



Town of Ashland

MASSACHUSETTS

Stormwater Advisory Committee

DRAFT Minutes of April 6, 2020 Meeting

Location: Online Meeting via Zoom

Members Present: Robert St. Germain, Jeanne Walker, Leah Lester, Ned Beard, Brian McGrattan, Maeghan Dos Anjos (ex-officio), Evan White (ex-officio)

Public / Non-members Present: Preston Crow, Maggie Lester

Meeting opened at 7:04p

Previous Minutes

Motion to accept minutes of March 5, 2020 as amended. Approved 5-0-0.

Update on Y2 Accomplishments

Mr. White reported on accomplishments related to the Storm Water Program Year 2 and on Municipal Separate Storm Sewer System (MS4) requirements for 2021. Mr. White noted that half of the town's catch basins have been tested and he is updating the GIS system to identify tested and to-be tested catch basins. Mr. White had indicated that dog waste bags were found in catch basins.

Mr. White reviewed the document attached to these minutes as Appendix 1. Mr. White expressed his opinion that he expects the town will be in full compliance with our MS4 permit.

Farmers' Market and Public Education

Ms. Walker requested the committee consider dates for SWAC's booth at the Farmers' Market. Several dates were proposed and discussed. In light of the ongoing restrictions due to the COVID-19 pandemic, there is some uncertainty as to the market's opening day. The committee members should inform Ms. Walker of their planned availability through the summer.

The Committee then discussed the means by which the committee can fulfill its requirements and obligations for public education in light of the Town budget restrictions. The committee recommended the following:

- Prepare an article for the *Ashland Pages* newspaper. Mr. St. Germain agreed to draft the article and send it to the committee for comments.
- Provide available brochures for distribution at the Community Center and the library.
- The committee discussed placing brochures on windshields of cars parked around town, but dismissed the idea due to uncertainty about legality, and liability.
- Include brochures in water bills.

SWAC Finances

Mr. St. Germain and Mr. White reported on a bottoms-up analysis of the Stormwater Program

budget. They noted that the budget is tracking to a slight surplus despite significant shortfalls in revenue. The shortfall is primarily due to the Commonwealth of Massachusetts assertion that they cannot be assessed these fees. Expenses are below plan due to street sweeping activities being paid out of the DPW budget. No rate increase in the Stormwater Fee is necessary at this point.

SOP 15 – Private Drainage Connection

Mr. White suggested that the Committee accept SOP 15 regarding private connections to the town's stormwater system. A motion was made to accept the SOP and approved on a 5-0-0 vote.

Zoning Overlay

Mr. Crow, Chair of the Planning Board, discussed the use of a Zoning Overlay as a means of providing zoning regulations to require and promote regulations on phosphorus removal, water quality improvements and other Best Management Practices (BMPs). A motion was made to present a proposed Phosphorus Zoning Overlay to the Planning Board, and the motion was approved on a 5-0-0 vote.

Next Meeting

May 4, 2020, 7:00pm, Location TBD. [It was later determined that May 12, 2020 would be a better date.

Adjournment

A motion was made and seconded to adjourn the meeting and was approved 5-0-0.

Meeting adjourned at 8:58 pm.

Appendix 1: Stormwater Program Goals and Accomplishments

Year 2 Accomplishments to date:

1. The SW program began testing and screening outfalls last summer. Dry-weather testing will continue this spring. Some samples were sent to Phoenix Labs for analysis. Results did not indicate any presence of illicit discharge.
2. Continued improvements to SW infrastructure on GIS maps.
 - a. The SW program added drainage lines on several roads based on as-built plans and in the field observations. Mapping drainage lines is ongoing.
 - b. All town-owned Detention/Infiltration Basins now appear on the GIS maps.
 - c. An outfall map was created to aid stormwater personnel in tracking their progress on dry-weather screening.
 - d. A Construction Inspection Form was created for DPW SW personnel to perform site inspections on active construction sites.
3. Approximately half of the town's ~2400 catch basins were cleaned in year 2. The results from the past week are included.
4. Construction Stormwater Inspections. The Stormwater Program worked with the Conservation Commission to designate DPW personnel as agents of the Stormwater Management Permit to conduct inspections on active construction sites in town.
5. Update to IDDE Bylaw Regulations. Working with the Conservation Agent to draft Stormwater Regulations to reinforce the IDDE Bylaw. Included in the regulations are standards outlining the private drainage connection permit for connections to the MS4.
6. Ordered 20 curb markers to be placed around Waushakum and the Sudbury River.
7. Worked with the Engineer from BSC on the Downtown Revitalization to include improvements to the Trolley Brook Culvert and requiring the contractor to include practices that conform to current stormwater regulations. Examples include:
 - a. Immediate removal of any material that is not reused as fill due to Nyanza
 - b. Requiring that any stockpiled material include silt sock surrounding it.
 - c. Requiring that the contractor not discharge any untreated groundwater or stormwater from the work site.
8. We repaired approximately 30 catch basins that were failing last year. So far this spring, 15 catch basins have been repaired by the DPW Personnel in the spring.

Year 2 Goals Remaining:

1. MS4 Requirements contracted to Fuss and O'Neill. This includes the following:
 - a. SWPPP for the DPW Facility. Julie Busa will do a review of the draft SWPPP the facility currently has and update as needed.
 - b. Inventory and Evaluation of Municipal Facilities
 - c. Written O+M procedures for Facilities
 - d. Employee IDDE Training
2. Spring Mailing of the Ashland SW brochure. Due to the spending freeze cause by COVID-19, this requirement may not be met.
3. Coordinate with the Planning Committee to develop an zoning overlay on the Charles River and Waushakum Pond drainage areas to require 80% Phosphorus removal on any development or redevelopment within these two watersheds
4. Finalize IDDE Regulations.

2021 Goals Based on MS4 Requirements

No.	Description	Citation
1	Inspection of all outfalls for presence of dry weather flow	MS4 Permit
2	Completed ranking of Outfalls	MS4 Permit
3	Annual messages to all audiences	MS4 Permit
4	UPDATE SWMP to include written procedures for site inspections, and enforcement of Sediment and EC procedures	MS4 Permit
5	Annual report	MS4 Permit
6	Public Participation- provide opportunity to the public to participate in the review and implementation of the SWMP	MS4 Permit
7	SWMP Update: Describe practices to achieve compliance with Part 2.2.1	MS4 Permit
8	SWMP Update: Describe practices to achieve compliance with Part 2.2.2.	MS4 Permit
9	SWMP Update: Describe practices to achieve compliance with Part 2.1	MS4 Permit
10	Create Phase I of Phosphorus Control Plan (PCP) within 1-5 years of the permit. Note: We must include a progress report within the annual report as to what we are doing for planning and implementing the PCP.	MS4 Permit
11	Regulatory mechanism to require new development and redevelopment to optimize their BMPs for phosphorus removal.	Appendix F
12	Good House Keeping: procedures for grass cutting and leaf litter on permittee property, and increased street sweeping frequency of all town-owned parking lots and streets.	Appendix H
13	Phosphorus Source Identification Report- due within year 4, but we may want to get a jump start on it.	Appendix H
14	Potential Structural BMPs- due in year 5, but worth mentioning.	Appendix H