

Municipality/Organization: Town of Whitman, MA

EPA NPDES Permit Number: MA04071

Massachusetts DEP Transmittal Number: W-036099

Annual Report Number

& Reporting Period: No. 10: April 2012 -March 2013

4/24/13

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NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Donnie Westhaver

Title: Superintendent - Public Works

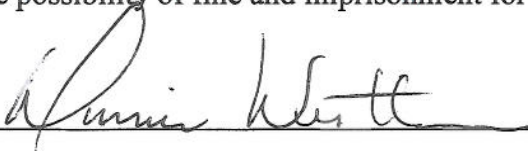
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Certification:

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: Donnie Westhaver

Title: Superintendent – Department of Public Works

Date:

4/18/13

Part II. Self-Assessment

The Town of Whitman has completed the required self-assessment and has determined that our municipality is in compliance with all permit conditions, with the following work scheduled for completion:

- BMP 4-1, 5-1 and 5-3 remain under review. The Town expects to continue revisions to the bylaws, and once the language is agreed upon, followed by town vote at next year's Annual Town Meeting.

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
1-1	Inserts in Water and Sewer bills. The Town drops off pamphlets when reading the meter.	Department of Public Works	Pamphlet dropped off during meter reading.	No pamphlets dropped off this permit year.	Continue public education efforts by adding storm water information in the annual Consumer Confidence Report (CCR).
1-2	Park kiosks (signs)	Parks Department	Notices posted	No new notices posted in selected areas.	Continue to post and maintain notices as necessary.
1-3	Pooper Scooper Ordinance	Animal Inspector Department of Public Works	Ordinance passed	Maintained ordinance.	Maintain ordinance and post signs describing the ordinance.
1-4	Watershed signage	Department of Public Works	Signs posted	Maintained existing signs.	Maintain status of signs.
1-5	Resident Hotline During DPW business hours	Department of Public Works	Calls received	Continued hotline during business hours.	Continue hotline.
1-6	Hazardous Waste Collection Day	Department of Public Works	Number of collection days held and amount of waste collected.	Held a collection day in September (joint collection day with Abington).	Continue holding collection days.

1a. Additions

1-7	Additional HHHW drop off locations/days	Department of Public Works	Number of drop off locations	Continued participation in the South Shore Recycling Cooperative, where 15 local communities open up their local HHHW collection days to members of the cooperative.	Continue to participate in the South Shore Recycling Cooperative.
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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
2-1	Comply with State public notification	Town Clerk	Notices posted.	Continued to post notices.	Continue to post notices.

2a. Additions

2-2	Convene Stormwater and GIS Committee	Department of Public Works	Facilitate conformance with Phase II program; facilitate building and implementing a GIS.	Assessor incorporated updates to parcels to reflect changes to property lines.	Continue to monitor Phase II compliance and GIS development.
2-3	Tree planting program	Parks Department	Number of trees planted.	Continued "Friends of the Park" to work directly with homeowners that are planting trees in front of their homes (adjacent to the sidewalk).	Continue tree planting program with "Friends of the Park"
2-4	Local Boy Scout Troop sponsored clean rivers and stream day.	Department of Public Works	Walk river and stream banks	Utilized "Community Service" obligations by residents for cleanup of litter around Town parks.	Continue supporting effort.
2-5	Public watchdog program	Department of Public Works	Increased public's ability to notify DPW of public's concerns	The Town established a "SeeClickFix" program for residents to report anything DPW-related on a 24/7 basis through a phone app	Track SeeClickFix hits for stormwater related notifications.

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
3-1	Illicit connection ordinance	Town Clerk	Ordinance passed	Maintained the existing ordinance	Maintain ordinance and track enforcement actions.
3-2	Outfall Map	Department of Public Works	Map complete	None, map complete.	None, map complete.
3-3	Dry weather screening	Department of Public Works	Percent of outfalls screened	None, all outfalls screened.	None, all outfalls screened.
3-4	Create a storm drain and sewer GIS	Department of Public Works	Map created	None, map complete.	None, map complete.
3-5	Identify and remove illicit connections	Department of Public Works	Illicit connections identified	None, outfall list complete.	None, outfall list complete.
3-6	Newspaper article about the hazards of illicit connections	Department of Public Works	Articles published	No articles published this permit year.	Publish article and/or Cable TV presentation.

3a. Additions

3-7	I/I and Illicit Connection Removal Program	Department of Public Works	Percent of Town screened and/or numbers of houses inspected	Continued I/I SRF funded project for 3,500 feet of Sanitary Sewer along Auburn Street.	Continue relining effort using newly acquired SRF funding.
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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 10 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 11
4-1	Construction Site Erosions and Sediment Control Ordinances	Planning Department	Ordinance passed	The existing Town By-Laws require means for surface water drainage without causing erosion, and ground stabilization for erosion control. Reviewed and commented on language and responsible town departments for implementation/compliance.	Modification of existing bylaws pending Town Meeting Approval.
4-2	Site Plan Reviews	Planning Department	Number of Site Plans Reviewed	Reviewed site plans.	Continue reviewing site plans.
4-3	Enforcement of sediment and erosion controls	Conservation Commission and Planning Department	Number of Enforcement Actions taken	Inspected new development for enforcement needs.	Continue inspections. Tracking and characterization of violations will be documented.
4-4	Inspection of sediment and erosion controls	Conservation Commission and Planning Department	Number of inspections performed	Received monthly inspection reports from site operators.	Continue receiving and reviewing monthly inspection reports from site operators. Documentation regarding number of inspections and inspection results summaries will be maintained.
4-5	Consideration of public input	Planning Department	Public review periods held	Held public review period for applicable projects.	Continue to place notices to announce review and comment period for each construction project.

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
5-1	Develop a bylaw to apply Standards 2, 3, 4, 7 and 9 of the MA Stormwater Policy to the entire Town	Planning Department	Ordinance passed	Reviewed and commented on language and responsible town departments for implementation/compliance.	Expect to present at Town Meeting.
5-2	Specify a stormwater BMP manual	Planning Department	BMP Manual selected.	None, completed in Year 1	None, completed in Year 1
5-3	Ordinance for Long-term maintenance	Planning Department	Ordinance passed	Reviewed and commented on language and responsible town departments for implementation/compliance.	Expect to present at Town Meeting.

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
6-1	Employee training	Department of Public Works	Number of employees trained	Continued employee training through NEWWA for general safety and public/professional development. Maintained documentation for number of trainees and topics discussed.	Continue employee training. Tracking and documentation related to number of trainees and topics discussed will be maintained with Department records.
6-2	Street sweeping	Department of Public Works	Percent of streets swept	Swept all streets twice in 2012 as well as additional times when necessary (water main breaks, etc.)	Sweep all streets twice per year.

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
6-3	Roadway de-icing	Department of Public Works	Number of times Salter is calibrated	Calibrated salt spreaders, covered road salt on a per storm basis, and monitored industry standards. Incorporated roadway de-icing as part of the operations manual.	Calibrate salt spreaders, cover road salt, and monitor industry standards.
6-4	Snow disposal	Department of Public Works	Number of snowstorms	Dumped snow away from sensitive areas. Incorporated snow disposal practices into operations manual.	Dump snow away from sensitive areas and use containment boundaries.
6-5	Green landscaping at Town parks	Parks Department	Fertilizer and pesticide used	Continued landscaping practices and training.	Continue landscaping practices and training.
6-6	Storm Drain Maintenance	Department of Public Works	Number of catch basins cleaned	Cleaned 50% of Town's catch basins in Spring 2012.	Clean remaining 50% of Town's catch basins, so that all catch basins are cleaned every 2 years.
6-7	Vehicle maintenance	Department of Public Works	Hazardous materials used	Continued materials inventory. Wastes were disposed of during Hazardous Waste Day.	Continue inventory. Documentation of quantity tracking and characterization will be maintained by the Department.
6-8	Tree planting program	Parks Department	Number of trees planted	Continued working with "Friends of the Park" to help with the tree planting program, see BMP 2-3.	Continue tree planting program with "Friends of the Park" including working with homeowners that are planting trees adjacent to the sidewalks (see BMP 2-3).
6-9	Illegal dumping	Department of Public Works	Log of illegal dumping events	Posted/maintained signs in illegal dumping areas. No illegal dumping that affects drainage system reported.	Keep log of illegal dumping areas and events. Post signs as needed.