

Planning &  
Economic Development

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April 30, 2010

United States Environmental Protection Agency, Region 1  
5 Post Office Square- OEP06-01  
Boston, MA 02109  
ATTN: Ms. Glenda Velez

Re: **City of Springfield NPDES Phase II Annual Report  
2009/2010- Permit Year**

Dear Ms. Velez,

The City of Springfield is pleased to submit the enclosed NPDES Small MS4 General Permit Annual Report to the Environmental Protection Agency (EPA) Region 1, with a copy to the Massachusetts Department of Environmental Protection (DEP).

As you are aware, Springfield is the third-largest city in Massachusetts, with a population of more than 150,000 residents. As discussed in previous reports, the City has faced ongoing financial limitations that have resulted in employee turnover and reduced City services. Recently, the City of Springfield has undergone significant State 9c cuts which have directly resulted in a number of layoffs, including many within the Department of Public Works. This as well as other financial constraints have severely limited the ability to hire new staff and implement new municipal programs.

Many of the goals set forth in the City's MS4 General Permit were explicitly contingent on budget and staff. Therefore, as the budget has remained severely limited, several of the Permit's goals have not been met. However, the City of Springfield is committed to improving stormwater management along with all of its essential services however possible.

The City continues to take steps forward as staffing and funding allow. Established pollution-control measures remain in effect and are improving with every year. Public education efforts have improved through both the City's membership in the Connecticut River Stormwater Committee and through specific efforts sponsored by the Mayor and street sweeping and catch basin cleaning have been restored to regular schedules.

As the City anticipates the next round of new NPDES Permit guidelines, we will continue to pursue the goals in the original MS4 General Permit in the remainder of 2010 and will give the incomplete goals the highest priority as staff and funding become available.

Noteworthy accomplishments in this report include the following:

- **\$12 Million** dollars devoted to Combine Sewer Overflow separation
- Earth Day Cleanup collected 85 tons of trash, 4.9 tons of recyclable metals, and 3.95 tons of electronics.
- Annual refuse collection included:
  - Held 6 household hazardous waste collection days, serving approximately 1000 cars
  - Landfilled 338 tons of bulk material
  - Recycling 4,717 tons through curbside pickup
  - Composted 9,850 tons of yard waste
- Annual street cleaning included:
  - Collecting 2,308 tons of debris in first round of sweeping.
  - Collecting 708 tons in second round.
  - Collecting 884 tons in third round.
- 4 new open space parcels acquired throughout year.
- School projects coordinated with Western New England College and local Highschools investigating vernal pool certification in Springfield.
- 10 pet waste prevention signs placed at water bodies.
- Water quality testing performed at Abbey Brook by the Renaissance School in Springfield.
- 671 Trees planted
- All new catch basins built with 4-foot sumps, with 189 repairs made to existing basins.
- Annual system maintenance included:
  - 1,465 catch basins cleaned, removing 326 tons of debris.

Please feel free to contact me at (413) 787-6020 if you have any questions or require additional information.

Sincerely,



Kevin A. Chaffee  
Natural Resources Manager  
Office of Planning and Economic Development

**Municipality/Organization:** City of Springfield

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**EPA NPDES Permit Number:**

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**MaDEP Transmittal Number:** W- 040908

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**Annual Report Number  
& Reporting Period:** No. (7): March '09-March '10

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## NPDES PII Small MS4 General Permit Annual Report

### Part I. General Information

Contact Person: Kevin Chaffee Title: Natural Resources Manager

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Telephone #: 413-787-6020 Email: N/A

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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: 

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Printed Name: Kevin Chaffee

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Title: Natural Resources Manager

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Date: April 30<sup>th</sup>, 2010

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**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. However, the intent of most of the goals has been accomplished wherever possible through alternative means. It is understood that the city's MS4 General Permit expired in May of 2008. This report highlights the City's efforts to address non-point source pollution over the past year using the previous permit's goals and benchmarks.

Items not completely fulfilled include the following:

BMP ID #	BMP Description	Measurable Goal(s)	Obstacle Encountered
1-1b	Catch Basin Placards	Place one set of Placards per year	850 placed previous year, no funding in place for new placards in reporting period
1-1c	Stormwater Video	Show video on public access channel once per year.	Stormwater video not yet purchased
1-4c	Geese Waste Signs	-Assess need for signage -Install one per year	No additional progress due to fiscal constraints.
2-1a	Vegetative Cover Data Collection	Establish volunteer program to monitor ground cover at critical locations	Formal ground cover assessment delayed due to lack of funding. Numerous other City and volunteer efforts underway.
2-1c	Illicit Discharge Ordinance Development — Develop Draft Ordinance	Draft new wording. Educate public, officials, and the private sector.	Draft ordinance has been developed based on template from MA DEP and is undergoing further revision.
3-2b	Illicit Discharge Ordinance Development — Draft Available For Comment	Float new ordinance for one-year comment period. Continue education.	Delayed pending completion of item 3-2b.
3-2c	Illicit Discharge Ordinance Development — Passage Process	Attempt to pass ordinance, continue comment period and educate more if necessary.	Delayed pending completion of items 3-2b and 3-2c.
3-2d	Erosion and Sediment Control Ordinance — Develop Draft Ordinance	Draft new wording. Educate public, officials, and the private sector.	Draft ordinance has been developed based on template from MA DEP and is undergoing further revision.

4-2b	Erosion and Sediment Control Ordinance — Draft Available For Comment	Float new ordinance for one-year comment period. Continue education.	Delayed pending completion of item 4-2b.
4-2c	Erosion and Sediment Control Ordinance — Passage Process	Attempt to pass ordinance, continue comment period and educate more if necessary.	Delayed pending completion of items 4-2b and 4-2c.
4-2d	Evaluate for Changes and Improvements	Assess existing procedures and make improvements to process.	Personnel departures and budget constraints did not allow addressing of this goal.
5-2b	New Bylaw For Post-Construction Runoff — Evaluate Existing Site Plan Process	Assess need for new bylaw/ordinance regarding maintenance of BMPs.	Sample ordinances have been reviewed. Site plan review process is under revision, which could affect post-construction requirements. Site plan review committee to be established after Citywide revision of review process is complete.
5-3a	New Bylaw For Post-Construction Runoff — Develop Draft Guidelines	Draft new wording. Educate public, officials, and the private sector.	Draft ordinance has been developed based on template from MA DEP and is undergoing further revision. Further action pending finalization of updated site plan review process as noted in item 5-3a.
5-3b	New Bylaw For Post-Construction Runoff — Draft Available For Comment	Float new bylaw for one-year comment period. Continue education.	Delayed pending completion of items 5-3a and 5-3b.
5-3c	New Bylaw For Post-Construction Runoff — Passage Process	Attempt to pass bylaw, continue comment period and educate more if necessary.	Delayed pending completion of items 5-3a, 5-3b, and 5-3c.

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

**1. 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 (6)</b>	<b>Planned Activities – Future Permit</b>
1-1a Revised	Watershed Maps and Door Hangers, posters and Greenscapes newsletters with Stormwater Pollution Prevention Tips	Dept. of Public Works, Planning Dept.	Continue to make watershed maps and door hangers available at the DPW	1) Watershed maps distributed at DPW and Planning Dept. Public counter for public use. 2) Door hangers, posters, Greenscapes Newsletters distributed via membership in the Connecticut River Stormwater Committee and the Think Blue campaign.	Continue to make watershed maps available for public use.
1-1b Revised	Catch Basin Markers	Dept. of Public Works, Planning Dept.	One set of markers to be placed per year	0 catch basin placards placed throughout city over past year.	Acquire funding to purchase and continue to place catch basin markers.
1-1c Revised	Stormwater Video	Dept. of Public Works, Planning Dept.	Show video on public access channel once per year.	Stormwater video not yet purchased or broadcast.	1) Purchase stormwater video. 2) Run video on Public Access channel in accordance with requirements.
1-2 Revised	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.

1-3a	Stormwater Matters Talk	Dept. of Public Works, Planning Dept.	Presentation on stormwater will be given once per year at public event or meeting	1.) As part of CT Stormwater Committee, stormwater pollution prevention talks were given at local events throughout the year. 2.) Talks given to 2 local classrooms about stormwater pollution and to water/waste water/stormwater lessons given to 5 <sup>th</sup> and 7 <sup>th</sup> graders at the Bondi's Island Treatment facility 3.) Water and Sewer implemented Rain Barrel distribution in partner with EPA Watersense Program	Schedule stormwater matters talk with neighborhood councils. Provide update on past year's efforts, identify new volunteers, and establish schedule of tasks to be accomplished.
Revised					
1-3b	ECOS Springfield Event	Dept. of Public Works, Conservation Commission	Assess possibility of establishing stormwater event if resources allow	Combined Earth Day/Keep Springfield Beautiful event on May 2, 2009 included stormwater materials, tree planting, and trash cleanup. Earth Day cleanup collected 85 tons of trash, 4.9 tons of recyclable metals, and 3.95 tons of electronics.	Continue stormwater and clean-up components of these events
Revised					
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) Police Dept. monitored target areas for dumping 3) Nearly 45,000 tons of waste collected through municipal pickup. 4) Repair replace "No Dumping" signs as needed	1) Continue established efforts. 2) If funding allows, order and install additional "No Dumping" signs and increase monitoring in areas most frequented for dumping.
Revised					
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 for dog waste, including posters in DPW. 2) Maintained existing park dog waste collection systems. 3) 10 Pet waste signs installed near water bodies 4.) Pet waste education flyers distributed to local animal shelters	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. 4) City will consider new signs when planning any work in parks.
Revised					

1-4c Revised	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.	No additional progress due to fiscal constraints.	1) Address any signage needs if funding allows. 2) Geese waste information would be included in kiosk (1-4d). Kiosk installation planned pending funding. 3) City will consider new signs when planning any work in parks.
1-4d Revised	Stormwater Kiosks	Dept. of Public Works, Planning Dept.	Place kiosks with information on water quality and pollution prevention.	Funding did not allow for additional installation of kiosks. New sign at Riverfront Park addresses water quality and was installed this March.	Kiosk installation planned pending funding.
1-5a Revised	Press Releases	Dept. of Public Works, Planning Dept.	Distribute at least one educational press release on BMPs per year.	1) Television and radio spots provided through membership in Connecticut River Stormwater Committee. 2) BMP informational sheets distributed to businesses, automotive and food industry entities in the City.	Continue press releases and advertisements, and promote any progress on BMPs listed above for 2009/10.
1-5b Revised	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 Pioneer Valley Planning Commission (PVPC) and Connecticut River Stormwater Committee, which develops stormwater education programs. Dues paid for 2009-2010 year.	1) Continue display effort. 2) Refine and improve display as funding allows. 3) Continue participation with PVPC and Connecticut River Stormwater Committee in developing stormwater education programs.
1-5c Revised	Educate Local Business	Dept. of Public Works, Conservation Commission, Planning Dept.	Assess stormwater educational opportunities with Business and Industries.	1) Conservation Commission held pre-design meetings to educate developers on the importance and cost-effectiveness of proper stormwater maintenance. Implemented DEP's Stormwater Management 2) "Preventing Stormwater Pollution Fact Sheets" distributed to target: Automotive, businesses and food industry.	1) Con Comm to continue holding pre-design meetings with development project proponents. 2) Continue to educate the public through multiple media.



1-5d	Display Materials	Dept. of Public Works, Planning Dept.	Assess existing City events for opportunities to display stormwater materials.	1) Earth Day Cleanup 2010 identified as event for Stormwater Display. 2) Stormwater educational material display continued in lobby of DPW (see 1-5b) and City Hall. 3) Stormwater web materials created on DPW-Engineering and Conservation Commission website	1) Continue display effort. 2) Refine and improve display as funding allows.
Revised					

## 2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 5	Planned Activities – Future Permit
2-1a Revised	Catch Basin Markers	Dept. of Public Works, Planning Dept.	One set of markers to be placed per year.	0 Placards placed near catch basins	Acquire funding to purchase and continue to place catch basin markers.
2-1b Revised	Water Quality Monitoring	Planning Dept.	Coordinate volunteer water quality monitoring program.	1) Nitrogen and Oxygen level testing performed at Abbey Brook through a Renaissance school Student project (year 2). 2) Monitoring is performed at all swimming locations by the Board of Health.	Continue volunteer relationship with Springfield schools or identify new volunteer opportunities.
2-1c Revised	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) Formal ground cover assessment delayed due to lack of funding. 3) Volunteer flower organizations at Five Mile and Loon Pond have reported on species variety. 4) Groundwork Springfield, a volunteer urban improvement group, is working to improve urban environments throughout the City through landscaping and site improvements.	Coordinate with volunteer organizations, and perform ground cover assessment as staffing and funding allows.
2-1d Revised	Earth Day clean-up	Museum Assoc., Dept. of Public Works, Planning Dept.	Plan and conduct Earth Day events.	Combined Earth Day/Keep Springfield Beautiful event on May 2, 2009 included stormwater materials, tree planting, and trash cleanup. Earth Day cleanup collected 85 tons of trash, 4.9 tons of recyclable metals, and 3.95 tons of electronics.	Continue stormwater and clean-up components of these events
2-2 Revised	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.	Provide update information on 2003 Summary Report to public as it is developed.

2-3a	Household Hazardous Waste Collection	Dept. of Public Works	Hold Haz. 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. Approximately 1,000 cars came to drop off hazardous materials for the six events combined.	Continue to advertise and hold Hazardous Material Collection Event for households Citywide.
Revised					
2-3b	Bulk Item Collection	Dept. of Public Works	Residents can call to schedule Bulk Material Collection Day of up to 5 items.	Bulk Collection Program on-going with residents able to call to schedule pickups. 338.43 tons bulk material landfilled.	Continue to make program available to residents if funding allows.
Revised					
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. 4,717 tons recycled.	Continue to make program available to residents.
Revised					
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.
Revised					
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.	Collection and composting program on-going at DPW yard and landfill. Residents can also drop off brush waste directly at the landfill. 9,850 tons of yard waste composted.	Continue to make program available to residents.
Revised					

### 3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 5	Planned Activities – Future Permit
3-1a Revised	Sewer Book Maintained	Dept. of Public Works	Maintain existing drainage system map.	1) Existing infrastructure (sewer and drainage) book is updated annually. 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 Revised	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) Currently working with consultants on establishing future goals aimed at increasing the accuracy of the current wastewater system dataset.	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) To implement standardized data collection methods and to develop a sewer atlas for operations crews. Task completed.
3-2a Revised	Illicit Discharge Ordinance Development — Evaluate Existing Illicit Discharge Ordinances	Dept. of Public Works, Planning Dept., Water & Sewer Commission	Review current City ordinance. Obtain and review ordinances from other communities.	Sample ordinances reviewed.	
3-2b Revised	Illicit Discharge Ordinance Development — Develop Draft Ordinance	Dept. of Public Works, Planning Dept., Water & Sewer Commission	Draft new wording. Educate public, officials, and the private sector.	Draft ordinance has been developed based on template from MA DEP and is undergoing further review.	Select appropriate strategy for Springfield implementation and complete draft ordinance.
3-2c Revised	Illicit Discharge Ordinance Development — Draft Available For Comment	Dept. of Public Works, Planning Dept., Water & Sewer Commission	Float new ordinance for one-year comment period. Continue education.	Delayed pending completion of item 3-2b.	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	Attempt to pass ordinance, continue comment period and educate more if necessary.	Attempt to pass new ordinance when 3-2b and 3-2c are completed.
Revised				
3-3a	Determine Priority Areas	Dept. of Public Works, Water & Sewer Commission	Determine priority areas. Inspect outlets at two water bodies per year.	1) Establish priorities for 2009-2010 as finances allow. 2) Establish and coordinate volunteer inspection programs as finances allow.
Revised				
3-3b	Inspections	Dept. of Public Works	Visually screen outfalls.	Establish inspection criteria and program for implementation.
Revised				
3-3c	Investigation	Dept. of Public Works, Water and Sewer Commission	Trace the source of illicit discharges.	Continue program.
Revised				
3-3d	Correct any problems found	Dept. of Public Works, Water & Sewer Commission	Remove source of illicit discharges.	Continue program of inspection, investigation, and correction.
Revised				

#### 4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 5	Planned Activities – Future Permit
4-1 Revised	Wetland Protection	Conservation Commission	Review existing regulations which require compliance with stormwater policy within wetland buffer.	1) On-going pre-construction review of new projects for permit issuance and compliance with wetland and SWM performance standards. 2) City construction site plan requirements are available on the web. Sample ordinances reviewed.	On-going review of new projects.
4-2a Revised	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	Draft ordinance has been developed based on template from MA DEP and is undergoing further revision.	Select appropriate strategy for Springfield implementation and complete draft ordinance.
4-2b Revised	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.	Delayed pending completion of item 4-2b.	Float new ordinance for comment when 4-2b is completed.
4-2c Revised	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.	Attempt to pass ordinance, continue comment period and educate more if necessary.	Attempt to pass new ordinance when 4-2b and 4-2c are completed.
4-2d Revised	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.		

### 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 5	Planned Activities – Future Permit
5-1 Revised	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 Revised	Site Plan Review Process	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) SWMS maintenance plan for non-wetland sites in ongoing development. 3) New public draft of zoning ordinances is available (funded by \$90,000 grant noted in previous permit years). Zoning ordinance controls site plan reviews.	1) Continue enforcing design requirements. 2) Establish SWMS maintenance plan for non-wetland sites. 3) Complete development of BMP implementation database. 4) Continue zoning ordinance revision process.
5-2b Revised	Evaluate for Changes and Improvements	Conservation Commission, Dept. of Public Works, Planning Dept.	Assess existing procedures and make improvements to process.	New public draft of zoning ordinances is available (funded by \$90,000 grant noted in previous permit years).	Continue zoning ordinance revision process.
5-3a Revised	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.	1) Site plan review committee to be established after citywide revision of review process is complete. 2) Sample ordinances reviewed for use in developing draft for Springfield.	Continue discussion of Interdepartmental Site Plan Review Committee.

5-3b Revised	New Bylaw For Post-Construction Runoff — Develop Draft Guidelines	Conservation Commission, Dept. of Public Works, Planning Dept.	Draft new wording. Educate public, officials, and the private sector.	Draft ordinance has been developed based on template from MA DEP and is undergoing further revision. Draft currently in committee.	Select appropriate strategy for Springfield and create draft ordinance.
5-3c Revised	New Bylaw For Post-Construction Runoff — Draft Available For Comment	Conservation Commission, Dept. of Public Works, Planning Dept.	Float new bylaw for one-year comment period. Continue education.	Delayed pending completion of items 5-3a and 5-3b.	Float new ordinance for comment when 5-3a and 5-3b are completed.
5-3d Revised	New Bylaw For Post-Construction Runoff — Passage Process	Conservation Commission, Dept. of Public Works, Planning Dept.	Attempt to pass bylaw, continue comment period and educate more if necessary.	Delayed pending completion of items 5-3a, 5-3b, and 5-3c.	Attempt to pass new ordinance when 5-3a, 5-3b, and 5-3c are completed.



## 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 5	Planned Activities – Future Permit
6-1a Revised	Street Sweeping — Winter Cleanup	Dept. of Public Works	Sweep streets a minimum of once per year.	1) Seasonal operation for calendar year 2009 began in March. First round for arterial and residential routes completed by the end of July. 2) 2,308.35 tons of debris collected during first round.	Continue with established practices.
6-1b Revised	Street Sweeping — Ongoing	Dept. of Public Works	Re-establish normal sweeping program of 6-times per year as funding allows	1) Seasonal operation from July to November covered the entire city, with arterial streets swept two additional times. 2) 708.19 tons of debris collected in second round, 884.76 tons collected in third round.	Continue established schedule and increased sweeping frequency as funding allows.
6-1c Revised	TMDL Targeted Sweeping Areas	Dept. of Public Works	Loon Pond, Long Pond, and Mona Lake areas will receive additional sweeping	Area was swept a 4 <sup>th</sup> time, however no tonnage specific to the particular area was recorded.	Implement enhanced sweeping program in 2010 if budget allows.
6-1d Revised	Catch Basin Cleaning	Dept. of Public Works	Re-establish catch basin cleaning program as budget allow.	1,465 basins cleaned, removing 326 tons of debris from the system.	Continue cleaning schedule as needed and as budget allows.
6-1e Revised	Tree Planting	Dept. of Public Works, Parks Dept.	Replace ailing trees and plant new trees in public areas.	1) Total of 671 trees planted over the past year. 2) Groundwork Springfield, a volunteer urban improvement group, is working to improve urban environments throughout the City through landscaping and site improvements. 3) Keep Springfield Beautiful, a local non-profit, continues work to clean streets/parcels and beautify the City.	Continue tree planting program.

6-1f	Assess Drainage System in TMDL Areas	Dept. of Public Works	Assess condition of catch basins and outfalls at Long Pond, Loon Pond, and Mona Lake, and consider possible improvements.	1) Continued catch basin inspection conducted near Mona Lake. 2) Catch Basin stenciling performed in TMDL areas last reporting period.	Consider further improvements to drainage systems at Long Pond, Loon Pond, and Mona Lake as feasible.
Revised					

6-2a	Existing Practices	Dept. of Public Works	Continue existing housekeeping practices to minimize stormwater pollution.	Practices continued. Examples include: - Recycling and reduction of hazardous materials - Salt storage within salt shed - Maintenance of drainage system BMPs - Spill prevention and cleanup procedures	Continue existing practices.
Revised					
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 can also drop off yard waste directly at the landfill. 2) Parks Dept. continued on-site leaf/debris composting and leaf mulching to reduce waste.	Continue to make program available to residents.
Revised					
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) Nearly 45,000 tons of wasted collected through municipal pickup program. 5) Utilized Clean City reporting forms to report, document, and monitor illegal dumping sites	1) Install more signs as funding allows. 2) Continue enforcement efforts.
Revised					
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-foot sumps in catch basins and requiring infiltration from new subdivisions prior to discharge into city systems. 2.) Six (6) leaching type catch basins installed by Water and Sewer.	Continue existing program.
Revised					

6-3	Employee Education	Dept. of Public Works	Develop training on spill prevention, recycling, hazardous waste storage, site maintenance, and illicit discharges. Perform training annually, and provide training materials to Parks Dept., School Dept., Police Dept., and Fire Dept.	DEP Representative conducted training session on State Stormwater Management Standards at DPW building, 1-13-2010.	Conduct a training session on stormwater protection for DPW staff.
Revised					
6-4a	Catch Basin Improvements	Dept. of Public Works	Maintain and upgrade catch basins as needed.	Repairs made to 189 catch basins.	On-going program to be maintained.
Revised					
6-4b	Outlet Inspections	Dept. of Public Works	Inspect system outfalls of sewers and CSOs.	1.) Outlets inspected as part of survey efforts. U.S. Waters inspects and monitors City combined sewer overflows (CSOs) twice per week. Thirteen (13) specific outlets inspected by DPW. 2.) ~\$12 million spent in CSO separation projects over last year.	On-going program to be maintained.
Revised					
6-4c	Design and Construction of BMPs	Dept. of Public Works, Water & Sewer Commission, Conservation Commission, Parks Dept.	Control sediment and improve detention areas at Briarwood and Middlesex outfalls	1) Saint James Ave. outfall area has been topographically surveyed and submitted for design of improvements. Project awaiting funding. 2) Briarwood improvement construction completed with funding from Water & Sewer Commission.	Complete St. James Ave. design and put construction program to bid in 2009-2010 if budget and timing allow.
Revised					
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.	1) Cleanups were conducted at 4 conservation parcels. 10+ parcels targeted for upcoming Earth Day Cleanup 2) ATV enforcement program (to reduce harmful use of ATVs) pending staffing. 3) Trail system for white cedar bog still in design process. 4.) Logs placed at trail heads after documented ATV access.	1) Implement ATV enforcement program if funds allow. 2) Identify possible improvements to conservation land and complete as budget allows.
Revised					

6-5a Revised	Acquisition of Open Space	Conservation Commission, Parks Dept.	Acquire open space through grants and donations.	1) 3 new parcels acquired by Conservation Commission at Parker Street, Cottage Street and Parkerview Road. 2) 13 acres acquired along Chicopee Riverfront by parks department.	Continue to acquire land through donations and grants.
6-5b Revised	Park Improvements	Conservation Commission, Parks Dept.	Improve park lands, especially improvements to stormwater collection system and BMPs.	1) Improvement projects occurred at Indian Orchard/Chicopee Riverfront Park, Deberry Park, Myrtle Street Park, and Riverfront Park. 2) A contaminated sediment removal project was completed successfully at Porter Lake in Forest Park. 3) Two major improvement parks, with particular focus on stormwater management system improvements were permitted (not yet complete) at Greenleaf Road and Prouty Grove in Forest Park.	Continue improving parks as necessary as budget allows.

7. BMPs for Meeting Total Maximum Daily Load (TMDL) Waste Load Allocations (WLA)

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 5	Planned Activities – Future Permit
1-3a Revised	Stormwater Matters Talk	Dept. of Public Works, Planning Dept.	Presentation on stormwater will be given once per year at public event or meeting	1.) As part of CT Stormwater Committee, stormwater pollution prevention talks were given at local events throughout the year. 2.) Talks given to 2 local classrooms about stormwater pollution and to water/waste water/stormwater lessons given to 5 <sup>th</sup> and 7 <sup>th</sup> graders at the Bondi's Island Treatment facility 3.) Water and Sewer implemented Rain Barrel distribution in partner with EPA Watersense Program	Schedule stormwater matters talk with neighborhood councils. Provide update on past year's efforts, identify new volunteers, and establish schedule of tasks to be accomplished.
1-5b Revised	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 Pioneer Valley Planning Commission (PVPC) and Connecticut River Stormwater Committee, which develops stormwater education programs. Dues paid for 2009-2010 year.	1) Continue display effort. 2) Refine and improve display as funding allows. 3) Continue participation with PVPC and Connecticut River Stormwater Committee in developing stormwater education programs.
1-5c Revised	Educate Local Business	Dept. of Public Works, Conservation Commission, Planning Dept.	Assess stormwater educational opportunities with Business and Industries.	1) Conservation Commission held pre-design meetings to educate developers on the importance and cost-effectiveness of proper stormwater maintenance. Implemented DEP's Stormwater Management 2) "Preventing Stormwater Pollution Fact Sheets" distributed to target: Automotive, businesses and food industry.	1) Con Comm to continue holding pre-design meetings with development project proponents. 2) Continue to educate the public through multiple media.

1-5d	Display Materials	Dept. of Public Works, Planning Dept.	Assess existing City events for opportunities to display stormwater materials	1) Earth Day Cleanup 2010 identified as event for Stormwater Display. 2) Stormwater educational material display continued in lobby of DPW (see 1-5b) and City Hall. 3) Stormwater web materials created on DPW-Engineering and Conservation Commission website	1) Continue display effort. 2) Refine and improve display as funding allows.
Revised					

2-3a	Household Hazardous Waste Collection	Dept. of Public Works	Hold Haz. 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. Approximately 1,000 cars came to drop off hazardous materials for the six events combined.	Continue to advertise and hold Hazardous Material Collection Event for households' city wide.
Revised					
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.	Collection and composting program ongoing at DPW yard and landfill. Residents can also drop off brush waste directly at the landfill. 9,850 tons of yard waste composted.	Continue to make program available to residents.
Revised					
4-1	Wetland Protection	Conservation Commission	Review existing regulations which require compliance with stormwater policy within wetland buffer.	1) On-going pre-construction review of new projects for permit issuance and compliance with wetland and SWM performance standards. 2) City construction site plan requirements are available on the web.	On-going review of new projects.
Revised					
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	Sample ordinances reviewed.	Task completed.
Revised					
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.	Draft ordinance has been developed based on template from MA DEP and is undergoing further revision.	Select appropriate strategy for Springfield implementation and complete draft ordinance.

Revised								
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.	Delayed pending completion of item 4-2b.	Float new ordinance for comment when 4-2b is completed.			
Revised								
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.	Delayed pending completion of items 4-2b and 4-2c.	Attempt to pass new ordinance when 4-2b and 4-2c are completed.			
Revised								
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.	1) Site plan review committee to be established after citywide revision of review process is complete. 2) Sample ordinances reviewed for use in developing draft for Springfield.	Continue discussion of Interdepartmental Site Plan Review Committee.			
Revised								
5-3b	New Bylaw For Post-Construction Runoff — Develop Draft Guidelines	Conservation Commission, Dept. of Public Works, Planning Dept.	Draft new wording. Educate public, officials, and the private sector.	Draft ordinance has been developed based on template from MA DEP and is undergoing further revision. Further action pending finalization of updated site plan review process.	Select appropriate strategy for Springfield and create draft ordinance.			
Revised								
5-3c	New Bylaw For Post-Construction Runoff — Draft Available For Comment	Conservation Commission, Dept. of Public Works, Planning Dept.	Float new bylaw for one-year comment period. Continue education.	Delayed pending completion of items 5-3a and 5-3b.	Float new ordinance for comment when 5-3a and 5-3b are completed.			
Revised								
5-3d	New Bylaw For Post-Construction Runoff — Passage Process	Conservation Commission, Dept. of Public Works, Planning Dept.	Attempt to pass bylaw, continue comment period and educate more if necessary.	Delayed pending completion of items 5-3a, 5-3b, and 5-3c.	Attempt to pass new ordinance when 5-3a, 5-3b, and 5-3c are completed.			
Revised								



6-1a	Street Sweeping — Winter Cleanup	Dept. of Public Works	Sweep streets a minimum of once per year.	1) Seasonal operation for calendar year 2009 began in March. First round for arterial and residential routes completed by the end of July. 2) 2,308.35 tons of debris collected during first round.	Continue with established practices.
Revised					
6-1b	Street Sweeping — Ongoing	Dept. of Public Works	Re-establish normal sweeping program of 6-times per year as funding allows	1) Seasonal operation from July to November covered the entire city, with arterial streets swept two additional times. 2) 708.19 tons of debris collected in second round, 884.76 tons collected in third round.	Continue established schedule and increased sweeping frequency as funding allows.
Revised					
6-1c	TMDL Targeted Sweeping Areas	Dept. of Public Works	Loon, Long and Mona areas will receive additional sweeping	Municipal budget allowed for a 4 <sup>th</sup> sweeping of these areas. No tonnage specific to these areas recorded.	Implement enhanced sweeping program in 2010 if budget allows.
Revised					
6-1f	Assess Drainage System in TMDL Areas	Dept. of Public Works	Assess condition of catch basins and outfalls at Long Pond, Loon Pond, and Mona Lake, and consider possible improvements.	1) continued catch basin inspection conducted near Mona Lake. 2) Catch Basin stenciling performed in TMDL areas	Consider further improvements to drainage systems at Long, Loon, and Mona as feasible.
Revised					
6-2a	Existing Practices	Dept. of Public Works	Continue existing housekeeping practices to minimize stormwater pollution.	Practices continued. Examples include: - Recycling and reduction of hazardous materials - Salt storage within salt shed - Maintenance of drainage system BMPs - Spill prevention and cleanup procedures	Continue existing practices.
Revised					

## **7b. WLA Assessment**

Ongoing stormwater management requirements such as deep sumps in catch basins and infiltration practices for new developments have helped reduce stormwater and contaminant inputs to the priority areas of Loon Pond, Long Pond, and Mona Lake. Seasonal street sweeping has reached its scheduled levels for Springfield in general. Improvements to the drainage system at Loon Pond should improve the pond's overall health.

Increasing street sweeping around Loon Pond, Long Pond, and Mona Lake (as required by item 6-1c) as the City's budgetary constraints ease will be a high priority.

### **Part IV. Summary of Information Collected and Analyzed**

Volunteer efforts are underway from a variety of organizers, including the Springfield Expeditionary School, Groundwork Springfield, Keep Springfield Beautiful and local flower and birdwatching enthusiasts. The 2009 permit year coincided with continued city wide cuts in both staffing and resources. Additional City staff members are needed to coordinate volunteer efforts and maximize their potential benefits. Progress reports will be solicited from these groups as available. The City of Springfield is devoted to completing the goals highlighted in the beginning of this report that have yet to be accomplished. A strong focus will be given to the passage of ordinances related to post-construction run-off, illicit discharge and erosion and sediment control. Several of the uncompleted goals of the previous permitting period have been accomplished over the past year.

Actions of particular importance over the recent permitting period were the **\$12 million** dollars the City devoted to CSO separation projects, acquiring and improving park land along the Chicopee and Connecticut Rivers, comprehensive street sweeping and catch basin cleaning, continued participation in the Regional Stormwater Committee, and the actions of volunteers cleaning up our streets and open space.