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Municipality/Organization:	TOWN OF WILBRAHAM
EPA NPDES Permit Number:	BRPWM08A
MaDEP Transmittal Number: W-	W041099
Annual Report Number & Reporting Period:	No. 1: March 06-March 07

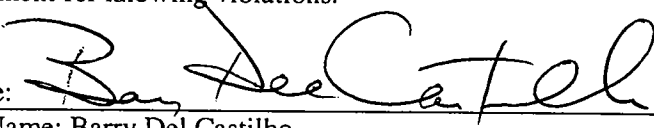
**NPDES PII Small MS4 General Permit  
Annual Report**

Part I. General Information

Contact Person: Tonya Basch	Title: Assistant Town Engineer
Telephone#: 413-596-2807	Email: <a href="mailto:tbasch@ci.wilbraham.ma.us">tbasch@ci.wilbraham.ma.us</a>

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: 

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Printed Name: Barry Del Castilho

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Title: Interim Town Administrator

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Date: 4/23/07

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**Part II. Self-Assessment**

The Town of Wilbraham has completed the required self-assessment and has determined that our municipality is in compliance with all permit conditions.

**Part III. Summary of Minimum Control Measures**

**Public Education and Outreach**

<b>BMP ID#</b>	<b>BMP Description</b>	<b>Responsible Dept./Person Name</b>	<b>Measurable Goal(s)</b>	<b>Progress on Goal(s)-Permit Year 4 (Reliance on non-municipal partners indicated, if any)</b>	<b>Planned Activities- Permit Year 5</b>
1.1	Stormwater Website	DPW, IT, Selectmen's Office	Stormwater Website		Add links for EPA and town bylaws to website
1.2	Public Access Television	Public Access	Broadcast videos on stormwater education.	Broadcast programs related to stormwater. Continue to request any new material from EPA.	Continue to broadcast stormwater related programs. Find new programs.
1.3	Classroom Education	DPW and School	Research new ideas to incorporate stormwater education in the schools.		Research new ideas to incorporate stormwater education in the schools.
1.4	Annual Stormwater Report	Stormwater Committee	Make stormwater report available to public	Submitted report and provide copies to public at town hall	Make annual storm water report avail in DPW office.
1.5	Septic System Maintenance	Board of Health	Provide system maintenance literature to public	Septic system maintenance literature available at Town Hall	Distribute literature to public at Town Hall and make available on website.

**Public Involvement and Participation**

<b>BMP ID#</b>	<b>BMP Description</b>	<b>Responsible Dept./Person Name</b>	<b>Measurable Goal(s)</b>	<b>Progress on Goal(s)-Permit Year 4 (Reliance on non-municipal partners indicated, if any)</b>	<b>Planned Activities-Permit Year 5</b>
2.6	Earth Day	DPW	Earth Day	Earth Day completed	Continue to promote Earth Day with volunteers/distribute various flyers, local pond and area cleanup
2.7	Stormwater Committee	Board of Selectmen	Stormwater Committee formed	Stormwater Committee meeting reviewed annual report and suggested program improvements	Educate contractors on the importance of erosion control. Assist with smooth transition to implement bylaws
2.7a	Hazardous Waste Collection	DPW	Annual Event	Hosted Annual Event with volunteers	Host or sponsor Annual Event

Day				
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### 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
3.8a	Comprehensive Stormwater Management By-law	Planning Dept/DPW/Building	Prepare by-law for Town Meeting	Bylaw complete	Present bylaw at town meeting.
3.9	Map Drainage System	DPW	Complete Map	Mapped over 75% of town's stormwater on GIS	Continue to locate outfalls in the field, continue GIS and GPS
3.10	Detect and Response Plan	DPW	Complete Plan	IDDE bylaw complete,	Present plan at town meeting
3.11	Septic System Inventory	DPW	Maintain failing septic records and report annually	Created and logged failed Title V	Log Title V reports

### 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
4.11a	Comprehensive Stormwater Management By-law	Planning Dept	Prepare by-law for Town Meeting	Completed bylaws	Present bylaw at town meeting.
4.13	Establish permitting process for all construction	Building/DPW/Planning Dept	Interim system in place using Subdivision Regulations/Driveway Permit/Ridgeline and Hillside District/ZBA Driveway Permit	Bylaw completed, incorporated driveway permit as minor project	Present bylaw at town meeting.
4.14	Inspections and Penalties	Building/DPW/Planning Dept	Interim system in place w/o penalties using Subdivision Regulations/Driveway Permit/Ridgeline and Hillside District/ZBA	New bylaws established, penalties fee structure established	Present fee schedule at town meeting.

### 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
5.15a	Comprehensive Stormwater Management By-	Planning Board	Prepare by-law for Town Meeting	Completed bylaw	Present bylaw at town meeting.

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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
6.18	Street Sweeping and Cleaning of catch basins	DPW	Sweep every public street once per year, clean ¼ of the catch basins annually.	Every public street swept and clean as many catch basins as possible.	Sweep every public street once per year
6.19	Paint Shed	DPW	Frequent paint shed available at Transfer Station	Monthly paint shed available at Transfer Station April through October	Frequent paint shed available at Transfer Station
6.20	Reduce Sand/Salt	DPW	Sandless snow removal operation	Sandless snow removal operation	Continue sandless snow removal operation
6.21	Spill Prevention and Control Plan	DPW	Plan completed	Plan in-place	Update Plan as necessary
6.22	Employee Training	DPW	Conduct stormwater pollution prevention training before May 1st	Employee training held	Continue annual employee training and update agenda per Stormwater Committee recommendations