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**Municipality/Organization:** Town of Lanesborough

**EPA NPDES Permit Number:** 1012

**MaDEP Transmittal Number:** W-040561

**Annual Report Number & Reporting Period:** No. 7: April 09-March 10

## NPDES PII Small MS4 General Permit Annual Report

### Part I. General Information

**Contact Person:** Paul Boudreau **Title:** Town Administrator

**Telephone #:** (413) 442-0965 **Email:** adm1an@verizon.net

#### 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:** Paul Boudreau

**Printed Name:** Paul Boudreau

**Title:** Town Administrator

**Date:** 6/2/10

**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 7 (Reliance on non-municipal partners indicated, if any)
1	Create a Stormwater Program	Department of Public Works, Planning Board, Conservation Commission, Board of Health, Board of Selectmen	Lanesborough will present to the public at a public meeting Lanesborough's draft Comprehensive Stormwater Management Program.	Lanesborough continued to publicly review implementation of Lanesborough's Comprehensive Stormwater Program.  A public workshop presentation was held in June 2007.
2	Create a Stormwater Program	Department of Public Works	Lanesborough will identify appropriate sources of funding assistance (SRF, 319 Grant Program, 604(b) Grant Program, Lakes & Ponds Grant Program, Source Water Protection Grant Program, Recycling Grant Program) and apply for assistance in implementing portions of Lanesborough's Comprehensive Stormwater Management Program, including public education and outreach.	The Town continues to seek funding sources; however, no additional funding was received in the permit year.

**1. Public Education and Outreach (cont.)**

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 7 (Reliance on non-municipal partners indicated, if any)
3	Address specific groups	Department of Public Works	Distribute EPA and other relevant educational brochures to targeted audiences. Distribution points include Town Hall, Library, and Transfer Station.	The Town is in receipt of EPA educational materials on disc for easy printing and distribution. Brochures have been printed and made available at the Town hall.  The Friends of Pontoosuc Lake distribute their biannual newsletter to a targeted mailing list and make available copies at various locations throughout Town.
4	Target groups likely to impact storm water	Department of Public Works	Brochures targeting specific audiences and activities will be available. These target groups include homeowner and lawn maintenance activities, disposal of household waste, and pet maintenance.	See BMP 3
5	Identify alternative information sources	Board of Selectmen	Lanesborough will develop a website to post public meetings on water quality issues and links to water quality education sites at DEP and EPA.	Lanesborough has developed a town website: <a href="http://www.lanesborough-ma.gov">www.lanesborough-ma.gov</a> . Meeting minutes are posted. Links to Friends of Pontoosuc Lake and Berkshire Regional Planning Commission are also on the website.



**1. Public Education and Outreach (cont.)**

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 7 (Reliance on non-municipal partners indicated, if any)
6	Identify alternative information sources	Board of Selectmen	The Friends of Pontoosuc Lake and the Housatonic Valley Association will be consulted and asked to provide educational data from their studies and educational programs for distribution to the Town residents. Distribution points can include town hall, library, local convenience stores, etc.	The newsletter, "Pontoosuc Lake News" is published each spring and distributed to Town residents. The newsletter includes information about the meetings, lake maintenance, and project descriptions occurring at the lake. Copies of the 2009 and 2010 Newsletters are attached to this report.
7	Promote Household Waste Recycling	Department of Public Works Board of Health	The Town of Lanesborough, the Board of Health, and the Northern Berkshire Solid Waste Management District will promote recycling and hazardous waste collection opportunities through brochures and mailings.	<p>The Town of Lanesborough has a mandatory recycling bylaw.</p> <p>The Board of Selectmen publicly announces dates for Bulky Waste Collection at town meeting and through postings. This year's Bulky Waste Collection Day is planned for May 15, 2010. The flier for the event is attached to this report, as well as the Town's homepage which advertises Bulky Day and recycling opportunities.</p> <p>The Northern Berkshire Solid Waste Management District advertised on their website the opportunity to order compost bins and rain barrels at a discounted price. The flier promoting recycling activities is attached to this report. Compost bins are given to the schools at no charge, and composting and recycling classes are offered for pre-K through Grade 8 kids in the district.</p>
8	Develop, conduct and document educational programs	Board of Selectmen Liaison	The Town of Lanesborough will appoint a liaison to the Hoosic River Watershed Association to disseminate information to the Town on programs and activities.	The Town has not been able to meet with the appointed liaison for the Hoosic River Watershed Association within Permit Year 7.

<p>9</p>	<p>Promote Household Waste Recycling</p>	<p>Department of Public Works Board of Health</p>	<p>The Town of Lanesborough, the Board of Health, and the Northern Berkshire Solid Waste Management District will promote recycling and hazardous waste collection opportunities through brochures and mailings.</p>	<p>The Town of Lanesborough has a mandatory recycling bylaw. Bulky Waste Collection Day is held annually and will be held on May 15, 2010.</p> <p>Lanesborough citizens participated in 2009 District Paint Collections held at Cheshire, Williamstown and Hinsdale Transfer Stations. Hazardous Waste Collection is planned for October 2010.</p> <p>Recycling continued within the past permit year on Saturday mornings.</p> <p>In Permit Year 7 the Northern Berkshire Solid Waste Management District published their annual report, including updates on recycling programs and district events. A copy of the 2009 report is attached to this report.</p> <p>The Town posts these events on the Town calendar posted on its website, <a href="http://www.lanesborough-ma.gov">www.lanesborough-ma.gov</a>.</p> <p>Recycling information is also posted at the Northern Berkshire Solid Waste Management District's website, <a href="http://www.nbswmd.org">www.nbswmd.org</a>.</p> <p>The Town of Lanesborough will continue to promote recycling.</p>
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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 7 (Reliance on non-municipal partners indicated, if any)
10	Storm drain stenciling	Department of Public Works	Lanesborough will work with the Housatonic Valley Association in continuing its support of storm drain stenciling.	The Town has stenciled catch basins in the downtown area and will continue to identify other opportunities for residents to contribute to the stormwater program.
11	Community clean-ups	Department of Public Works Lanesborough Conservation Commission	Town of Lanesborough will encourage local stream team cleanups through Friends of Pontoosuc Lake. Town will provide notice of event.  Town will provide trucks and other material to support cleanup efforts and disposal of materials.	The first weekend in June every year the Town provides trash pick-up service for lake shore clean-up at Pontoosuc Lake. The clean up took place in June 2009 and is planned for June 2010 also.  Town wide clean up is held in the spring each year. Town wide rubbish clean up was held May 2, 2009, and a community clean up is planned for May 1, 2010.  Friends of Pontoosuc Lake intend to collaborate with the Town and the Highway Department to further implement stormwater watershed maintenance programs.  Town continues to encourage and support local stream clean-ups.
12	Organize Water Quality Monitoring	Board of Selectmen	Town will work with the Friends of Pontoosuc Lake in the collection and dissemination of data from the association's monitoring and sampling program. Data will be made available to the public through newsletters and brochure distribution.	The newsletter, "Pontoosuc Lake News" is published each spring and distributed to Town residents. The newsletter includes information about the meetings, lake maintenance, and project descriptions occurring at the lake.  Water quality monitoring continued monthly at Pontoosuc Lake. Pontoosuc Lake sampling will continue and results are made available through Friends of Pontoosuc Lake. A copy of water quality testing results is attached to this report.



### 3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 7 (Reliance on non-municipal partners indicated, if any)
13	Inventory and mapping of storm drain system	Department of Public Works	Lanesborough will identify appropriate sources of funding assistance (SRF, 319 Grant Program, 604(b) Grant Program, Lakes & Ponds Grant Program, Source Water Protection Grant Program, Recycling Grant Program) and apply for assistance in implementing portions of Lanesborough's Comprehensive Stormwater Management Program, including public education and outreach.	The Town continues to seek new funding sources; however, no additional funding was obtained in Permit Year 7.  The Department of Conservation and Recreation funds employing a boat ramp monitor at the watershed of Pontoosuc Lake. Friends of Pontoosuc Lake seek additional funding and volunteers from the district to have the ramp monitored daily from 6am to 6pm.
14	Mapping and identification of outfalls and receiving waters	Department of Public Works Board of Assessors	Lanesborough will develop and implement a plan to map all outfalls and receiving bodies of water, contingent on Town Meeting approval of funding.	Lanesborough completed working with a consultant to map and inspect outfalls in the original 5 year permit period. Outfalls have been mapped using GPS technology, were digitally photographed and conditions were assessed.

### 3. Illicit Discharge Detection and Elimination (cont.)

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 7 (Reliance on non-municipal partners indicated, if any)
15	Identification/description of problem areas	Department of Public Works	Lanesborough will develop and implement an Illicit Discharge Detection and Elimination (IDDE) plan, contingent on Town Meeting approval of funding.	Lanesborough has developed and implemented an IDDE plan. As part of this plan, outfalls were mapped and inspected. Annual inspections of the outfalls did not occur within Permit Year 7.
16	Enforcement procedures addressing illicit discharges	Planning Board Town Council Board of Health	Lanesborough will review whether local authority is appropriate and able to respond to potential illicit discharges. New by-laws, if necessary, will be proposed to Town Meeting.	Lanesborough has a hazardous material release bylaw.  Lanesborough has passed a by-law regarding Illicit Discharges.
17	Public information program regarding hazardous wastes and dumping	Department of Public Works Board of Health	Lanesborough will provide educational brochures to residents promoting proper disposal of household hazardous wastes and conditions for regional collections.	A brochure entitled "Waste Disposal Fact Sheet" is available from the Town Hall and includes information regarding landfill banned items, recyclables taken at the Springfield MRF, backyard composting, and items accepted at the Lanesborough transfer station.  A regional hazardous waste day was conducted in conjunction with the Northern Berkshire Solid Waste Management District.  The Northern Berkshire Solid Waste Management District applies for recycling grants from DEP annually.  The Town continues to seek further funding sources.
18	Initiation of recycling programs	Planning Board Board of Health	Lanesborough will apply for funding assistance from DEP's Recycling Grant Program for assistance in public education and the purchase of recycling materials.	



**3. Illicit Discharge Detection and Elimination (cont.)**

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 7 (Reliance on non-municipal partners indicated, if any)
19	Watershed assessments and studies	Department of Public Works Conservation Commission Board of Health	Lanesborough will identify opportunities for funding assistance from DEP's 604(b) and 319 grant programs and the Department of Environmental Management's Lakes and Ponds Grant Program to support watershed assessment and implementation activities. Tasks can include design and installation of stormwater BMPs and public outreach including storm drain stenciling. Emphasis will be on assessments and remediation of stormwater related problems impacting water quality.	The Town continues to seek funding sources; however, no further funding was obtained in Permit Year 7.
20	Watershed assessments and studies	Department of Public Works	The Town of Lanesborough will apply for funding assistance from DEP's Source Water Protection Program for grant assistance to develop wellhead protection plans and stormwater management plans within Zones II in Lanesborough.	N/A

#### 4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 7 (Reliance on non-municipal partners indicated, if any)
21	Bylaw: Storm water management regulations for construction sites 1 acre or larger	Planning Board, Conservation Commission, Town Counsel Board of Health, Zoning Board of Appeals	Lanesborough will review model by-law developed by DEP in consultation with the Attorney General's Office.	A Bylaw for Stormwater management regulations for construction sites 1 acre or larger was adopted by the Town in the original 5 year permit term.

#### 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 7 (Reliance on non-municipal partners indicated, if any)
22	Bylaw: Require post-construction runoff controls	Planning Board Conservation Commission Town Counsel Board of Health Zoning Board of Appeals	Lanesborough will review model by-law developed by DEP in consultation with the Attorney General's Office.	A Bylaw for Stormwater management regulations for construction sites runoff controls was adopted by the Town in the original 5 year permit term.

**6. Pollution Prevention and Good Housekeeping in Municipal Operations (cont.)**

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 7 (Reliance on non-municipal partners indicated, if any)
25	Develop and implement training programs for municipal employees	Department of Public Works	Lanesborough will send a minimum of 3 public works employees annually to training seminars sponsored by MassHighway, BayState Roads, and other relevant agencies or vendors.	The Department of Public Works continues to seek training opportunities. Educational materials are available at town buildings.
26	Review storm drainage infrastructure needs	Department of Public Works	Lanesborough will incorporate storm drain infrastructure review in Lanesborough's Chapter 90 project utilizations.	The Town has begun two drainage projects that include maintenance of catch basins and culvert pipe. The total cost of the project is about \$220,000.00

**7. BMPs for Meeting Total Maximum Daily Load (TMDL) Waste Load Allocations (WLA)- NOT APPLICABLE**

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 7 (Reliance on non-municipal partners indicated, if any)
				No TMDLs in the Town of Lanesborough

**7a. Additions**

**7b. WLA Assessment**