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Municipality/Organization: Town of West Springfield

EPA NPDES Permit Number: MA041024

MassDEP Transmittal Number: W-035938

**Annual Report Number
& Reporting Period:** April 1, 2009 – March 31, 2010

NPDES PII Small MS4 General Permit Annual Report (Due: May 1, 2010)

Part I. General Information

Contact Person: James W. Lyons, P.E. **Title:** Town Engineer

Telephone #: (413) 263-3249 **Email:** JLyons@West-Springfield.ma.us

Mailing Address: 26 Central Street - Suite 17, West Springfield, MA 01089-2763

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: Edward J. Gibson

Title: Mayor

Date: April 28, 2010

Part II. Self-Assessment

The Town of West Springfield has completed the required self-assessment and has determined that our municipality is in compliance with permit conditions where budget and resources allow.

Items that are deficient are as follows:

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)	Planned Activities – Future Permit
4A	Construction Site Runoff Ordinance	Planning Dept. Build Inspector	Eval Exist Regs Yr 1 Draft Revisions Yr 2 Propose for adoption in Year 3	Municipal Oversight Regulations are currently in draft form.	Municipal Oversight Regulations are to be presented to the Town Council for adoption.
4B	Erosion and Sediment Control Plan Review	Planning Dept.	Enforcement under existing Regulations Yr 1-2 Enforcement under adopted ordinance Years 3 to 5	Municipal Oversight Regulations are currently in draft form.	Municipal Oversight Regulations are to be presented to the Town Council for adoption.
4C	Inspection Reporting	Conservation Commission	Enforcement under existing Regulations Yr 1-2 Enforcement under adopted ordinance Years 3 to 5	Municipal Oversight Regulations are currently in draft form.	Municipal Oversight Regulations are under review by the Town Attorney.
5A	Post Construction Runoff Ordinance	Planning Dept.	Eval Exist Std – Yr 1 Draft Revision -Yr 2 Propose Adopt – Yr 3	Municipal Oversight Regulations are currently in draft form.	Municipal Oversight Regulations are to be presented to the Town Council for adoption.

5B	Construction Site Plan Review	Planning Dept.	Enforcement under existing Regulations Yr 1-2 Enforcement under adopted ordinance Years 3 to 5	Municipal Oversight Regulations are currently in draft form.	Municipal Oversight Regulations are to be presented to the Town Council for adoption.
5C	Stormwater System Maintenance Plan	Planning Dept.	Enforcement under existing Regulations Yr 1-2 Enforcement under adopted ordinance Years 3 to 5	Municipal Oversight Regulations are currently in draft form.	Municipal Oversight Regulations are to be presented to the Town Council for adoption.

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)	Planned Activities – Future Permit
1A Revised	Educational Displays at the DPW Offices	DPW	1 Display in Municipal Building per year (Year 1 to 5)	Stormwater posters have been installed outside of DPW Offices in the Municipal Office Building. Earth Day Posters in MOB & Library	Posters produced by The Think Blue Coalition. West Springfield has joined the Connecticut River Stormwater Committee
1B Revised	Classroom Education	DPW	DPW Classroom Presentation (Year 1 to 5)	Faussey School in West Springfield has included stormwater related topics in its curriculum.	Continue to participate in Classroom Educational Programs.
1C Revised	Newspaper Press Release	DPW	Press Release to local newspaper – 2 per year (Year 1-5)	Press releases and articles frequently appear in the West Springfield Record and the Springfield Republican. They appear far more frequently than 2 per yr	Continue press releases and articles for the local newspapers.
1D Revised	Local Cable Access	DPW	Show Stormwater Video – 2 per year (Year 1-5)	Connecticut River Stormwater Committee - Public Service Announcements mailed to the local cable access station in West Springfield	Continue with public service announcements and notices, local environmental programs and lectures.
1E Revised	Informational Pamphlets	DPW	Develop Pamphlets and distribute with water bills (Year 1,3,5)	DISTRIBUTED WITH WATER BILLS	Informational pamphlets will be sent out with the water bills
1F Revised	Open House at Transfer Station <i>Changed Location to Town Hall Auditorium</i>	DPW	Publicize and Support Annual Event (Year 1 to 5)	Public Presentations are presented by the Connecticut River Stormwater Committee – Think Blue Campaign	The town will continue to sponsor programs and lectures which highlight the environment.

1. Public Education and Outreach (Continued)

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)	Planned Activities – Future Permit
1G	Community Website	DPW	2 Notices per Year on local “Virtual Town Hall” website (Year 1 to 5).	NPDES Web pages are located on the Town’s Website and are being updated to document the town’s efforts.	The town will continue to post Stormwater and Environmental Notices on its Public Works Website.
Revised					

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)	Planned Activities – Future Permit
2A Revised	Adopt a Road	City Council	Support “Rivive the Pride” activities in the Merrick Section – Years 1 to 5	Annual “Earth Day Cleanup” activities utilize volunteer groups who help with the cleanup. These groups go along brooks and streams and remove litter and other debris.	The Town will continue to sponsor “Earth Day Cleanup Activities”.
2B Revised	Adopt a Stream	DPW	Maintain Signage identifying stream names sponsored by volunteer groups – Years 1 to 5	During “Earth Day Cleanup” volunteers check the signs that identify the names of streams. The signs are replaced if they are damaged.	The Town will continue to sponsor “Earth Day Cleanup Activities”.
2C Revised	Attitude Surveys	DPW	Include Stormwater Survey on Website – Years 2 & 5	West Springfield is working with the “Think Blue Coalition” through the Connecticut River Stormwater Committee.	Attitude Survey will be posted on the DPW Website.
2D Revised	Community Hotline	DPW	Place DPW phone number on Town Website for reporting of illicit discharges – Years 1 to 5	This BMP has been implemented with the assistance of our Computer Department.	Continue to post the Emergency Phone Numbers on the Town’s Website.
2E Revised	Storm Drain Stenciling	DPW	Recruit volunteers for stenciling anticipated 100 catchbasins per yr	Fausey School Environmental Awareness. Curb Markers installed in the parking lot at the Middle School.	The town will continue to solicit volunteers to install curb markers at catch basins.

2. Public Involvement and Participation (Continued)

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)	Planned Activities – Future Permit
2F Revised	Water Quality Monitoring	DPW	Visual Inspection of priority outfalls by volunteers, 10 per yr (Years 2 & 5)	Field inspected 100% of the known 272 mapped outfalls by Tighe & Bond Consulting Engineers	Continue monitoring of water quality in streams and brooks
2G Revised	Watershed Committee	WRA	Support Westfield River Association, inform of DPW activities (Year 1 to 5)	The Town of West Springfield supports the activities of the Westfield River Watershed Association.	The Town of West Springfield will continue to support the Westfield Watershed Association.
2H Revised	Hazardous Waste Collection	DPW	Publicize annual event collecting Universal Wastes (Year 1 to 5)	Hazardous Waste Collection was conducted on September 26, 2009. 300 Vehicles registered 3.1 tons of hazardous waste collected 2.4 tons of electronics recycled 978 gallons of waste-oil recycled 46 propane tanks recycled 67 auto batteries recycled 7,824 ft of fluorescent bulbs collected	The Town of West Springfield will continue to conduct Hazardous Waste Collections in the early fall of each year.
2I Revised	Wetlands Planting Remove invasives	DPW	Recruit volunteers for wetlands improvements (Year 1 to 5)	Local volunteer groups help with Earth Day Cleanup. Debris is typically removed from local wetland habitats. Earth Day Cleanup was organized by DPW and Conservation Commission and picked up tons of litter, tons of bulk waste and tires, tires with metal rims	West Springfield will continue to support local conservation groups thru town-sponsored activities.

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) Tighe & Bond Consulting Engineers for 3A, 3B & 3E	Planned Activities – Future Permit
3A Revised	Mapping Stormwater Outfalls	DPW	Develop map of stormwater outfalls, Year 1 Field inspect, Year 2-5 verify 25% per year	Mapped 100% of outfalls in town focusing first on densely populated areas.	DONE
3B Revised	Develop Illicit Discharge Plan	DPW	Evaluate Year 1 Draft Plan Year 2 Propose adoption Yr 3 Implement Yrs. 3 to 5	Simultaneously mapped outfalls and system-wide storm and sewer structures (i.e., catch basins, manholes, pipes) for 100% of town. This will provide accurately located structures to help the town immediately and more easily implement the Illicit Discharge Detection and Elimination Program.	A draft version of the Illicit Discharge Plan has been developed for use in inspecting outfalls.
3C Revised	Non- Stormwater Ordinance	Planning Board / DPW	Evaluate Year 1 Draft Plan Year 2 Propose adoption Yr 3 Implement Yrs. 3 to 5	Ordinance was adopted April 19, 2005 It has been implemented	DONE
3D Revised	Inform Employees, Businesses, Public	DPW	Publicize Illicit Discharge Plan (Year 3 & 5)	Published various stormwater documents on town's internet site for the public to access.	A draft version of the Illicit Discharge Plan has been developed for use in inspecting outfalls . Draft version is currently on website.
3E Revised	Video Inspection	DPW	Conduct as needed in conjunction with BMP #3B (Years 1 to 5)	Video Inspections and dye testing have been performed in conjunction with the mapping of storm drain systems.	Video inspections and dye testing to be performed as needed to determine connectivity of storm drain systems to outfalls as illicit discharges are found.

3. Illicit Discharge Detection and Elimination (Continued)

<p>3F Revised</p>	<p>Failing Septic Systems</p>	<p>Board of Health</p>	<p>Keep records for identification of Problem Areas (Years 1 to 5)</p>	<p>Health Department has records of Septic Systems. These are being entered onto the Town's GIS mapping system.</p>	<p>Continue to enter septic system information onto the Town's GIS mapping system</p>
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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)	Planned Activities – Future Permit
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4C Revised	Inspection Reporting	Conservation Commission	Enforcement under existing Regulations Yr 1-2 Enforcement under adopted ordinance Years 3 to 5	Municipal Oversight Regulations are currently in draft form.	Municipal Oversight Regulations are to be presented to the Town Council for adoption.

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)	Planned Activities – Future Permit
5A Revised	Post Construction Runoff Ordinance	Planning Board	Eval.Exst Stand – Yr 1 Draft Revision – Yr 2 Propose Adopt - Yr 3	Municipal Oversight Regulations are currently in draft form.	Municipal Oversight Regulations are to be presented to the Town Council for adoption.
5B Revised	Construction Site Plan Review	Planning Board	Enforcement under existing Regs Yr 1-2 Enforcement under adopted ordinance Years 3 to 5	Municipal Oversight Regulations are currently in draft form.	Municipal Oversight Regulations are to be presented to the Town Council for adoption.
5C Revised	Stormwater System Maintenance Plan	Planning Board	Enforcement under existing Regs Yr 1-2 Enforcement under adopted ordinance Years 3 to 5	Municipal Oversight Regulations are currently in draft form.	Municipal Oversight Regulations are to be presented to the Town Council for adoption.

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 7 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Future Permit
6A Revised	Municipal Maintenance Activity Program	DPW	Evaluate and draft additional policies as necessary, Year 1. Comply, Yrs 2-5	DPW maintains 17 parks and ball fields – trash is picked up on a daily basis. Vehicle fleets inspected monthly and oil changes done on a regular basis. Catch basins are cleaned as there is a route established to clean them all.	Continue the effort established in previous years
6B Revised	Employee Training	DPW	Initial Good Housekeeping training Year 1. Annual Refresher Yrs 2-5	Employees are trained in the Municipal Maintenance Activity Program.	Continue the effort established in previous years
6C Revised	Catchbasin Program	DPW	Clean 50% of Catchbasins per year	100% of the catchbasins were cleaned this year. Collected materials were composted for beneficial use at the Springfield Yard Waste Composting Facility	Continue the effort established in previous years
6D Revised	Street Sweeping	DPW	Sweep Streets once per year and Business Districts monthly, spring thru fall Yrs 1-5	The DPW swept the entire town once this year. Downtown and main arterial routes were swept an additional 4 times. Street sweepings were composted for beneficial use at the Springfield Yard Waste Composting Facility.	Continue the effort established in previous years
6E Revised	Road Salt Program	DPW	Employee Training at Salt-Institute, Yr. 1 Investigate alternative chemicals Yrs 2-5	DPW is continually investigating alternative snow and ice control techniques.	Continue the effort established in previous years

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

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)	Planned Activities – Future Permit
6F Revised	Lawncare and Pest Control	DPW	Train 2 Employees for application of controls Yr 1 Implement Practices Yrs 2-5	Continue the effort established in previous years.	Continue the effort established in previous years
6G Revised	Stormwater Pollution Prevention Plan / MSGP at the City Garage (Town Yard)	DPW	Implementation of SWPPP, Year 1. Comply, yrs 2-5	4 bays of the existing DPW Garage have been reconstructed for use as state of the art repair facility. The town has abandoned plans to build a new facility.	DONE
6H Revised	Used Oil Recycling	DPW	Continue collection and recycling, Years 1-5.	In 2009 the town collected for recycling 978 gallons of used motor oil.	Continue to collect and recycle used motor oil
6I Revised	Illegal Dumping	DPW	Pickup of dumped waste, Yrs 1-5	The DPW continues to pick up illegally dumped materials in the following areas: Agawam Ave, Bear Hole Reservoir, Circuit Ave, Palmer Ave, Old Westfield Road and 7.2 miles of earthen dike.	Continue with the effort established in previous years. Installation of a surveillance camera on Agawam Avenue to detect violators.

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 6 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Future Permit
7A	TMDL for the Connecticut River	DPW, Planning, Health, Bldg Departments	Completion of BMP's under all of the Six Minimum Control Categories	Refer to previous BMP's	
Revised					
Revised					
Revised					
Revised					
Revised					
Revised					

7a. Additions

7b. WLA Assessment