

Municipality/Organization: Town of Templeton

EPA NPDES Permit Number: MAR04125

MassDEP Transmittal Number: W-040566

Annual Report Number Year 11
& Reporting Period: April 1, 2013 – March 31, 2014

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

Part I. General Information

Contact Person: Robert Markel

Title: Town Administrator

Telephone #: 978-939-8801

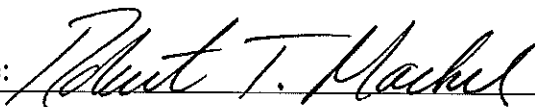
Email: townadministrator@templeton1.org

Mailing Address: 690 Patriots Road, P O Box 250, Templeton, MA 01468

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: Robert T. Markel

Title: Town Administrator

Date:

5/1/14

Part II. Self-Assessment

The Town of Templeton has continued in its eleventh reporting period to maintain compliance with its original NPDES Phase II Stormwater Discharge Permit. In developing its Comprehensive Stormwater Management Program the Town had an assessment performed of its day to day activities, programs and regulations that have an impact on Stormwater. This assessment was refined into a basis for modifying and changing the then current activities that could support the NPDES Phase II Program, and informing Town boards and departments of their obligation toward successful implementation of Templeton's Comprehensive Stormwater Program.

In accordance with Templeton's Comprehensive Stormwater Management Program the Town's Illicit Discharge Detection and Elimination (IDDE) Program is ongoing in year 11. Mapping of the storm drain system is complete, with the exception of some new structures that were recently installed. There are two major projects that are planned that will involve moving/replacing storm drain structures and once these projects are complete they will be added to the Town's infrastructure mapping. Bylaws dealing with Illicit discharge to storm drains and constructions disturbing one acre or more were successfully passed at Annual Town Meetings. These bylaws will be reviewed and updated as necessary by the Stormwater Committee.

Several members of the community have been active with the Millers River Watershed Coalition and will be participating in water quality sampling of the Otter River within the Town of Templeton boundaries.

Templeton is pleased to present the following summary describing its success at implementing the eleventh year of its Comprehensive Stormwater Management program.

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
1	Create a Stormwater Program	Board of Selectmen Highway Department Planning Board Conservation Commission Board of Health	The Town of Templeton has completed Stormwater Management Phase II Assessment report. Copies are available for review by Town departments and the public. The Town of Templeton Comprehensive Stormwater Management program was presented to the public at a Board of Selectmen meeting on February 23, 2004.	Measurable goals have been completed. The Town of Templeton continues to review the implementation of its Comprehensive Stormwater Management program. The program continues to be updated.	Planned future activities will depend upon issuance of a new Storm Water Permit expected in FY15.
Revised					

2	Create a Stormwater Program	Highway Department	Y1-6: Templeton will identify appropriate sources of funding, assistance (SRF, 319 Grant Program, Lakes and Ponds Grant Program, Source Water grant program, recycling Grant program) and apply for assistance in implementing portions of its Comprehensive Stormwater Management Program, including public education and outreach	The Town has received six iterations of Community Development Block Grant (CDBG) funds to upgrade the infrastructure and the storm drain systems in the "Back Bay" section of Town. In permit years 5, thru 11 catch basins and curbing were added and the subsurface drainage systems and outfalls were reconstructed. Construction on the latest grant cycle was completed in the summer of 2014.	Planned future activities will depend upon issuance of a new Storm Water Permit.
Revised					
3	Address Specific Groups	Highway Department	Y1-11: Distribute EPA and other relevant educational brochures to targeted audiences. Distribution points include Town Offices and Library.	The Town of Templeton has continued to make EPA educational material available at various locations in Town during permit year 11.	The Town intends to continue this program.
Revised					
Revised					
Revised					
Revised					

1a. Additions

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
4	Target groups likely to impact Stormwater	Highway Department Stormwater Committee	Y2-11: Brochures targeting specific audiences and activities will be available. These target groups include homeowners and lawn maintenance activities, disposal of household waste, and pet maintenance.	The Town of Templeton is in receipt of EPA educational materials on a Computer disk for easy printing and distribution.	Planned future activities will depend upon issuance of a new Stormwater Permit.
Revised					
5	Identify alternative information sources	Stormwater Committee Cable Committee	Y2-11: Templeton will post links to Stormwater BMP's and other water quality educational resources, including EPA and DEP on the Town website.	DEP and EPA links are posted to the Town of Templeton's web site. EPA link is available through the DEP website.	The Town of Templeton will continue to monitor and update these website links.
Revised			http://www.templeton1.org		
6	Identify alternative information sources	Stormwater Committee Town Webmaster	Y2-11: Templeton has also post links to its Town website to the Millers River Watershed Council @ http://millerswatershed.org/ and the Chicopee River Watershed Council @ http://www.chicopeeriver.org/	Millers River Watershed Link is posted to the Town of Templeton website.	The Town will continue to post Millers River Watershed and Chicopee River watershed link to the Town of Templeton's website.
Revised					

7	Utilize local public access channel	Stormwater Committee Cable Committee	Y1-11: Public meeting notice and a meeting reviewing Templeton's Comprehensive Stormwater Management Program are posted/televised on Templeton's local access channel. All Stormwater Committee meetings are posted on the Town website.	Measurable Goal completed in Year 1. Notices will continue to be posted on the local cable channel for the public meeting reviewing the Stormwater Program.	With a planned upgrade completed of the local public access channel, more information regarding Stormwater management and broadcasting of public meetings is ongoing.
Revised					
8	Develop, conduct, and document educational programs.	Board of Selectmen Liaison	Y2-11: The Town of Templeton will appoint a liaison to the Millers River Watershed Council and the Chicopee River Watershed Council to disseminate information to the Town on programs and activities.	At this time the Board of Selectmen have not appointed a new representative to these committees.	The community members will continue to provide updates on information and activities of the Millers River Watershed Council to the Town of Templeton.
Revised					
9	Promote Household Waste Recycling	Board of Health	Y1-11: The Town of Templeton will work with its contracted waste hauler and the Board of Health to continue to sponsor Hazardous Waste Collection Days.	The Board of Health sponsored two Hazardous Waste Collection Days. The event was very successful and many towns' people participated. The event was posted in the local newspaper and promoted on the Town of Templeton's website and the local cable public access channel.	The Town of Templeton expects to continue to sponsor the Hazardous Waste Collection Days, subject to approval at Town Meeting and availability of DEP Recycling Grant funding.
Revised					

The Town of Templeton has a Mandatory Recycling By-Law. The recycling of paper, plastic, glass, and steel significantly reduces the amount of municipal solid waste that will need to be landfilled, thus reusing natural resources and preserving landfill space for nonreusable goods as well as meet the State's 25% recycling requirement.

2a. Additions

10	Storm drain stenciling	Highway Department	The Templeton Highway Department will develop a system for stenciling of Storm drains and Catch Basins and record when they have been cleaned. Also develop a worksheet that will provide information on type, location, date of cleaning and general condition of the Storm Drain systems in Town.	All catch basins are cleaned annually in the spring and marked with a spot of paint indicating that the structure has been cleaned. A worksheet was developed to track how much material was removed and brought to the Templeton Waste Water Treatment Plant.	More emphasis will be placed on the maintenance of the Storm drain and catch basins in the Town of Templeton. The Highway Superintendent has indicated that a log will be kept on this cleaning process, noting the frequency of cleaning and any maintenance needed.
11	Community clean-ups	Highway Department Conservation Commission Open Space Committee	Y1-11: The Town of Templeton will encourage local stream team cleaning with local residents and Town committees.	The Town of Templeton continued to encourage events that lead to clean up of streams, parks, and open space in the Town. Events were publicized in the local newspapers.	The Town of Templeton will continue to promote these events.
12	Community clean-ups	Highway Department Conservation Commission Open Space Committee	Y1-11: Town will provide trucks and other material to support clean-up efforts and disposal of unwanted materials.	The Cemetery and Parks Department continues to provide trucks and equipment for the various clean-up projects in the Town. Highway Department has been picking up discarded auto and truck tires.	The Town of Templeton expects to continue support for these programs.

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
13	Inventory and mapping of the storm drain system.	Highway Department	Y1-11: Templeton identified appropriate sources of funding assistance (SRF, 310 Grant program, Lakes & Ponds Grant program, Source Water protection Grant Program, Recycling Grant Program) and applied for assistance in implementing portions of its Comprehensive Stormwater Management Program, including public education and outreach.	Inventory and mapping of the storm drain system is complete. No new funding was obtained during this past year.	As the Stormwater infrastructure is upgraded, it will be mapped and added to the Town data base.
Revised					
14	Mapping and identification of outfalls and receiving waters.	Highway Department Stormwater Committee	Y1: Templeton will develop and implement a plan to map all outfalls and receiving bodies of water contingent on Town Meeting approval of funding.	Measurable goal was completed in permit year 5. Mapping and identification of the Stormwater system structures and outfalls to the receiving waters was completed. A GIS based map was created.	As the Stormwater infrastructure is upgraded, it will be mapped and added to the Town data base.
Revised					

15	Identification/description of problem areas	Highway Department	Y1: Templeton will develop and implement an illicit Discharge Detection and Elimination (IDDE) plan.	The Bylaw was presented and passed during the Annual Town Meeting in 2007. Identification of potential problem areas has been completed as part of the IDDE plan.	Templeton will continue to Identify and remedy problem areas.
Revised					
16	Enforcement procedures addressing illicit discharges	Board of Selectmen Planning Board Town Counsel Board of Health Stormwater Committee	Y3: Templeton reviewed whether local authority is appropriate and able to respond to potential illicit discharges. New bylaws, if necessary, will be proposed at Annual Town meeting.	The Town of Templeton has completed an Illicit Discharge and Detection Elimination (IDDE) Program as part of the Town's Comprehensive Stormwater Management program. A by-law has governing discharges to the Municipal Storm Drain System was approved at Annual Town Meeting in 2007. A Stormwater Management by-law regulating disturbance of one acre or more was passed at Special Town Meeting in March 2008.	The Town will continue to monitor these Bylaws for compliance.
Revised					
17	Public information program regarding hazardous wastes and dumping	Highway Department Board of Health	Y2-11: Templeton will provide educational brochures to Town residents.	A Hazardous Waste Collection day continued to be held and was advertised in the local paper, local cable channel, and with flyers posted in Town Buildings. In Templeton center and Baldwinville center the Board of Health placed a sign posted with Hazardous Waste collection information. Educational brochures continue to be made available at Town buildings.	Hazardous Waste Collection days will continue contingent upon allocation of funds at Annual Town Meeting. Mailings are planned reminding Town residents of the Hazardous Waste Collection Days and the safe disposal of hazardous waste.
Revised					

18	Initiation of recycling programs.	Board of Health Stormwater Committee	Y1-11: Templeton will apply for funding from DEP's Recycling Grant program for assistance in public education and the purchase of recycling materials.	No new Grant funding was obtained during this past year. Educational brochures continue to be made available at Town Buildings.	The Board of Health will continue to apply for the DEP recycling grants. These activities are expected to continue.
	Revised				

3a. Additions

19	Watershed assessments and studies	Highway Department Conservation Commission Board of Health	Y1-5: Templeton will identify opportunities for funding assistance from DEP's 319 Grant program, and the Department of Environmental Management's Lakes & Ponds Grant program to support watershed assessment and implementation activities. Tasks may include design and installation of Stormwater BMP's and public outreach. Emphasis will be on assessment and remediation of Stormwater related problems impacting water quality in Bourn-Hadley Pond, Brazell Pond, Depot Pond, Greenwood Pond, Otter River, Candlelight Pond, and Beaver Brook. These water bodies have been identified as impaired and are on DEP's 303d list.	This past year the Town continued to fund this assessment through a combination of Annual Town Meeting funds and assistance from the Templeton Light and Water Department.	The Town of Templeton will continue to ask for funding this assessment through a combination of Annual Town Meeting funds and assistance from the Templeton Water Department.
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20	Watershed assessments and studies	Highway Department Water Department	Y2-5: The Town of Templeton will apply for funding assistance from DEP's Sources Water Protection Program for grant assistance to develop wellhead protection plans and Stormwater management plans within Zone II areas in Templeton.	The Town of Templeton did not receive any grants during this past year. The Town through the Templeton Light and Water Department continued to protect and monitor the Zone II Aquifer from contaminants. The wells are tested quarterly. Zone II well head protection regs and bylaw were upgraded and adopted at the Annual Town Meeting.	The Town of Templeton will continue to monitor the Water Protection District. The Water Department recognizes the relationship between drinking water protection and water quality management. The Town of Templeton Municipal Water Department has control of the Zone II Aquifer and will continue to monitor for the protection of the wellheads.
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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 11 (Reliance on non-municipal partners indicated, if any)	Planned Activities
21	By-law: Stormwater management regulations for construction sites 1 acre or larger	Planning Board Conservation Commission Town Counsel Board of Health Stormwater Committee	Y2-5: Templeton will review model by-laws developed by DEP in consultation with the Attorney General's Office.	The Stormwater Management Bylaw governing the disturbance of one acre or larger was passed at Special Town Meeting on March 6, 2008. Approved by the Attorney General's Office May 29, 2008.	Templeton will continue to apply and evaluate this bylaw.
Revised					
Revised					
Revised					
Revised					
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 11 (Reliance on non-municipal partners indicated, if any)	Planned Activities
22	By-law require post-construction runoff controls	Planning Board Conservation Commission Town Counsel Board of Health Stormwater Committee	Y2-5: Templeton will review model by-laws developed by DEP in consultation with the Attorney General's Office.	The Stormwater Management Bylaw covering post construction runoff was passed at the Special Town Meeting, March 6, 2008.	Templeton will continue to apply and evaluate this bylaw.
Revised					
Revised					
Revised					
Revised					
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 11 (Reliance on non-municipal partners indicated, if any)	Planned Activities
23	Develop a municipal Operations and Maintenance Plan	Highway Department	Y1: Using regulations and recommendations from DEP and EPA, Templeton will develop and update an Operations and Maintenance plan to include proper disposal of street sweepings, catch basin cleanout material, snow disposal, roadway de-icing procedures, vehicle washing, and outside storage of materials.	Grass and leaves from public works and residential maintenance activities are recycled in the municipal compost pile. The Templeton Highway Facility has a Spill Prevention Control and Countermeasure (SPCC) Plan for the Town fuel facility. The SPCC contains BMP's educational materials for preventing and responding to potential gasoline and diesel discharge into Stormwater. The Highway Department has also purchased a spill kit in the event a spill takes place. If the spill is greater than a 10 gallon spill DEP is notified along with the Board of Health.	The Highway Department will continue to implement the SPCC and SWPPP plans.
Revised				The Templeton Highway Facility has a Stormwater Pollution Prevention Plan (SWPPP), which addresses BMP's and good housekeeping procedures regarding vehicle maintenance activities, on-site storage, and employee education.	
Revised					

24	Develop a municipal Operations and Maintenance Plan	Highway Department	Y2: Templeton implemented a formal inspection program, including maintenance logs and scheduling, for catch basin cleaning, repairs, and new installations.	The Town of Templeton sweeps all local roads in the spring months and when sand builds up on roads. Catch basins are targeted for cleanout in the Spring and Fall months.	The Highway Department will record and log street sweeping and catch basin activities. The Town of Templeton expects to continue these programs.
Revised				The Highway Department keeps records of daily sweeping and catch basin cleaning throughout the year. Materials collected are brought to the Templeton WWT/P for disposal.	
25	Develop and implement training programs for municipal employees	Highway Department	Y1-11: Each year, Templeton will try to send a minimum of 3 Town employees to training seminars sponsored by MACC, CPTC and other relevant agencies.	Various Town boards and departments have attended association meetings and seminars that addressed various components of NPDES Phase II or water quality protection.	The Town of Templeton will continue to send officials and employees to these training opportunities.
Revised				Stormwater workshop were offered by MACC at their annual conference and attended by members of the Templeton Conservation Commission.	
26	Review storm drainage infrastructure needs	Highway Department	Y1-11: Templeton will incorporate storm drain infrastructure review in its Chapter 90 project utilizations.	The Highway Department continues to work with the Planning Board on all new housing subdivisions with concerns and comments about drainage systems and detention/retention ponds. The Planning Board continues to require contractors to provide funds for the maintenance of these Stormwater structures. Upgrades to the Stormwater System were included in the CDBG for the Back Bay area in Baldwinville.	The Town of Templeton will continue to improve the storm drainage infrastructure to include new developments and roadway construction.
Revised					

6a. Additions

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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 11 (Reliance on non-municipal partners indicated, if any)	Planned Activities
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)

(Since beginning of permit coverage unless specified otherwise by a **, which indicates response is for period covering April 1, 2013 through March 31, 2014)

Programmatic

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

Education, Involvement, and Training

Estimated number of property owners 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.)	
Shoreline cleaned since beginning of permit coverage	(mi.)	
Household Hazardous Waste Collection Days		
■ days sponsored **	(#)	
■ community participation **	(# or %)	
■ material collected **	(tons or gal)	
School curricula implemented	(y/n)	

Legal/Regulatory

Regulatory Mechanism Status (indicate with "X")				In Place Prior to Phase II	Reviewing Existing Authorities	Drafted	Draft in Review	Adopted
▪ 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

				(Preferred Units)		Response
Outfall mapping complete				(%)		
Estimated or actual number of outfalls				(#)		
System-Wide mapping complete (complete storm sewer infrastructure)				(%)		
Mapping method(s)						
▪ Paper/Mylar				(%)		
▪ CADD				(%)		
▪ GIS				(%)		
Outfalls inspected/screened **				(# or %)		
Outfalls inspected/screened (Since beginning of permit coverage)				(# or %)		
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) **	(#)	
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 (for proper BMP installation & operation) completed **	(# or %)	
BMP maintenance required through covenants, escrow, deed restrictions, etc.	(y/n)	
Low-impact development (LID) practices permitted and encouraged	(y/n)	

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)	
Qty of structures cleaned **	(#)	
Qty. of storm drain cleaned **	(%, LF or mi.)	
Qty. of screenings/debris removed from storm sewer infrastructure **	(lbs. or tons)	
Disposal or use of screenings (landfill, POTW, compost, beneficial use, etc.) **	(location)	

Basin Cleaning Costs			
• Annual budget/expenditure (labor & equipment)**	(\$)		
• 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	(#)		
• Vacuum trucks specified in contracts	(y/n)		
• % Structures cleaned with clam shells **	(%)		
• % Structures cleaned with vacator **	(%)		

		(Preferred Units)		Response
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)			
Annual Sweeping Costs				
• Annual budget/expenditure (labor & equipment)**	(\$)			
• Hourly or lane mile contract rate **	(\$/hr. or ln mi.)			
• Disposal cost**	(\$)			
Sweeping Equipment				
• Rotary brush street sweepers owned/leased	(#)			
• Vacuum street sweepers owned/leased	(#)			
• Vacuum street sweepers specified in contracts	(y/n)			
• % Roads swept with rotary brush sweepers **	%			
• % Roads swept with vacuum sweepers **	%			

Reduction (since beginning of permit coverage) in application on public land of:
 ("N/A" = never used; "100%" = elimination)

▪ Fertilizers	(lbs. or %)	
▪ Herbicides	(lbs. or %)	
▪ Pesticides	(lbs. or %)	
Integrated Pest Management (IPM) Practices Implemented	(y/n)	

(Preferred Units)		Response
Average Ratio of Anti-/De-Icing products used **	% NaCl % CaCl ₂ % MgCl ₂ % CMA % Kac % KCl % Sand	
(also identify chemicals and ratios used in specific areas, e.g., water supply protection areas)		
Pre-wetting techniques utilized **	(y/n or %)	
Manual control spreaders used **	(y/n or %)	
Zero-velocity spreaders used **	(y/n or %)	
Estimated net reduction or increase in typical year salt/chemical application rate	(±lbs/ln mi. or %)	
Estimated net reduction or increase in typical year sand application rate **	(±lbs/ln mi. or %)	
% of salt/chemical pile(s) covered in storage shed(s)	(%)	
Storage shed(s) in design or under construction	(y/n or #)	
100% of salt/chemical pile(s) covered in storage shed(s) by May 2008	(y/n)	

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	

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Title: Town Administrator

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Email: townadministrator@templeton1.org

Mailing Address: 690 Patriots Road, P O Box 250, Templeton, MA 01468

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Signature:

Printed Name: Robert T. Markel

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4	Target groups likely to impact Stormwater	Highway Department Stormwater Committee	Y2-11: Brochures targeting specific audiences and activities will be available. These target groups include homeowners and lawn maintenance activities, disposal of household waste, and pet maintenance.	The Town of Templeton is in receipt of EPA educational materials on a Computer disk for easy printing and distribution.	Planned future activities will depend upon issuance of a new Stormwater Permit.
Revised					
5	Identify alternative information sources	Stormwater Committee Cable Committee	Y2-11: Templeton will post links to Stormwater BMP's and other water quality educational resources, including EPA and DEP on the Town website.	DEP and EPA links are posted to the Town of Templeton's web site. EPA link is available through the DEP website.	The Town of Templeton will continue to monitor and update these website links.
Revised			http://www.templeton1.org		
6	Identify alternative information sources	Stormwater Committee Town Webmaster	Y2-11: Templeton has also post links to its Town website to the Millers River Watershed Council @ http://millerswatershed.org/ and the Chicopee River Watershed Council @ http://www.chicopeeriver.org/	Millers River Watershed Link is posted to the Town of Templeton website.	The Town will continue to post Millers River Watershed and Chicopee River watershed link to the Town of Templeton's website.
Revised					

7	Utilize local public access channel	Stormwater Committee Cable Committee	Y1-11: Public meeting notice and a meeting reviewing Templeton's Comprehensive Stormwater Management Program are posted/televised on Templeton's local access channel. All Stormwater Committee meetings are posted on the Town website.	Measurable Goal completed in Year 1. Notices will continue to be posted on the local cable channel for the public meeting reviewing the Stormwater Program.	With a planned upgrade completed of the local public access channel, more information regarding Stormwater management and broadcasting of public meetings is ongoing.
Revised					
8	Develop, conduct, and document educational programs.	Board of Selectmen Liaison	Y2-11: The Town of Templeton will appoint a liaison to the Millers River Watershed Council and the Chicopee River Watershed Council to disseminate information to the Town on programs and activities.	At this time the Board of Selectmen have not appointed a new representative to these committees.	The community members will continue to provide updates on information and activities of the Millers River Watershed Council to the Town of Templeton.
Revised					
9	Promote Household Waste Recycling	Board of Health	Y1-11: The Town of Templeton will work with its contracted waste hauler and the Board of Health to continue to sponsor Hazardous Waste Collection Days.	The Board of Health sponsored two Hazardous Waste Collection Days. The event was very successful and many towns' people participated. The event was posted in the local newspaper and promoted on the Town of Templeton's website and the local cable public access channel.	The Town of Templeton expects to continue to sponsor the Hazardous Waste Collection Days, subject to approval at Town Meeting and availability of DEP Recycling Grant funding.
Revised					
				The Town of Templeton has a Mandatory Recycling By-Law. The recycling of paper, plastic, glass, and steel significantly reduces the amount of municipal solid waste that will need to be landfilled, thus reusing natural resources and preserving landfill space for nonreusable goods as well as meet the State's 25% recycling requirement.	

2a. Additions

10	Storm drain stenciling	Highway Department	The Templeton Highway Department will develop a system for stenciling of Storm drains and Catch Basins and record when they have been cleaned. Also develop a worksheet that will provide information on type, location, date of cleaning and general condition of the Storm Drain systems in Town.	All catch basins are cleaned annually in the spring and marked with a spot of paint indicating that the structure has been cleaned. A worksheet was developed to track how much material was removed and brought to the Templeton Waste Water Treatment Plant.	More emphasis will be placed on the maintenance of the Storm drain and catch basins in the Town of Templeton. The Highway Superintendent has indicated that a log will be kept on this cleaning process, noting the frequency of cleaning and any maintenance needed.
11	Community clean-ups	Highway Department Conservation Commission Open Space Committee	Y1-11: The Town of Templeton will encourage local stream team cleaning with local residents and Town committees.	The Town of Templeton continued to encourage events that lead to clean up of streams, parks, and open space in the Town. Events were publicized in the local newspapers.	The Town of Templeton will continue to promote these events.
12	Community clean-ups	Highway Department Conservation Commission Open Space Committee	Y1-11: Town will provide trucks and other material to support clean-up efforts and disposal of unwanted materials.	The Cemetery and Parks Department continues to provide trucks and equipment for the various clean-up projects in the Town. Highway Department has been picking up discarded auto and truck tires.	The Town of Templeton expects to continue support for these programs.

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
13	Inventory and mapping of the storm drain system.	Highway Department	Y1-11: Templeton identified appropriate sources of funding assistance (SRF, 310 Grant program, Lakes & Ponds Grant program, Source Water protection Grant Program, Recycling Grant Program) and applied for assistance in implementing portions of its Comprehensive Stormwater Management Program, including public education and outreach.	Inventory and mapping of the storm drain system is complete. No new funding was obtained during this past year.	As the Stormwater infrastructure is upgraded, it will be mapped and added to the Town data base.
Revised					
14	Mapping and identification of outfalls and receiving waters.	Highway Department Stormwater Committee	Y1: Templeton will develop and implement a plan to map all outfalls and receiving bodies of water contingent on Town Meeting approval of funding.	Measurable goal was completed in permit year 5. Mapping and identification of the Stormwater system structures and outfalls to the receiving waters was completed. A GIS based map was created.	As the Stormwater infrastructure is upgraded, it will be mapped and added to the Town data base.
Revised					

15	Identification/description of problem areas	Highway Department	Y1: Templeton will develop and implement an Illicit Discharge Detection and Elimination (IDDE) plan.	The By-law was presented and passed during the Annual Town Meeting in 2007. Identification of potential problem areas has been completed as part of the IDDE plan.	Templeton will continue to Identify and remedy problem areas.
Revised					
16	Enforcement procedures addressing illicit discharges	Board of Selectmen Planning Board Town Counsel Board of Health Stormwater Committee	Y3: Templeton reviewed whether local authority is appropriate and able to respond to potential illicit discharges. New by-laws, if necessary, will be proposed at Annual Town meeting.	The Town of Templeton has completed an Illicit Discharge and Detection Elimination (IDDE) Program as part of the Town's Comprehensive Stormwater Management program. A by-law has governing discharges to the Municipal Storm Drain System was approved at Annual Town Meeting in 2007.	The Town will continue to monitor these Bylaws for compliance.
Revised				A Stormwater Management by-law regulating disturbance of one acre or more was passed at Special Town Meeting in March 2008. A Hazardous Waste Collection day continued to be held and was advertised in the local paper, local cable channel, and with flyers posted in Town Buildings. In Templeton center and Baldwinville center the Board of Health placed a sign posted with Hazardous Waste collection information. Educational brochures continue to be made available at Town buildings.	
17	Public information program regarding hazardous wastes and dumping	Highway Department Board of Health	Y2-11: Templeton will provide educational brochures to Town residents.		Hazardous Waste Collection days will continue contingent upon allocation of funds at Annual Town Meeting. Mailings are planned reminding Town residents of the Hazardous Waste Collection Days and the safe disposal of hazardous waste.
Revised					

18	Initiation of recycling programs.	Board of Health Stormwater Committee	Y1-11: Templeton will apply for funding from DEP's Recycling Grant program for assistance in public education and the purchase of recycling materials.	No new Grant funding was obtained during this past year. Educational brochures continue to be made available at Town Buildings.	The Board of Health will continue to apply for the DEP recycling grants. These activates are expected to continue.
Revised					

3a. Additions

19	Watershed assessments and studies	Highway Department Conservation Commission Board of Health	Y1-5: Templeton will identify opportunities for funding assistance from DEP's 319 Grant program, and the Department of Environmental Management's Lakes & Ponds Grant program to support watershed assessment and implementation activities. Tasks may include design and installation of Stormwater BMP's and public outreach. Emphasis will be on assessment and remediation of Stormwater related problems impacting water quality in Bourn-Hadley Pond, Brazell Pond, Depot Pond, Greenwood Pond, Otter River, Candlelight Pond, and Beaver Brook. These water bodies have been identified as impaired and are on DEP's 303d list.	This past year the Town continued to fund this assessment through a combination of Annual Town Meeting funds and assistance from the Templeton Light and Water Department.	The Town of Templeton will continue to ask for funding this assessment through a combination of Annual Town Meeting funds and assistance from the Templeton Water Department.
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20	Watershed assessments and studies	Highway Department Water Department	Y2-5: The Town of Templeton will apply for funding assistance from DEP's Sources Water Protection Program for grant assistance to develop wellhead protection plans and Stormwater management plans within Zone II areas in Templeton.	The Town of Templeton did not receive any grants during this past year. The Town through the Templeton Light and Water Department continued to protect and monitor the Zone II Aquifer from contaminants. The wells are tested quarterly. Zone II well head protection regs and bylaw were upgraded and adopted at the Annual Town Meeting.	The Town of Templeton will continue to monitor the Water Protection District. The Water Department recognizes the relationship between drinking water protection and water quality management. The Town of Templeton Municipal Water Department has control of the Zone II Aquifer and will continue to monitor for the protection of the wellheads.
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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 11 (Reliance on non-municipal partners indicated, if any)	Planned Activities
21	By-law: Stormwater management regulations for construction sites 1 acre or larger	Planning Board Conservation Commission Town Counsel Board of Health Stormwater Committee	Y2-5: Templeton will review model by-laws developed by DEP in consultation with the Attorney General's Office.	The Stormwater Management Bylaw governing the disturbance of one acre or larger was passed at Special Town Meeting on March 6, 2008. Approved by the Attorney General's Office May 29, 2008.	Templeton will continue to apply and evaluate this bylaw.
Revised					
Revised					
Revised					
Revised					
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 11 (Reliance on non-municipal partners indicated, if any)	Planned Activities
22	By-law require post-construction runoff controls	Planning Board Conservation Commission Town Counsel Board of Health Stormwater Committee	Y2-5: Templeton will review model by-laws developed by DEP in consultation with the Attorney General's Office.	The Stormwater Management Bylaw covering post construction runoff was passed at the Special Town Meeting, March 6, 2008.	Templeton will continue to apply and evaluate this bylaw.
Revised					
Revised					
Revised					
Revised					
Revised					
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 11 (Reliance on non-municipal partners indicated, if any)	Planned Activities
23	Develop a municipal Operations and Maintenance Plan	Highway Department	Y1: Using regulations and recommendations from DEP and EPA, Templeton will develop and update an Operations and Maintenance plan to include proper disposal of street sweepings, catch basin cleanout material, snow disposal, roadway de-icing procedures, vehicle washing, and outside storage of materials.	Grass and leaves from public works and residential maintenance activities are recycled in the municipal compost pile. The Templeton Highway Facility has a Spill Prevention Control and Countermeasure (SPCC) Plan for the Town fuel facility. The SPCC contains BMP's educational materials for preventing and responding to potential gasoline and diesel discharge into Stormwater. The Highway Department has also purchased a spill kit in the event a spill takes place. If the spill is greater than a 10 gallon spill DEP is notified along with the Board of Health.	The Highway Department will continue to implement the SPCC and SWPPP plans.
Revised				The Templeton Highway Facility has a Stormwater Pollution Prevention Plan (SWPPP), which addresses BMP's and good housekeeping procedures regarding vehicle maintenance activities, on-site storage, and employee education.	
Revised					

24	Develop a municipal Operations and Maintenance Plan	Highway Department	Y2: Templeton implemented a formal inspection program, including maintenance logs and scheduling, for catch basin cleaning, repairs, and new installations.	The Town of Templeton sweeps all local roads in the spring months and when sand builds up on roads. Catch basins are targeted for cleanup in the Spring and Fall months.	The Highway Department will record and log street sweeping and catch basin activities. The Town of Templeton expects to continue these programs.
Revised				The Highway Department keeps records of daily sweeping and catch basin cleaning throughout the year. Materials collected are brought to the Templeton W/TP for disposal.	
25	Develop and implement training programs for municipal employees	Highway Department	Y1-11: Each year, Templeton will try to send a minimum of 3 Town employees to training seminars sponsored by MACC, CPTC and other relevant agencies.	Various Town boards and departments have attended association meetings and seminars that addressed various components of NPDES Phase II or water quality protection.	The Town of Templeton will continue to send officials and employees to these training opportunities.
Revised				Stormwater workshop were offered by MACC at their annual conference and attended by members of the Templeton Conservation Commission.	
26	Review storm drainage infrastructure needs	Highway Department	Y1-11: Templeton will incorporate storm drain infrastructure review in its Chapter 90 project utilizations.	The Highway Department continues to work with the Planning Board on all new housing subdivisions with concerns and comments about drainage systems and detention/retention ponds. The Planning Board continues to require contractors to provide funds for the maintenance of these Stormwater structures. Upgrades to the Stormwater System were included in the CDBG for the Back Bay area in Baldwinville.	The Town of Templeton will continue to improve the storm drainage infrastructure to include new developments and roadway construction.
Revised					

6a. Additions

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

(Since beginning of permit coverage unless specified otherwise by a **, which indicates response is for period covering April 1, 2013 through March 31, 2014)

Programmatic

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

Education, Involvement, and Training

Estimated number of property owners 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.)	
Shoreline cleaned since beginning of permit coverage	(mi.)	
Household Hazardous Waste Collection Days		
▪ days sponsored **	(#)	
▪ community participation **	(# or %)	
▪ material collected **	(tons or gal)	
School curricula implemented	(y/n)	

Legal/Regulatory

Regulatory Mechanism Status (indicate with "X")				In Place Prior to Phase II	Reviewing Existing Authorities	Drafted	Draft in Review	Adopted
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

				(Preferred Units)		Response
Outfall mapping complete				(%)		
Estimated or actual number of outfalls				(#)		
System-Wide mapping complete (complete storm sewer infrastructure)				(%)		
Mapping method(s)						
Paper/Mylar				(%)		
CADD				(%)		
GIS				(%)		
Outfalls inspected/screened **				(# or %)		
Outfalls inspected/screened (Since beginning of permit coverage)				(# or %)		
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) **	(#)	
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 (for proper BMP installation & operation) completed **	(# or %)	
BMP maintenance required through covenants, escrow, deed restrictions, etc.	(y/n)	
Low-impact development (LID) practices permitted and encouraged	(y/n)	

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)	
Qty of structures cleaned **	(#)	
Qty. of storm drain cleaned **	(%, LF or mi.)	
Qty. of screenings/debris removed from storm sewer infrastructure **	(lbs. or tons)	
Disposal or use of screenings (landfill, POTW, compost, beneficial use, etc.) **	(location)	

Basin Cleaning Costs			
• Annual budget/expenditure (labor & equipment)**	(\$)		
• 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	(#)		
• Vacuum trucks specified in contracts	(y/n)		
• % Structures cleaned with clam shells **	(%)		
• % Structures cleaned with vacator **	(%)		

		(Preferred Units)	Response
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)		
Annual Sweeping Costs			
• Annual budget/expenditure (labor & equipment)**	(\$)		
• Hourly or lane mile contract rate **	(\$/hr. or ln mi.)		
• Disposal cost**	(\$)		
Sweeping Equipment			
• Rotary brush street sweepers owned/leased	(#)		
• Vacuum street sweepers owned/leased	(#)		
• Vacuum street sweepers specified in contracts	(y/n)		
• % Roads swept with rotary brush sweepers **	%		
• % Roads swept with vacuum sweepers **	%		

Reduction (since beginning of permit coverage) in application on public land of:
 ("N/A" = never used; "100%" = elimination)

■ Fertilizers	(lbs. or %)	
■ Herbicides	(lbs. or %)	
■ Pesticides	(lbs. or %)	
Integrated Pest Management (IPM) Practices Implemented	(y/n)	

Average Ratio of Anti-/De-Icing products used **	(Preferred Units) Response	
(also identify chemicals and ratios used in specific areas, e.g., water supply protection areas)	% NaCl	
	% CaCl ₂	
	% MgCl ₂	
	% CMA	
	% Kac	
	% KCl	
	% Sand	
Pre-wetting techniques utilized **	(y/n or %)	
Manual control spreaders used **	(y/n or %)	
Zero-velocity spreaders used **	(y/n or %)	
Estimated net reduction or increase in typical year salt/chemical application rate	(±lbs/ln mi. or %)	
Estimated net reduction or increase in typical year sand application rate **	(±lbs/ln mi. or %)	
% of salt/chemical pile(s) covered in storage shed(s)	(%)	
Storage shed(s) in design or under construction	(y/n or #)	
100% of salt/chemical pile(s) covered in storage shed(s) by May 2008	(y/n)	

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	