

Municipality/Organization: City of Springfield

EPA NPDES Permit Number:

MaDEP Transmittal Number: W- 040908

**Annual Report Number
& Reporting Period:** No. (15): May '17-March '18

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Kevin Chaffee **Title:** Natural Resources Manager

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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: Kevin Chaffee

Title: Natural Resources Manager

Date: April 30th, 2018

Part II. Self-Assessment:

The City of Springfield has completed the required self-assessment and has determined that the municipality is in compliance with the 2003 NPDES permit conditions. As in past permit years, significant funds were expended towards the City’s ongoing sewer separation projects, outfall monitoring/sampling, illicit discharge detection and elimination, street sweeping, education, stormwater infrastructure improvements, park and conservation land improvements and acquisition, as well as many other permit items. Of particular note: Permitting has begun on a new sanitary sewer crossing of the CT river that will increase capacity of the system and reduce CSOs by hundreds of millions of gallons; The completion of inspections for dry weather flow to the City’s 347 outfalls; 348 inlets inspected during IDDE protocols; aggressive outreach to property owners with illicit connections; extensive education outreach from our partnership with the Pioneer Valley Planning Commission; several million dollars spent on park improvement and removal of impervious surfaces. 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 expired permit’s goals and benchmarks.

Items not completely fulfilled include the following:

BMP ID #	BMP Description	Measurable Goal(s)	Obstacle Encountered
1-4c	Geese Waste Signs	Assess need for signage. Install one new park sign per year if funding allows	No new signs placed
6-1f	Assess Drainage System in TMDL Areas	Assess condition of catch basins and outfalls at Long Pond, Loon Pond, and Mona Lake, and consider possible improvements.	As we prepare for the next round of permitting, our NOI will include focus on the new regulations regarding TMDL as well as IDDE. Assessment has occurred at this location in previous reporting periods. Although these areas were swept additional times, once again greater focus and energy must be expended to address these compromised waters.

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 (10)	Planned Activities – Future Permit
1-1a	Watershed Maps and Door Hangers, posters and Greenscapes publications 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 and educational flyers continually distributed at DPW and Planning Dept. Public counter for public use. 2) Continued participation in the Greenscapes Program promoting green infrastructure stormwater management and bacterial contamination elimination. Participated in EPA’s “Soak Up the Rain” campaign via Springfield’s membership in the Pioneer Valley Planning Commission Stormwater Committee. Ran a 30 second radio spot airing 183 times in three weeks on 3 different stations. www.pvpc.org/soakuptherain/ 3) Messaging to dog owners on pet waste disposal practices via Clerks offices (licensing) 4) Created the CT River Stormwater Committee website	Continue to make watershed maps available for public use. Continue paying dues to remain in CT River Stormwater Committee, enrolled in Greenscapes Program and maintain Think Blue and Soak Up The Rain Website. Follow up on data collected from online survey concerning pet waste disposal practices.
Revised					
1-1b	Catch Basin Markers	Dept. of Public Works, Planning Dept.	One set of markers to be placed per year	90 “NO DUMPING” stencils painted on catch basins in the Watershops Pond area.	Budget for employee time and continue to place/paint catch basin markers.
Revised					
1-1c	Stormwater Video	Dept. of Public Works, Planning Dept.	Show video on public access channel once per year.	Two new stormwater training videos developed for municipal employees targeting “good housekeeping and IDDE. “Think Blue” stormwater education video (30 second PSA) acquired from Pioneer Valley Planning Commission, ran on public access.	Continue to run video on Public Access channel in accordance with requirements.
Revised					

1-2	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, bill stuffers, emails and flyers. 2) 6 household hazardous waste collection days held collecting 6,265 gallons of waste, as well as bulk pickup days collecting 811 tons and Recycling events all promoted throughout year by both DPW and Keep Springfield Beautiful, a local non-profit organization.	1) Continue current efforts for advance notification of Special Waste Collection Days. 2) Continue having Recycling Coordinator attend civic functions promoting recycling.
Revised					
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, we promoted Soak Up the Rain campaign, designed and constructed a demonstration rain garden at a local high school, reached out to dog owners about pet waste disposal, participated in a BioBlitz where stormwater education was promoted. 2.) gave stormwater education talks at local school science class 3.) Water and Sewer implemented Rain Barrel distribution in partner with EPA Watersense Program 4) organic lawncare trainings hosted by the Parks Department 5) Nov. 8 th and 9 th trainings held on Good Housekeeping and IDDE, from these trainings videos were created to educate municipal employees	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. Springfield Water and Sewer to continue Rain barrel program, offering them at discounted rates to local residents. Continue to schedule stormwater talks with students. Continue with building inspector LID training program.
Revised					
1-3b	ECOS Springfield Event	Dept. of Public Works, Conservation Commission	Assess possibility of establishing stormwater event if resources allow	ECOS program continues with clean water element. The new Phaneuf Environmental Education Center completed construction and opened for	Continue stormwater and clean-up components of these events, Keep Springfield Beautiful will hold 2014 event on May 3rd.

Revised				students. Combined Earth Day/Keep Springfield Beautiful event on April 28 th , 2017 included stormwater education materials, tree planting, and trash cleanup. Earth Day cleanup totals from last year's event: collected 18 tons of trash and bulk and 1.5 tons of tires to be recycled, 500 pounds of metal recycled.	
1-4a	No Dumping Signs	Dept. of Public Works	Place "No Dumping" signs as needed.	<ul style="list-style-type: none"> 1) Clean City continues its efforts to remove illegal dumping. 2) Police Dept. monitored target areas for dumping 3) Cameras mounted at problem sites and citations issued for illegal dumping 4) Nearly 40,000 tons of waste collected through municipal pickup. 5) Repair, replace "No Dumping" signs as needed.. 6) Clean City crew on call full time and responded to illegal dumping sites at conservation areas and cleaned refuse throughout City. 	<ul style="list-style-type: none"> 1) Continue established efforts. 2) If funding allows, order and install additional "No Dumping" signs and increase monitoring in areas most frequented for dumping. 3) Continue Clean City program devoted solely to cleaning up illegal dumping sites.
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.	<ul style="list-style-type: none"> 1) Continued public awareness efforts for dog waste, including posters and handouts in DPW/planning depts. 2) Maintained existing park dog waste collection systems. 3) 4 pet waste signs placed at parks, terraces. 4.) CT River Stormwater Committee focused on pet waste this year through bacteria messaging, online survey data collection on disposal techniques. 	<ul style="list-style-type: none"> 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	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 new Geese waste signs placed. Geese waste information included on existing Kiosks. Maps can be found at Forest Park entrance.	1) Address any signage needs if funding allows. 2) Geese waste information is included in kiosk (1-4d). New kiosk installations planned pending funding. 3) City will consider new signs when planning any work in parks.
Revised					
1-4d	Stormwater Kiosks	Dept. of Public Works, Planning Dept.	Place kiosks with information on water quality and pollution prevention.	1) Sign at Riverfront Park addresses water quality. 2) 2 Kiosks maintained by Parks Dept. 3) No new kiosks installed related to stormwater design.	Future kiosk installation planned pending funding.
Revised					
1-5a	Press Releases	Dept. of Public Works, Planning Dept.	Distribute at least one educational press release on BMPs per year.	1) Continued Soak Up the Rain campaign, ran 30 second radio PSA 183 times in three weeks on three different stations in our local market.	Continue press releases and advertisements, and promote any progress on BMPs listed above for 2018/19.

Revised				<p>2) Continued BMP informational sheet distribution to businesses, automotive and food industry entities in the City.</p> <p>3) As part of CT Stormwater Committee, we sponsored 3 stormwater pollution prevention talks at local events throughout the year and a Green Infrastructure Workshop, Vendor Fair and Stormwater Financing Workshop.</p> <p>4) Participated and contributed to Pioneer Green Infrastructure Committee. Report completed "Our Next Future: An Action Plan for Building a Smart, Sustainable and Resilient Pioneer Valley". Outreach events and trainings were outputs of this project. Implementation of the plan begun.</p>	
1-5b	Stormwater Display	Dept. of Public Works, Conservation Commission, Planning Dept.	Establish a stormwater display at DPW one month per year.	<p>1) Continued display of stormwater education materials in lobby of DPW and Planning Department</p> <p>2) Continued participation with Pioneer Valley Planning Commission (PVPC) and Connecticut River Stormwater Committee, which develops stormwater education programs. Dues paid for 2017-2018 year.</p> <p>3) Designed website for CT River Stormwater Committee with focus on educational materials</p>	<p>1) Continue display effort.</p> <p>2) Refine and improve display as funding allows.</p> <p>3) Continue participation with PVPC and Connecticut River Stormwater Committee in developing stormwater education programs.</p>
Revised					

1-5c	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. BMP's implemented at four (4) sites subject to wetland jurisdiction, implemented pursuant to MA DEP's Stormwater Management policy 2) "Preventing Stormwater Pollution Fact Sheets" continued to be 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.
Revised					
1-5d	Display Materials	Dept. of Public Works, Planning Dept.	Assess existing City events for opportunities to display stormwater materials.	2) Stormwater educational material display continued in lobby of DPW (see 1-5b) and City Hall. 3) Stormwater web materials made available on DPW-Engineering and Conservation Commission website and Soak Up The Rain website and new CT River Stormwater Committee site	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 10	Planned Activities – Future Permit
2-1a	Catch Basin Markers	Dept. of Public Works, Planning Dept.	One set of markers to be placed per year.	No new placards placed during permit period due to budget constraints.	Acquire funding to purchase and continue to place catch basin markers.
Revised					
2-1b	Water Quality Monitoring	Planning Dept.	Coordinate volunteer water quality monitoring program.	1) conservation Commission sponsored a summer long testing site on Chicopee River. 2) Monitoring is performed at all public swimming locations by the Board of Health. 26 tests performed. 3) Pioneer Valley Planning Commission continued summer E. coli monitoring of multiple points on CT river (9 year ongoing project). Project protocol established and implemented for E. coli testing of multiple points on lower Chicopee River. Website maintained sharing water quality data with public.	Continue volunteer relationship with Springfield schools or identify new volunteer opportunities.
Revised					
2-1c	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) A local non-profit Regreen Springfield updated its vegetative cover survey using iTree Canopy. 3) Forestry Department continually updates it tree inventory and canopy cover database.	Coordinate with volunteer organizations, and continue to perform ground cover assessment as staffing and funding allows.
Revised					

2-1d	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 April 28 th , 2017 included stormwater education materials, tree planting, and trash cleanup. Earth Day cleanup totals from last year's event: collected 18 tons of trash and bulk and 1.5 tons of tires to be recycled, 500 pounds of metal recycled.	Continue stormwater and clean-up components of these events
Revised					
2-2	Stormwater Management Plan Public Participation	Dept. of Public Works	DPW will make stormwater plan available to public.	1) "2003 Summary Report on Water Quality for Springfield's Lakes and Ponds" available to public. 2) City-wide Stormwater Management plan made available by the In-house Stormwater Steering Committee. 3) Illicit Discharge Detection and Elimination Ordinance passed by City Council in September of 2013. 4) General pre and post construction stormwater management bylaw passed by City Council in September of 2013.	Provide update information on 2003 Summary Report to public as it is developed. Continue to meet monthly with department heads assigned to Stormwater Steering Committee.
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 bill stuffers, newspaper and flyer distribution. 2) Held six collection events to limit possibility of illegal dumping of hazardous material. Approximately 6,265 gallons of hazardous materials collected	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. Approximately 811 tons bulk material land filled.	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.	Single stream program continued. Program on-going: 6,872 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.	Continued collection program on-going. (Nickel cadmium, alkaline and lithium types)	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. 7,654 tons of yard waste composted. Free compost available for public in Spring 2018.	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 10	Planned Activities – Future Permit
3-1a	Sewer Book Maintained	Dept. of Public Works	Maintain existing drainage system map.	1) Existing infrastructure (sewer and drainage) book is updated annually.	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.
Revised					
3-1b	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. Major overhaul completed to interface with new GIS system 2) Continued: GPS data point collection, field verification, geospatial adjustments, digital archive linkage, video inspection linkage, and condition assessment. Database updated 2 to 3 times annually 3) Development of Risk Model for infrastructure completed. 4) water quality model updated to reflect CSO separation and stormwater models.	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.
Revised					
3-2a	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.	Task completed.
Revised					
3-2b	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. Ordinance has been reviewed and approved by Stormwater Steering	Task completed

Revised				Committee and supported by Mayor.	
3-2c	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.	Illicit Discharge and Pre/Post-Construction SW Management Ordinances approved by City Council, September 2013.	Task Completed
Revised					
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.	Illicit Discharge and Pre/Post-Construction SW Management Ordinances approved by City Council, September 2013.	Task 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.	All CSO Outlets inspected twice a week. ~\$23,000,000 spent on CSO 008 separation over 2013-2015. Projects indentified and prioritized for rehabilitation of the Main Intercepting Sewer, York Street Pump Station and one River Crossing Project with an estimated cost of \$78,000,000 Permitting began on a 63 million gallon per day sewer main project that will reduce CSO occurances and prevent hundreds of millions of raw sewage from entering our waterways annually.	1) Establish priorities for 2012-2013 as finances allow. 2) Establish and coordinate volunteer inspection programs as finances allow.
Revised					
3-3b	Inspections	Dept. of Public Works	Visually screen outfalls.	- Inspections continued — ninety-eight (347) outfalls inspected by DPW staff. - Water and Sewer commission inspected all CSO's twice per week.	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.	Ongoing formal investigation program in place. The inspection program was completed for all 347 Outfalls and noted for dry weather flows. 127 Cases of dry weather flow observed, The full detailed report for the City's IDDE program was submitted to EPA in June 2017.	Continue program.
Revised					
3-3d	Correct any problems found	Dept. of Public Works, Water & Sewer Commission	Remove source of illicit discharges.	2 Illicit service connections located and corrected. The full detailed report for the City's IDDE program was submitted to EPA in June 2017.	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 10	Planned Activities – Future Permit
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. Four new projects implemented stormwater BMPs in wetland jurisdictional areas. 2) City construction site plan requirements are available on the web. DPW requiring, to maximum extent practicable, infiltration on all new projects. No net increase in runoff post construction. 3) MA Wetland Protection Act stormwater management standards enforced by Conservation Commission. 4) Natural Resources Manager maintained CESSWI certification	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 template from MA DEP and ordinances/bylaws adopted by other municipalities and was reviewed by Stormwater Steering Committee. This will be incorporated into one overarching ordinance that includes post-construction runoff requirements.	Task completed.
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.	Currently reviewed and comments received.	Task 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.	Ordinance passed by City Council, September 2013.	Task completed
Revised					

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 10	Planned Activities – Future Permit
5-1	Wetland Protection	Conservation Commission, Dept. of Public Works	Review existing regulations which require compliance with stormwater policy within wetland buffer.	1) Ongoing pre-construction review of new projects for permit issuance and compliance with wetland and SWM performance standards. 2) Encouraged Low Impact design of stormwater infrastructure in new projects.	Continue discussion of Interdepartmental Site Plan Review Committee.
Revised				Four new projects completed using LID techniques removing inputs to the City system. 3) All new projects reviewed by DPW required to implement infiltration BMPs to maximum extent practicable. No net increase in runoff, post construction. DPW projects of note:	
5-2a	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 80% TSS removal for new developments. 2) SWMS maintenance plan for non-wetland sites in developed. 3) Zoning ordinance controls site plan reviews. 4) Zoning modernization project completed. Site plan review process in place.	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 passage process.
Revised					
5-2b	Evaluate for Changes and Improvements	Conservation Commission, Dept. of Public Works, Planning Dept.	Assess existing procedures and make improvements to process.	New zoning ordinances is in place and available (funded by \$90,000 grant noted in previous permit years).	Continue site plan review, make updates as necessary.
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 3) Ordinance passed by City Council, September 2013	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 template from MA DEP and ordinances/bylaws adopted by other municipalities and is undergoing final review. Draft currently incorporated into sedimentation and erosion control ordinance. One ordinance will be created to control run off in general as well as in post-construction conditions. Formally approved by Stormwater Steering Committee.	Task Complete
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.	Comments received.	Task Complete
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.	Ordinance passed by City Council, September 2013	Task Complete
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 10	Planned Activities – Future Permit
6-1a	Street Sweeping — Winter Cleanup	Dept. of Public Works	Sweep streets a minimum of once per year.	1) Seasonal operation for calendar year 2017 began in April. First round for arterial and residential routes completed by the end of August. 2) Total tonnage collected: 1,973 tons of debris	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) Total tonnage collected: 1,973 tons	Continue established schedule and increased sweeping frequency as funding allows.
Revised					
6-1c	TMDL Targeted Sweeping Areas	Dept. of Public Works	Loon Pond, Long Pond, and Mona Lake areas will receive additional sweeping	Areas swept as part of regular maintenance. Additional sweeping occurred, although no tonnage specific to the particular area was recorded.	Implement enhanced sweeping program in 2013/14 if budget allows.
Revised					
6-1d	Catch Basin Cleaning	Dept. of Public Works	Re-establish catch basin cleaning program as budget allow.	573 basins cleaned, removing 250 tons of debris from the system. Additional sweeping in Chicopee River and Watershops Pond watersheds completed where 154 catch basins cleaned	Continue cleaning schedule as needed and as budget allows.
Revised					
6-1e	Tree Planting	Dept. of Public Works, Parks Dept.	Replace ailing trees and plant new trees in public areas.	1) Following the devastation of the June 2011 tornado and October 2011 snowstorm, an extensive tree planting effort continues: 161 trees planted by Springfield Forestry. 2) Keep Springfield Beautiful, a local non-profit, continues work to clean streets/parcels and beautify the City. 3) PVPC implemented its Urban Street Planting project installing 2,200 trees in Springfield, Chicopee and Holyoke	Continue tree planting program.
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 and outfall inspection conducted near Mona Lake.	Consider further improvements to drainage systems at Long Pond, Loon Pond, and Mona Lake as budget priorities allow.
Revised					

6-2a	Existing Practices	Dept. of Public Works	Continue existing housekeeping practices to minimize stormwater pollution.	Practices continued. Examples include: <ul style="list-style-type: none"> - Recycling and reduction of hazardous materials - Salt storage within salt shed - Maintenance of drainage system BMPs - Spill prevention and cleanup procedures - Oil/water separators at all fire stations, police department and facilities parking areas. 	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. Compost available for public through program. 2) Parks Dept. continued on-site leaf/debris composting and leaf mulching to reduce waste. 3) 7654 tons of yard waste collected.	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) Clean City continues its efforts to remove illegal dumping. 2) Police Dept. monitored target areas for dumping 3) 39,783 tons of waste collected through municipal pickup. 4) Repair, replace “No Dumping” signs as needed. 90 no dumping stencils painted on catch basins in Watershops Pond area. 5) Clean City responded to illegal dumping sites at conservation areas and City streets and cleaned refuse as needed.	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) 97 catch basins were repaired/improved	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..	<p>1) Water and Sewer established Resource Conservation Committee that meets quarterly to train staff and hand out informational materials.</p> <p>2) City of Springfield Stormwater Steering Committee meets regularly.</p> <p>3) Water and Sewer holds extensive trainings for all employees.</p> <p>4) Facilities employees trained to use non-toxic cleaning supplies and have an integrated pest management program to reduce toxics at fields and playgrounds</p>	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 to 97 catch basins, storm manholes and catch basin laterals made.	On-going program to be maintained.
Revised					
6-4b	Outlet Inspections	Dept. of Public Works	Inspect system outfalls of sewers and CSOs.	<p>1.) Outlets inspected as part of survey efforts. U.S. Waters inspects and monitors City combined sewer overflows (CSOs) twice per week.</p> <p>2) a total of 346 outfalls inspected by DPW.</p> <p>3.) Permitting ongoing for a major sewer line installation that will reduce CSO occurrences by 50% over the coming years.</p>	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	<p>1) Saint James Ave. outfall area has been topographically surveyed and submitted for design and improvements. Project awaiting funding.</p> <p>2) Briarwood improvement construction completed with funding from Water & Sewer Commission. Yearly maintenance continues on sediment basins.</p>	Complete St. James Ave. design and put construction program to bid in 2015-2016 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 several conservation parcels. 2) Surveys conducted on 10 conservation areas. 3) Trail system creation and trash cleanup at white cedar bog completed. 4.) Abbey Brook Conservation area subject of major cleanup effort and NFWF grant money obtained for environmental education and physical improvements within the watershed. Non-native plant management project designed and permitted was completed summer of 2017.	Identify possible improvements to conservation land and complete as budget allows.
Revised					
6-5a	Acquisition of Open Space	Conservation Commission, Parks Dept.	Acquire open space through grants and donations.	1) No new acquisition of conservation land over past year. 2) New 12 acre park created at Mary Lynch School	Continue to acquire land through donations and grants.
Revised					
6-5b	Park Improvements	Conservation Commission, Parks Dept.	Improve park lands, especially improvements to stormwater collection system and BMPs.	1) Improvement projects occurred at 9 parks throughout the City. Total budget for all improvements approximately \$12,000,000	Continue improving parks as necessary as budget allows.
Revised					

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 10	Planned Activities – Future Permit
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, we promoted Soak Up the Rain campaign, designed and constructed a demonstration rain garden at a local high school, reached out to dog owners about pet waste disposal, participated in a BioBlitz where stormwater education was promoted. 2.) gave stormwater education talks at local school science class 3.) Water and Sewer implemented Rain Barrel distribution in partner with EPA Watersense Program 4) organic lawncare trainings hosted by the Parks Department 5) Nov. 8 th and 9 th trainings held on Good Housekeeping and IDDE, from these trainings videos were created to educate municipal employees	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					
1-5b	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 and Planning Department 2) Continued participation with Pioneer Valley Planning Commission (PVPC) and Connecticut River Stormwater Committee, which develops stormwater education programs. Dues paid for 2017-2018 year. 3) Designed website for CT River Stormwater Committee with focus on educational materials	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.
Revised					

1-5c	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. BMP's implemented at four (4) sites subject to wetland jurisdiction, implemented pursuant to MA DEP's Stormwater Management policy 2) "Preventing Stormwater Pollution Fact Sheets" continued to be 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.
Revised					
1-5d	Display Materials	Dept. of Public Works, Planning Dept.	Assess existing City events for opportunities to display stormwater materials.	2) Stormwater educational material display continued in lobby of DPW (see 1-5b) and City Hall. 3) Stormwater web materials made available on DPW-Engineering and Conservation Commission website and Soak Up The Rain website and new CT River Stormwater Committee site	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 bill stuffers, newspaper and flyer distribution. 2) Held six collection events to limit possibility of illegal dumping of hazardous material. Approximately 6,265 gallons of hazardous materials collected	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. 7,654 tons of yard waste composted. Free compost available for public in Spring 2018.	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. Three new projects implemented stormwater BMPs in wetland jurisdictional areas. 2) City construction site plan requirements are available on the web. DPW requiring, to maximum extent practicable, infiltration on all new projects. No net increase in runoff post construction. 3) MA Wetland Protection Act stormwater management standards enforced by Conservation Commission. 4) Natural Resources Manager maintained CESSWI certification	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. This is combined with post-construction requirements in one comprehensive ordinance.	Task completed
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.	Drafted and comments received	Task 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 scheduling with City Council, summer 2013.	Pass new ordinance when scheduled before council.
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. Draft currently incorporated into sedimentation and erosion control ordinance. One ordinance will be created to control run off in general as well as in post-construction conditions. Formally approved by Stormwater Steering Committee.	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.	Combined pre and post construction stormwater management ordinance approved by Springfield City Council September 2013	Task 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.	Combined pre and post construction stormwater management ordinance approved by Springfield City Council September 2013	Task 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 2017 began in April. First round for arterial and residential routes completed by the end of August. The second round completed by November of 2016. 2) Total tonnage collected: 1,973 tons of debris	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) Total tonnage collected: 1,973 tons	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	Areas swept as part of regular maintenance schedule and additional sweeping measures added. No tonnage specific to the particular area was recorded.	Implement enhanced sweeping program in 2012 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.	Consider further improvements to drainage systems at Long, Loon, and Mona as budgets.
Revised					

6-2a	Existing Practices	Dept. of Public Works	Continue existing housekeeping practices to minimize stormwater pollution.	Practices continued. Examples include: <ul style="list-style-type: none"> - 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 priority areas such as Loon Pond, Long Pond, and Mona Lake. Seasonal street sweeping has reached its scheduled levels for Springfield. Increased focus must be given to these TMDL areas over the coming years. As the City is preparing for the next round of NPDES permitting, priorities will be altered to meet the requirements of our stormwater management permit, among other new requirements. Signage and catch basin marking was also lacking in this years permitting period.

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

The past year saw a dedicated focus of resources and funds on the City’s illicit discharge detection and elimination program. The entirety of the City’s outfalls were inspected for dry weather flows. Through a competitive RFP process a firm was selected to carry out the analytical water quality testing of dry weather flow sites and subsequent IDDE protocols. Following inspections of 2,500 linear feet of pipe with CCTV, two illicit connections were directly located and removed during this project. Volunteer efforts continue to be completed from a variety of organizers including the Springfield Renaissance School, Groundwork Springfield,

ReGreen Springfield, Keep Springfield Beautiful and local residents. Although considerable effort was expended last year focusing on stormwater pollution prevention, as always work remains challenging due to limited staff and budget resources. However, we were still able to complete the vast majority of goals and were able to expand certain programs. Highlights including 191 trees planted and nearly 9 tons of trash/debris/recyclables picked up on the annual Earth Day cleanup. Our Stormwater Steering Committee has continued to meet with regularity and in conjunction with the mayor's office. All new construction projects, whether in wetland jurisdiction or not, are required to incorporate infiltration BMPs and result in no net increase in runoff post construction. Stormwater BMP's continue to become commonplace in City park projects. A rain garden installation program was implemented through a grant offering technical assistance to residents. 3 project sites were selected for the installation of 5 separate rain gardens. The park department installed rain gardens and pervious pavement at park locations and has implemented an all organic grounds maintenance program at City parks.

Additional actions of particular importance over the recent permitting period were: the continuance of the permitting process for a brand new 62 million gallons per day sewer line crossing the Connecticut River that will provide greatly increased capacity to the sewer system with the goal of reducing combined sewer overflows to the CT River, improving park land at 9 locations throughout the City, comprehensive street sweeping, 573 catch basin cleaned, continued participation in the Pioneer Valley Planning Commission Regional Stormwater Committee, participating in the creation and implementation of a regional Green Infrastructure Action Plan and the actions of volunteers cleaning up our streets and open space. Many additional actions were taken over the past year including educating the public and local businesses about stormwater pollution at various events in the region. Please feel free to contact our office with additional questions or requests for copies of materials.