Massachusetts Department of Environmental Protection
Bureau of Resource Protection - Watershed Management

BRP WM 08A NPDES Stormwater General Permit
Notice of Intent for Discharges from Small Municipal Separate Storm Sewer Systems (MS4s)

A. Instructions

Submission of this Notice of Intent constitutes notice that the entity named at item B1. of this form intends to be authorized by the DEP General Permit issued jointly with EPA for stormwater discharges from the small municipal separate storm sewer system (MS4), in the location identified at item B2. of this form. Submission of the Notice of Intent also constitutes notice that the party identified at item B1. has read, understands and meets the eligibility conditions of Part I.B. of the NPDES Small MS4 General Permit, agrees to comply with all applicable terms and conditions of the NPDES Small MS4 General Permit, and understands that continued authorization to discharge is contingent on maintaining eligibility for coverage. In order to be granted coverage, all information required on BRP WM 08A, including the Stormwater Management Program Summary and Time Frames form, must be completed. Please read the permit and make sure you comply with all requirements, including the requirement to develop and implement a stormwater management program.

B. Applicant Information

1. Small MS4 Operator/Owner Information:

   JOHN A. GLENN

   Name

   Town of Palmer, 4417 Main Street

   Mailing Address

   Palmer

   City/Town

   MA

   State

   (413) 283-2603

   Telephone Number

   Email (if available)

2. Municipality Name

   Town of Palmer

   City/Town

3. Legal Status:

   ☑ Federal
   ☑ City/Town
   ☐ State
   ☐ Tribal
   ☐ Private

   ☐ Other public entity:

   Specify Public Entity

4. Other regulated MS4(s) within municipal boundaries:

5. Based on the instructions provided in Part I of the NPDES Small MS4 General Permit, have the eligibility criteria for “listed species” and critical habitat been met?

   ☑ yes   ☑ pending   ☐ no
B. Applicant Information (cont.)

6. Based on the instructions provided in Part I of the NPDES Small MS4 General Permit, have the eligibility criteria for protection of historic properties been met?

- yes  
- pending  
- no

C. Names of (Presently Known) Receiving Waters

No current mapping. Unknown at present time. Will be identified during 5-year implementation of stormwater management program (See program summary).

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<th>Receiving Water:</th>
<th>No. of Outfalls</th>
<th>Listed as Impaired?</th>
<th>Impairment</th>
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Massachusetts Department of Environmental Protection  
Bureau of Resource Protection - Watershed Management  
BRP WM 08A NPDES Stormwater General Permit  
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D. Stormwater Management Program Summary

1. Public Education:

   1
   BMP ID #
   Create a Stormwater Program
   Specify Best Management Practice
   Department of Public Works  
   Planning Board  
   Conservation Commission  
   Board of Health  
   Board of Selectmen  
   Responsible Dept./Person Name
   Palmer will present to the public at a public meeting Palmer's Comprehensive Stormwater Management Program. Specify Measurable Goal

   2
   BMP ID #
   Create a Stormwater Program
   Specify Best Management Practice
   Board of Selectmen  
   Department of Public Works  
   Responsible Dept./Person Name
   Palmer will identify appropriate sources of funding assistance (SRF, 319 Grant Program, 604(b) Grant Program, Lakes & Ponds Grant Program, Source Water Protection Grant Program, Recycling Grant Program) and apply for assistance in implementing portions of Palmer's Comprehensive Stormwater Management Program, including public education and outreach. Specify Measurable Goal

   3
   BMP ID #
   Address specific groups
   Specify Best Management Practice
   Board of Selectmen  
   Department of Public Works  
   Conservation Commission  
   Responsible Dept./Person Name
   Distribute EPA and other relevant educational brochures to targeted audiences. Distribution points include Town Hall, Library, and Transfer Station. Conservation Commission will sponsor annual biodiversity days at Palmer High School. Specify Measurable Goal

   4
   BMP ID #
   Target groups likely to impact storm water
   Specify Best Management Practice
   Board of Selectmen  
   Department of Public Works  
   Board of Health  
   Responsible Dept./Person Name
   Brochures targeting specific audiences and activities will be available. These target groups include homeowner and lawn maintenance activities, disposal of household waste, and pet maintenance. Specify Measurable Goal
### D. Stormwater Management Program Summary (Cont.)

1. Public Education (Cont.):

<table>
<thead>
<tr>
<th>BMP ID #</th>
<th>Identify alternative information sources</th>
<th>Specify Best Management Practice</th>
<th>Board of Selectmen</th>
<th>MIS Department</th>
<th>Responsible Dept./Person Name</th>
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<tr>
<td>5</td>
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<td></td>
<td>Palmer will post links to stormwater BMPs and other water quality education resources, including EPA and DEP on its website: <a href="http://www.townofpalmer.com">www.townofpalmer.com</a></td>
<td></td>
<td>Specify Measurable Goal</td>
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<thead>
<tr>
<th>BMP ID #</th>
<th>Identify alternative information sources</th>
<th>Specify Best Management Practice</th>
<th>Board of Selectmen</th>
<th>MIS Department</th>
<th>Responsible Dept./Person Name</th>
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<td>6</td>
<td></td>
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<td>Palmer will also post links on its website to the Chicopee River Watershed Association @ <a href="http://www.chicopeeriver.org">www.chicopeeriver.org</a></td>
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<td>Specify Measurable Goal</td>
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<tr>
<th>BMP ID #</th>
<th>Utilize local public access channel</th>
<th>Specify Best Management Practice</th>
<th>Board of Selectmen</th>
<th>Responsible Dept./Person Name</th>
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<td>7</td>
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<td>Public meeting notice and the meeting reviewing Palmer's Comprehensive Stormwater Management Program will be posted on Palmer's local access channel.</td>
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<tr>
<th>BMP ID #</th>
<th>Develop, conduct and document educational programs</th>
<th>Specify Best Management Practice</th>
<th>Board of Selectmen</th>
<th>Liaison</th>
<th>Responsible Dept./Person Name</th>
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<td>8</td>
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<td>The Town of Palmer will appoint a liaison to the Chicopee River Watershed Council to disseminate information to the Town on programs and activities.</td>
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<td>Specify Measurable Goal</td>
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<tr>
<th>BMP ID #</th>
<th>Promote household waste recycling</th>
<th>Specify Best Management Practice</th>
<th>Department of Public Works</th>
<th>Board of Health</th>
<th>Responsible Dept./Person Name</th>
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<td>9</td>
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<td>The Town of Palmer will work with the Town of Monson and the Town of Wilbraham and the Board of Health to continue to sponsor Regional Hazardous Waste Collection Days.</td>
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<td>Specify Measurable Goal</td>
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### D. Stormwater Management Program Summary (Cont.)

#### 2. Public Participation:

<table>
<thead>
<tr>
<th>BMP ID #</th>
<th>Storm drain stenciling</th>
<th>Department of Public Works</th>
<th>Palmer will work with local Scout groups to develop a stenciling program. Stenciling will target Palmer's subwatersheds.</th>
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<tbody>
<tr>
<td></td>
<td>Specify Best Management Practice</td>
<td>Responsible Dept./Person Name</td>
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<tr>
<th>BMP ID #</th>
<th>Community clean-ups</th>
<th>Department of Public Works</th>
<th>Town of Palmer will encourage local stream team cleanups with local residents and area Scout groups. Town will provide solicitation of sponsors and notice of events on local access channel and website.</th>
</tr>
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<tbody>
<tr>
<td></td>
<td>Specify Best Management Practice</td>
<td>Palmer Conservation Commission</td>
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<td>Responsible Dept./Person Name</td>
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<tr>
<th>BMP ID #</th>
<th>Community clean-ups</th>
<th>Department of Public Works</th>
<th>Town will provide trucks and other material to support cleanup efforts and disposal of materials.</th>
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<tr>
<td></td>
<td>Specify Best Management Practice</td>
<td>Responsible Dept./Person Name</td>
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#### 3. Illicit Discharge Detection and Elimination:

<table>
<thead>
<tr>
<th>BMP ID #</th>
<th>Inventory and mapping of storm drain system</th>
<th>Board of Selectmen</th>
<th>Palmer will identify appropriate sources of funding assistance (SRF, 319 Grant Program, 604(b) Grant Program, Lakes &amp; Ponds Grant Program, Source Water Protection Grant Program, Recycling Grant Program) and apply for assistance in implementing portions of Palmer's Comprehensive Stormwater Management Program, including public education and outreach.</th>
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<td></td>
<td>Specify Best Management Practice</td>
<td>Department of Public Works</td>
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<td>Responsible Dept./Person Name</td>
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D. Stormwater Management Program Summary (Cont.)

3. Illicit Discharge Detection and Elimination (Cont.):

14
BMP ID #

Mapping and identification of outfalls and receiving waters
Specify Best Management Practice

Department of Public Works
Board of Selectmen
Responsible Dept./Person Name

Palmer will develop and implement a plan to map all outfalls and receiving bodies of water, contingent on Town Meeting approval of funding.
Specify Measurable Goal

15
BMP ID #

Identification/description of problem areas
Specify Best Management Practice

Department of Public Works
Responsible Dept./Person Name

Palmer will develop and implement an Illicit Discharge Detection and Elimination (IDDE) plan, contingent on Town Meeting approval of funding.
Specify Measurable Goal

16
BMP ID #

Enforcement procedures addressing illicit discharges
Specify Best Management Practice

Planning Board
Town Counsel
Board of Health
Responsible Dept./Person Name

Palmer will review whether local authority is appropriate and able to respond to potential illicit discharges. New by-laws, if necessary, will be proposed to Town Meeting.
Specify Measurable Goal

17
BMP ID #

Public information program regarding hazardous wastes and dumping
Specify Best Management Practice

Department of Public Works
Board of Health
Responsible Dept./Person Name

Palmer will provide educational brochures to residents promoting proper disposal of household hazardous wastes and conditions for regional collections.
Specify Measurable Goal

18
BMP ID #

Initiation of recycling programs
Specify Best Management Practice

Department of Public Works
Board of Health
Responsible Dept./Person Name

Palmer will apply for funding assistance from DEP’s Recycling Grant Program for assistance in public education and the purchase of recycling materials.
Specify Measurable Goal
D. Stormwater Management Program Summary (Cont.)

3. Illicit Discharge Detection and Elimination (Cont.):

19
BMP ID #

Watershed assessments and studies
Specify Best Management Practice

Department of Public Works
Conservation Commission
Board of Health
Responsible Dept./Person Name

Palmer will identify opportunities for funding assistance from DEP's 604(b) and 319 grant programs and the Department of environmental Management's Lakes and Ponds Grant Program to support watershed assessment and implementation activities. Tasks can include design and installation of stormwater BMPs and public outreach including storm drain stenciling. Emphasis will be on assessments and remediation of stormwater related problems impacting water quality.

Specify Measurable Goal

20
BMP ID #

Watershed assessments and studies
Specify Best Management Practice

Department of Public Works
Palmer Water & Fire Districts
Responsible Dept./Person Name

The Town of Palmer will encourage the Palmer Water Districts to apply for funding assistance from DEP's Source Water Protection Program for grant assistance to develop wellhead protection plans and stormwater management plans within Zones II. These plans can include stormwater management programs. The proposed tasks will include a public education component.

Specify Measurable Goal

4. Construction Site Runoff Control:

21
BMP ID #

Bylaw: Storm water management regulations for construction sites 1 acre or larger
Specify Best Management Practice

Planning Board
Conservation Commission
Town Counsel
Board of Health
Zoning Board of Appeals
Responsible Dept./Person Name

Palmer will review model by-law developed by DEP in consultation with the Attorney General's Office.

Specify Measurable Goal
### D. Stormwater Management Program Summary (Cont.)

#### 5. Post Construction Runoff Control:

<table>
<thead>
<tr>
<th>BMP ID #</th>
<th>Planning Board</th>
<th>Conservation Commission</th>
<th>Town Counsel</th>
<th>Board of Health</th>
<th>Zoning Board of Appeals</th>
<th>Responsible Dept./Person Name</th>
<th>Palmer will review model by-law developed by DEP in consultation with the Attorney General’s Office.</th>
<th>Specify Measurable Goal</th>
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<th>BMP ID #</th>
<th>Develop a municipal Operations and Maintenance Plan</th>
<th>Department of Public Works</th>
<th>Responsible Dept./Person Name</th>
<th>Using regulations and recommendations from DEP and EPA, Palmer will develop and update an operations and maintenance plan to include proper disposal of street sweepings, catchbasin cleanout, snow disposal, roadway de-icing procedures, vehicle washing, and outside storage of materials.</th>
<th>Specify Measurable Goal</th>
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<tr>
<th>BMP ID #</th>
<th>Develop a municipal Operations and Maintenance Plan</th>
<th>Department of Public Works</th>
<th>Responsible Dept./Person Name</th>
<th>Palmer will implement a formal inspection program, including maintenance logs and scheduling, for catchbasin cleaning, repairs, and new installation.</th>
<th>Specify Measurable Goal</th>
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<th>BMP ID #</th>
<th>Develop and implement training programs for municipal employees</th>
<th>Department of Public Works</th>
<th>Responsible Dept./Person Name</th>
<th>Palmer will send a minimum of 3 public works employees annually to training seminars sponsored by MassHighway, BayState Roads, and other relevant agencies or vendors.</th>
<th>Specify Measurable Goal</th>
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<tr>
<th>BMP ID #</th>
<th>Review storm drainage infrastructure needs</th>
<th>Department of Public Works</th>
<th>Responsible Dept./Person Name</th>
<th>Palmer will incorporate storm drain infrastructure review in Palmer’s Chapter 90 project utilizations.</th>
<th>Specify Measurable Goal</th>
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D. Stormwater Management Program Summary (Cont.)

7. BMPs for Meeting TMDL:

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<th>BMP ID #</th>
<th>Specify Best Management Practice</th>
<th>Responsible Dept./Person Name</th>
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E. 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, I certify that 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.

John A. Griffin, Town Administrator

Printed Name

Signature

7-25-2003

Date
### SCHEDULE

**STORM WATER MANAGEMENT PROGRAM**

Mass. Transmittal No. W040564

EPA No________

**Name of MS4: Palmer**

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<th>BMP ID.</th>
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*Guertin Elkerton & Associates, Inc.*
Hand-enter Your Transmittal Number  W 040564

Your unique Transmittal Number can be accessed online: http://www.state.ma.us/scripts/dep/trasmfrm.htm or call DEP's InfoLine at 617-338-2255 or 800-462-0444 (from 508, 781, and 978 area codes).

Massachusetts Department of Environmental Protection

Transmittal Form for Permit Application and Payment

A. Permit Information

BRP WM 08A

NPDES Stormwater General Permit

Permit Code: 7 or 8 character code from permit instructions

Notice of Intent for Discharges from Small Municipal Separate Storm Sewer Systems (MS4s)

Type of Project or Activity

B. Applicant Information – Firm or Individual

Town of Palmer

Name of Firm - Or, if party needing this approval is an individual enter name below:

GRiffin

Last Name of Individual

4417 Main Street

Street Address

Palmer

City/Town

MA 01069

State Zip Code

(413) 283-2603

Telephone # and extension

ejohn_e_townofpalmer.com

e-mail address (optional)

C. Facility, Site or Individual Requiring Approval

Town of Palmer

Name of Facility, Site or Individual

4417 Main Street

Street Address

Palmer

City/Town

MA 01069

State Zip Code

(413) 283-2603

Telephone # and extension

D. Application Prepared by (if different from Section B)

Guertin Elkerton & Associates, Inc.

Name of Firm Or Individual

91 Montvale Avenue

Address

Stoneham

City/Town

MA 02180

State Zip Code

(413) 781-0000

Telephone # and extension

E. Permit - Project Coordination

Is this project subject to MEPA review? □ yes □ no □ If yes, enter the project's EOA file number - assigned when an Environmental Notification Form is submitted to the MEPA unit: EOA file number

Is an Environmental Impact Report Required? □ yes □ no

Is this application part of a larger project for which two or more DEP permits are being or will be sought? □ yes □ no

List any other DEP permits that apply to this project:

Permit Category

Date of Submission (tentative or actual)

Transmittal # if application already submitted

F. Amount Due

Special Provisions:

☒ Fee Exempt* (city, town or municipal housing authority /state agency if fee is $100 or less)
☐ Hardship Request - payment extensions according to 310 CMR 4.04(3)(c)
☐ Alternative Schedule Project (according to 310 CMR 4.05 and 4.10)

*There are no fee exemptions for 21E, regardless of applicant status

Check Number

Dollar Amount

Date

DEP Trans. Form.doc • rev. 5/03
Date: 11/24/03
Time:

To/From: Kaye Graham Burgess
Affiliation: 

Status: LM/VM 1 2 3 RC 1 2 3 8/28

Subject: Aspera NOI - NOD Response

8/28 RC/VM -

7 Admin: Completeness Ext. will be sent early next week.

7 Re: New Town Admin:

If changed prior to your 9/25 response to the NOD, then new Town Admin (T.A.) should certify; otherwise (either way) provide to us the name of new T.A. & number if they are SWAP contacts.