



CITY OF FITCHBURG
DEPARTMENT of PUBLIC WORKS

HIGHWAYS & STREETS
SEWERS & DRAINAGE
PARKS, GROUNDS & TREES
ENGINEERING & SURVEYING
WATER SUPPLY & DISTRIBUTION
FORESTRY & WATERSHED

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Denis R. Meunier
COMMISSIONER OF PUBLIC WORKS

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May 19, 2006

U.S. Environmental Protection Agency
Water Technical Unit
P.O. Box 8127
Boston, MA 02114

MAY 30 2006

Subject: City of Fitchburg MS4Storm Water General Permit Annual Report

Please find enclosed NPDES PII Small MS4 General Permit Annual Report for the City of Fitchburg. This Report covers the reporting period from April 1, 2005 through March 31, 2006

A copy of this report will also be submitted to MA DEP at the appropriate address.

If you have any questions regarding these reports please contact me at (978) 345-9610.

Very truly yours,

Denis Meunier
Commissioner DPW

Pc: Joe Jordan
Gary Bevilacqua

Municipality/Organization: City of Fitchburg

EPA NPDES Permit Number: MAR041189

MaDEP Transmittal Number: W-035345

**Annual Report Number
& Reporting Period:** No. 3: March 2005-March 2006

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Denis Meunier **Title:** Commissioner of Public Works

Telephone #: 978 - 345 9610 **Email:** dmeunier@ci.fitchburg.ma.us

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: Dan H. Mylott

Title: Mayor

Date: 5/23/06

Part II. Self Assessment

The city of Fitchburg has completed the required self assessment and has determined that at the end of the third 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 year number four work

Part III PP-3: Plan in place to implement a citizen storm drain stenciling program utilizing volunteer environmental task force. Efforts will be made to develop and implement this program during reporting year number four

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. At the end of the third year reporting period 3.5 miles of combined sewer has been separated and 5 CSO outfall have been eliminated. The City continued a storm water sampling program in selected drainage basins. 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. Results of the third year of this program identified two more illicit connections that were eliminated.

Part III Summary of Minimum Control Measures

Construction Site Runoff Control

BMP ID #	BMP Description	Responsible Det./ Person	Measurable Goal	Progress on Goal Permit years 1,2 &3	Planned Activities Permit year 4
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	Storm water Pollution Prevention Plan	DPW	Require Plan for all projects	Plan required for all sub-division projects and major construction projects	Review effectiveness of program
RC-4	BMP measures for sediment/erosion	Con-Com	Establish for construction sites	Con-Com reviews and inspects sites for compliance with approved plans and BMP	Continue practice

Part III Summary of Minimum Control Measures

Post Construction Runoff Control

BMP ID #	BMP Description	Responsible Det./ Person	Measurable Goal	Progress on Goal Permit years 1,2 &3	Planned Activities Permit year 4
PC-1	Post construction runoff ordinance	Planning Dept.	Develop Ordinance	Standards and program developed by joint effort between Con-Com 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 and major construction sites	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

Part III

Public Involvement and
Participation

BMP ID #	BMP Description	Responsible Det./ Person	Measurable Goal	Progress on Goal Permit years 1,2 &3	Planned Activities Permit year 4
PP-1	Watershed Organization	Planning Dept.	Organize watershed Committee	Watershed Committee organized as subcommittee of city Com. Watershed land maps updated and overlaid on topo maps Sensitive land parcels identified and prioritized for purchase or protection.	City to work more closely and in cooperation with Nashua River Watershed to perform water quality sampling and identify areas of concern and activity.
PP-2	Stream cleanings	DPW	Civic Clean up days	Civic Clean up days held in each City Ward each year. Stream clean up part of process	City to utilize Community service work crews supplied by Worcester County Sheriff and MA Dept. of Corrections to perform stream side clean up.
PP-3	Storm drain stenciling	DPW	Civilian stenciling program	no progress made	Stenciling program to begin

Part III
Summary of Minimum
Control Measures

Public Education and
Outreach

BMP ID #	BMP Description	Responsible Det./ Person	Measurable Goal	Progress on Goal Permit years 1, 2 & 3	Planned Activities Permit year 4
PE-1	Partnership Program	Planning Dept.	Establish education and outreach program	City established environmental task force. A public and private partnership. Group activities include streamside clean-up, community policing of environmental issues, outreach to schools and volunteer participation	continue activity.
PE-2	Web Site Creation	Planning Dept.	Website for storm water pollution prevention	maintain City 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	continue activity
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 work with schools to expand education to other grade levels.

Part III
Summary of Minimum
Control Measures

Municipal Good
Housekeeping

BMP ID #	BMP Description	Responsible Det./ Person	Measurable Goal	Progress on Goal Permit years 1,2,&3	Planned Activities Permit year 4
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 lots sweeping program active nine months per year. All streets swept a minimum of twice per year. Main lines swept multiple times per year	Continue program. Main Street now swept three times per week during summer and fall months.
MH-3	Catch basin cleaning	DPW	Implement program to track and increase frequency	Catch basin cleaning program active nine months per year. Approximately 500 basins cleaned per year. Record keeping and tracking computerized.	continue program.
MH-4	Spill Response & Prevention	Fire Dept.	Formalize program provide education	Fire Dept. conducts annual training and reviews response plans.	Conduct annual review and training at specific sites including wastewater, water and DPW facilities

Summary of Minimum Control Measures

Part III

Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Det./ Person	Measurable Goal	Progress on Goal Permit years 1, 2, & 3	Planned Activities Permit year 4
ID-1	Storm Drain Map	DPW	Update Storm drain map	Storm drain map updated. Includes base flow data and location of outfalls. Continue work to map catch basin locations	Continue work to comply with permit requirements and deadlines.
ID-2	Non-storm water discharge ordinance	Planning	Non-storm water ordinance	ordinance in place	Continue activity
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	Establish Program	Illicit connection program established. Total of eight illicit sewer connections to storm system identified and eliminated	continue program
ID-5	Illegal dumping task force	BOH	Form Task Force Quarterly Meetings	City established environmental task force. A public and private partnership. Group activities include streamside clean-up, community policing of environmental issues, outreach to schools and volunteer participation	Continue program

Summary of Minimum
Control Measures

Part III

BMP's for Meeting TMDL

BMP ID #	BMP Description	Responsible Det./ Person	Measurable Goal	Progress on Goal Permit year 1, 2 & 3	Planned Activities Permit year 4
TM-1	Parking lot and street cleaning	DPW	Formalize Program	see municipal house keeping	continue activity
TM-2	Catch Basin cleaning	DPW	Formalize Program	see municipal house keeping	continuity activity
TM-3	Install deep sumps	Planning/ Engineering	Require all new development to install	Deep sumps installed in all new and rebuilt catch basins	continue activity
TM-4	Install gas and oil separators	DPW	Establish requirement	All new garage and other potential oil using activity required to install oil water separation	continue activity and inspect established locations for compliance
TM-5	Detention Basins	Planning/ Engineering	Establish design and requirement standards	Design and standards established	Enforce standards for new construction. Inspect older construction for function and effectiveness