

Municipality/Organization: Town of Longmeadow

EPA NPDES Permit Number: MA041013

MaDEP Transmittal Number: W-041844

Annual Report Number

& Reporting Period: No. 4: March 06-March 07

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Michael Wrabel

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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: Michael Wrabel

Title: Director of Public Works

Date:

Part II. Self-Assessment

The Town of Longmeadow performed a comprehensive review of the Stormwater Management Program and identified revisions to sections of the program to better identify measurable goals and to acknowledge ongoing compliance efforts. These changes are within Part III Summary of Minimum Control Measures, which follows.

Acronyms Used in Following Pages

Con Com = Conservation Commission

DPW = Department of Public Works

PVPC = Pioneer Valley Planning Commission

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 9, 2006 Regional Hazardous Waste day was held in Wilbraham, MA	Hazardous Waste day is scheduled for September 8, 2007.
Revised					
1B	Pet Waste By-law	Public Works Supt.	Completed	By-law in place	Public education: may include posting notice on local cable access TV and press release.
Revised					
1C	Longmeadow Website	Public Works Supt.	NPDES Information on DPW website	The Department of Public Works has incorporated NPDES information on the town web site	The Department of Public Works will continue to incorporate NPDES information on town web site.
Revised					
Revised					

1a. Additions

1D	Public Outreach	PVPC	Variety of public outreach activities	Contributed \$2,000 to participate in regional public outreach and education stormwater program. Activities in Year 3 include....	Continue to be part of PVPC’s regional public outreach and education stormwater program
1E	Newspaper Press Releases	Public Works Supt.	Publish stormwater/ water quality info 2x / year	Press releases were issued on October 26, 2006 and November 8, 2006 reminding residents to keep debris from catch basins, and to clean tops of catch basins of debris.	Publish stormwater/water quality info twice in the year.

1F	Classroom Education	School District	Incorporate water quality into curriculum		
1G	Public displays/handout	Public Works Supt.	Post stormwater related educational posters and handouts in Town Hall	Post stormwater related educational posters and handouts in Town Hall	Post stormwater related educational posters and handouts in Town Hall

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 Revised	Stream Cleanup and Monitoring	Stream cleanup and monitoring	Organize concerned residents to walk and clean up stream Support interested groups by providing tools and disposing of trash bagged by participants.	Have call into ConCom to discuss. Supported Connecticut River Cleanup activities by picking up and disposing of trash bagged by participants.	Continue to support interested groups by providing tools and disposing of trash bagged by participants.
2B Revised	Adopt a Stream	Public Works Supt.	Organize concerned citizens to adopt streams Support interested groups by providing tools and disposing of trash bagged by participants.		
2C Revised	Stormwater Committee	Board of Selectmen	Stormwater Committee formed		
Revised					
Revised					

2a. Additions

2D	Invasive Species Removal	Public Works Supt.	Provide appropriate disposal area for removed vegetation	Provided appropriate disposal area for water chestnut vegetation removed by volunteers coordinated by EPA.	Continue to provide appropriate disposal area for removed vegetation to support efforts to eradicate invasive species
2E	Adopt-a-Triangle	Parks Dept.	Support interested groups by providing tools and disposing of trash bagged by participants.	Supported volunteer activities by picking up and disposing of trash bagged by participants.	Support interested groups by providing tools and disposing of trash bagged by participants.

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 Revised	Sanitary Sewer Maintenance Program	Public Works Supt.	Develop plan of cleaning and inspecting sewer mains	Town is inspecting sewer interceptors along brook valleys to identify areas of breakage, erosion, or other physical conditions that may impair the integrity of the pipeline.	Continue to inspect sewer interceptors for potential impact to resource areas
3B Revised	Storm Drain System Map	Public Works Supt.	Develop a storm sewer system map and locate outfalls	Engineering is in the process of using GPS unit to locate outfalls. Data will be brought into AutoCAD to generate a storm sewer map.	Continue developing the storm sewer map
3C Revised	Non-Stormwater By-law	Planning Board	By-law established	Town is reviewing existing regulations and model regulations.	Identify if additional regulations are needed, draft regulations for Town Meeting vote.
3D Revised	Entrance Permit	Public Works Supt.	Completed	Hold harmless agreement for anyone that wants to tie into the municipal drainage system	Completed; add language to agreement to give Town right to disconnect drain to system if illicit discharge is detected and require agreement to be recorded against property deed
Revised					

3a. Additions

3E	Develop Illicit Discharge Program	DPW	Draft plan.	DPW is reviewing existing regulations and identifying new requirements needed to develop Illicit Discharge and Detection Program.	Prepare new procedures/ plan as necessary.
3F	Illegal Dumping	Public Works Supt.	Perform regular patrols/cleanup	DPW performed regular patrols and cleaned up illegal dumped trash.	Continue to perform regular patrols/cleanup.
3G	Assess Outfalls	DPW	Assess 10% of municipal outfalls per year	DPW will start assessing outfalls for potential illicit discharges, erosion, sedimentation and other water quality factors.	Assess 10% of municipal outfalls per year

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	Stormwater Pollution Prevention Plan for Construction	Public Works Supt.	Require pollution prevention plan for construction sites	Town is reviewing existing regulations and model regulations.	Identify if additional regulations are needed, draft regulations for Town Meeting vote.
4B Revised	Construction Runoff By-law	PB/ Con Com/ DPW	Draft by-law.	Town is reviewing existing regulations and model regulations.	Identify if additional regulations are needed, draft regulations for Town Meeting vote.
Revised					

4a. Additions

4C	Plan Review	PB/ Con Com/ DPW	Enforcement under by-law	Continued plan review per existing regulations. By-law enforcement proposed Year 5.	Continue plan review per existing regulations. By-law enforcement proposed Year 5.
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4D	Inspection / Reporting	DPW/PB/ Con Com	Enforcement under by-law	Continued inspection / reporting under existing regulations. By-law enforcement proposed Year 5.	Continued inspection / reporting under existing regulations. By-law enforcement proposed Year 5.
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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	Post Construction Runoff By-law	Building/ Planning Board	By-law Established	Town is reviewing existing regulations and model regulations.	Identify if additional regulations are needed, draft regulations for Town Meeting vote.
Revised					
Revised					
Revised					

5a. Additions

5B	Construction Site Plan Review	PB/ Con Com/ DPW	Enforcement under by-law	Continued plan review per existing regulations. By-law enforcement proposed Year 5.	Continue plan review per existing regulations. By-law enforcement proposed Year 5.
5C	Stormwater System Maintenance Plan	PB/Con Com/ DPW	Enforcement under by-law	Continued inspection / reporting under existing regulations. By-law enforcement proposed Year 5.	Continued inspection / reporting under existing regulations. By-law enforcement proposed Year 5.

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 basins	Approximately 500 catch basins were cleaned.	Clean 500 catch basins.
Revised			Clean 500 catch basins annually		
6B	Street Sweeping	Public Works Supt.	Organize program for sweeping streets	100% of paved town streets were swept in the month of April. Certain commercial area streets were swept two or three times.	Sweep 100% of streets.
Revised					
Revised					

6a. Additions

6C	Municipal Maintenance Activity Program	DPW	Evaluate and draft additional policies		Review existing policies. Formalize in writing and draft new policies as necessary.
6D	Training of all municipal employees	DPW	Initiate good housekeeping training	In-house training is done for new hires or anyone transferring within DPW.	Conduct good housekeeping training.

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 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
Revised					
Revised					

7a. Additions

7A	TMDL	Various	Performance of previously identified BMPs.	The BMPs described in the above tasks will also address TMDL issues in the Connecticut River.	The BMPs described in the above tasks will also address TMDL issues in the Connecticut River.
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7b. WLA Assessment