

Municipality/Organization: Dalton

EPA NPDES Permit Number: MA041004

MaDEP Transmittal Number: W-036254

**Annual Report Number
& Reporting Period:**

No. 2: March 04-March 05

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Ken Walto

Title: Town Manager

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Certification:

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Signature:

Printed Name: Ken Walto

Title: Town Manager

Date: 4/29/05

Part II. Self-Assessment

The results of the self-assessment review of compliance with all permit conditions for the Town of Dalton is included here. This self-assessment consists of a statement of full compliance. Information regarding the status of compliance with the minimum control measures is included in Part III of the annual report and is not included here.

The Town of Dalton has completed the required self-assessment and has determined that our municipality is in compliance with all permit conditions.

Part III. Summary of Minimum Control Measures

The BMP, responsible party, and measurable goal information from the Town of Dalton’s NOI have been transcribed here. A description of the progress made toward achieving the measurable goals during the prior year and what activities are planned for next year are included in the last two columns, respectively. Changes that revise/replace or add components to the storm water management program have not been proposed.

The implementation schedule included within the NOI has not been revised.

1. Public Education and Outreach

| BMP ID # | BMP Description | Responsible Dept./Person Name | Measurable Goal(s) | Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any) | Planned Activities – Permit Year 3 |
|-----------------|------------------------|--------------------------------------|--|--|--|
| 1.1 | Educational Brochures | Stormwater Committee | Develop and distribute brochures per attached plan | <ul style="list-style-type: none"> Researched relevant and available educational brochures on the impacts of stormwater available through EPA, DEP, Watershed Associations and others. Developed educational brochures on practices for reducing pollutants and on the impacts of stormwater through a contract with the Berkshire Regional Planning Commission (BRPC) | <ul style="list-style-type: none"> Distribute brochures in tax bills Distribute brochures to building permit and other permit applicants Develop a list of local contacts for stormwater outreach |
| Revised | | | | | |
| 1.2 | Educational Display | Local School | Create display for Town Hall and town library | <ul style="list-style-type: none"> None to date | <ul style="list-style-type: none"> No activity scheduled for Year 3 Prepare an educational display for town hall/library scheduled for Years 4 & 5 |
| Revised | | | | | |

2. Public Involvement and Participation

| BMP ID # | BMP Description | Responsible Dept./Person Name | Measurable Goal(s) | Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any) | Planned Activities – Permit Year 3 |
|-----------------|------------------------------------|--------------------------------------|---|--|--|
| 2.1 | Involve public in planning process | Select Board | Establish a Stormwater Committee | <ul style="list-style-type: none"> Formed Stormwater Committee with members of DPW, Con Com, Planning, Inspectors and public. | <ul style="list-style-type: none"> Conduct bi-monthly meetings of Stormwater Committee during Year 3 Invite public to stormwater planning meetings and arrange cable broadcast |
| Revised | | | | | |
| 2.2 | Storm drain labeling | Housatonic Valley Association | Label storm drains in defined neighborhoods | <ul style="list-style-type: none"> Developed a storm drain labeling program for elementary children geared toward fourth grade through efforts conducted by HVA | <ul style="list-style-type: none"> Conduct storm drain labeling with elementary school geared toward fourth grade class |
| Revised | | | | | |
| 2.3 | River clean-up | Housatonic Valley Association | Conduct semi-annual river clean-ups | <ul style="list-style-type: none"> None to date | <ul style="list-style-type: none"> Conduct River clean-up activities on an as needed basis per community request or stormwater hotline report |
| Revised | | | | | |

3. Illicit Discharge Detection and Elimination

| BMP ID # | BMP Description | Responsible Dept./Person Name | Measurable Goal(s) | Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any) | Planned Activities – Permit Year 3 |
|----------------|---|-----------------------------------|------------------------------|--|---|
| 3.1 Revised | Detect and eliminate illicit discharges | Public Works | See attached plan | <ul style="list-style-type: none"> • Drafted program manual outlining schedules and tasks • Identified priority areas of town based on age of infrastructure, water quality concerns, etc. • Drafted an inspection certification process | <ul style="list-style-type: none"> • Set-up stormwater hotline • Set-up disconnection record log • Respond to public input and water quality sampling results • Develop and implement mail and phone contact processes for property owners with potential illicit discharges • Verify and update record log • Organize household hazardous waste collection day |
| 3.2 Revised | Storm system map | Public Works | Map 20% of outfalls per year | <ul style="list-style-type: none"> • Developed storm sewer system map (20% of outfalls) <p>(BRPC developed a GIS based map.)</p> | <ul style="list-style-type: none"> • Develop storm sewer system map (20% of outfalls) |
| 3.3 Revised | Prohibit non-stormwater discharges | Stormwater Committee | Develop bylaw | <ul style="list-style-type: none"> • Evaluated model bylaws and General Bylaw prohibiting non-stormwater discharges • Identified enforcement authority for stormwater prohibition • Assessed the status of local regulations, policies and resources that may be used in developing appropriate stormwater programs through efforts conducted by BRPC | <ul style="list-style-type: none"> • Evaluate model bylaws and propose General Bylaw prohibiting non-stormwater discharges • Define penalties, fees, sanctions for non-compliance with stormwater prohibition • Pass general bylaw prohibiting existing and future non-stormwater connections to the storm sewer system |
| 3.4 Revised | Illicit discharge training | Public Works/Stormwater Committee | See attached plan | <ul style="list-style-type: none"> • Planned opportunities for training in illicit discharge detection and elimination | <ul style="list-style-type: none"> • Provide training opportunities on illicit discharge detection and elimination • Develop educational brochure about program and requirements |

| | | | | | |
|---------|---------------------------------------|--------------|--------------|---|--|
| 3.5 | Investigate non-stormwater discharges | Public Works | Collect data | <ul style="list-style-type: none"> • Ongoing investigation into sanitary connections • No sanitary connections have been identified • Collected and kept records of water quality sampling results (HVA) • Conducted investigation of potential sewer line leak into Walker Brook (HVA) | <ul style="list-style-type: none"> • Investigate dry-weather discharges within 24-48 hours – conduct upstream visual inspections • Conduct smoke or dye tests where necessary • Conduct field inspections of publicly reported problems • Collect and keep records of water quality sampling results (HVA) • Report potential illicit connection problems to DPW (HVA) • Investigate potential problems based on water quality sampling results • Disconnect sanitary connections immediately |
| Revised | | | | | |

4. Construction Site Stormwater Runoff Control

| BMP ID # | BMP Description | Responsible Dept./Person Name | Measurable Goal(s) | Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any) | Planned Activities – Permit Year 3 |
|-----------------|-------------------------------|--------------------------------------|--|---|--|
| 4.1 Revised | Regulate construction run-off | Stormwater Committee | Develop bylaw | <ul style="list-style-type: none"> Reviewed model bylaws for sediment and erosion control for all construction sites >= 1 acre Assessed the status of local regulations, policies and resources that may be used in developing appropriate stormwater programs through efforts conducted by BRPC | <ul style="list-style-type: none"> Work with Planning Board to develop bylaw as part of Zoning, Subdivision and Special Permit regulations |
| 4.2 Revised | Promote the use of BMPs | Permit granting boards | Develop training and review procedures | <ul style="list-style-type: none"> Planned opportunities for board members to receive site plan/BMP training (NEMO) | <ul style="list-style-type: none"> Develop site plan review procedures Provide information on stormwater BMPs to developers and permit applicants Plan opportunities for board members to receive site plan/BMP training (NEMO) |
| 4.3 Revised | Enforce regulations | Building Inspector | Develop inspection and enforcement procedure | <ul style="list-style-type: none"> Planned opportunities for training on NPDES Phase II regulations and requirements Continued availability of the Berkshire Conservation Agent program to Con Com/permitting authorities to improve capacity for inspection and enforcement | <ul style="list-style-type: none"> Develop site inspection / enforcement procedures Improve capacity of Building/Zoning inspectors enforcement in upland areas through training |
| 4.4 Revised | Sanctions | Building Inspector | Define penalties, fees, sanctions for non-compliance | <ul style="list-style-type: none"> None to date | <ul style="list-style-type: none"> Determine cost of typical inspection process and define appropriate penalties, fees, and sanctions for non-compliance Approve the use of sanctions for non-compliance |
| 4.5 Revised | Incorporate public input | Public Works/Building Inspector | Set-up Stormwater hotline | <ul style="list-style-type: none"> Identified a contact person/department | <ul style="list-style-type: none"> Reassess identified contact person/department Continue advertisement of stormwater hotline |

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 2 (Reliance on non-municipal partners indicated, if any) | Planned Activities – Permit Year 3 |
|----------|---|---|---|--|---|
| 5.1 | Regulate post-construction run-off | Stormwater Committee/Planning Board | Develop or amend bylaws | <ul style="list-style-type: none"> Reviewed model bylaws to control/reduce runoff in all new and re-development sites ≥ 1 acre Assessed the status of local regulations, policies and resources that may be used in developing appropriate stormwater programs through efforts conducted by BRPC | <ul style="list-style-type: none"> Develop bylaws to control/reduce runoff in all new and re-development sites ≥ 1 acre Work with Stormwater Committee to develop bylaw as part of Zoning, Subdivision and Special Permit regulations |
| Revised | | | | | |
| 5.2 | Promote the use of BMPs | Permit granting boards | Develop training and review procedures | <ul style="list-style-type: none"> Planned opportunities for board members to receive site plan/BMP training (NEMO) | <ul style="list-style-type: none"> Develop site plan review procedures Recommend BMPs and Performance Standards for Subdivision/Special Permit regulations Plan opportunities for board members to receive site plan/BMP training (NEMO) |
| Revised | | | | | |
| 5.3 | Require operation and maintenance plans | Stormwater Committee/Permit granting boards | Develop bylaw and record keeping system | <ul style="list-style-type: none"> None to date | <ul style="list-style-type: none"> Encourage public reporting of problems and the use of stormwater hotline Require Operation and Maintenance plans Develop a record-keeping system for O&M plans |
| Revised | | | | | |
| Revised | | | | | |

6. Pollution Prevention and Good Housekeeping in Municipal Operations

| BMP ID # | BMP Description | Responsible Dept./Person Name | Measurable Goal(s) | Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any) | Planned Activities – Permit Year 3 |
|-----------------|---|--------------------------------------|---|--|--|
| 6.1 Revised | Reduce runoff from municipal operations | Public Works | Develop pollution prevention program | <ul style="list-style-type: none"> Developed SWPPP for Highway Garage Established record-keeping for regular pollution prevention activities | <ul style="list-style-type: none"> Develop a pollution prevention program for municipal buildings and parks, including contracted activities |
| 6.2 Revised | Maintain and inspect public properties | Public Works | Adopt operation and maintenance program | <ul style="list-style-type: none"> Cleaned and inspected catch basin at transfer station Conducted annual inspection of highway garage and transfer station in accordance with SWPPP | <ul style="list-style-type: none"> Monitor transfer station catch basin quarterly Adopt Operation and Maintenance plans for municipal buildings and parks Inspect highway garage and transfer station annually in accordance with SWPPP |
| 6.3 Revised | Municipal housekeeping training | Stormwater Committee | See attached plan | <ul style="list-style-type: none"> Planned opportunities for municipal employees and board members to pursue pollution prevention training | <ul style="list-style-type: none"> Plan opportunities for municipal employees and board members to pursue pollution prevention training |

7. BMPs for Meeting Total Maximum Daily Load (TMDL) Waste Load Allocations (WLA) <<if applicable>>

This item is applicable only to those municipalities with MS4 discharges into a water body that has an approved total maximum daily load (TMDL) and where the municipality is required to implement storm water waste load allocation (WLA) provisions of the TMDL.

| BMP ID # | BMP Description | Responsible Dept./Person Name | Measurable Goal(s) | Progress on Goal(s) – Permit Year 1 (Reliance on non-municipal partners indicated, if any) | Planned Activities – Permit Year 2 |
|-------------------------|------------------------|--------------------------------------|---------------------------|--|---|
| 7.1 ----- Revised | TMDL not yet developed | | | | |

Part IV. Summary of Information Collected and Analyzed

The results of information or data, if any, that was collected and analyzed during Permit Year 1, but was not included elsewhere in the report or requires further elaboration has been included here. Information and data within this section may include results/trends from any storm or receiving water quality monitoring, beach monitoring or closure statistics, assessment of particular BMP performance, or financial impact of program implementation.

The Housatonic Valley Association (HVA) has conducted water quality monitoring of the East Branch of the Housatonic River during Year 2. HVA is currently in the process of summarizing water quality results and analyzing trends.

Part V. Program Outputs & Accomplishments (OPTIONAL)

The Town of Dalton has elected not to include estimated program results and accomplishments that have been realized during Year 2.