

**Municipality/Organization:** EASTHAMPTON, MA

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**EPA NPDES Permit Number:** MAR041006

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**MaDEP Transmittal Number:** W-036183

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**Annual Report Number  
& Reporting Period:** No. 13: March 15-March 16

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## NPDES PII Small MS4 General Permit Annual Report

### Part I. General Information

Contact Person: Michael P. McManus Title: City Engineer

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Telephone #: 413-529-1423 Email: mpmcmanus@easthamptonwater.com

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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: Karen L. Cadieux

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Title: Mayor

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Date: 6/1/14

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## **Part II. Self-Assessment**

The City of Easthampton has completed the required self-assessment and has determined that our municipality is in compliance with all permit conditions, except for the following provisions:

Part II.B.1 Public education and outreach program has not been promoted as well as it should be. With the adoption of our Stormwater Management Ordinance four years ago, a number of applicants have gone thru the permitting process with either the Planning Board or Conservation Commission. Meetings and public hearings for both groups are recorded for replay on the public access cable TV channel, which is available to the public. Projects that do not require either Planning Board or Conservation Commission approval, but, which will still require a Stormwater Management Permit, are reviewed and approved by the City Engineer. As this ordinance becomes more widely used, the applicants are more aware of the requirements now.

Part II.B.2 The Public Involvement and Participation Component of the permit has been instituted on a very informal basis. An existing volunteer group has been in existence for a number of years already, acting as a "watch dog" group for the Nashawannuck Pond and its tributaries. This group has been responsible for a number of improvements in the pond and its tributaries, with the goal of improving the water quality and removing the pond from the 303d listing of impaired waters.

As a member of the Connecticut River Stormwater Committee (as organized by the Pioneer Valley Planning Commission), we have been meeting for the past year. Discussions at the meeting are centered around public involvement in stormwater issues. Several stormwater related educational seminars and public participation events have been held in the Connecticut River valley area.

Part II.B.4 Construction Site Stormwater Runoff Control has been bolstered by the adoption of our local stormwater ordinance. As mentioned above, as this ordinance becomes more widely used, the applicants are more aware of the requirements now, as are the local contractors who are required to utilize more effective stormwater management procedures than before.

## 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 13 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 14
1	Promote a Stormwater Program	DPW, Planning Board, Conservation Commission, Board of Health, Mayor	Easthampton will educate the public about the new Stormwater Ordinance	Applicants for permits have been educated on the need for a Stormwater permit.	Additional literature will be prepared as part of the Integrated Water Resource Master Plan (IWRMP) will be distributed.
Revised					
2	Identify financial support for a Stormwater Program	DPW	Identify appropriate sources of funding assistance (grants) and apply for assistance in implementing portions of Stormwater Management Program	Upgrades to our existing stormwater system have been routinely funded as part of our annual road improvement program funded by state programs for highway improvements (Chapter 90). Continued vigilance by our Planning Department for grant programs which can include stormwater work.	Continue to target grant programs with the aim of enhancing and evaluating the existing in-house data and mapping. Utilize existing budgets to whatever extent possible to continue stormwater management of municipal facilities and roadways.
Revised					
3	Target groups likely to impact stormwater	DPW	Produce literature targeting specific groups and activities which impact stormwater	Development proposals brought before the City in the past year have been made aware of the requirement to file for the federal stormwater permit (CGP), and notified that a local permit is now required.	Additional literature will be prepared as part of the IWRMP and will be distributed.
Revised					
4	Identify alternative information sources	DPW	Post links on local website(s) to CT River Watershed Council website and to MA DEP and USEPA websites	Our City of Easthampton website has been utilized by adding links to the appropriate websites pertaining to stormwater management.	Continue to post appropriate material on our municipal website.
Revised					

5	Utilize local public access channel	DPW	Post public meeting notices concerning review of Easthampton Comprehensive Stormwater Management Program on local community access channel	Public Workshop #1 - Introduction to Project and Public Outreach Program for the IWRMP was held on Sept. 29, 2015; Public Workshop #2 – Project Update and Preliminary Needs Assessment Report for the IWRMP was held on March 29, 2016.	Broadcast any future open forums on Public Access channel. A total of 4 public meetings and one public hearing are planned to be held as part of the IWRMP.
Revised					
6	Develop, conduct, and document educational programs	DPW, CT River Watershed Council Liaison	City to appoint liaison to CRW Council to disseminate info on programs and activities of CRWC	We no longer have a local representative on the CRWC, however, we are kept informed of issues relating to that Council.	Continue to maintain communications with the CRWC through our Planning Department and Conservation Commission.
Revised					

**1a. Additions**

7	Promote household waste recycling	DPW, Board of Health	Sponsor Hazardous Waste Recycling Days	A local hazardous waste collection day was held in October 2015.	Will hold another Hazardous Waste pick up day in October 2016.

## 2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 13 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 14
8	Storm Drain Stenciling	DPW	Work with local youth groups to develop stenciling projects	No stenciling of catch basins was proposed this year. No local youth groups were interested in the project.	When main thoroughfares are reconstructed, will ask local schools and scout troops for volunteers to stencil the new basins upon completion of the roadway paving.
Revised					
9	Community Wetland Resource Area Clean-Up Days	DPW, Conservation Commission	City will encourage local stream clean-ups by local residents and youth groups. Solicit volunteers and sponsors in local access TV channel	Annual Community clean-up day held again this year. Clean-up along Nashawannuck Pond is always included. Local business owner group along the pond provide funding and volunteer labor to keep edge of pond clean.	Try to expand clean-up day to include tributary streams feeding Nashawannuck Pond.
Revised					
10	Community Clean-Up Days	DPW	City to provide trucks and equipment for community clean-up efforts and disposal of waste	Annual Community Clean-up Day held in May 2016. Clean-up Day has been held for at least the last 14 years.	Continue Community Clean-up Day
Revised					

### 3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 13 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 14
11	Identify Financial Assistance for inventory and Mapping of Storm Drain System	DPW	Identify appropriate sources of funding assistance (grants) and apply for assistance in implementing portions of Stormwater Management Program	The 604b grant program is monitored for eligible grant programs to fund additional mapping and study of our drainage system. To date, no eligible projects have been identified and/or approved.	Continue to submit grant request for 604b funding to do the same type of work. Watch for additional grant sources.
Revised					
12	Mapping and identification of outfalls and receiving waters	DPW	Continue to maintain and update maps of all outfalls and receiving bodies of water	The existing GIS mapping has been updated with Record Documents.	Continue work on the IWRMP and implement the identified strategies as they are identified and funded. Conduct field verification on questionable areas.
Revised					
13	Identification/description of problem areas	DPW	Continue to develop and implement an Illicit Discharge Detection and Elimination plan.	Prior mapping and dry weather sampling has already identified and prioritized outfalls which require additional investigation.	Continue to investigate and correct, where feasible, known problem outfalls.
Revised					
14	Enforcement procedures addressing illicit discharges	Planning Board, City Council, Board of Health	Review whether local authority is appropriate and able to respond to potential illicit discharges. New bylaws, if necessary, to be proposed	The Illicit Discharge Detection and Elimination Ordinance was adopted by the City Council in May 2011.	Continue to enforce the Ordinance whenever evidence of illicit discharges comes to light. Begin planning for anticipated new requirements to be included in next permit.
Revised					

15	Public Information program regarding hazardous wastes and dumping	DPW, Board of Health	Provide educational brochures to residents promoting proper disposal of household hazardous wastes	A display is maintained by the Board of Health and the City Planner containing pamphlets and literature for a number of different good house keeping procedures as they pertain to household hazardous waste storage and disposal.	Maintain a supply of brochures in the halls of municipal office building which explains potential problems with illicit dumping of hazardous waste.
Revised					
16	Initiation of Recycling Programs	DPW, Board of Health	Apply for funding assistance from DEP Recycling Grant Program for assistance in public education and the purchase of recycling materials	City currently maintains and operates a recycling center at the Highway Department Yard. Recyclables accepted are paper/cardboard products, glass, cans, bottles, plastics, metals, automotive batteries, and yard wastes. Waste oil is also collected and burned in waste oil furnaces in the Highway Department buildings. An annual sticker fee is charged. Large appliances, containing refrigerants, are accepted for a separate fee. The City now removes the refrigerants, utilizing licensed technicians.	City Planning Department will continue to apply for grants as they become available for all phases of the recycling program.
Revised		Add Planning Department			

### 3a. Additions

17	Watershed Assessments and studies	DPW, Conservation Commission, Board of Health  Add Planning Department	Identify opportunities for funding assistance from 604b and 319 grant programs and from MA DEM Lakes and Ponds Grant Program to support watershed assessment and implementation activities. Tasks can include design and installation of stormwater BMP's and public outreach including storm drain stenciling. Emphasis will be on assessments and remediation of stormwater related problems impacting water quality in Nashawannuck Pond, which has been identified as impaired on the DEP 303d list.	No formal Watershed Assessments were done. However, with the dredging of Nashawannuck Pond now complete, attention has been diverted to the two main feeder streams to this water body. Dredging of the existing sedimentation basins on the two feeder streams has been permitted and funding for the work is being sought.	Funding for the project is being sought.
18	Watershed Assessments and studies	DPW, Water Department	Water Department 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 Zone II's	No new grants or funding assistance were obtained for Watershed Assessment, however, a local college professor has continued to study the Easthampton watershed as a learning tool for his hydrogeology students. His studies are focused on the quality and quantity of our underground water supply as opposed to surface water quality.	Submit applications for grants to assist with a stormwater management plan within our Zone II's.

#### 4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 13 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 14
19	Bylaw: Stormwater Management regulations for constructions sites 1 acre or larger	Planning Board, Conservation Commission, City Council, Board of Health, ZBA	Adopt Stormwater Ordinance by City Council	The Stormwater Management Ordinance included language to cover construction sites smaller than 1 acre. A number of new large projects in town have submitted CGPs.	Pursue the enforcement of the new stormwater ordinances.
Revised					

#### 5. Post-Construction Stormwater Management in New Development and Redevelopment

20	Bylaw: Require post-construction runoff controls	Planning Board, Conservation Commission, City Council, Board of Health, ZBA	Adopt Stormwater Ordinance by City Council	The new ordinance includes language concerning post construction runoff controls.	Pursue the enforcement of the new stormwater ordinances.
Revised					

#### 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 13 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 14
21	Develop a municipal operations and maintenance plan	DPW	Using regulations and recommendations from DEP and EPA, develop and update an operations and maintenance plan to include proper disposal of street sweepings, catch basin cleanout, snow disposal, roadway de-icing procedures, vehicle washing, and outside storage of materials.	The Spill Prevention and Control plan, which was prepared by our consultant, has been implemented.	Continue to monitor the Spill Prevention and Control Plan, including regular inspections of facilities.
Revised					

22	Develop Storm Sewer Inspection Program	DPW	Implement a formal inspection program, including maintenance logs and scheduling, for catch basin cleanings, repairs, and new installation.	City Engineer has worked with the public works departments to maintain a record of maintenance, repair, and construction of storm sewer system.	Instruct department personnel in documentation of maintenance, repair, and construction of storm sewer system. Improve formal record keeping procedure.
Revised					
23	Develop and implement training program for municipal employees	DPW	Send minimum of 5 public works employees to annual training seminars sponsored by relevant agencies and/or vendors.	City Engineer, Utilities Supervisor, Highway Dept Supervisor, Sewer, Water, and Highway Department Foremen, and 10 other public works employees have continued to attend seminars and trade shows associated with public works related operations.	Expand the attendance of seminars by employees involved in snow removal and street cleaning operations, sewer system maintenance and repair, and sanitary sewer connection maintenance.
Revised					
24	Review storm drainage infrastructure needs	DPW	Incorporate storm drain infrastructure review in Chapter 90 project utilizations	City engineer has included storm drainage improvements and maintenance in all roadway improvement projects for the last several years. Improvements have been made by both municipal forces prior to contracted road work operations begin, and by private contractors during Chapter 90 funded highway improvement projects. As part of last years Chapter 90 projects, a total of 12 sub-standard catch basins were replaced with modern, deep sump basins, all equipped with oil and debris hoods.	Continue to include storm drainage upgrades, wherever feasible, in all Chapter 90 work to be undertaken and any other road construction work funded by other sources.
Revised					

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

*No TMDLs Established In Easthampton*

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 13 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 14
Revised					

**7a. Additions**


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

- Edits and corrections have been done to our stormwater system maps, as new information has been obtained. Original mapping project located all drainage system structures (catch basins, manholes, headwalls, and culverts) by GPS methods. The GPS locations were input on the base map in a GIS format and AutoCad format. The GIS has been updated with Record Drawing information. A limited field verification program will be performed in areas where partial or incomplete plan information exists.

**Part V. Program Outputs & Accomplishments (OPTIONAL)**

**Programmatic**

Stormwater management position created/staffed	(y/n)	No
Annual program budget/expenditures	(\$)	0

**Education, Involvement, and Training**

Estimated number of residents reached by education program(s)	(# or %)	Unknown
Stormwater management committee established	(y/n)	Yes
Stream teams established or supported	(# or y/n)	No new teams
Shoreline clean-up participation or quantity of shoreline miles cleaned	(y/n or mi.)	Yes 0.1 mi.
Household Hazardous Waste Collection Days		
▪ days sponsored	(#)	1
▪ community participation	(%)	Unknown
▪ material collected	(tons or gal)	Unknown
School curricula implemented	(y/n)	No

**Legal/Regulatory**

	In Place	Prior to	Under	Drafted	Adopted
	Phase II	Review			
Regulatory Mechanism Status (indicate with "X")					
▪ Illicit Discharge Detection & Elimination					X
▪ Erosion & Sediment Control					X
▪ Post-Development Stormwater Management					X
Accompanying Regulation Status (indicate with "X")					

## Mapping and Illicit Discharges

Outfall mapping complete	(%)	97%
Estimated or actual number of outfalls	(#)	142
System-Wide mapping complete	(%)	97%
Mapping method(s)		
▪ Paper/Mylar	(%)	75%
▪ CADD	(%)	97%
▪ GIS	(%)	95%
Outfalls inspected/screened (since beginning of permit coverage)	(# or %)	100%
Illicit discharges identified (since beginning of permit coverage)	(#)	11
Illicit connections removed (since beginning of permit coverage)	(#) (est. gpd)	9
% of population on sewer	(%)	98%
% of population on septic systems	(%)	2%

## Construction

Number of construction starts (>1-acre)	(#)	1
Estimated percentage of construction starts adequately regulated for erosion and sediment control	(%)	100%
Site inspections completed	(# or %)	100%
Tickets/Stop work orders issued	(# or %)	0
Fines collected	(# and \$)	0
Complaints/concerns received from public	(#)	0

## Post-Development Stormwater Management

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	(%)	100%
Site inspections completed	(# or %)	100%
Estimated volume of stormwater recharged	(gpy)	Unknown

## Operations and Maintenance

Average frequency of street sweeping (non-commercial/non-arterial streets)	(times/yr)	2
Average frequency of street sweeping (commercial/arterial or other critical streets)	(times/yr)	3
Qty. of sand/debris collected by sweeping	(lbs. or tons)	Unknown
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.)	(location)	Compost
Cost of sweepings disposal	(\$)	Unknown
Vacuum street sweepers purchased/leased	(#)	0
Vacuum street sweepers specified in contracts	(y/n)	0

Reduction in application on public land of: (“N/A” = never used; “100%” = elimination)

▪ Fertilizers	(lbs. or %)	Unknown
▪ Herbicides	(lbs. or %)	Unknown
▪ Pesticides	(lbs. or %)	Unknown

Anti-/De-Icing products and ratios	% NaCl	80
	% CaCl <sub>2</sub>	20
	% MgCl <sub>2</sub>	0
	% CMA	0
	% Kac	0
	% KCl	0
	% Sand	0
Pre-wetting techniques utilized	(y/n)	Y
Manual control spreaders used	(y/n)	N
Automatic or Zero-velocity spreaders used	(y/n)	Y
Estimated net reduction in typical year salt application	(lbs. or %)	Unknown
Salt pile(s) covered in storage shed(s)	(y/n)	Y
Storage shed(s) in design or under construction	(y/n)	N