

Municipality/Organization: City of Springfield

EPA NPDES Permit Number:

MaDEP Transmittal Number: W- 040908

**Annual Report Number
& Reporting Period:** No. 3: March 06-March 07

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Allan Chwalek, P.E. Title: Director, Public Works

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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: Allan Chwalek, P.E.

Title: Director, Public Works

Date: May 1, 2007

Part II. Self-Assessment:

The City of Springfield has completed the required self assessment and has determined that the municipality is in compliance with permit conditions where budget allows. Many planned improvements have not been possible due to lack of budget and staff. In addition, many ordinance-related goals have been delayed as the ordinance templates provided by the DEP are not in a usable form. Items not completely fulfilled include the following:

BMP ID	Description	Responsible Department	Measurable Goal	Progress in Year 4	Progress Planned for Year 5
1-1b	Catch Basin Markers	Dept. of Public Works, Planning Dept.	One set of markers to be placed per year	No markers placed due to lack of staff and funds.	Coordinate volunteer effort to place catch basin markers.
1-1c	Stormwater Video (Partial Compliance)	Dept. of Public Works, Planning Dept.	Show video on public access channel once per year.	Stormwater video not yet located. In lieu of the video, multiple press releases and articles have been released. Also, series of television and radio ads have been aired.	1) Locate stormwater video. 2) Run video on Public Access channel in accordance with requirements. 3) Continue with newspaper articles and television & radio ads.
1-3a	Stormwater Matters Talk (Partial Compliance)	Dept. of Public Works, Planning Dept.	Presentation on stormwater will be given once per year at public event or meeting	As a member of the Connecticut River Stormwater Committee, presentations have been given in Chicopee and Longmeadow.	Schedule stormwater matters talk within Springfield with the Connecticut River Stormwater Committee.
1-4c	Geese Waste Signs	Dept. of Public Works, Parks Dept., Planning Dept., Conservation Commission	Assess need for signage. Install one new park sign per year if funding allows.	Sought alternative funding of available volunteer resources for program.	1) Address any signage needs if funding allows. 2) Geese waste information will be included in kiosk (1-4d). Kiosk installation planned for 2007 if funding allows. 3) Seek alternative funding of available volunteer resources for program.
1-4d	Stormwater Kiosks	Dept. of Public Works, Planning Dept.	Place kiosks at key locations at a number of water bodies with information on water quality and pollution prevention.	Kiosk available, but funding did not allow for installation.	Kiosk installation planned for 2007 if funding allows.

2-1a	Catch Basin Markers <i>(also 1-1b)</i>	Dept. of Public Works, Planning Dept.	One set of markers to be placed per year.	No markers placed due to lack of staff and funds (see 1-1b).	Contact local citizen groups to coordinate volunteer effort to place catch basin markers.
2-1c	Vegetative Cover Data Collection	Planning Dept., Parks Dept.	Establish volunteer program to monitor ground cover at critical locations.	1) GIS/GPS technology used to manage tree planting and staffing, 2) Ground cover assessment delayed due to lack of funding.	Perform ground cover assessment if funding allows.
3-2b	Illicit Discharge Ordinance Development — Develop Draft Ordinance	Dept. of Public Works, Planning Dept., Water & Sewer Commission, Law Dept.	Draft new wording. Educate public, officials, and the private sector.	New ordinance is being drafted.	Complete draft ordinance.
3-2c	Illicit Discharge Ordinance Development — Draft Available For Comment	Dept. of Public Works, Planning Dept., Water & Sewer Commission, Law Dept.	Float new ordinance for one-year comment period. Continue education.	Originally scheduled for Year 3. Delayed pending new draft ordinance.	Float new ordinance for comment when 3-2b is completed.
3-2d	Illicit Discharge Ordinance Development — Passage Process	Dept. of Public Works, Planning Dept., Water & Sewer Commission, Law Dept.	Attempt to pass ordinance, continue comment period and educate more if necessary.	Originally scheduled for Year 4. Delayed pending new draft ordinance.	Attempt to pass new ordinance when 3-2b and 3-2c are completed.
4-2b	Erosion and Sediment Control Ordinance — Develop Draft Ordinance	Conservation Commission, Law Dept., Dept. of Public Works, Planning Dept.	Draft new wording. Educate public, officials, and the private sector.	New ordinance is being drafted.	Complete draft ordinance.
4-2c	Erosion and Sediment Control Ordinance — Draft Available For Comment	Conservation Commission, Law Dept., Dept. of Public Works, Planning Dept.	Float new ordinance for one-year comment period. Continue education.	Originally scheduled for Year 3. Delayed pending new draft ordinance.	Float new ordinance for comment when 4-2b is completed.
4-2d	Erosion and Sediment Control Ordinance — Passage Process	Conservation Commission, Law Dept., Dept. of Public Works, Planning Dept.	Attempt to pass ordinance, continue comment period and educate more if necessary.	Originally scheduled for Year 4. Delayed pending new draft ordinance.	Attempt to pass new ordinance when, 4-2b and 4-2c are completed.

5-2a	Site Plan Review Process (partially ongoing)	Conservation Commission, Dept. of Public Works, Planning Dept	Require TSS removal for groundwater recharge. Attenuate peak flows.	1) Continued requiring infiltration and TSS removal for new developments. 2) Planning Department has hired a wetlands specialist/Conservation Commission staff to help with site plan reviews. 3) SWMS maintenance plan for non-wetland sites in ongoing development. 4) \$90,000 grant secured to revise zoning ordinances, including the site plan review process.	1) Continue enforcing design requirements. 2) Establish SWMS maintenance plan for non-wetland sites. 3) Complete development of BMP implementation database. 4) Evaluate site plan review process and suggest improvements for 2007.
5-2b	Evaluate for Changes and Improvements (partially ongoing)	Conservation Commission, Dept. of Public Works, Planning Dept.	Assess existing procedures and make improvements to process.	1) Personnel departures and budget constraints did not allow addressing of this goal. 2) \$90,000 grant secured to revise zoning ordinances, including the site plan review process.	Evaluate site plan review process and suggest improvements for 2007.
5-3b	New Bylaw For Post-Construction Runoff — Develop Draft Guidelines	Conservation Commission, Dept. of Public Works, Planning Dept., Law Dept.	Draft new wording. Educate public, officials, and the private sector.	New ordinance is being drafted.	Complete new draft ordinance.
5-3c	New Bylaw For Post-Construction Runoff — Draft Available For Comment	Conservation Commission, Dept. of Public Works, Planning Dept., Law Dept.	Float new bylaw for one-year comment period. Continue education.	Originally scheduled for Year 3. Delayed pending new draft ordinance.	Float new ordinance for comment when 5-3b is completed.
5-3d	New Bylaw For Post-Construction Runoff — Passage Process	Conservation Commission, Dept. of Public Works, Planning Dept., Law Dept.	Attempt to pass bylaw, continue comment period and educate more if necessary.	Originally scheduled for Year 4. Delayed pending new draft ordinance.	Attempt to pass new ordinance when 5-3b, and 5-3c are completed.
6-4c	Design/Construction of BMPs (Partial Compliance)	Dept. of Public Works, Water & Sewer Commission, Conservation Commission, Parks Dept.	Control sediment and improve detention areas at Briarwood and Middlesex outfalls	The Saint James Ave. outfall area has been topographically surveyed and submitted for design of improvements.	Complete design and put construction program to bid in 2007-2008 if budget allows.

6-4d	Conservation Land Improvements	Dept. of Public Works, Water & Sewer Commission, Conservation Commission	Gather data for possible improvements to drainage or pollution prevention on conservation land.	<ul style="list-style-type: none"> 1) No improvements to conservation land. 2) ATV enforcement program (to reduce harmful use of ATVs) pending. 3) Trail system for white cedar bog in design process 	<ul style="list-style-type: none"> 1) Implement ATV enforcement program if funds allow. 2) Identify possible improvements to conservation land and complete as budget allows. 3) Construct trail system for white cedar bog as budget allows.
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Part III. Summary of Minimum Control Measures

1. Public Education and Outreach

BMP ID	Description	Responsible Department	Measurable Goal	Progress in Year 4	Progress Planned for Year 5
1-1a	Watershed Maps and Door Hangers with Stormwater Pollution Prevention Tips	Dept. of Public Works, Planning Dept.	Make watershed maps and door hangers available at the DPW	1) Watershed maps distributed at DPW and Planning Dept. for public use. 2) Doorhangers designed and distributed via our membership in the Connecticut River Stormwater Committee and the Think Again Think Blue campaign.	1) Continue to make watershed maps and door hangers available for public use.
1-2	Promote Waste Disposal Programs	Dept. of Public Works	Publicize waste disposal and recycling programs through flyers in DPW lobby.	1) Continued to promote special collection days through publications and flyers 2) DPW Solid Waste Division Recycling Coordinator promoted recycling and conservation at events throughout the year	1) Continue current efforts for advance notification of Special Waste Collection Days. 2) Continue having Recycling Coordinator attend civic functions promoting recycling.
1-3b	ECOS Springfield Event	Dept. of Public Works, Conservation Commission	Assess possibility of establishing stormwater event if resources allow	1) Earth Day event included stormwater materials and tree planting. 2) Keep Springfield Beautiful event included removal of multiple tons of trash and debris.	1) Continue stormwater and clean-up components of these events.
1-4a	No Dumping Signs	Dept. of Public Works	Place “No Dumping” signs as needed.	1) Neighborhood councils were encouraged to report illegal dumping activities 2) “No dumping” signage replaced when reported missing or vandalized. 3) Police Dept. monitored target areas for dumping 3) Litter barrels throughout City collected 426 tons of waste	1) Continue efforts established in 2007. 2) If funding allows, order and install additional “No Dumping” signs and increase monitoring in areas most frequented for dumping.
1-4b	Dog Waste Signs	Dept. of Public Works, Parks Dept., Planning Dept.	Assess need for signage. Install one new park sign per year if funding allows.	1) Continued public awareness efforts of dog waste. 2) Maintained existing dog waste collection systems 3) Provided additional signage in needed areas.	1) Continue public awareness efforts on the effects of dog waste. 2) Assess need for additional dog waste collection stations within city parks. 3) Install additional signs as needed.

1-5a	Press Releases	Dept. of Public Works, Planning Dept.	Distribute at least one educational press release on BMPs per year.	1) Over ten press releases and many television & radio spots via the Connecticut River Stormwater Committee.	Promote any progress on BMPs listed above for 2006.
1-5b	Stormwater Display	Dept. of Public Works, Conservation Commission, Planning Dept.	Establish a stormwater display at DPW one month per year.	1) Continued display of stormwater education materials in lobby of DPW. 2) Continued participation with PVPC and CT River Stormwater Committee in developing Stormwater Education Programs.	1) Continue display effort. 2) Refine and improve display as funding allows. 3) Continue participation with PVPC and CT River Stormwater Committee in developing Stormwater Education Programs.
1-5c	Educate Local Business	Dept. of Public Works, Conservation Commission, Planning Dept.	Assess stormwater educational opportunities with Business and Industries.	1) Conservation Commission holding pre-design meetings to educate developers on the importance and cost-effectiveness of proper stormwater maintenance. 2) Educating the public via newspaper articles, radio ads and television ads produced by the Connecticut River Stormwater Committee.	1) Conservation commission to continue holding pre-design meetings with development project proponents. 2) Continue to educate the public through the media.
1-5d	Display Materials	Dept. of Public Works, Planning Dept.	Assess existing City events for opportunities to display stormwater materials.	1) No new events identified. 2) Stormwater educational material displayed continued in lobby of DPW (see 1-5b).	1) Continue display effort. 2) Reintroduce display at City Hall. 3) Refine and improve display as funding allows.

2. Public Involvement and Participation

BMP ID	Description	Responsible Department	Measurable Goal	Progress in Year 4	Progress Planned for Year 5
2-1b	Water Quality Monitoring	Planning Dept.	Coordinate Volunteer Water Quality Monitoring program.	1) Volunteer monitoring being conducted on Loon Pond by the Springfield Expeditionary Learning School. 2) Staff position on Conservation Commission filled.	1) Continue volunteer relationship with Springfield schools. 2) Assess other possible volunteer opportunities.
2-1d	Earth Day clean-up	Museum Assoc., Dept. of Public Works, Planning Dept.	Plan and conduct Earth Day events.	1) City-wide 2006 Earth Day event (April 28, 2007). Included distribution of Stormwater Management educational information and tree planting activities. 2) Keep America Beautiful event included. Final trash tonnage collected not calculated yet. Exceeded 13 tons.	Continue Earth Day/Keep Springfield Beautiful planned event.
2-2	Stormwater Management Plan Public Participation	Dept. of Public Works	DPW will make stormwater plan available to public.	"2003 Summary Report on Water Quality for Springfield's Lakes and Ponds" available to public.	Continue to provide update information on 2003 Summary Report to public.
2-3a	Household Hazardous Waste Collection	Dept. of Public Works	Hold Hazardous Collection Day for residents to drop off materials for disposal.	1) Advertised collection day through newspaper and flyer distribution. 2) Held six collection events to limit possibility of illegal dumping of hazardous material.	Continue to advertise and hold Hazardous Material Collection Event for households' city wide.
2-3b	Bulk Item Collection	Dept. of Public Works	Residents can call to schedule Bulk Material Collection Day of up to 5-items.	1) Bulk Collection Program on-going. Residents can also drop bulk items off at landfill directly.	Continue to make program available to residents if funding allows.
2-3c	Curbside Collection	Dept. of Public Works	Residential recycling is to be picked-up every other week year round. Recycling is required per Springfield ordinance.	Recycling Collection Program on-going.	Continue to make program available to residents.

2-3d	Rechargeable Battery Recycling	Dept. of Public Works	Maintain residential drop-off of rechargeable batteries at DPW.	Collection program on-going.	Continue to make program available to residents.
2-3e	Leaf and Yard Waste Collection	Dept. of Public Works	Maintain current leaf and brush collection program. Compost material is made available to residents.	1) Collection and composting program on-going at DPW yard and landfill. Residents can also drop off brush waste directly at the landfill.	Continue to make program available to residents.

3. Illicit Discharge Detection and Elimination

BMP ID	Description	Responsible Department	Measurable Goal	Progress in Year 4	Progress Planned for Year 5
3-1a	Sewer Book Maintained	Dept. of Public Works	Maintain existing drainage system map.	1) On-going update of existing infrastructure book 2) Developers are aware that the City plans to require AutoCAD files of design plans, but these files are not yet required	1) Continue update on sewer and drainage system book as new system are constructed/upgraded. 2) Require all new developers to provide AutoCAD files of design plans to aid in update.
3-1b	Sewer GIS Available	Dept. of Public Works, , Water & Sewer Commission	GIS mapping of infrastructure.	1) On-going establishment/update of GIS system with new/replacement infrastructure. 2) Work towards final establishment of GIS mapping as funding permits	1) Continue update of GIS system as systems are constructed or upgraded. 2) Require all new developers to provide AutoCAD files of design plans to aid in update.
3-2a	Illicit Discharge Ordinance Development — Evaluate Existing Illicit Discharge Ordinances	Dept. of Public Works, Planning Dept., Water & Sewer Commission, Law	Review current City ordinance. Obtain and review ordinances from other communities.	Reviewed sample ordinances.	Draft new ordinance
3-3a	Determine Priority Areas	Dept. of Public Works, Water & Sewer Commission	Determine priority areas. Inspect outlets at two water bodies per year.	Outlets checked as necessary.	1) Establish priorities for 2007 as finances allow. 2) Establish and coordinate volunteer inspection programs as finances allow.
3-3b	Inspections	Dept. of Public Works	Visually screen outfalls.	Inspections continued. No illicit discharges observed or reported during 2006 calendar year.	Continue program
3-3c	Investigation	Dept. of Public Works	Trace the source of illicit discharges.	Formal investigation program in place. No illicit discharges noted during 2006 calendar year that required investigation.	Continue program.
3-3d	Correct Any Problems Found	Dept. of Public Works, Water & Sewer Commission	Remove source of illicit discharges.	No illicit discharges noted during 2006 calendar year that required repair. Inspection and investigations did identify 16 locations that required excavation and repair of the storm drainage system.	Continue program.

4. Construction Site Stormwater Runoff Control

BMP ID	Description	Responsible Department	Measurable Goal	Progress in Year 4	Progress Planned for Year 5
4-1	Wetland Protection	Conservation Commission	Review existing regulations which require compliance with stormwater policy within wetland buffer.	On-going pre-construction review of new projects for permit issuance and compliance with wetland and SWM performance standards.	On-going review of new projects.
4-2a	Erosion and Sediment Control Ordinance — Evaluate Existing Plans	Conservation Commission, Law Dept., Dept. of Public Works, Planning Dept.	Review sample regulations for other communities. Initiate discussions for ordinance establishment	Reviewed sample ordinances.	Draft new ordinance.

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

BMP ID	Description	Responsible Department	Measurable Goal	Progress in Year 4	Progress Planned for Year 5
5-1	Wetland Protection	Conservation Commission, Dept. of Public Works	Review existing regulations which require compliance with stormwater policy within wetland buffer.	Ongoing pre-construction review of new projects for permit issuance and compliance with wetland and SWM performance standards.	Continue discussion of Interdepartmental Site Plan Review Committee.
5-2a	Site Plan Review Process (<i>partially ongoing</i>)	Conservation Commission, Dept. of Public Works, Planning Dept	Require TSS removal for groundwater recharge. Attenuate peak flows.	<ol style="list-style-type: none"> 1) Continued requiring infiltration and TSS removal for new developments. 2) Planning Department has hired a wetlands specialist/Conservation Commission staff to help with site plan reviews. 3) SWMS maintenance plan for non-wetland sites in ongoing development. 4) \$90,000 grant secured to revise zoning ordinances, including the site plan review process. 	<ol style="list-style-type: none"> 1) Continue enforcing design requirements. 2) Establish SWMS maintenance plan for non-wetland sites. 3) Complete development of BMP implementation database. 4) Evaluate site plan review process and suggest improvements for 2007.
5-2b	Evaluate for Changes and Improvements (<i>partially ongoing</i>)	Conservation Commission, Dept. of Public Works, Planning Dept.	Assess existing procedures and make improvements to process.	<ol style="list-style-type: none"> 1) Personnel departures and budget constraints did not allow addressing of this goal. 2) \$90,000 grant secured to revise zoning ordinances, including the site plan review process. 	Evaluate site plan review process and suggest improvements for 2007.
5-3a	New Bylaw For Post-Construction Runoff — Evaluate Existing Site Plan Process	Conservation Commission, Dept. of Public Works, Planning Dept.	Assess need for new bylaw/ordinance regarding maintenance of BMPs.	<ol style="list-style-type: none"> 1) Reviewed sample ordinances. 2) \$90,000 grant secured to revise zoning ordinances, including the site plan review process. 3) Site plan review committee to be established after citywide revision of review process is complete. 	<ol style="list-style-type: none"> 1) Continue discussion of Interdepartmental Site Plan Review Committee. 2) Determine best use of funds to improve process. 3) Draft new ordinance.

6. Pollution Prevention and Good Housekeeping in Municipal Operations

BMP ID	Description	Responsible Department	Measurable Goal	Progress in Year 4	Progress Planned for Year 5
6-1a	Street Sweeping — Winter Cleanup	Dept. of Public Works	Sweep streets a minimum once per year.	1) Seasonal operation for calendar year 2005 began in April. First round for arterial and residential routes completed by the middle of August. 2) 2,957 tons of debris collected during first round.	Continue with established practices.
6-1b	Street Sweeping — Ongoing.	Dept. of Public Works	Re-establish normal sweeping program of 6-times per year as funding allows	During the summer and fall of 2006 the entire city was swept a second time with all arterial streets being swept a third time. Street sweeping continued the seasonal operation into January 07' collecting an estimated 1300 tons of debris.	Continue established schedule.
6-1c	TMDL Targeted Sweeping Areas	Dept. of Public Works	Loon, Long and Mona areas will receive additional sweeping	Streets were done twice as part of sweeping program schedule.	Implement enhanced sweeping program in 2006 if budget allows.
6-1d	Catch Basin Cleaning	Dept. of Public Works	Re-establish catch basin cleaning program as budget allow.	Program cleaned 1444 catch basins removing 590 tons of debris from the system.	Continue cleaning schedule as needed and as budget allows.
6-1e	Tree Planting	Dept. of Public Works, Parks Dept.	Replace ailing trees and plant new trees in public areas.	1) Worked with non-profit groups to plant additional vegetation. 2) Did raise public awareness of urban ecosystem through outreach programs. 3) Budgeted \$1.2 million to plant 1300 new trees.	Continue tree planting program.
6-2a	Existing Practices	Dept. of Public Works	Continue existing housekeeping practices to minimize stormwater pollution.	Practices continued. Examples include: <ul style="list-style-type: none"> - Recycling and reduction of hazardous materials - Salt storage within salt shed - Maintenance of drainage system BMPs - Spill prevention and cleanup procedures 	Continue existing practices.

6-2b	Leaf Disposal	Dept. of Public Works, Parks Dept., School Dept.,	Leaf disposal by on-site composting.	1) Composting program on-going at DPW yard and landfill. Residents could also drop off yard waste directly at the landfill. 2) Parks Dept. initiated site leaf/debris composting and leaf mulching in field to reduce waste.	Continue to make program available to residents.
6-2c	Litter Reduction	Dept. of Public Works, Conservation Commission	Reduce litter by installing “No Dumping” signs, make public waste containers available.	1) Neighborhood councils encouraged to report illegal dumping activities 2) “No dumping” signage replaced when reported missing or vandalized. 3) Police Dept. monitored target areas for dumping. 4) Utilize Clean City reporting forms to report document, and monitor illegal dumping sites	1) Install more signs as funding allows. 2) Continue enforcement efforts.
6-2d	Roadway Improvements	Dept. of Public Works, Conservation Commission, Parks Dept.	Include stormwater BMPs in any improvement projects in sensitive areas.	Continued existing program, including 4’ sumps in catch basins and requiring infiltration from new subdivisions prior to discharge into city systems.	Continue existing program.
6-4a	Catch Basin Improvements	Dept. of Public Works	Improve existing catch basins to comply with BMP requirements	1) Catch basins that require maintenance are re-built with 4-foot sump areas. 2) Hooded outlets are required from all new developers. 3) Repairs to 182 catch basins were made.	On-going program to be maintained.

6-4b	Outlet Inspections	Dept. of Public Works	Inspect system outfalls of sewers and CSOs.	<p>Follow-up inspections were made at the following locations:</p> <p style="padding-left: 40px;">Island Pond St. James Ave. Abbe Brook – Roy Street, Mildred Ave</p> <p style="padding-left: 40px;">Stafford Street Loon Pond Main Street IO Eagan Drive</p> <p>New inspections were made at the following locations:</p> <p style="padding-left: 40px;">Van Horn Park Metzger Place Industry Ave. Liberty St. Baldarelli Ct Mellon St.</p>	On-going program to be maintained.
6-5a	Acquisition of Open Space	Conservation Commission, Parks Dept.	Acquire open space through grants and donations.	<p>1) 5.8 acres of woodland acquired along the Chicopee River as parkland.</p> <p>2) Acquired Loon Pond area formerly known as Jam's Beach.</p>	Continue to acquire land through donations and grants.
6-5b	Park Improvements	Conservation Commission, Parks Dept.	Improve park lands, especially improvements to stormwater collection system and BMPs.	<p>1) Work included landscaping, paving, reorganizing access and facilities, adding trash receptacles, and upgrading site amenities.</p> <p>2) Improved storm water collection systems in an effort to reduce erosion problems.</p>	Continue improving parks as necessary as budget allows.

Part IV. Summary of Information Collected and Analyzed

No new water quality data was collected in the 2006 permit year. Volunteer water quality monitoring is being conducted at Loon Pond for 2007 permit year.