent Board of Health | | Discussions and training held with DPW working throughout the year | Expand Program |
| Revised | | | | |
| Revised | | | | |
| Revised | | | | |
| Revised | | | | |

3a. Additions

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4. Construction Site Stormwater Runoff Control

| 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 |
|----------|---|--|-----------------------------------|---|--------------------|
| 1 | Bylaw requiring implementation of BMP on construction sites | Town Administrator DPW Superintendent & Planning Board | Bylaw in place | Continue education of public and developers | Continue Program |
| Revised | | | | | |
| 2 | Establish procedures for site inspections | Town Administrator DPW Superintendent & Planning Board | Procedures in place | Continue Program | Continue Program |
| Revised | | | | | |
| 3 | Methods and penalties to ensure compliance | Planning Board | Adopt revised procedures May 2012 | Continue Program | Continue Program |
| Revised | | | | | |
| Revised | | | | | |
| Revised | | | | | |
| Revised | | | | | |

4a. Additions

| | | | | | |
|--|--|-----|--|--|---------------------|
| | DCR conducted routine inspections of constructions sites | DCR | | No significant problems were identified in the 10 dry inspections, | Continue to monitor |
| | | | | | |

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 |
|--------------|--|--------------------------------|-----------------------|--|--------------------------------|
| 1 Revised | Post construction controls included in Stormwater Management Bylaw | Planning Board & DPW | Controls in place | Continue Program | Continue Program |
| 2 Revised | Review Open Space Plan for BMP strategies | Open Space Committee | BMP's adopted | Completed | |
| 3 Revised | Stormwater controls as part of Master Plan | Master Plan Steering Committee | Master Plan Completed | Master Plan Implementation Committee formed and meeting monthly | Implement goals of Master Plan |
| Revised | | | | | |
| Revised | | | | | |

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|---------|--|--|--|--|--|--|
| Revised | | | | | | |
|---------|--|--|--|--|--|--|

5a. Additions

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|--|--|--|--|--|--|--|
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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 9 (Reliance on non-municipal partners indicated, if any) | Planned Activities |
|----------|--|-------------------------------|--------------------|--|--------------------|
| 1 | Procedures and documentation for scheduled maintenance of catch basins, detention basins and other drainage structures | DPW Superintendent | Adopt procedures | Continue Program | Continue Program |
| Revised | | | | | |
| Revised | | | | | |
| Revised | | | | | |
| Revised | | | | | |

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|---------|--|--|--|--|--|--|--|--|
| Revised | | | | | | | | |
| Revised | | | | | | | | |

6a. Additions

| | | | | | | |
|--|---|--|--|--|---|--|
| | DCR has developed a Stormwater Pollution Prevention Training Program for DCR staff and municipalities | | | | A "DPW Good Housekeeping" flyer will be made available shortly to DPW | |
| | | | | | | |

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 9 (Reliance on non-municipal partners indicated, if any) | Planned Activities |
|----------|-----------------|-------------------------------|--------------------|--|--------------------|
| Revised | | | | | |
| Revised | | | | | |
| Revised | | | | | |
| Revised | | | | | |

| | | | | | |
|---------|--|--|--|--|--|
| Revised | | | | | |
| | | | | | |
| Revised | | | | | |

7a. Additions

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|--|--|--|--|--|--|
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**7b. WLA Assessment
Part IV. Summary of Information Collected and Analyzed**

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, 2011 through March 31, 2012)

| Programmatic | (Preferred Units) Response | |
|---|-----------------------------------|-----|
| Stormwater management position created/staffed | (y/n) | N |
| Annual program budget/expenditures ** | (\$) | \$0 |
| Total program expenditures since beginning of permit coverage | (\$) | \$0 |
| Funding mechanism(s) (General Fund, Enterprise, Utility, etc) | | n |

Education, Involvement, and Training

| | | |
|---|------------|-----|
| Estimated number of property owners reached by education program(s) | (# or %) | 80% |
| Stormwater management committee established | (y/n) | n |
| Stream teams established or supported | (# or y/n) | n |

| | | |
|--|---------------|------------------------|
| Shoreline clean-up participation or quantity of shoreline miles cleaned ** | (y/n or mi.) | n |
| Shoreline cleaned since beginning of permit coverage | (mi.) | n |
| Household Hazardous Waste Collection Days | | |
| ▪ days sponsored ** | (#) | 61 |
| ▪ community participation ** | (# or %) | 4.9% |
| ▪ material collected ** | (tons or gal) | 153 tons & 5,000gal |
| School curricula implemented | (y/n) | n |

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

| | | |
|--------------------------|-------------------|----------|
| Outfall mapping complete | (Preferred Units) | Response |
| | (%) | 100% |

| | | |
|--|---------------------|--------|
| Estimated or actual number of outfalls | (#) | 115 |
| System-Wide mapping complete (complete storm sewer infrastructure) | (%) | 100% |
| Mapping method(s) | | |
| ▪ Paper/Mylar | (%) | 100% |
| ▪ CADD | (%) | 0 |
| ▪ GIS | (%) | 100% |
| Outfalls inspected/screened ** | (# or %) | 60/0 |
| Outfalls inspected/screened (Since beginning of permit coverage) | (# or %) | 115/0 |
| Illicit discharges identified ** | (#) | 0 |
| 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 | (%) | .04% |
| % of population on septic systems | (%) | 99.06% |

Construction

| | (Preferred Units) | Response |
|--|-------------------|----------|
| Number of construction starts (>1-acre) ** | (#) | 0 |
| Estimated percentage of construction starts adequately regulated for erosion and sediment control ** | (%) | 100% |
| Site inspections completed ** | (# or %) | 100% |
| Tickets/Stop work orders issued ** | (# or %) | 0 |
| 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 | (%) | 100% |
| Site inspections (for proper BMP installation & operation) completed ** | (# or %) | 100% |

| | | |
|---|-------|---|
| BMP maintenance required through covenants, escrow, deed restrictions, etc. | (y/n) | y |
| 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) | once |
| Average frequency of catch basin cleaning (commercial/arterial or other critical streets) ** | (times/yr) | once |
| Qty of structures cleaned ** | (#) | 300 |
| Qty. of storm drain cleaned ** | (%, LF or mi.) | 100% |
| Qty. of screenings/debris removed from storm sewer infrastructure ** | (lbs. or tons) | 7 tons |
| Disposal or use of screenings (landfill, POTW, compost, beneficial use, etc.) ** | (location) | compost |

| | | |
|---|-------------------------|----------|
| Basin Cleaning Costs | | |
| • Annual budget/expenditure (labor & equipment)** | (\$) | \$17,000 |
| • Hourly or per basin contract rate ** | (\$/hr or \$ per basin) | \$19.50 |
| • Disposal cost** | (\$) | 0 |
| Cleaning Equipment | | |
| • Clam shell truck(s) owned/leased | (#) | 1 |
| • Vacuum truck(s) owned/leased | (#) | |
| • Vacuum trucks specified in contracts | (y/n) | |
| • % Structures cleaned with clam shells ** | (%) | 100% |
| • % Structures cleaned with vactor ** | (%) | 0 |

| | | |
|---|----------------|--------------------|
| (Preferred Units) Response | | |
| Average frequency of street sweeping (non-commercial/non-arterial streets) ** | (times/yr) | once |
| Average frequency of street sweeping (commercial/arterial or other critical streets) ** | (times/yr) | once |
| Qty. of sand/debris collected by sweeping ** | (lbs. or tons) | 100 tons |
| Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.) ** | (location) | Mooreland Cemetery |
| Annual Sweeping Costs | | |

| | | |
|---|--------------------|----------|
| • Annual budget/expenditure (labor & equipment)** | (\$) | \$16,400 |
| • Hourly or lane mile contract rate ** | (\$/hr. or in mi.) | n/a |
| • Disposal cost** | (\$) | n/a |
| Sweeping Equipment | | |
| • Rotary brush street sweepers owned/leased | (#) | one |
| • Vacuum street sweepers owned/leased | (#) | 0 |
| • Vacuum street sweepers specified in contracts | (y/n) | N |
| • % 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 %) | 0% |
| ▪ Herbicides | (lbs. or %) | 0% |
| ▪ Pesticides | (lbs. or %) | 0% |
| Integrated Pest Management (IPM) Practices Implemented | (y/n) | n |

(Preferred Units) Response

| | | |
|--|--------------------|--------------------------------------|
| Average Ratio of Anti-/De-Icing products used ** | | 50/50 sand salt mix |
| (also identify chemicals and ratios used in specific areas, e.g., water supply protection areas) | | Starting Program using mag chloride. |
| Pre-wetting techniques utilized ** | (y/n or %) | n |
| Manual control spreaders used ** | (y/n or %) | Y 80% |
| Zero-velocity spreaders used ** | (y/n or %) | Y 20% |
| Estimated net reduction or increase in typical year salt/chemical application rate | (±lbs/ln mi. or %) | *25% reduction |
| Estimated net reduction or increase in typical year sand application rate ** | (±lbs/ln mi. or %) | *50% reduction |
| % of salt/chemical pile(s) covered in storage shed(s) | (%) | 100% |
| Storage shed(s) in design or under construction | (y/n or #) | one |
| 100% of salt/chemical pile(s) covered in storage shed(s) by May 2008 | (y/n) | Y/one |

Water Supply Protection

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

- Sanding equipment calibrated leading to better efficiency.