

**Municipality/Organization:** Westport  
**EPA NPDES Permit Number:** MA041174  
**MassDEP Transmittal Number:** W-042447  
**Annual Report Number & Reporting Period:** Year 8  
April 1, 2011 – March 31, 2012

5/1/12

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

### Part I. General Information

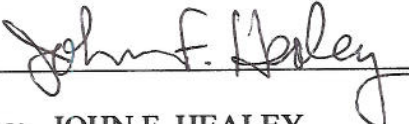
Contact Person: John Healey Title: Town Administrator

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Mailing Address: 816 Main Road, Westport, MA 02790

#### 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 F. HEALEY

Title: TOWN ADMINISTRATOR

Date: \_\_\_\_\_

**Part II. Self-Assessment**

The Town of Westport has completed the required self-assessment and has determined that our municipality is in compliance with all permit conditions, except for the following provisions:

**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 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities
1.1 Revised	Signage at major tributaries	Highway Surveyor	27 signs installed and maintained marking watershed tributaries	Westport River Watershed Alliance maps and monitors sign conditions	Maintain signage
1.2 Revised	Development of Stormdrain Maps	Highway Surveyor	Map posted at Town Hall	Westport River Watershed Alliance, BBAC, and BBNEP update map for town with GIS	Continue updates with GIS mapping
1.3 Revised	Stormwater Workshop- <i>Horsley Witten Group</i>	Board of Selectmen	Attendance of workshop by boards, department heads	Host Massachusetts Statewide Stormwater Management Training seminar May 25, 2011 for Town Depts. and citizens.	Continue to hold workshops/ meetings and improve SWMP as recommended.
1.4 Revised	Informational Flyer on stormwater pollution prevention	Board of Selectmen Town Estuaries Committee	Flyer Produced	Westport River Watershed Alliance produced informational flyers about water resources, available at Town buildings	Continue to promote public awareness of water resource protection.
1.5 Revised	Stormwater curriculum for grades 6 & High School	School Department	Implement curriculum for 2011-12 school year	Westport River Watershed Alliance authored curriculum, implemented in school department	Continue to implement curriculum
Revised	Public outreach/education on 319s. Stormwater remediation BMPS at municipal properties	Board of Selectmen	Implement 319s funded designs for BMPs at municipal properties	WRWA newsletter promoting work scheduled with 319s funds to treat stormwater at the Westport Middle School/Library complex.	Meeting started Oct 2011 – construction to start July 2012

**1a. Additions**

1.6	“Mutt Mitt” dog waste bags @ public landings	WRWA	Installed at 2 town landings	completed	Implement enforcement
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## 2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities
2.1 Revised	Shoreline cleanups	Highway Surveyor	April 23, 2011 cleanup Sept. 24, 2012 cleanup	With WRWA; support two annual clean-ups; record number of volunteers and distance of shoreline cleaned.	Complete similar effort in subsequent years
2.2 Revised	Stormdrain stenciling	Board of Selectmen	Document catch basins stenciled	Ongoing	Ongoing
2.3 Revised	Hazardous Material Collection	Board of Selectmen	Hazardous Material Collected	Ongoing at transfer-station (paints, oil)	Research funding for community hazardous waste collection events.
2.4 Revised	Westport Estuaries Committee	Board of Selectmen	March 8, 2012 public presentation of Mass Estuaries Study	Public presentation to Town of Mass. Estuaries report for the Westport River embayment. MA DEP to approve TMDL.	Town to implement an adaptive management strategy for nitrogen TMDL compliance. Stormwater is a minimal component of Nitrogen load
	Low Impact Landscaping workshop for homeowners	WRWA	Local outreach to homeowners on LID techniques for homes	Free presentation at community library Oct 15, 2011 presented by Geosyntech. Funded by local arts/community council grant.	Continue to promote public awareness of water resource protection.

### 2a. Additions


### 3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities
3.1 Revised	Illicit discharge prohibition	Board of Health Planning Board	Warrant article for May Town Meeting 2011	Draft Illicit Discharge Bylaw created for May 2011 Town Meeting. Passed over for further revisions.	Reconsideration of Bylaw
3.2 Revised	Water Quality Monitor-River Road	WRWA Board of Health Shellfish Adv. Board	Test for fecal coliform from road and MS4s April-Sept 2011	Significant bacteria counts from wet weather conditions, use data to apply for BBNEP Watershed Municipal funds for Stormwater Remediation Design	Continue Bacteria Source tracking.
Revised	Apply for BBNEP Watershed Municipal mini-grant Stormwater Remediation Design	Board of Selectmen	Design or engineer plans for MS4 remediation on River Road. June, 2011	Continued testing from wet weather conditions, use data track bacteria sources. BBNEP using data to refine an RFP for potential BMPs.	Continue Bacteria Source tracking.
Revised	Bacteria Source tracking support for MA DEP	WRWA MA DEP	Bacteria source tracking in Westport River and 303d listed tributaries.	Bacteria source tracking surveys in multiple segments of 303d listed Westport watershed and tributaries.	Continue to support the MA DEP Bacteria Source tracking work in the watershed.
Revised					
Revised					

### 3a. Additions

	BBNEP= Buzzards Bay National Estuaries Program				

#### 4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities
4.1 Revised	Planning Board Subdivision Regulation Site Plan Review	Planning Board	Review of Plans	On-going	Town Planner reviewing regulations; draft regulations prepared for review
4.2 Revised	Planning Board Subdivision Regulation Site Plan Review	Planning Board	Site plan zoning and Low Impact Development Bylaw Accepted at 2011 Town Meeting	Rules and regulations to be updated	Reviews ongoing
Revised	Planning Board Zoning Regulation - amendments	Planning Board	District zoning Flexible frontage	To be voted on May 2012 Town Meeting. Rules and regulations to be updated	Reviews ongoing
Revised	Planning Board Zoning Regulation - amendments	Planning Board	Common driveways	Voted on and passed at 2011 Town Meeting	Reviews ongoing
Revised					
Revised					

#### 4a. Additions

4.3	Public access to parcel and GIS data layers on Town Website	Assessors office	Online, digital public access	Update data layers, Increase local data for GIS mapping of town infrastructure	
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**5. Post-Construction Stormwater Management in New Development and Redevelopment**

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities
5.1 Revised	Planning Board Subdivision Regulation	Planning Board	Regulation change and LID by law established	ongoing	Town planner working to integrate
5.2 Revised	Stormwater Draft Regulations for sites greater than 5,000 sq. feet	Board of Health	Enforce regulations	Review regulations annually	Review and enforce regulations for planned activities
Revised	Planning Board Zoning Regulation - amendments	Planning Board	District zoning Common driveways Flexible frontage To be voted on May 2012 Town Meeting	Rules and regulations to be updated	Reviews ongoing
Revised	Rainbarrel distribution for Westport residents	Board of Selectmen	Distribute and document use of 60 rainbarrels to local residents	Barrels ordered and distribution date planned for May 12, 2012 MS4 report late in 2010 – this program is in lieu of a fine for filing a late report to the EPA.	Distribution and training on rainbarrel setup and use planned for May 12, 2012
Revised	Planning Board LID Guidance Document	Planning Board	Create a guidance document for the public	Document created with assistance from Horsley-Whitten	Put on Planning Board website
Revised					

**5a. Additions**

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## 6. Pollution Prevention and Good Housekeeping in Municipal Operations

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities
6.1 Revised	Highway Dept. Policy Guide	Highway Surveyor	Policy Guide produced	Adherence to policies	Conduct training, use feedback to target future agenda
	Highway Dept. Annual Training	Highway Surveyor	Training on guide	Yearly training on guide	
6.2 Revised	Highway Dept. Permit Filing	Highway Surveyor	Work with ConCom to develop order of conditions	Ongoing –	ongoing
6.3 Revised	Street Sweeping	Highway Surveyor	Sweep streets 2 times per year	ongoing	ongoing
6.4 Revised	Catch basin cleaning	Highway Surveyor	Clean catch basins 2 times per year	ongoing	ongoing
6.5 Revised	O&M for town owned structural BMPs	Highway Surveyor	Implement O&M for 319 funded municipal BMPs	ongoing	ongoing

## 6a. Additions

6.6	Municipal worker training	Highway Department	Attend MA CZM StormSmarts workshop, Feb 2011	StormSmarts Hazard Identification and Mapping; mitigation and shore protection	Attend workshops offered for municipal and community education
6.7	MS4 Annual Report	Board of Selectmen	Report filed for 2010-11	Yearly reports ongoing	

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 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities
Revised	Public release of Estuaries Report for Westport	Estuaries Committee,	TMDL for nitrogen in the Westport River watershed.	Report released to the public on March 8, 2012.	Once TMDLs are established, implement an adaptive management strategy for TMDL compliance.
Revised	TMDL for nutrients	Board of Selectmen			
Revised	Decision Maker Seminar- Comprehensive/Integrated	Estuaries Committee,	Seminar for Town agencies, public on CWMP planning.	Presented by Horsley-Witten Group on 9/14/11	Continue to promote municipal training and public awareness of water resource management, protection and planning.
Revised	Water Resource Management Plans	Board of Selectmen			
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, 2011 through March 31, 2012)

**Programmatic**

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

**Education, Involvement, and Training**

Estimated number of property owners reached by education program(s)	(# or %)	3,000
Stormwater management committee established	(y/n)	Y
Stream teams established or supported	(# or y/n)	Y
Shoreline clean-up participation or quantity of shoreline miles cleaned **	(y/n or mi.)	Y
Shoreline cleaned since beginning of permit coverage	(mi.)	5 mi
Household Hazardous Waste Collection Days		
▪ days sponsored **	(#)	0
▪ community participation **	(# or %)	0
▪ material collected **	(tons or gal)	
School curricula implemented	(y/n)	Y

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**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	x	
▪ Post-Development Stormwater Management			x	x	
Accompanying Regulation Status (indicate with "X")					
▪ Illicit Discharge Detection & Elimination		x		x	
▪ Erosion & Sediment Control		x		x	
▪ Post-Development Stormwater Management		x		x	

**Mapping and Illicit Discharges**

	(Preferred Units)	Response
Outfall mapping complete	(%)	100
Estimated or actual number of outfalls	(#)	7
System-Wide mapping complete (complete storm sewer infrastructure)	(%)	100
Mapping method(s)		
▪ Paper/Mylar	(%)	
▪ CADD	(%)	
▪ GIS	(%)	
Outfalls inspected/screened **	(# or %)	100
Outfalls inspected/screened (Since beginning of permit coverage)	(# or %)	100
Illicit discharges identified **	(#)	7 yearly
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	(%)	n/a
% of population on septic systems	(%)	100

### 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	(%)	4
Site inspections (for proper BMP installation & operation) completed **	(# or %)	4
BMP maintenance required through covenants, escrow, deed restrictions, etc.	(y/n)	
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)	2
Average frequency of catch basin cleaning (commercial/arterial or other critical streets) **	(times/yr)	2
Qty of structures cleaned **	(#)	200
Qty. of storm drain cleaned **	(%, LF or mi.)	100
Qty. of screenings/debris removed from storm sewer infrastructure **	(lbs. or tons)	300 YARDS
Disposal or use of screenings (landfill, POTW, compost, beneficial use, etc.) **	(location)	COMPOST

Basin Cleaning Costs			0
• Annual budget/expenditure (labor & equipment)**	(\$)		IN HOUSE
• Hourly or per basin contract rate **	(\$/hr or \$ per basin)		0
• Disposal cost**	(\$)		0
Cleaning Equipment			
• Clam shell truck(s) owned/leased	(#)		2
• Vacuum truck(s) owned/leased	(#)		0
• Vacuum trucks specified in contracts	(y/n)		0
• % Structures cleaned with clam shells **	(%)		100
• % Structures cleaned with vacator **	(%)		0

	(Preferred Units)	Response
Average frequency of street sweeping (non-commercial/non-arterial streets) **	(times/yr)	2
Average frequency of street sweeping (commercial/arterial or other critical streets) **	(times/yr)	2
Qty. of sand/debris collected by sweeping **	(lbs. or tons)	UNKNOWN
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.) **	(location)	HIGHWAY DEPT YARD
Annual Sweeping Costs		
• Annual budget/expenditure (labor & equipment)**	(\$)	IN HOUSE
• Hourly or lane mile contract rate **	(\$/hr. or ln mi.)	IN HOUSE
• Disposal cost**	(\$)	N/A
Sweeping Equipment		
• Rotary brush street sweepers owned/leased	(#)	2 OWNED
• Vacuum street sweepers owned/leased	(#)	N/A
• Vacuum street sweepers specified in contracts	(y/n)	N/A
• % 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)

<ul style="list-style-type: none"> <li>▪ Fertilizers</li> <li>▪ Herbicides</li> <li>▪ Pesticides</li> </ul>	(lbs. or %)	N/A
	(lbs. or %)	N/A
	(lbs. or %)	N/A
Integrated Pest Management (IPM) Practices Implemented	(y/n)	Y

	(Preferred Units)	Response
Average Ratio of Anti-/De-Icing products used **	% NaCl % CaCl <sub>2</sub> % MgCl <sub>2</sub> % CMA % Kac % KCl % Sand	50% NaCl 50% Sand
(also identify chemicals and ratios used in specific areas, e.g., water supply protection areas)		
Pre-wetting techniques utilized **	(y/n or %)	N
Manual control spreaders used **	(y/n or %)	Y
Zero-velocity spreaders used **	(y/n or %)	N
Estimated net reduction or increase in typical year salt/chemical application rate	(±lbs/ln mi. or %)	-700 TONS
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)	(%)	100
Storage shed(s) in design or under construction	(y/n or #)	N/A
100% of salt/chemical pile(s) covered in storage shed(s) by May 2008	(y/n)	Y

**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	
<ul style="list-style-type: none"> <li>• Treatment units induce infiltration within 500-feet of a wellhead protection area</li> </ul>	# or y/n	