

Year 2 Annual Report
Massachusetts Small MS4 General Permit
Reporting Period: July 1, 2019-June 30, 2020

Please DO NOT attach any documents to this form. Instead, attach all requested documents to an email when submitting the form

Unless otherwise noted, all fields are required to be filled out. If a field is left blank, it will be assumed the requirement or task has not been completed. Please ONLY report on activities between July 1, 2019 and June 30, 2020 unless otherwise requested.

Part I: Contact Information

Name of Municipality or Organization:

EPA NPDES Permit Number:

Primary MS4 Program Manager Contact Information

Name: Title:

Street Address Line 1:

Street Address Line 2:

City: State: Zip Code:

Email: Phone Number:

Stormwater Management Program (SWMP) Information

SWMP Location (web address):

Date SWMP was Last Updated:

If the SWMP is not available on the web please provide the physical address:

Part II: Self-Assessment

First, in the box below, select the impairment(s) and/or TMDL(s) that are applicable to your MS4. Make sure you are referring to the most recent EPA approved Section 303(d) Impaired Waters List which can be found here: <https://www.epa.gov/tmdl/region-1-impaired-waters-and-303d-lists-state>

Impairment(s)

Bacteria/Pathogens Chloride Nitrogen Phosphorus
 Solids/ Oil/ Grease (Hydrocarbons)/ Metals

TMDL(s)

In State: Assabet River Phosphorus Bacteria and Pathogen Cape Cod Nitrogen
 Charles River Watershed Phosphorus Lake and Pond Phosphorus

Out of State: Bacteria/Pathogens Metals Nitrogen Phosphorus

Clear Impairments and TMDLs

Next, check off all requirements below that have been completed. **By checking each box you are certifying that you have completed that permit requirement fully.** If you have not completed a requirement leave the box unchecked. Additional information will be requested in later sections.

Year 2 Requirements

- Completed Phase I of system mapping
- Developed a written catchment investigation procedure and added the procedure to the SWMP
- Developed written procedures to require the submission of as-built drawings and ensure the long term operation and maintenance of completed construction sites and added these procedures to the SWMP
- Enclosed or covered storage piles of salt or piles containing salt used for deicing or other purposes
- Developed written operations and maintenance procedures for parks and open space, buildings and facilities, and vehicles and equipment and added these procedures to the SWMP
- Developed an inventory of all permittee owned facilities in the categories of parks and open space, buildings and facilities, and vehicles and equipment and added this inventory to the SWMP
- Completed a written program for MS4 infrastructure maintenance to reduce the discharge of pollutants
 - Developed written SWPPPs, included in the SWMP, for all of the following permittee owned or
 - operated facilities: maintenance garages, public works yards, transfer stations, and other waste handling facilities where pollutants are exposed to stormwater

Optional: If you would like to describe progress made on any incomplete requirements listed above, provide any additional information, and/or if any of the above year 2 requirements could not be completed due to the impacts of COVID-19, please identify the requirement that could not be completed, any actions taken to attempt to complete the requirement, and reason the requirement could not be completed below:

The DPW is in the process of proposing an addition to the Stormwater Management Plan described in Section 175-35 of the Agawam Town Ordinance that would require as-built drawings to be submitted to the DPW no later than two (2) years after the date of completion of construction projects, as per part 2.3.6.a.iii of the MS4

General Permit. The outbreak of COVID-19 caused a closure of all Town offices from the end of March to June 1, 2020. As a safety precaution, all City Council meetings during this time period were canceled, so the revision to the ordinance could not be proposed or ratified by the Council prior to the end of Permit Year 2. The Town plans to update the ordinance within Permit Year 3

Annual Requirements

- Provided an opportunity for public participation in review and implementation of SWMP and complied with State Public Notice requirements
- Kept records relating to the permit available for 5 years and made available to the public
- The SSO inventory has been updated, including the status of mitigation and corrective measures implemented
 - This is not applicable because we do not have sanitary sewer
 - This is not applicable because we did not find any new SSOs
 - The updated SSO inventory is attached to the email submission
 - The updated SSO inventory can be found at the following website:
- Properly stored and disposed of catch basin cleanings and street sweepings so they did not discharge to receiving waters
- Provided training to employees involved in IDDE program within the reporting period
- All curbed roadways were swept at least once within the reporting period
- Updated outfall and interconnection inventory and priority ranking as needed

Optional: If you would like to describe progress made on any incomplete requirements listed above, provide any additional information, and/or if any of the above annual requirements could not be completed due to the impacts of COVID-19, please identify the requirement that could not be completed, any actions taken to attempt to complete the requirement, and reason the requirement could not be completed below:

Bacteria/ Pathogens (Combination of Impaired Waters Requirements and TMDL Requirements as Applicable)

Annual Requirements

*Public Education and Outreach**

- Annual message was distributed encouraging the proper management of pet waste, including noting any existing ordinances where appropriate
- Permittee or its agents disseminated educational material to dog owners at the time of issuance or renewal of dog license, or other appropriate time
- Provided information to owners of septic systems about proper maintenance in any catchment that discharges to a water body impaired for bacteria

** Public education messages can be combined with other public education requirements as applicable (see Appendix H and F for more information)*

Optional: If you would like to describe progress made on any incomplete requirements listed above or provide any additional details, please use the box below:

Nitrogen (Combination of Impaired Waters Requirements and TMDL Requirements as Applicable)

Annual Requirements

*Public Education and Outreach**

- Distributed an annual message in the spring (April/May) that encourages the proper use and disposal of grass clippings and encourages the proper use of slow-release fertilizers
- Distributed an annual message in the summer (June/July) encouraging the proper management of pet waste, including noting any existing ordinances where appropriate
- Distributed an annual message in the fall (August/September/October) encouraging the proper disposal of leaf litter

** Public education messages can be combined with other public education requirements as applicable (see Appendix H and F for more information)*

Good Housekeeping and Pollution Prevention for Permittee Owned Operations

- Increased street sweeping frequency of all municipal owned streets and parking lots subject to Permit part 2.3.7.a.iii.(c) to a minimum of two times per year (spring and fall)

Potential structural BMPs

Any structural BMPs listed in Table 3 of Attachment 1 to Appendix H already existing or installed in the regulated area by the permittee or its agents was tracked and the nitrogen removal by the BMP was

estimated consistent with Attachment 1 to Appendix H. The BMP type, total area treated by the BMP, the design storage volume of the BMP and the estimated nitrogen removed in mass per year by the BMP were documented.

- The BMP information is attached to the email submission
- The BMP information can be found at the following website:

Optional: If you would like to describe progress made on any incomplete requirements listed above or provide any additional details, please use the box below:

Town-owned structural BMPs are included in our GIS-based MS4 system map. At this time, the Town has not begun to track or estimate the quantity of nitrogen removed by said BMPs.

Solids, Oil and Grease (Hydrocarbons), or Metals

Annual Requirements

Good Housekeeping and Pollution Prevention for Permittee Owned Operations

- Increased street sweeping frequency of all municipal owned streets and parking lots to a schedule that targets areas with potential for high pollutant loads

- ☒ Prioritized inspection and maintenance for catch basins to ensure that no sump shall be more than 50 percent full; Cleaned catch basins more frequently if inspection and maintenance activities indicated excessive sediment or debris loadings

Optional: If you would like to describe progress made on any incomplete requirements listed above or provide any additional details, please use the box below:

Optional: Use the box below to provide any additional information you would like to share as part of your self-assessment:

Part III: Receiving Waters/Impaired Waters/TMDL

Have you made any changes to your lists of receiving waters, outfalls, or impairments since the NOI was submitted?

- Yes
 No

If yes, describe below, including any relevant impairments or TMDLs:

The Agawam DWP has reviewed the most recent EPA approved Section 303(d) Impaired Waters List for Massachusetts, dated 2016, and have made the following changes to our list of impairments:

- The Westfield River has been reclassified from a Category 5 water to a Category 2 water and thus has been removed from our list of impaired receiving waterbodies.
- Miller Brook has been added as a Category 5 water with an impairment for E. coli bacteria. This has been added to our list.
- White Brook has been added as a Category 5 water with an impairment for E. coli bacteria. This has been added to our list.

Part IV: Minimum Control Measures

Please fill out all of the metrics below. If applicable, include in the description who completed the task if completed by a third party.

MCM1: Public Education

Number of educational messages completed **during this reporting period:**

Below, report on the educational messages completed **during this reporting period**. For the measurable goal(s) please describe the method/measures used to assess the overall effectiveness of the educational program.

BMP:Website and Social Media

Message Description and Distribution Method:

In addition to the SWMP BMP's to meet permit requirements, the town has utilized the Town Website and Social Media to keep the community better educated with news and activities taking place within the town. Postings included the following, in addition to the required BMP's.

1. Agawam Stormwater Video - What is SW and why is it important to us - played at Agawam Cinemas throughout the month of August 2019
2. Agawam Stormwater PSA with captions - 06/28/19
3. Compost Bin Sale - 8/12/19
- *4. Clean Water Starts With You Video posted on FB 05/21/20; piggy backing the CT River Stormwater Committee Fowl Water messaging through the state-wide campaign

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

1. Agawam Stormwater Video - approximately 1,563 viewers
 2. Agawam PSA - 454 people reached, 47 engagements
 3. Compost Bins - 512 people reached, 64 engagements/602 website views
 4. Town FB Video link - Viewing Data unavailable
- * CT River SW Committee Fowl Water Campaign; See link below
<https://thinkblueconnecticutriver.org/wp-content/uploads/2020/09/CT-River-SWC-Annual-Report-Narrative-MCM-1-.pdf>

Message Date(s):

Message Completed for: Appendix F Requirements Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes No

If yes, describe why the change was made:

BMP:Proper Disposal of Leaf Litter

Message Description and Distribution Method:

Compost Bin Sale - 8/12/19
 Get Wise About Leaf Litter flyer; 10/10/19 direct mailing
 Yard Waste Collection and Disposal PR, encouraging residents to clear storm drains and not blow or rake leaves into the road to prevent flooding; 10/18/19, 10/24/19, 11/21/19
 *CT River SW Committee, Be a Leaf Hero FB Series; Shared on towns FB Page 10/1/19, 10/2/19, 10/3/19, 10/8/19
 Fall Yard Waste Collection FB and Website; 10/11/19
 All activities providing residents with the most effective ways to reduce stormwater pollutants from entering the system, how and when to fertilize, composting and options for residential leaf disposal.

Targeted Audience: Residents

Responsible Department/Parties: DPW / PVPC Stormwater Committee

Measurable Goal(s):

Compost Bin Sale 46 bins sold
 Leaf Litter Flyer; 13,598 flyers mailed to residents and businesses as insert of CCR
 Newspaper publications; estimated 2,200 subscribers per Agawam Advertiser
 Be a Leaf Hero Series Town FB Page; 837 People reached, 10 engagements
 *CT River SW Committee Be a Leaf Hero FB Series; See link below
<https://thinkblueconnecticutriver.org/wp-content/uploads/2020/09/CT-River-SWC-Annual-Report-Narrative-MCM-1-.pdf>
 Fall Yard Waste Collection FB / Website; 1,288 collection schedule views, FB hits unknown

Message Date(s): Fall

Message Completed for: Appendix F Requirements Appendix H Requirements Was this message different than what was proposed in your NOI? Yes No

If yes, describe why the change was made:

BMP:Proper Disposal and Use of Grass Clippings

Message Description and Distribution Method:

Choosing organic slow-release fertilizers flyer; 06/24/20 direct mailing & FB post
 Think Blue Mass Yard Work Post; FB 04/28/20
 *CT River SW Committee Social Media campaign; 5/21/20
 CT River SW Committee Land and Yard Care FB Post shared on towns FB page; FB 05/26/20, 6/24/20
 All activities encouraging residents to properly dispose of grass clippings and using slow-release and phosphorus-free fertilizers

Targeted Audience: Residents

Responsible Department/Parties: DPW / PVPC Stormwater Committee

Measurable Goal(s):

Compost Bin Sale FB Post; 512 people reached, 64 engagements
 Fertilizer flyer; 13,560 flyers mailed to residents and businesses as an insert of the CCR
 Think Blue MA FB Post; 362 people reached, 17 engagements
 *CT River SW Committee activity; See link below
<https://thinkblueconnecticutriver.org/wp-content/uploads/2020/09/CT-River-SWC-Annual-Report-Narrative-MCM-1-.pdf>
 CT River FB post on town website; 225 people reached, 7 engagements
 Second CT River Post; 267 people reached, 10 engagements

Message Date(s): Spring

Message Completed for: Appendix F Requirements Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes No

If yes, describe why the change was made:

BMP:Proper Management of Pet Waste

Message Description and Distribution Method:

Business Owner Letter / Pet Waste Poster; posted in all veterinary clinics, dog park and pet spas; July 2019
 Doo Good flyers distributed with licensing of dogs; on going
 *CT River SW Committee Pet Waste Management Campaign; began 7/30/19
 Think Blue Pet Waste Management FB Post; 8/6/19
 *PUP Pledge Campaign launched in partnership with the CT River SW Committee - FB/Website; Beginning 2/12/20, 3/9/20, 4/8/20
 All activities were included to help residents learn about pet waste bacteria problems, nutrient problems, how pet waste can pollute stormwater, and how to be a "doo gooder".

Targeted Audience: Residents

Responsible Department/Parties: DPW / Animal Control Officer / PVPC Stormwater Committee

Measurable Goal(s):

Letters and Pet Waste Posters; distributed to 5 pet business in Town Of Agawam
 Doo Good flyers; 771 distributed by end of permit year two, ongoing
 *CT River SW Committee Pet Waste Management FB/Website Campaign; See link below
<https://thinkblueconnecticutriver.org/wp-content/uploads/2020/09/CT-River-SWC-Annual-Report-Narrative-MCM-1-.pdf>
 Think Blue Pet Waste Management FB Post; 176 people reached, 9 engagements
 *PUP Pledge Campaign/CT River Sub Committee; See link below
<https://thinkblueconnecticutriver.org/wp-content/uploads/2020/09/CT-River-SWC-Annual-Report-Narrative-MCM-1-.pdf>
 PUP Pledge Campaign FB Post; 896 people reached, 47 engagements

Message Date(s): Summer

Message Completed for: Appendix F Requirements Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes No

If yes, describe why the change was made:

BMP:Proper Disposal of Cigarette Butts

Message Description and Distribution Method:

Think Blue Posters displayed at Town Hall and DPW Conference Room; entire permit year
 Winter Runoff and Cigarette Butt Message; mailed to every resident and business at part of water quality notice
 Did you know? Cigarette message; mailed to every resident and business as an insert of the CCR
 Think Blue Cigarette Butt Facts; FB post 02/19/20
 Cigarette Butt Article; Website link 02/19/20
 Cigarette Butt Notice; FB post 04/22/20
 *CT River SW Committee Created materials to be used in Permit Year 3; see link below
<https://thinkblueconnecticutriver.org/wp-content/uploads/2020/09/CT-River-SWC-Annual-Report-Narrative-MCM-1-.pdf>

Targeted Audience: Residents

Responsible Department/Parties: DPW

Measurable Goal(s):

Winter Runoff and Cigarette Butt Message; 13,600 flyers mailed
 Did you know? Cigarette message; 13,560 flyers mailed
 Think Blue Cigarette Butt Facts FB Post; 241 people reached, 11 engagements
 Cigarette Butt Notice FB post; 653 people reached, 40 engagements

Message Date(s): Winter / Spring

Message Completed for: Appendix F Requirements Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes No

If yes, describe why the change was made:

NOI identified posters being displayed throughout town. To increase the number of views regarding cigarette butts as litter, in addition to the posters and social media posts, the town opted to include direct mailings as an insert to the towns water quality notices and CCR rather than a PR, both were mailed to every home and business in town. Additional messaging will continue into permit year three in partnership with the Ct River SW Committee

BMP:Putting Waste In It's Place

Message Description and Distribution Method:

* CT River SW Committee Covid19 Litter WWLP News Story 4/9/20

* CT River SW Committee FB Post 4/10/20

CT River SW Committee FB post shared on town FB Page 04/15/20

Town FB Live Video regarding COVID19 updates, including the proper disposal of PPE; FB Post 04/13/20

Wipes Clog Pipes FB Post/Website; 03/16/20

All messaging was created to include latex gloves, wipes and facial masks, in addition to nip bottles, due to the increased litter seen in the streets and stormdrains as a result of COVID19.

Targeted Audience: Residents

Responsible Department/Parties: DPW / PVPC Stormwater Committee

Measurable Goal(s):

*CT River SW Committee Covid19 Litter activities; See link below

<https://thinkblueconnecticutriver.org/wp-content/uploads/2020/09/CT-River-SWC-Annual-Report-Narrative-MCM-1-.pdf>

CT River SW Committee FB post shared on town FB Page; 685 people reached, 67 engagements

Town FB live video; 373 people reached, 62 engagements

Wipes Clog Pipes FP; 627 people reached, 146 engagements

Message Date(s): Spring

Message Completed for: Appendix F Requirements Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes No

If yes, describe why the change was made:

Moved from permit year four to year two.

It was the towns intention to publish nip bottle litter messaging in the Summer of 2021. Due to the increased litter seen as a result of COVID19, it appeared important to add this messaging during the pandemic to remind residents of the consequences of leaving or disposing of items in the wrong places.

BMP:Dumpster Waste and Avoiding Contaminated Flows

Message Description and Distribution Method:

*CT River SW Committee messaging created but delayed due to COVID19; See link below

<https://thinkblueconnecticutriver.org/wp-content/uploads/2020/09/CT-River-SWC-Annual-Report-Narrative-MCM-1-.pdf>

Targeted Audience: Businesses, institutions and commercial facilities

Responsible Department/Parties: DPW / PVPC Stormwater Committee

Measurable Goal(s):

NA

Message Date(s):

Message Completed for: Appendix F Requirements Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes No

If yes, describe why the change was made:

Due to the results of COVID19, this BMP has been delayed until Permit Year 3.

BMP:Fleet Maintenance

Message Description and Distribution Method:

*CT River SW Committee messaging delayed due to COVID19: see link below
<https://thinkblueconnecticutriver.org/wp-content/uploads/2020/09/CT-River-SWC-Annual-Report-Narrative-MCM-1-.pdf>

Targeted Audience: Industrial facilities

Responsible Department/Parties: DPW / PVPC Stormwater Committee

Measurable Goal(s):

NA

Message Date(s):

Message Completed for: Appendix F Requirements Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes No

If yes, describe why the change was made:

Due to the results of COVID19, this BMP has been delayed until Permit Year 3.

BMP:New MS4 Development Standards and E&S Control

Message Description and Distribution Method:

* In partnership with the PVPC CT River Stormwater Committee, it was planned and anticipated to conduct a workshop at the regional Western Mass Development Conference in May. Unfortunately, due to COVID19, all group gatherings were canceled. Rescheduled for Permit Year 3; see link below
<https://thinkblueconnecticutriver.org/wp-content/uploads/2020/09/CT-River-SWC-Annual-Report-Narrative-MCM-1-.pdf>

Targeted Audience: Developers (construction)

Responsible Department/Parties: DPW / PVPC Stormwater Committee

Measurable Goal(s):

NA

Message Date(s):

Message Completed for: Appendix F Requirements Appendix H Requirements Was this message different than what was proposed in your NOI? Yes No

If yes, describe why the change was made:

BMP:Proper Disposal of Leaf Litter

Message Description and Distribution Method:

*CT River SW Committee Landscaper Letter; 11/4/2019

All messaging was created to promote best practices and identify locations for proper disposal of leaf litter; see link below

<https://thinkblueconnecticutriver.org/wp-content/uploads/2020/09/CT-River-SWC-Annual-Report-Narrative-MCM-1-.pdf>Targeted Audience: Responsible Department/Parties:

Measurable Goal(s):

* Landscaper Letter: 28 landscaping business within Agawam and Feeding Hills were mailed letters

Additional locations can be found at link below

<https://thinkblueconnecticutriver.org/wp-content/uploads/2020/09/CT-River-SWC-Annual-Report-Narrative-MCM-1-.pdf>Message Date(s): Message Completed for: Appendix F Requirements Appendix H Requirements Was this message different than what was proposed in your NOI? Yes No

If yes, describe why the change was made:

BMP:Importance of soil testing use of fertilizers, and disposal of grass clippings

Message Description and Distribution Method:

*In partnership with the PVPC SW Committee a large institutions workshop had been planned and schedule for April 1, 2020. Due to to COVID19, all group gatherings were canceled. The group rescheduled workshop as a Zoom workshop, unfortunately there was little interest from landscapers.

The intended messaging was the need for better practices based on water quality considerations, new state regulations on use of nutrients, and best practices.

See link below:

<https://thinkblueconnecticutriver.org/wp-content/uploads/2020/09/CT-River-SWC-Annual-Report-Narrative-MCM-1-.pdf>

It is anticipated the Ct River SW Committee with attempt another workshop in permit year 3

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

*No measurable goals due to lack of interest from landscapers. 28 landscaping businesses in Agawam and Feeding Hills were invited to attend.

Message Date(s):

Message Completed for: Appendix F Requirements Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes No

If yes, describe why the change was made:

BMP:Proper Management of Animal Waste

Message Description and Distribution Method:

*In partnership with the PVPC CT River SW Committee, a letter to property owners who may be likely to have a problem with geese were mailed letters identifying specific strategies and resources. This BMP was delayed and carried over from Permit Year One.

*In partnership with the PVPC SW Committee, the development and distribution of pet waste materials were provided the West of the River Chamber of Commerce to include include in their newsletter to all businesses.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

*Property Owner Letter regarding geese waste was mailed to 13 properties within Agawam and Feeding Hills

*Chamber newsletter distribution

See link below for all CT River SW Committee activities

<https://thinkblueconnecticutriver.org/wp-content/uploads/2020/09/CT-River-SWC-Annual-Report-Narrative-MCM-1-.pdf>

Message Date(s):

Message Completed for: Appendix F Requirements Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes No

If yes, describe why the change was made:

Geese waste letter was anticipated for permit year one, postponed to permit year 2 due to the need for accurate information to be included in the letter.

Permit year two activity was expected to be mailed to businesses, rather outreach through the Chamber of Commerce appeared to be a stronger approach to contacting businesses.

BMP:Agawam Wetland Protection Laws Guide

Message Description and Distribution Method:

Guide created during permit year one. Guide outlines what wetlands are protected, what activities are regulated, what wetland laws apply, and what builders should do if they have a project in mind that will occur within a wetland or buffer zone. Guide was distributed with all permits out of the Building Department.

Targeted Audience: Developers (construction)

Responsible Department/Parties: Planning & Inspection Services

Measurable Goal(s):

14 guides were distributed out of the Inspection Services Department during permit year two.

Message Date(s): Annual

Message Completed for: Appendix F Requirements Appendix H Requirements Was this message different than what was proposed in your NOI? Yes No

If yes, describe why the change was made:

BMP added to SWMP in permit year one in addition to messaging submitted in NOI.

BMP:Best Practices for Septic Systems

Message Description and Distribution Method:

Best Management Practices for Septic System Owners Flyer was distributed with the mailing of water bills.
11/19 - 3/20

Septic System FB Post; 9/17/19

EPA Septic System FB Post; 10/1/19

* Additional CT River Stormwater Committee messaging through social media; 9/16/19

Messaging included BMP's along with what should not be disposed of down that drain that would disrupt the operation of a septic system.

Targeted Audience: Residents

Responsible Department/Parties: Health Department

Measurable Goal(s):

11,418 homes received the septic system BMP flyer during permit year two.

FB Post; 198 people reached, 15 engagements

EPA FB Post; 220 people reached, 15 engagements

*Additional messaging from PVPC SW Committee; See link below

<https://thinkblueconnecticutriver.org/wp-content/uploads/2020/09/CT-River-SWC-Annual-Report-Narrative-MCM-1-.pdf>

Message Date(s): Fall, Winter, Spring

Message Completed for: Appendix F Requirements Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes No

If yes, describe why the change was made:

This BMP was added to the towns SWMP in permit year one in addition to messaging submitted in NOI

Add an Educational Message

MCM2: Public Participation

Describe the opportunity provided for public involvement in the development of the Stormwater Management Program (SWMP) **during this reporting period:**

SWMP was posted on Town Website with a notification posted through the City Clerk's office as well as in the event section of the Town's Website and in the Editorial Section of the local newspaper. All posts included an email address where the public could send comments in for discussion.

Was this opportunity different than what was proposed in your NOI? Yes No

Describe any other public involvement or participation opportunities conducted **during this reporting period:**

The community was notified through the town website and local press releases regarding the following activities:

HHW Day, encouraging residents to properly dispose of hazardous and universal waste items. 220 participants
 Fall community clean ups along the CT River, encouraging participation in the clean up
 Although spring clean ups were not advertised due to the COVID 19 and social distancing recommendations, the Westfield River Watershed conducted small group initiatives throughout the spring.
 Availability of Year One Stormwater Report was available on website, in Mayor's Office and Public Library for public comment upon submittal of report. Year two report will be added to those locations.

MCM3: Illicit Discharge Detection and Elimination (IDDE)

Sanitary Sewer Overflows (SSOs)

Check off the box below if the statement is true.

This SSO section is NOT applicable because we DO NOT have sanitary sewer

Below, report on the number of SSOs identified in the MS4 system and removed **during this reporting period.**

Number of SSOs identified:

Number of SSOs removed:

MS4 System Mapping

Below, check all that apply.

The following elements of the Phase I map have been completed:

- Outfalls and receiving waters
- Open channel conveyances
- Interconnections
- Municipally-owned stormwater treatment structures
- Waterbodies identified by name and indication of all use impairments
- Initial catchment delineations

Optional: Describe any additional progress you made on your map during this reporting period or provide additional status information regarding your map:

The Town of Agawam is currently maintaining two digital copies of the MS4 map available for public view.

One copy can be viewed at <https://tinyurl.com/ms4-public-viewer-agawam> and contains the following information:

- Stormwater outfalls and receiving waters
- Swales
- Interconnections with State-owned MS4s on Main Street and River Road
- BMPs owned and maintained by the Town of Agawam including detention basins, infiltration basins, dry wells and subsurface infiltration structures
- Waterbodies identified by name where known
- Storm sewer pipe locations
- Storm sewer pipes size, material and age, if known
- Storm sewer manhole locations
- Storm sewer manholes rim and invert elevations, if known
- Catch basin locations
- Additional drainage features such as culvert inverts, headwalls, flared end structures and areas with rip-rap stone

An additional copy of the MS4 map can be found on the homepage of the Town of Agawam website under the "Online GIS" link or at http://hosting.tighebond.com/AgawamMA_public/. In addition to the information listed above, the follow are also show on this map:

- Orthophotography from MassGIS
- Drainage easements
- Wetland areas
- FEMA flood zones

The initial delineations and rankings of the stormwater catchments are not currently available for public view. This information can be obtained from the Agawam Department of Public Works upon request.

Elements of the municipal sanitary sewer system (including pipes, manholes, easements and pump station locations) are included on the GIS maps used by municipal employees, but have not been made available to the general public at the request of the Water & Sewer Department in accordance with MGL Chapter 4, Section 7(26)(n) such that the disclosure of such records have been deemed likely to jeopardize public safety. A public records request for information regarding the sanitary sewer system can be made through the Town

Clerk's Office. Each request will be reviewed on an individual basis in accordance with Massachusetts Public Record Law.

Screening of Outfalls/Interconnections

If conducted, please submit any outfall monitoring results from this reporting period. Outfall monitoring results should include the date, outfall/interconnection identifier, location, weather conditions at time of sampling, precipitation in previous 48 hours, field screening parameter results, and results from all analyses.

- The outfall screening data is attached to the email submission
- The outfall screening data can be found at the following website:

*Below, report on the number of outfalls/interconnections screened **during this reporting period.***

Number of outfalls screened:

Catchment Investigations

If conducted, please submit all data collected during this reporting period as part of the dry and wet weather investigations. Also include the presence or absence of System Vulnerability Factors for each catchment.

- The catchment investigation data is attached to the email submission
- The catchment investigation data can be found at the following website:

*Below, report on the number of catchment investigations completed **during this reporting period.***

Number of catchment investigations completed this reporting period:

*Below, report on the percent of catchments investigated **to date.***

Percent of total catchments investigated:

Optional: Provide any additional information for clarity regarding the catchment investigations below:

Inspections and sampling of High Priority outfalls are continuing into Permit Year 3. The Town's catchment investigation program will begin in Year 3 based on the results of the outfall inspections.

IDDE Progress

If illicit discharges were found, please submit a document describing work conducted over this reporting period, and cumulative to date, including location source; description of the discharge; method of discovery; date of discovery; and date of elimination, mitigation, or enforcement OR planned corrective measures and schedule of removal.

- The illicit discharge removal report is attached to the email submission
- The illicit discharge removal report can be found at the following website:

*Below, report on the number of illicit discharges identified and removed, along with the volume of sewage removed **during this reporting period.***

Number of illicit discharges identified: Number of illicit discharges removed: Estimated volume of sewage removed: gallons/day

*Below, report on the total number of illicit discharges identified and removed to date. At a minimum, report on the number of illicit discharges identified and removed **since the effective date of the permit (July 1, 2018)**.*

Total number of illicit discharges identified: Total number of illicit discharges removed:

Optional: Provide any additional information for clarity regarding illicit discharges identified, removed, or planned to be removed below:

The total number of illicit discharges identified and removed to date listed above is based on illicit discharges reported since 2011. Descriptions of these illicit discharges can be found in the Sanitary Sewer Overflow inventory and in previously submitted NDPEs MS4 Annual Reports.

Employee Training

Describe the frequency and type of employee training conducted **during the reporting period**:

Due to COVID19 employee training was limited to online workshops and small group settings. Regardless, the town successfully completed the following trainings to their staff:

IDDE Training workshop sponsored by Central Mass Regional Stormwater Coalition; Town Engineer, Assistant Engineer and Environmental Project Coordinator Attended.

What is an Illicit Discharge? Potential problems, examples, what to report, who to call; All grounds, highway, water, sewer, and motor vehicle maintenance staff.

SPCC & SWPPP Training provided by Woodard and Curran; All grounds, highway, water, sewer, motor vehicle maintenance, and engineering staff.

MCM4: Construction Site Stormwater Runoff Control

*Below, report on the construction site plan reviews, inspections, and enforcement actions completed **during this reporting period**.*

Number of site plan reviews completed: Number of inspections completed: Number of enforcement actions taken:

Optional: Enter any additional information relevant to construction site plan reviews, inspections, and enforcement actions:

MCM5: Post-Construction Stormwater Management in New Development and Redevelopment

Ordinance or Regulatory Mechanism

Below, select the option that describes your ordinance or regulatory mechanism progress.

- Bylaw, ordinance, or regulations are updated and adopted consistent with permit requirements
- Bylaw, ordinance, or regulations are updated consistent with permit requirements but are not yet adopted
- Bylaw, ordinance, or regulations have not been updated or adopted

As-built Drawings

Describe the measures the MS4 has utilized to require the submission of as-built drawings and ensure long term operation and maintenance of completed construction sites:

The Town of Agawam is working with model language prepared by the Pioneer Valley Planning Commission for As-built and O&M requirements (including specific language on inspections that enable the Planning Board the the ability to obtain stamped as-built drawings).

We anticipate adoption of this language in the coming year along with other updates required for local stormwater management permit standards under the MS4 permit, Section 2.3.6.

Street Design and Parking Lots Report

Describe the status of the street design and parking lots assessment due in year 4 of the permit term, including any planned or completed changes to local regulations and guidelines:

Work has not begun on this report at this time.

Green Infrastructure Report

Describe the status of the green infrastructure report due in year 4 of the permit term, including the findings and progress towards making the practice allowable:

The Town of Agawam has recently completed a project with the Pioneer Valley Planning Commission (PVPC) and other neighboring municipalities to develop model subdivision regulations that incorporate the most up-to-date design standards, best practices and policies of Low Impact Development (LID), Complete Streets, Green Streets, Healthy Communities and Stormwater Management.

The completed model subdivision regulations can be found on the PVPC website here:<http://www.pvpc.org/modelsubdivisionregs>.

The Town of Agawam has not yet incorporated these regulations into the Town Subdivision Ordinance.

In Permit Year 2, the Town of Agawam applied for a Municipal Vulnerability Preparedness (MVP) Action Grant from the Massachusetts Executive Office of Energy and Environmental Affairs. Since the end of permit year 2 the town has been awarded the MVP Grant. During permit year three, the Town will prepare a comprehensive Stormwater Master Plan to address expressed community concern regarding chronic and intensifying flooding that impairs normal and emergency roadway access during storm events. In the face of changing climate patterns that are increasing the frequency and severity of rainfall, the Town will develop a long-term plan to efficiently manage its stormwater assets, reduce impervious cover and promote green infrastructure to provide accessory environmental and public health benefits.

Retrofit Properties Inventory

Describe the status of the inventory, due in year 4 of the permit term, of permittee-owned properties that could be modified or retrofitted with BMPs to mitigate impervious areas and report on any properties that have been modified or retrofitted:

The DPW has been working in conjunction with PVPC to develop a GIS-based map of potential retrofit locations on Town-owned properties. In order to determine the most likely areas suited for retrofit, the map uses a point scale based on factors including proximity to Environmental Justice areas, impaired waterbodies, areas of localized flooding and well-draining soils.

As part of the Stormwater Master Plan to be prepared with funding from the MVP Action Grant, Town-owned detention basins will be inspected to identify retrofit opportunities with emphasis on green infrastructure applications. This will allow older detention basins to provide significant water quality benefits as well as extended detention to help mitigate flood impacts.

MCM6: Good Housekeeping

Catch Basin Cleaning

*Below, report on the number of catch basins inspected and cleaned, along with the total volume of material removed from the catch basins **during this reporting period.***

Number of catch basins inspected:

Number of catch basins cleaned:

Total volume or mass of material removed from all catch basins: tons

Below, report on the total number of catch basins in the MS4 system.

Total number of catch basins:

If applicable:

Report on the actions taken if a catch basin sump is more than 50% full during two consecutive routine inspections/cleaning events:

Street Sweeping

Report on street sweeping completed **during this reporting period** using one of the three metrics below.

- Number of miles cleaned:
- Volume of material removed: [Select Units]
- Weight of material removed: [Select Units]

O&M Procedures and Inventory of Permittee-Owned Properties

Below, check all that apply.

The following permittee-owned properties have been inventoried:

- Parks and open spaces
- Buildings and facilities
- Vehicles and equipment

The following O&M procedures for permittee-owned properties have been completed:

- Parks and open spaces
- Buildings and facilities
- Vehicles and equipment

Stormwater Pollution Prevention Plan (SWPPP)

*Below, report on the number of site inspections for facilities that require a SWPPP completed **during this reporting period**.*

Number of site inspections completed:

Describe any corrective actions taken at a facility with a SWPPP:

Additional Information

Monitoring or Study Results

Results from any other stormwater or receiving water quality monitoring or studies conducted during the reporting period not otherwise mentioned above, where the data is being used to inform permit compliance or permit effectiveness must be attached.

- Not applicable
- The results from additional reports or studies are attached to the email submission
- The results from additional reports or studies can be found at the following website(s):

If such monitoring or studies were conducted on your behalf or if monitoring or studies conducted by other entities were reported to you, a brief description of the type of information gathered or received shall be described below:

Additional Information

Optional: Enter any additional information relevant to your stormwater management program implementation during the reporting period. Include any BMP modifications made by the MS4 if not already discussed above:

COVID-19 Impacts

Optional: If any of the above year 2 requirements could not be completed due to the impacts of COVID-19, please identify the requirement that could not be completed, any actions taken to attempt to complete the requirement, and reason the requirement could not be completed below:

Activities Planned for Next Reporting Period

Please confirm that your SWMP has been, or will be, updated to comply with all applicable permit requirements including but not limited to the year 3 requirements summarized below. (Note: impaired waters and TMDL requirements are not listed below)

Yes, I agree

- Inspect all outfalls/ interconnections (excluding Problem and Excluded outfalls) for the presence of dry weather flow
- Complete follow-up ranking as dry weather screening becomes available

Annual Requirements

- Annual report submitted and available to the public
- Annual opportunity for public participation in review and implementation of SWMP

- Keep records relating to the permit available for 5 years and make available to the public
- Properly store and dispose of catch basin cleanings and street sweepings so they do not discharge to receiving waters
- Annual training to employees involved in IDDE program
- Update inventory of all known locations where SSOs have discharged to the MS4
- Continue public education and outreach program
- Update outfall and interconnection inventory and priority ranking and include data collected in connection with the dry weather screening and other relevant inspections conducted
- Implement IDDE program
- Review site plans of construction sites as part of the construction stormwater runoff control program
- Conduct site inspection of construction sites as necessary
- Inspect and maintain stormwater treatment structures
- Log catch basins cleaned or inspected
- Sweep all uncurbed streets at least annually
- Continue investigations of catchments associated with Problem Outfalls
- Review inventory of all permittee owned facilities in the categories of parks and open space, buildings and facilities, and vehicles and equipment; update if necessary

Provide any additional details on activities planned for permit year 3 below:

The Town of Agawam will be participating in a joint proposal from the Connecticut River Stormwater Committee and Neponset Stormwater Partnership to apply for an MS4 Municipal Assistance Grant. The grant proposal will cover nutrient source reports required from within Appendix F and Appendix H of the MS4 General Permit, specifically the preparation of a Nitrogen Source Identification Report.

The Town of Agawam has contracted the services of Woodard & Curran to perform professional engineering services as required in Year 3 of the MS4 General Permit including, but not limited to:

- Inspection and sampling of Low priority outfalls and any remaining High priority outfalls
- Implement the Town's IDDE program for Problem Catchments
- Prioritize all other catchments based on an analysis of System Vulnerability Factors (SVFs)
- Provide assistance with Phase II mapping requirements
- Provide training to DPW staff
- Review implementation of Standard Operating Procedures

Part V: Certification of Small MS4 Annual Report 2020

40 CFR 144.32(d) 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, I certify that 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.

Name: Title:

Signature: Digitally signed by Christopher J. Golba
Date: 2020.09.22 13:07:31 -04'00'

[Signatory may be a duly authorized representative]

Note: When prompted during signing, save the document under a new file name.

Annual Report Submission

Please submit the form electronically via email to both EPA and MassDEP by clicking on one of the links below or using the email addresses listed below. Please ensure that all required attachments are included in the email and not attached to this PDF.

EPA: stormwater.reports@epa.gov

MassDEP: laura.schifman@mass.gov

Paper Signature:

If you did not sign electronically above, you can print the signature page by clicking the button below.

Optional: If you did not sign electronically above, you may lock the form by clicking the "Lock Form" button below which will prompt you to save the locked version of the form. Save this locked version under a new file name.