



MANCHESTER-BY-THE-SEA

DEPARTMENT OF PUBLIC WORKS • TOWN HALL
Manchester-by-the-Sea, Massachusetts 01944-1399
Telephone (978) 526-1242 FAX (978) 526-2001

04/27/07

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April 24, 2007

Ms. Ann M. Herrick
Environmental Protection Specialist
Office of Ecosystem Protection
U. S. EPA (CIP)
1 Congress Street, Suite 1100
Boston, MA 02114-2023

SUBJECT: NPDES Permit Number MAR041207
Annual Report

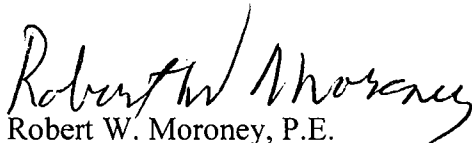
Dear Ms. Herrick:

Manchester-by-the-Sea is pleased to submit the enclosed annual report for progress made to date in accordance with the subject Permit. We have also faxed a copy of the report to your office as requested.

We are also forwarding a copy of this report to the Massachusetts Department of Environmental Protection, Department of Watershed Management.

Please do not hesitate to call if you have any questions.

Very truly yours,


Robert W. Moroney, P.E.
Director of Public Works

Encl.

Cy. Mr. Fred Civian, Stormwater Coordinator, DEP Office of Watershed Management

NPDES PII Small MS4 General Permit Annual Report

1. Public Education and Outreach

| BMP ID# | BMP Description | Responsible Dept./Person Name | Measurable Goal(s) | Progress on Goal(s) Permit Year 4 | Planned Activities Permit Year 5 |
|---------|--------------------------------------|-------------------------------|---|--|---|
| 1. | Water Conservation Brochures | DPW | Number of brochures mailed (Goal over 1700 (revised)) | 1859 brochures mailed with May Water bills | Continue annual mailing Develop stormwater mailing |
| 2. | Household hazardous waste collection | Board of Health | Conduct annual event | Event held on April 01, 2006 | Continue holding annual event |

2. Public Participation

| | | | | | |
|----|-----------------------|-------------------------------------|---|---|--|
| 3. | Stream Cleaning | DPW/Conservation Commission | Annual Project | Millets Brook from Millets Ln to Route 128 was cleaned in Jan 2007 | Complete another stream cleaning project |
| 4. | Stake holder meetings | Conservation Commission/Stream Team | Revised Conservation meetings goal 16/year Stream Team goal 9 times per year | Conservation Commission meetings 22 times Stream Team meetings 9 times during the year | Continue Stake holder meetings |

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| BMP ID# | BMP Description | Responsible Dept./Person Name | Measurable Goal(s) | Progress on Goal(s) Permit Year 4 | Planned Activities Permit Year 5 |
|----------------|--|--|--|--|---|
| 3. | Illicit Discharges Detection and Elimination | | | | |
| 5. | Map of Storm drains | DPW | Complete Map by June 30, 2006 | Storm Drain mapping in progress | Complete Mapping on Sept 30, 2007 |
| 6. | Develop & Implement Illicit Discharge Policy/Regulations | DPW/ Conservation Commission, Planning Board, Building Inspector | Complete implementation by May 31, 2008 | None | Develop and Implement program |
| 4. | Construction Site Runoff Control | | | | |
| 7. | Develop and implement construction runoff policy/regulations | see BMP 6 | Complete implementation by June 30, 2007 | Zoning By-Laws adopted April 4, 2007 | Planning Board implement regulations |
| 5. | Post Construction Runoff Control | | | | |
| 8. | Development and implement post construction policy/regulations | See BMP 6 | Complete implementation by June 30, 2007 | Zoning By-Laws adopted April 4, 2007 | Planning Board implement regulations |

| BMP ID# | BMP Description | Responsible Dept./Person Name | Measurable Goal(s) | Progress on Goal(s) Permit Year 4 | Planned Activities Permit Year 5 |
|----------------|---|--------------------------------------|---|---|---|
| 6. | Municipal Good Housekeeping | | | | |
| 9. | Sweep all streets by June 1 | DPW | Complete by June 1 | Completed May 8, 2006 | Achieve Goal |
| 10. | May through September min bi-weekly sweeping main roads | DPW | Goal minimum of 10 bi-weekly sweepings | Completed 14 Sweepings of main roads through November 2006 | Continue to achieve goals |
| 11. | Septic System controls | Board of Health | Number of new septic systems or repairs | 45 system upgrades construction of new systems for 2 new houses | Continue to monitor septic system improvements. |