

Municipality/Organization:	TOWN OF WILBRAHAM
EPA NPDES Permit Number:	BRPWM08A
MaDEP Transmittal Number: W-	W041099
Annual Report Number & Reporting Period:	No. 1: March 11-March 12

## NPDES PII Small MS4 General Permit Annual Report

### Part I. General Information

Contact Person: Tonya Basch	Title: Assistant Town Engineer
Telephone#: 413-596-2800 x208	Email: <a href="mailto:tbasch@wilbraham-ma.gov">tbasch@wilbraham-ma.gov</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: \_\_\_\_\_

Printed Name: Robert Weitz

Title: Town Administrator

Date: 4/24/2012

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 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities- Permit Year 9
1.1	Stormwater Website	DPW, IT, Selectmen's Office	Stormwater Website	Maintain link for EPA and DEP website and updated website	Maintain website
1.2	Public Access Television	DPW, Public Access	Broadcast videos on stormwater education.	Broadcasted programs related to stormwater.	Continue to broadcast stormwater related programs.
1.3	Classroom Education	DPW, Schools	Establish a liaison with the schools.	Liason not established	Incorporate stormwater education into 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 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities-Permit Year 9
2.6	Earth Day	DPW	Earth Day	No Earth Day activities for 2011	Try to re-establish Earth Day activities.
2.7	Stormwater Committee	DPW, Stormwater Committee	Stormwater Committee formed	Stormwater Committee meeting not held in 2011.	Continue to encourage participation from other members of the committee
2.7a	Hazardous Waste Collection Day	DPW	Annual Event	Participated in Hazardous Waste Day	Consider alternative disposal methods of household hazardous waste and/or participate in Household Hazardous Waste Day Sept 2012

Illicit Discharge Detection and Elimination

<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 8 (Reliance on non-municipal partners indicated, if any)</b>	<b>Planned Activities-Permit Year 9</b>
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 . Post all forms and bylaws online.
3.9	Map Drainage System	DPW	Complete Map	Review and update stormwater system maps.	Continue to locate outfalls in the field, wet/dry weather mapping, and continue to develop GIS and GPS maps.
3.10	IDDE Plan	DPW	Establish -law	Draft plan under review	Finalize IDDE .
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

<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 8 (Reliance on non-municipal partners indicated, if any)</b>	<b>Planned Activities-Permit Year 9</b>
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

<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 8 (Reliance on non-municipal partners indicated, if any)</b>	<b>Planned Activities-Permit Year 9</b>
5.15a	Comprehensive Stormwater Management By-law	DPW	Enforce By-law	Enforce By-law	Enforce bylaw

Pollution Prevention and Good Housekeeping in Municipal Operations

<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 8 (Reliance on non-municipal partners indicated, if any)</b>	<b>Planned Activities- Permit Year 9</b>
6.18	Street Sweeping and Cleaning of Catch Basins	DPW	Sweep every public street once per year, clean as many catch basins as possible.	Swept public streets and cleaned 10% of catch basins. Continue with drainage system maintenance	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 attendant.	Hazardous Waste Day schedule for Sept 2012
6.20	Reduce Sand/Salt	DPW	Sandless snow removal operation	Used limited sand during snow removal operation.	Continue to minimize the use of sand.
6.21	Community Emergency Management Plan	Fire Department	Plan completed and Updated	Spill control plan protocol in place at Fire Department	Updated as necessary
6.22	Employee Training	DPW	Conduct stormwater pollution prevention training before May 1st	Employee training not held.	Annual employee training to be held summer 2012. Modify for new requirements.