



town of
LONGMEADOW, MASSACHUSETTS

31 Pondsideroad - 01106
 TEL (413) 567-3400 ~ FAX (413) 567-9018



FACSIMILE COVER SHEET

DATE: 4/28/06

TO: _____

ATTENTION: NPDES Annual Report

FAX #: _____

FROM: Town of Longmeadow Chris Reed

Telephone # (413) 567-3400 / Fax # (413) 567-9018

PAGES TO FOLLOW: 13

COMMENTS: _____

THANK YOU

Please Note: If you did not receive all pages faxed, please call the number above immediately. Thank you.

DEPARTMENT OF PUBLIC WORKS

Municipality/Organization: Town of Longmeadow

EPA NPDES Permit Number: MA041013

MaDEP Transmittal Number: W-041844

**Annual Report Number
& Reporting Period:** No. 1: March 05-March 06

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Michael Wrabel **Title:** Director of Public Works

Telephone #: 413-567-3400 **Email:** D.P.W@longmeadow.org

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: Michael Wrabel

Title: Director of Public Works

Date: April 27, 2006

Part II. Self-Assessment

The Town of Longmeadow is working with Tighe and Bond to help coordinate the upcoming years goals. We are finalizing a Storm Water Pollution Prevention Plan (SWPPP) for the Longmeadow Department of Public Works located at 31 Pondsides Road. The Department of Public Works also contributed \$2,000.00 to the Pioneer Valley Planning Commission to participate in a regional public outreach and education stormwater program.

The Town has approved a budget request for a new street sweeper and a global position unit (GPS). The sweeper will help to more effectively maintaining our stormwater management program and the GPS unit will assist in the accurate inventory and inspection of the towns drainage system and other infrastructure.

Part III. Summary of Minimum Control Measures

1. Public Education and Outreach

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
1A	Hazardous Waste Day	Board of Health	Give residents opportunity to drop off hazardous waste	September 10, 2005 Hazardous Waste day was held in Wilbraham, Ma.	Hazardous Waste day is scheduled for September 9, 2006
Revised					
1B	Pet Waste By-Law	Public Works Supt.	Completed	By-Law in Place	Completed
Revised					
1C	Longmeadow Web Site	Public Works Supt.	NPDES information on DPW Website	The Department of public works has incorporate NPDS information on town web site	The Department of public works will continue to incorporate NPDS information on town web site.
Revised					
Revised					
Revised					
Revised					

1a. Additions

2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
2A	Stream clean up and monitoring	Stream clean up and monitoring	Organize concerned residents to walk and clean up streams.	Work with Tighe & Bond to organize concerned residents to walk and clean up streams	Work with Tighe & Bond to organize concerned residents to walk and clean up streams
Revised					
2B	Adopt a stream	Public Works Supt.	Organize concerned residents to adopt streams	Work with Tighe & Bond to give an opportunity for organizations to become the primary caretaker of a stretch of stream in the watershed.	Work with Tighe & Bond to give an opportunity for organizations to become the primary caretaker of a stretch of stream in the watershed.
Revised					
2C	Stormwater Committee	Board of Selectman	Stormwater Committee Formed	Work with Tighe & Bond to form a committee to review and run program	Work with Tighe & Bond to form a committee to review and run program
Revised					
Revised					
Revised					
Revised					

2a. Additions

3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
3A	Sanitary Sewer Maintenance Program	Public Works Supt.	Develop plan of cleaning and inspecting sanitary sewer mains	A map has been created with routes and sections and the sewer jet consistently cleans and inspects sanitary mains. Engineering keeps a database of all progress and conditions.	Continue cleaning and inspecting sanitary sewer mains.
Revised					
3B	Storm Drain System Map	Public Works Supt.	Develop a storm sewer system map and locate outfalls	Engineering is in the process of using a GPS unit to locate outfalls. Data will be brought into AutoCAD to generate a storm sewer map.	Continue developing the storm sewer map.
Revised					
3C	Bylaw	Planning Board	Bylaw established	Work with Tighe & Bond to create a zoning bylaw giving us the authority to remove any illicit discharge we find	Work with Tighe & Bond to create a zoning bylaw giving us the authority to remove any illicit discharge we find.
Revised					
3D	Entrance Permit	Public Works Supt	Completed	Hold harmless agreement for any one that wants to tie into our drain system.	Completed
Revised					
Revised					
Revised					

3a. Additions

4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
4A Revised	Storm pollution prevention plan for construction	Public Works Supt.	Require pollution prevention plan for construction sites	Work with Tighe & Bond to Require a storm water pollution prevention plan for construction sites within our jurisdiction that discharge into our system.	Work with Tighe & Bond to Require a storm water pollution prevention plan for construction sites within our jurisdiction that discharge into our system.
4B Revised	Bylaw	Planning Board	When established	Work with Tighe & Bond to established section D Content of plan 1h. Applicant shall submit plans to prevent pollution and excessive run-off.	Work with Tighe & Bond to established section D Content of plan 1h. Applicant shall submit plans to prevent pollution and excessive run-off.
Revised					
Revised					
Revised					
Revised					

4a. Additions

5. Post-Construction Stormwater Management in New Development and Redevelopment

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
5A	Bylaw	Building / Planning Board	Bylaw established	Work with Tighe & Bond to create a bylaw to prevent post construction runoff	Work with Tighe & Bond to create a bylaw to prevent post construction runoff
Revised					
Revised					
Revised					
Revised					
Revised					
Revised					

5a. Additions

6. Pollution Prevention and Good Housekeeping in Municipal Operations

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
6A	Catch Basin Maintenance	Public Works Supt.	Organize program for cleaning and inspecting Catch Basin's	A map is being created with structures and routes so that better records will be available. Catch Basin Maintenance has been on as needed basis this year.	Continue creating map with structures and routs so that better records will be available.
Revised					
6B	Street Sweeping	Public Works Supt.	Organize program for sweeping streets	100% of paved town streets were swept in the month of April.	Sweep 100% of streets
Revised					
Revised					
Revised					
Revised					
Revised					

6a. Additions

7. BMPs for Meeting Total Maximum Daily Load (TMDL) Waste Load Allocations (WLA) <<if applicable>>

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 3
Revised					
Revised					
Revised					
Revised					
Revised					
Revised					

7a. Additions

7b. WLA Assessment

Part IV. Summary of Information Collected and Analyzed

Part V. Program Outputs & Accomplishments (OPTIONAL)

Programmatic

Stormwater management position created/staffed	(y/n)	No
Annual program budget/expenditures	(\$)	\$ 0

Education, Involvement, and Training

Estimated number of residents reached by education program(s)	(# or %)	0
Storm water management committee established	(y/n)	N
Stream teams established or supported	(# or y/n)	N
Shoreline clean-up participation or quantity of shoreline miles cleaned	(y/n or mi.)	N
Household Hazardous Waste Collection Days		
▪ days sponsored	(#)	1
▪ community participation	(%)	.006
▪ material collected	(tons or gal)	680 gal
School curricula implemented	(y/n)	N

Legal/Regulatory

	In Place Prior to Phase II	Under Review	Drafted	Adopted
Regulatory Mechanism Status (indicate with "X")				
▪ Illicit Discharge Detection & Elimination				
▪ Erosion & Sediment Control				
▪ Post-Development Stormwater Management				
Accompanying Regulation Status (indicate with "X")				
▪ Illicit Discharge Detection & Elimination				
▪ Erosion & Sediment Control				
▪ Post-Development Stormwater Management				

Mapping and Illicit Discharges

Outfall mapping complete	(%)	40
Estimated or actual number of outfalls	(#)	210
System-Wide mapping complete	(%)	0
Mapping method(s)		
▪ Paper/Mylar	(%)	50
▪ CADD	(%)	40
▪ GIS	(%)	10
Outfalls inspected/screened	(# or %)	0
Illicit discharges identified	(#)	0
Illicit connections removed	(#) (est. gpd)	0
% of population on sewer	(%)	98
% of population on septic systems	(%)	2

Construction

Number of construction starts (>1-acre)	(#)	0
Estimated percentage of construction starts adequately regulated for erosion and sediment control	(%)	0
Site inspections completed	(# or %)	0
Tickets/Stop work orders issued	(# or %)	0
Fines collected	(# and \$)	0
Complaints/concerns received from public	(#)	0

Post-Development Stormwater Management

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	(%)	0
Site inspections completed	(# or %)	0
Estimated volume of stormwater recharged	(gpy)	0

Operations and Maintenance

Average frequency of catch basin cleaning (non-commercial/non-arterial streets)	(times/yr)	As needed
Average frequency of catch basin cleaning (commercial/arterial or other critical streets)	(times/yr)	As needed
Total number of structures cleaned	(#)	400 +/-
Storm drain cleaned	(LF or mi.)	As needed
Qty. of screenings/debris removed from storm sewer infrastructure	(lbs. or tons)	Not Available
Disposal or use of sweepings (landfill, POTW, compost, recycle for sand, beneficial use, etc.)		Landfill
Cost of screenings disposal	(\$)	\$20.00 Per Ton
Average frequency of street sweeping (non-commercial/non-arterial streets)	(times/yr)	Once Annually

Average frequency of street sweeping (commercial/arterial or other critical streets)	(times/yr)	Twice Annually
Qty. of sand/debris collected by sweeping	(lbs. or tons)	750 Ton
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.)	(location)	Bondis Island
Cost of sweepings disposal	(\$)	20 per ton
Vacuum street sweepers purchased/leased	(#)	0
Vacuum street sweepers specified in contracts	(y/n)	Sweeper

Reduction in application on public land of: ("N/A" = never used; "100%" = elimination)		
▪ Fertilizers	(lbs. or %)	N/A
▪ Herbicides	(lbs. or %)	N/A
▪ Pesticides	(lbs. or %)	N/A

Anti-/De-icing products and ratios	% NaCl % CaCl ₂ % MgCl ₂ % CMA % Kac % KCl % Sand	38% 62%
Pre-wetting techniques utilized	(y/n)	N
Manual control spreaders used	(y/n)	Y
Automatic or Zero-velocity spreaders used	(y/n)	Y
Estimated net reduction in typical year salt application	(lbs. or %)	0
Salt pile(s) covered in storage shed(s)	(y/n)	Y
Storage shed(s) in design or under construction	(y/n)	N