

Municipality/Organization: Town of South Hadley

EPA NPDES Permit Number: MAR041020

MaDEP Transmittal Number: W-21004665

Annual Report Number

& Reporting Period: No. 3: March 06-March 07

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NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Melissa A. LaBonte

Title: WPC Coordinator / Acting Co-Supervisor

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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: Melissa A. LaBonte

Printed Name: Melissa A. LaBonte

Title: WPC Coordinator / Acting Co-Supervisor

Date: 5/01/07

Part II. Self-Assessment

2006 - The Town has made very little progress on the priority aspects of the program, which include the regulations and mapping components during the past year. A lot of this is due to personnel issues within the Town during this year. The former DPW Superintendent resigned in June of 2006, and this position was not filled until the end of February of 2007. In addition, there was an unexpected restructuring of personnel at the Wastewater Treatment Plant, which necessitated the WPC Coordinator and the Assistant Supervisor taking on and sharing the supervisor responsibilities. As a result of this some of the Town's key goals were not achieved during this year. The changes to the Planning Board and Sub-Division Regulations are still pending, and development of the general stormwater regulations and program, as well as system mapping, are the priorities for Year 5.

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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
1	Informational Brochures	DPW/ML	Reduce litter and contaminants in system	No scheduled activity for year.	Brochures made from ads to be purchased and handed out during earth day activities, as well as at various Town offices.
Revised	Town Reminder				
2	Stuffer into sewer bills	DPW /ML	Increased access to information	Notice placed on back of October 2006 Sewer Bill.	Notices to be put on backs of April and October sewer Bills.
Revised					
3	Website Development	DPW / ML Cable / TA	Increased access to information	Stormwater contact information for the Town has been added to website, as well as link for PVPC and the Think Blue Campaign.	Update as necessary.
Revised					
4	Stencil catch basins	DPW / JB	Reduction of illegal discharges	Stencil prepared.	Will initiate program in key areas.
Revised					
5	School Curricular / flyers	DPW /ML	Increased awareness of requirements	Thru CRSWC ran a series of PSA's in Town Reminder. Also 2 press releases on the committee in major newspapers. CRSWC ran a series of 15-second spots on WGBY for 13 weeks (Sept.- Nov. 2006). Purchased 8 weeks of programming on 5 clear channel radio stations.	Radio spots to air April & May 2007 (30/week for 8 weeks). Continue working with the CT River SW Committee on purchase of a SW Earthscape Model for presentation in classrooms. South Hadley will be the model community to develop and implement in the schools.
Revised	Participation in the Connecticut River SW Committee (CRSWC) in conjunction with PVPC	DPW/ML	Increased awareness of SW issues on a larger regional scale.		

1a. Additions

2 1	Lawn & Garden Activities	DPW / JS, ConCom	Increased access to information Reduce contaminants in system	Completed the current rain barrel program. Received DEP Grant for the 2007 program and started taking orders. Received DEP grant for purchase of rain gauges and flow control nozzles for residents.	Nozzles/gauges to be distributed on Earth Day at DPW. Finish rain barrel program with delivery of barrels.
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2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
6	TV spots and postings	DPW / ML Cable / TA	Increase public awareness and access to information	Continued airing EPA Video “After the Storm” and follow-up video. Aired outreach material from CRSWC & PVPC.	Air outreach material from CRSWC & the Think Blue Campaign.
Revised					
7	Public Meetings	DPW / JR Bd of selectmen Plan Bd /RH	Increase public input and awareness	No scheduled activity for year 4.	No scheduled activity for year 5.
Revised					
8	Neighborhood Watch	DPW / JR	Reduction in illicit discharges	No Progress made. Neighborhood Watch not feasible due to limited staff resources.	Revise plan is to request involvement by posting contact info on web site. A spot will also be developed to air on the access channel while the radio spot is played in the background with contact info and what types of things / activities should be reported.
Revised	Request for Involvement				
Revised					

2a. Additions

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3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
9	Storm System Mapping	DPW / JR	Increased detection of illicit discharges	Consultant set up borrowed handheld unit for GIS Mapping. Attended 2-day training session on Arc-GIS program and initiated mapping program. A dedicated computer and Arc-GIS software are on order. Formal program set up with the Assessors Office to track residences with sump pumps.	Complete mapping of existing infrastructure, and actively search for illicit and undocumented discharges.
Revised	Identification of Residential I/I Sources.	DPW /ML Ass. / MC	Same		
10	Household Hazardous Waste Collection Depot	DPW / JS	Reduction of nutrient loading in system	Household hazardous waste collections were held on June 10 th and Nov. 4 th of 2006. A medicine collection was also included in the Nov. event.	Hazardous Waste days scheduled for June 9 th and Oct. 13 th of 2007. A medicine collection will be held as part of the June event.
Revised					
19	Review/Amend Town By Law on Storm Water Discharges	DPW / JR	Regulatory control of illicit discharges with punitive measures	No definitive progress to date, other than communication with PVPC on assistance with developing this program.	Will be completed with assistance from Pioneer Valley Planning Commission.
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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
11	Review / Amend Town Bylaws	Planning Board / Richard Harris DPW/JR	Increase awareness and compliance by developers	No scheduled activity.	No scheduled activity.
Revised	<i>Conservation By-Laws</i>	Conservation Commission			
12	Subdivision Regulation Modifications	Planning Board / Richard Harris & Conservation Commission	Increase awareness and compliance by developers	Additional modifications to draft per new Town Engineer, however no definitive progress on this item.	Finalized during the summer. Public Meeting expected to be held in the Fall.
Revised					
13	Regular Site Inspections	DPW / JR, ML Bld.Insp. / CD	Increase compliance, enforcement and penalties	No activity during Year 4.	Once Regulations drafted and approved, set policy and procedures for on-site inspections and enforcement.
Revised					
14	Site Plan Review Modifications	Planning Board / R. Harris & Conservation Commission	Increase awareness and compliance by developers	No activity during Year 4.	Any necessary modifications will be determined and finalized.
Revised					
Revised					

4a. Additions					
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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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
9	System Mapping	DPW / JR, JB	Increased illicit discharge detection	See Section 3, #9.	See Section 3, #9.
Revised					
13	Regular Construction Site Inspections	DPW / JR, ML Bldg. Insp./CD	Increase compliance, enforcement & penalties.	See Section 4, #13.	See Section 4, #13.
Revised					
14	Site Plan Review Modifications	Planning Board /Richard Harris, ConCom	Increase developer awareness and compliance	See Section 4, #14.	See Section 4, #14.
Revised					
19	Develop Town By Law on discharges from all Town Lands.	DPW / JR, ML	Regulatory control of illicit discharges with punitive measures	See Section 3, #19.	See Section 3, #19.
Revised					
20	Review Planning Board and Zoning Board Regulations	Planning Board / Richard Harris	Increase developer awareness & compliance	See Section 4, # 11 and 12.	See Section 4, # 11 and 12.
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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
15 Revised	DPW Operations Manual	DPW / JR, JB	Increase awareness of personnel	No scheduled activity for year 4. Update as necessary.	No scheduled activity for year 5. Update as necessary.
16 Revised	Catch Basin Cleaning Program	DPW / JB	Reduction in floatables and deposition into system.	Construction of a dewatering center for catch basin cleanings completed and used in 2006. Continue scale weighing of dewatered material. Implemented door hanger program. Log sheet for tracking CB's cleaned. Streets listed in daily log.	Continue with implemented programs.
17 Revised	Street Sweeping Program	DPW / JB	Reduction in deposition into system.	Ration of sand to salt from 1:2 to 1:1 to use less sand and further reduce street sweepings.	Continue with implemented programs.
18 Revised	Monitoring of Commercial Establishments in IPP Program	DPW / ML	Closer compliance & monitoring of industrial/commercial locations.	3 of the 4 Industries in IPP have Industrial SW Permits and discussed as part of IPP Inspection. No local enforcement.	Once SW Regulations in place can initiate development of inspection and enforcement program for other commercial / industrial locations as necessary.

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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
1	Brochures for public	DPW / ML	Reduction of litter and contaminants into system	See Section 1, #1.	See Section 1, #1.
Revised					
10	Household hazardous waste collection center	DPW / JS	Reduction of nutrients into system	See Section 3, #10.	See Section 3, #10.
Revised					
16	Catch basin cleaning program.	DPW / JB	Reduction of floatables and deposition into system.	See Section 6, #16.	See Section 6, #16.
Revised					
17	Street sweeping program	DPW / JB	Reduction in deposition into system	See Section 6, #17.	See Section 6, #17.
Revised					

7a. Additions

7b. WLA Assessment No assessment completed.

Part IV. Summary of Information Collected and Analyzed

There was no analysis of storm water, and any information collected has been from responsible parties working on the BMP's for the past couple of years.

Part V. Program Outputs & Accomplishments (OPTIONAL)

Programmatic

Stormwater management position created/staffed	(y/n)	Yes
Annual program budget/expenditures	(\$)	Approx. 30K

Education, Involvement, and Training

Estimated number of residents reached by education program(s) All Residents + all of pioneer valley through radio & television spots.	(# or %)	~ 17,000 +
Stormwater management committee established	(y/n)	No
Stream teams established or supported	(# or y/n)	No
Shoreline clean-up participation or quantity of shoreline miles cleaned	(y/n or mi.)	0
Household Hazardous Waste Collection Days		
▪ days sponsored	52 weeks / 2 days per week	(#) 104
▪ community participation		(%) 15
material collected 36 cubic yard boxes of paint, waste oil 2300 gals, 175 auto batteries, 5974 ft. of florescent bulbs/lamps, 165 gals antifreeze & 17 lbs. Mercury + thermometers.	(tons or gal)	
School curricula implemented	In Progress	(y/n) No

Legal/Regulatory

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

Mapping and Illicit Discharges

Outfall mapping complete	(%)	25
Estimated or actual number of outfalls	(#)	90
System-Wide mapping complete	(%)	30
Mapping method(s)		
▪ Paper/Mylar	(%)	100%
▪ CADD	(%)	0
▪ GIS	(%)	<5
Outfalls inspected/screened	(# or %)	0
Illicit discharges identified	(#)	1
Illicit connections removed	(#) (est. gpd)	5
% of population on sewer	(%)	80%
% of population on septic systems	(%)	20%

Construction

Number of construction starts (>1-acre)	(#)	4 SubDiv. 2 Other Cnstr.
Estimated percentage of construction starts adequately regulated for erosion and sediment control	(%)	0
Site inspections completed	Building Inspector, Town Engineer (# or %)	100%
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)	Unknown

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	(#)	200
Storm drain cleaned	(LF or mi.)	5 Miles
Qty. of screenings/debris removed from storm sewer infrastructure	(lbs. or tons)	761
Disposal or use of sweepings (landfill, POTW, compost, recycle for sand, beneficial use, etc.)		LF, BU Compost
Cost of screenings disposal	(\$)	51.00

Average frequency of street sweeping (non-commercial/non-arterial streets)	(times/yr)	1/year
Average frequency of street sweeping (commercial/arterial or other critical streets)	(times/yr)	2/year
Qty. of sand/debris collected by sweeping	(cubic yards)	760.84
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.)	(location)	LF, BU, Compost
Cost of sweepings disposal	(\$)	0
Vacuum street sweepers purchased/leased	(#)	1
Vacuum street sweepers specified in contracts	(y/n)	0

Reduction in application on public land of: (“N/A” = never used; “100%” = elimination)		
▪ Fertilizers		(lbs. or %)
▪ Herbicides	Parks Dept. follows an integrated pest management plan.	(lbs. or %)
▪ Pesticides	Parks Dept. follows an integrated pest management plan.	(lbs. or %)

Anti-/De-Icing products and ratios	% NaCl	45%
	% CaCl ₂	0%
	% MgCl ₂	10%
	% CMA	0
	% Kac	0
	% KCl	0
	% Sand	45%
Pre-wetting techniques utilized	(y/n)	Yes
Manual control spreaders used	(y/n)	Yes
Automatic or Zero-velocity spreaders used	(y/n)	No
Estimated net reduction in typical year salt application	(lbs. or %)	None
Salt pile(s) covered in storage shed(s)	(y/n)	Yes
Storage shed(s) in design or under construction	(y/n)	No

