

Municipality/Organization:	TOWN OF WILBRAHAM
EPA NPDES Permit Number:	BRPWM08A
MaDEP Transmittal Number: W-	W041099
Annual Report Number & Reporting Period:	No. 1: March 09-March 10

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Tonya Basch	Title: Assistant Town Engineer
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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: Robert Weitz

Title: Town Administrator

Date: 4/20/10

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

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- Permit Year 7
1.1	Stormwater Website	DPW, IT, Selectmen's Office	Stormwater Website	Maintain link for EPA and DEP website	Maintain link for EPA and DEP website
1.2	Public Access Television	DPW, Public Access	Broadcast videos on stormwater education.	Broadcasted programs related to stormwater. Continue to request any new material from EPA.	Continue to broadcast stormwater related programs. Find new material.
1.3	Classroom Education	DPW, Schools	Establish a liaison with the schools.	New point of contact with school was not established.	Try to Establish a liaison with the school and request them to incorporate stormwater education in the curriculum.
1.4	Annual Stormwater Report	DPW, Stormwater Committee	Make stormwater report available to public.	Submitted report and posted online and in town hall with postings	Complete report make available to public via website .
1.5	Septic System Maintenance	DPW, Board of Health	Provide septic system maintenance literature to public.	Septic system maintenance literature displayed at Town Hall.	Display literature for public in DPW office.

Public Involvement and Participation

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-Permit Year 7
2.6	Earth Day	DPW	Earth Day	No Earth Day activities for 2009	Try to re-establish Earth Day activities.
2.7	Stormwater Committee	DPW, Stormwater Committee	Stormwater Committee formed	Stormwater Committee meeting reviewed annual report and suggested program improvements	Continue to improve public awareness to Phase II requirements. Post flyers in Building Dept reminding contractors to obtain stormwater bylaw and request permit if necessary
2.7a	Hazardous	DPW	Annual Event	Participated in	Consider alternative

	Waste Collection Day			Hazardous Waste Day	disposal methods of household hazardous waste and/or participate in Household Hazardous Waste Day Sept 2010
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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 6 (Reliance on non-municipal partners indicated, if any)	Planned Activities-Permit Year 7
3.8a	Comprehensive Stormwater Management By-law	DPW	Enforce By-law	Enforce By-law	Enforce By-law Post applications in Building Dept and DPW offices
3.9	Map Drainage System	DPW	Complete Map	Review accuracy of mapped stormwater system	Continue to locate outfalls in the field, continue to develop GIS and GPS
3.10	Detect and Response Plan	DPW	Plan completed	Plan established under review by DPW director	Enforce plan, post hotline on DPW website
3.11	Septic System Inventory	DPW	Maintain failing septic records and report annually	Created and logged failed Title V reports	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 6 (Reliance on non-municipal partners indicated, if any)	Planned Activities-Permit Year 7
4.11a	Comprehensive Stormwater Management By-law	DPW	Enforce By-law	Enforce By-law	Enforce bylaw Post application in Bldg Dept and DPW

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 6 (Reliance on non-municipal partners indicated, if any)	Planned Activities-Permit Year 7
5.15a	Comprehensive Stormwater Management By-law	DPW	Enforce By-law	Enforce By-law	Enforce bylaw

Pollution Prevention and Good Housekeeping in Municipal Operations

BMP	BMP	Responsible	Measurable	Progress on Goal(s)-	Planned Activities-
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ID#	Description	Dept./Person Name	Goal(s)	Permit Year 6 (Reliance on non-municipal partners indicated, if any)	Permit Year 7
6.18	Street Sweeping and Cleaning of Catch Basins	DPW	Sweep every public street once per year, clean as many catch basins as possible. Update bundled NOI annually	Swept public streets and cleaned at least ¼ of the catch basins. Continue with drainage system maintenance cleaning sumps in front of culverts to prevent debris from entering water courses	Sweep every public street once per year and clean as many catch basins as possible. Continue with bundled NOI activity
6.19	Paint Shed	DPW	Eliminated paint shed	Proper disposal of paints under the supervision of DRC supervisor.	Continue supervision of proper paint disposal at DRC. Hazardous Waste Day schedule for Sept 2010
6.20	Reduce Sand/Salt	DPW	Sandless snow removal operation	Used minimal sand during snow removal operation. Swept immediately when weather permitted	Continue to improve on sandless snow removal. Continue to sweep immediately when weather permits
6.21	Spill Prevention and Control Plan	DPW	Plan completed	Spill prevention and control plan protocol in place at DPW	Review and update protocol as necessary
6.22	Employee Training	DPW	Conduct stormwater pollution prevention training before May 1st	Employee training held	Continue annual employee training