

**Municipality/Organization:** City of Fitchburg

**EPA NPDES Permit Number:** MAR041189

**MaDEP Transmittal Number:** W- 035345

**Annual Report Number  
& Reporting Period:** No.1 April-04 - March-05

## NPDES PII Small MS4 General Permit Annual Report

### Part I. General Information

**Contact Person:** Denis Meunier **Title:** Commissioner DPW

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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:** Denis Meunier

**Title:** Commissioner, Department of Public Works

**Date:** 11/25/05

## **Part II. Self Assessment**

The city of Fitchburg has completed the required self assessment and has determined that at the end of the second year reporting period the City was in compliance with all provisions of the approved NOI, except for the following provisions.

**Part III PC-3: Operation and maintenance agreement Work in progress as part of the second reporting year.**

**Part III PP-3: No progress was made in developing a citizen storm drain stenciling program. Efforts will be made to develop and implement this program during the second reporting year.**

In addition to the efforts outlined in Part III of this report the City has, during the designated reporting period, continued its comprehensive planning for separation of all its combined sewer collection system. The first phase of construction commenced in the fall of 2005. As each of the City's twenty miles of combined sewer is separated combined sewer overflows and discharges will be reduced. The City continued a storm water sampling program in selected drainage basins based on outfalls that were identified as contributing to tributaries to drinking water supply. The results of the second year sampling program resulted in the identification of six illicit connections to the storm drain system. All identified illicit connections were eliminated.

Summary of Minimum  
Control Measures

Public Education and  
Outreach

BMP ID #	BMP Description	Responsible Dept./ Person	Measurable Goal	Progress on Goal Permit year 2	Planned Activities Permit year 3
PE-1	Partnership Program	Planning Dept.	Establish education and outreach program	City established environmental task force a public and private partnership. Group activities include neighborhood and stream side clean up. Outreach to schools for volunteer participation and education.	Continue activity
PE-2	Web Site Creation	Planning Dept.	Website for storm water pollution prevention	Maintain web site link to EPA Storm water Information	Continue activity
PE-3	Brochures and fact sheet	DPW	Door hangers distributed	Information mailer distributed via water and sewer bills	
PE-4	Classroom Education	School Dept.	50% of K-12 every 2 yrs.	Storm water education introduced as part of science curriculum grades 4 and 6	Continue activity

Summary of Minimum  
Control Measures

Public Involvement and  
Participation

BMP ID #	BMP Description	Responsible Dept./ Person	Measurable Goal	Progress on Goal Permit year 2	Planned Activities Permit year 3
PP-1	Watershed Organization	Planning Dept.	Organize watershed Committee	Watershed committee organized as part of a subcommittee of the Cor-Corn. City Watershed land maps updated and overlaid on topo. maps. Sensitive land parcels identified and prioritized for purchase or restricted use designation.	Watershed Committee to continue work. Focus will be protecting sensitive land parcels in and around watershed through purchase or other means of restricted use.
PP-2	Stream cleanings	DPW	Civic Clean up days	Civic clean up days held in each City Ward once per year.	Continue activity
PP-3	Storm drain stenciling	DPW	Civilian stenciling program	no progress made	stenciling program to commence

Summary of Minimum  
Part III Control Measures

Construction Site Runoff  
Control

BMP ID #	BMP Description	Responsible Dept./ Person	Measurable Goal	Progress on Goal Permit year 2	Planned Activities Permit year 3
RC-1	Site Plan Review	Planning Dept.	Establish standards	Revised standards requiring BMP. Implemented and applied to all new construction regulated under planning board	continue activity
RC-2	Erosion/Sediment control ordinance	Planning Dept.	Develop Ordinance	Existing ordinance updated	continue activity
RC-3	Stormwater Pollution Prevention Plan	DPW	Require Plan for all projects	plan required for all sub-division projects	review effectiveness of program.
RC-4	BMP measures for sediment/erosion	DPW	Establish for construction sites	Con-com responsible for reviewing site plans evaluating each site for BMP compliance	continue practice evaluate effectiveness of program

Summary of Minimum  
Part III Control Measures

Post Construction Runoff  
Control

BMP ID #	BMP Description	Responsible Dept./ Person	Measurable Goal	Progress on Goal Permit year 2	Planned Activities Permit year 3
PC-1	Post construction runoff ordinance	Planning Dept.	Develop Ordinance	Standards and program developed by joint effort between Con-Corn and City Engineering	Formalize into Planning Board requirement
PC-2	Site plan review for post construction	Planning Dept.	Adopt Standards	Post construction site plan review conducted for all planned sub-divisions	continue activity
PC-3	Operation and maintenance agreement	DPW	Develop Model	No progress made	Develop model and scope of work

Summary of Minimum  
Control Measures

Municipal Good  
Housekeeping

BMP ID #	BMP Description	Responsible Dept./ Person	Measurable Goal	Progress on Goal Permit year 2	Planned Activities Permit year 3
MH-1	Pet waste collection	BOH	Distribute brochures	Include educational material in water bill	continue activity
MH-2	Parking lot and street cleaning	DPW	Increase frequency	Street and parking lot sweeping program active nine months per year. All streets swept a minimum of twice per year. Main line streets swept multiple times per year.	Continue activity
MH-3	Catch basin cleaning	DPW	Implement program to track and increase frequency	Catch basin cleaning crew active for nine months per year approximately 500 catch basins cleaned per year.	continue activity improve efficiency and tracking.
MH-4	Spill Response & Prevention	Fire Dept.	Formalize program provide education	Fire Dept conducts annual training and reviews response plans	continue activity

Summary of Minimum  
Control Measures

Illicit Discharge Detection  
and Elimination

BMP ID #	BMP Description	Responsible Dept./ Person	Measurable Goal	Progress on Goal Permit year 2	Planned Activities Permit year 3
ID-1	Storm Drain Map	DPW	Update Storm drain map	Storm drain map updated. Includes base flow data and location of all outfalls. Partial information on catch basin locations	Continue work to locate and map location of all catch basins
ID-2	Non-stormwater discharge ordinance	Planning	Non-stormwater ordinance	Prohibitions against introducing non-stormwater flow to storm system contained in sewer ordinance	Review ordinance
ID-3	Industrial/Business Connections	IDC	Establish monitoring program	Continue survey of industrial and commercial connections as part of combined sewer separation project	continue program
ID-4	Illicit discharge elimination	BOH / DPW	Establish Program	Selected neighborhoods surveyed utilizing smoke and dye testing followed by camera inspection. Total of six illicit connection identified and removed.	Continue program
ID-5	Illegal dumping task force	BOH	Form Task Force Quarterly Meetings	Environmental task force established. Private / Public partnership focus on illegal dumping of roadside waste and clean up	Continue and refine program