

**Year 3 Annual Report**  
**Massachusetts Small MS4 General Permit**  
**Reporting Period: July 1, 2020-June 30, 2021**

*\*\*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, 2020 and June 30, 2021 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 3 Requirements

- ☒ Inspected and screened all outfalls/interconnections (excluding Problem and Excluded outfalls)  
☒ Updated outfall/interconnection priority ranking based on the information collected during the dry weather inspections as necessary  
☐ Post-construction bylaw, ordinance, or other regulatory mechanism was updated and adopted consistent with permit requirements

**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 3 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 Town of Agawam is in the process of updating the current stormwater regulations to include the required elements as set forth in the Massachusetts Small MS4 General Permit. Currently, the Agawam stormwater regulations are incorporated within the Subdivision of Land and Water and Sewers Ordinances (Chapters 159 and 175 of the Agawam Town Code respectively). With assistance from the Pioneer Valley Planning Commission, the Town has separated the sections of these codes that pertain to stormwater and incorporated those regulations into two new stormwater documents: 1) a Stormwater Management Ordinance and 2) Regulations for Stormwater Management and Erosion and Sediment Control. The Stormwater Management Ordinance, to be labeled as Chapter 176 within the Town Code, expands upon the Town's enforcement procedures for construction violations and illicit discharges as well as establishing objectives and thresholds for the Agawam Stormwater Management Permit. The Regulations document contains guidance for developers and contractors on the performance standards to be followed when designing storm drain systems. It also lists the requirements for submitting site plans and stormwater calculations as well as explaining the Town's site inspection practices. A final version of the Stormwater Management Ordinance and the

Regulations for Stormwater Management and Erosion and Sediment Control is being reviewed by the Town and will be submitted to the City Council for acceptance.

### 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 system map due in year 2 as necessary
- ☒ Enclosed all road salt storage piles or facilities and implemented winter road maintenance procedures to minimize the use of road salt
- ☒ Implemented SWPPPs for all permittee owned or operated maintenance garages, public works yards, transfer stations, and other waste handling facilities
- ☒ Updated inventory of all permittee owned facilities as necessary
- ☒ O&M programs for all permittee owned facilities have been completed and updated as necessary
- ☒ Implemented all maintenance procedures for permittee owned facilities in accordance with O&M programs
- ☒ Implemented program for MS4 infrastructure maintenance to reduce the discharge of pollutants
- ☒ Inspected all permittee owned treatment structures (excluding catch basins)

*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. Posting included the following, in addition to the required BMP's.

1. Proper Disposal of PPE - Website News 07/21/20
2. Stormwater Management Plan - Website News/Facebook 08/03/20
3. Where Does the Water Go Video - Facebook 01/25/21
4. Avoid Snowmelt Flooding Think Blue MA- Facebook 02/05/21
5. Think Before You Flick Video - Website 05/03/21
6. Road Runoff Think Blue MA - Facebook 5/5/21
7. Hurricane Hazards MEMA - Facebook 06/16/21
8. LID Think Blue MA - Facebook 06/18/21
9. Municipal Vulnerability Preparedness (MVP)- Website News 6/21/21
- \*10. ThinkBlue Connecticut River Website; Regional messaging through the Ct River Stormwater Committee located at [www.thinkblueconnecticutriver.org](http://www.thinkblueconnecticutriver.org)

Targeted Audience:

Responsible Department/Parties:

##### Measurable Goal(s):

1. Proper Disposal of PPE - 352 people reached, 4 post clicks
2. Stormwater Management Plan - 609 people reached, 112 post clicks
3. Where Does the Water Go Video - 392 people reached, 10 post clicks
4. Avoid Snowmelt Flooding Think Blue MA- 381 people reached, 7 post clicks
5. Think Before You Flick Video - UNK
6. Road Runoff Think Blue MA - 509 people reached, 17 post clicks
7. Hurricane Hazards MEMA - 424 people reached
8. LID Think Blue MA -492 people reached, 14 post clicks
9. Municipal Vulnerability Preparedness (MVP)- 77 page views
- \*10 CT River SW Committee ThinkBlue Connecticut River Website; see link below  
<https://thinkblueconnecticutriver.org/wp-content/uploads/2021/09/CT-River-SWC-Annual-Report-Narrative-MCM-1-Year-3.pdf>

Message Date(s): Spring, Summer, 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:

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### **BMP:Proper Disposal of Leaf Litter**

Message Description and Distribution Method:

Recycle Smart Composting; FB Post-09/28/20

Yard Waste Collection and Fall Clean-up Tips; Website News & Events - 09/28/20

Tips for Fall Yard Clean-up; Newspaper Article-10/08/21

\*CT River SW Committee, Be a Leaf Hero FB Series; Shared on towns FB Page 11/2/20, 11/4/20

All activities provide 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

Measurable Goal(s):

Yard Waste Collection and Fall Clean-up Tips -502 people reached, 13 post clicks

Tips for Fall Yard Clean-up NP Article: approximately 5000 publications per Agawam Advertiser

Be A Leaf Hero Post - 307 people reached

Be A Leaf Hero Post - 415 people reached, 3 post clicks

\*CT River SW Committee, Be a Leaf Hero FB Series; see link below

<https://thinkblueconnecticutriver.org/wp-content/uploads/2021/09/CT-River-SWC-Annual-Report-Narrative-MCM-1-Year-3.pdf>

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:

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### **BMP:Proper Disposal and Use of Grass Clippings**

Message Description and Distribution Method:

Curbside Yard Waste Collection; FB Post - 3/30/21

Spring Yard Waste Care and Water Qualify; Newspaper Article - 4/2/21

Rethink Lawn Care; FB Post - 6/24/21

\*CT River SW Committee Lawncare FB Campaign; Summer

All activities encourage residents to properly dispose of grass clippings and the use of slow-release and



phosphous-free fertilizers

Targeted Audience: Residents

Responsible Department/Parties: DPW

Measurable Goal(s):

YW Collection FB Post; 1076 people reached, 41 clicks

Newspaper Article; approximately 5000 publications per Agawam Advertiser

Rethink Lawn Care FB Post; 435 people reached, 19 clicks

\*CT River SW Committee, Lawncare Campaign; see link below

<https://thinkblueconnecticutriver.org/wp-content/uploads/2021/09/CT-River-SWC-Annual-Report-Narrative-MCM-1-Year-3.pdf>

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:

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### **BMP:Proper Management of Pet Waste**

Message Description and Distribution Method:

Doo Good flyers distributed with licensing of dogs; on going

Pup Pledge link; Stormwater Pet Waste website page update -11/19/20

Be a good neighbor; Animal Control Officer website update- 02/24/21

\*CT River SW Committee Pet Waste Campaign include literature for use by the Animal Control Office and a PVRTA bus panel campaign; Summer

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" and the importance of pet waste pick up.

Targeted Audience: Residents

Responsible Department/Parties: DPW / Animal Control Officer

Measurable Goal(s):

Doo Good flyers distributed with licensing of dogs; 2588 flyers distributed

Pup Pledge link; UNK

Be a good neighbor; 2,592 page views to Animal Control Page

\*CT River SW Committee Pet Waste Campaign; see link below

<https://thinkblueconnecticutriver.org/wp-content/uploads/2021/09/CT-River-SWC-Annual-Report-Narrative-MCM-1-Year-3.pdf>

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:

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### **BMP:Proper Disposal of Cigarette Butts**

Message Description and Distribution Method:

Cigarette butt banners (imaging obtained through CT River SW Committee campaign); displayed at four intersection of town; Spring/Summer

\* CT River SW Committee Cigarette Butt Campaign included decal messaging, website information and videos, press releases, and FB posts.

All activities were included to help residents learn about the hazards of cigarette butts to birds, fish, and our water supply.

Targeted Audience: Residents

Responsible Department/Parties: DPW / PVPC Stomrwater Committee

Measurable Goal(s):

Butt Out!; newspaper article - UNK

Stomp out the butt; newspaper article UNK

Cigarette butt banners;

1. Suffield Street DPW Location; approximately 8,308 annual average daily trips according to AADT

2. O'Brien's Corner; approximately 17,000 average daily trips according to AADT

3. Feeding Hills Intersection; approximately 16,000 daily trips according to AADT

4. Phelps School Intersection; approximately 11,206 daily trips according to AADT

\* CT River SW Committee Cigarette Butt Campaign; see link below

<https://thinkblueconnecticutriver.org/wp-content/uploads/2021/09/CT-River-SWC-Annual-Report-Narrative-MCM-1-Year-3.pdf>

Message Date(s): Fall / 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:

Original messaging began in permit year 2, continuing into permit year 3

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### **BMP:Dumpster Waste and Avoiding Contaminated Flows**

Message Description and Distribution Method:

Dumpster & Trash BMP flyer; direct mailing from town waste hauler to businesses - 05/2021

Dumpster & Trash BMP flyer; direct mailing with CCR to residents and businesses; 6/18/21

\* CT River SW Committee Dumpster Waste Campaign included updated website literature and flyers distributed to Boards of Healths for public use.

Messaging included best management practices to help prevent illicit discharges while helping businesses keep properties in compliance with town code.

Targeted Audience: Businesses, institutions and commercial facilities

Responsible Department/Parties: DPW

Measurable Goal(s):

Dumpster & Trash BMP flyer; direct mailing from town waste hauler to businesses - 134 businesses

Dumpster & Trash BMP flyer; direct mailing with CCR to residents and businesses; 13,562 mailed

\* CT River SW Committee Dumpster Waste Campaign; see link below

<https://thinkblueconnecticutriver.org/wp-content/uploads/2021/09/CT-River-SWC-Annual-Report-Narrative-MCM-1-Year-3.pdf>

Message Date(s): Spring/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:

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### **BMP:Fleet Maintenance**

Message Description and Distribution Method:

\*CT River SW Committee Think Blue Fleet Maintenance flyer; direct mailing to Industrial Businesses  
4/16/21

Messaging aimed to ensure that industrial operators with vehicle fleets take care to manage vehicles to avoid spills and leaks.

Targeted Audience: Industrial facilities

Responsible Department/Parties: DPW / CT River Stormwater Committee

Measurable Goal(s):

\*CT River Stormwater Committee Fleet Maintenance BMP flyer - 7 Industrial facilities located in Agawam;  
see link below

<https://thinkblueconnecticutriver.org/wp-content/uploads/2021/09/CT-River-SWC-Annual-Report-Narrative-MCM-1-Year-3.pdf>

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:

Messaging postponed from permit year 2 to permit year 3.

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### **BMP:E&S Control**

**Message Description and Distribution Method:**

\* CT River SW Committee Erosion and Sediment Control Workshop provided virtually at the Western MA Developers Conference - 10/21/20

Messaging included E&S control resources and SW Management Standard Resources.

Targeted Audience: Developers (construction)

Responsible Department/Parties: DPW / CT River Stormwater Committee

**Measurable Goal(s):**

\* CT River SW Committee E&S Control virtual event; see link below

<https://thinkblueconnecticutriver.org/wp-content/uploads/2021/09/CT-River-SWC-Annual-Report-Narrative-MCM-1-Year-3.pdf>

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:

Messaging moved from permit year 2 to 3, completed through a virtual event rather than in person due to Covid19 restrictions.

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**BMP:Proper Disposal of Leaf Litter****Message Description and Distribution Method:**

\* CT River SW Committee Leaf Litter mailing to landscapers.

Messaging included maintenance Best Management Practices and identified locations for proper disposal of leaf litter.

Targeted Audience: Businesses, institutions and commercial facilities

Responsible Department/Parties: DPW / Ct River Stormwater Committee

**Measurable Goal(s):**

\* CT River SW Committee Leaf Litter Management; see link below

<https://thinkblueconnecticutriver.org/wp-content/uploads/2021/09/CT-River-SWC-Annual-Report-Narrative-MCM-1-Year-3.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:

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**BMP:Importance of Soil Testing, use of Fertilizers and disposal of Grass Clippings**

**Message Description and Distribution Method:**

\*CT River SW Committee - Land care, stormwater, & local rivers, streams, & lakes virtual workshop; UMass - 3/25/21

Workshop messaging included best management practices for Lawn Care Companies while servicing clients, including soil sampling.

Targeted Audience: Businesses, institutions and commercial facilities

Responsible Department/Parties: DPW / Ct River Stormwater Committee

**Measurable Goal(s):**

\*CT River SW Committee virtual workshop; see link below

<https://thinkblueconnecticutriver.org/wp-content/uploads/2021/09/CT-River-SWC-Annual-Report-Narrative-MCM-1-Year-3.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:

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**BMP:Proper Management of Animal Waste****Message Description and Distribution Method:**

\*CT River SW Committee Pet Waste Campaign included literature for use by the Animal Control Office and a PVTA bus panel campaign; Summer

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" and the importance of pet waste pick up.

Targeted Audience: Businesses, institutions and commercial facilities

Responsible Department/Parties: DPW / Ct River Stormwater Committee

**Measurable Goal(s):**

\*CT River SW Committee Pet Waste Campaign; see link below

<https://thinkblueconnecticutriver.org/wp-content/uploads/2021/09/CT-River-SWC-Annual-Report-Narrative-MCM-1-Year-3.pdf>

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:Homeowner's Guide to Protecting the Wetlands**

Message Description and Distribution Method:

Homewoner's Guide to Protecting Ponds, Streams and Wetlands pamphlet; Direct mailing to residents living close to CT River, Westfield River, ponds, and streams - 03/12/21

Targeted Audience: Residents

Responsible Department/Parties: Planning

Measurable Goal(s):

Homewoner's Guide to Protecting Ponds, Streams and Wetlands pamphlet - 1,680 residents

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 added to SWMP, in addition to NOI submittal, in Permit Year One.

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**BMP:Agawam Wetland Protection Laws Guide**

Message Description and Distribution Method:

Guide created during permit year one, mailing began in permit year 2. 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 town 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 &amp; Inspection Services

Measurable Goal(s):

1168 guides were distributed during permit year three.

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

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**BMP:Best Practices for Septic Systems**

**Message Description and Distribution Method:**

Be Septic Smart; Newspaper article - 9/24/20 / 10/15/20 - part of CT River SW Committee campaign  
Proper Landscaping on and around Septic System Flyer; direct mailing with Water Bills - 11/20-3/21  
\*CT River SW Committee, Be Septic Savvy FB Series; Shared on towns FB Page 9/16/20, 9/22/20

Targeted Audience: Residents

Responsible Department/Parties: DPW / Health Department

**Measurable Goal(s):**

Proper Landscaping on and around Septic System Flyer; 9000 flyers direct mailed  
Be Septic Savvy Facebook Post; 336 people reached  
Be Septic Savvy Facebook Post; 383 people reached  
\*CT River SW Committee, Be Septic Savvy FB Series and Newspaper articles; see link below  
<https://thinkblueconnecticutriver.org/wp-content/uploads/2021/09/CT-River-SWC-Annual-Report-Narrative-MCM-1-Year-3.pdf>

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

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**BMP:Fowl Water State-wide campaign****Message Description and Distribution Method:**

\*CT River Stormwater Committee; Fowl Water messaging through state-wide campaign  
Messaging included the effects of runoff carrying motor oil, pet waste, and trash pollutants to our local waterways.

Targeted Audience: Residents and businesses/ institutions/ commercial facilities

Responsible Department/Parties: Think Blue MA and Water Words that Work

**Measurable Goal(s):**

\* CT River Stormwater Committed campaign results; see link below  
<https://thinkblueconnecticutriver.org/wp-content/uploads/2021/09/CT-River-SWC-Annual-Report-Narrative-MCM-1-Year-3.pdf>

Message Date(s): Spring/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:

Messaging added to CT River Stormwater Committee SWMP messaging.

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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 the Town Website and Facebook Page with notification posted through the City Clerk's office, including 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, Facebook Page and local newspapers regarding the following activities:

Year 2 Stormwater Report was available to the public at the following locations; Website, Mayor's Office and Public Library. Year three report will be added to those locations upon submittal.

Spring / Fall Community Clean-ups along the Ct River were coordinated in partnership with the Westfield River Watershed with participation from over 70 people from local residents, businesses and municipal employees.

Storm Drain Marking; 351 storm drains marked/inspected and 32 previously marked storm drains inspected, with the assistance of the HS National Honor Society students.

HHW Day Event; encouraging residents to properly dispose of HHW and Universal Waste; 270 residents attended.

## 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



*Optional:* Provide additional status information regarding your map:

The Town of Agawam's Stormwater GIS mapping system is updated as new information is discovered via recorded plans or field investigations.

### **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. Please also include the updated inventory and ranking of outfalls/interconnections based on monitoring results.*

- ☐ No outfalls were inspected
- ☒ 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:

*Below, report on the percent of outfalls/interconnections screened **to date**.*

Percent of outfalls screened:

*Optional:* Provide additional information regarding your outfall/interconnection screening:

All outfall inspections were completed by EST Associates out of Needham, MA, subcontractor for Woodard & Curran.

### **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.*

- ☐ No catchment investigations were conducted
- ☒ 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:

Several outfall catchments were identified as high priority catchment investigations during permit year two. 7 high priority areas were inspected during permit year three, with additional catchments investigations to

continue in permit year 4.

### **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.*

- ☐ No illicit discharges were found
- ☒ 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. In the Permit Year 2 report, the town incorrectly reported (37) SSO's as a number within the total Illicit Discharges.

In Permit Year 3, the Town discovered an illicit sanitary sewer connection to the MS4 at #140 Maple Street. The Town is currently in contact with the property owner to coordinate the removal of this illicit discharge.

The number of illicit discharges reported above (54) represents the number of suspected illicit discharges investigated by the town since 2011, including the sewer connection at #140 Maple Street . These investigation would include suspected chlorinated pool water discharges, oil/grease spills, sediment flows caused by erosion, dumping of leaves/grass clippings into catch basins and pet waste complaints. Each illicit discharge investigated was corrected upon inspection with the exception of the illicit discharge discovered at #140 Maple Street.

### **Employee Training**

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

The following trainings were provided by Woodard & Curran

Oil SPCC Implementation; 04/06/21

Stormwater Pollution Prevention and Good Housekeeping; 04/06/21, 04/21/21

The following O&M Plans were distributed and reviewed with appropriate staff;

Outfall Screening and Sampling; 03/30/21

Catchment Investigations and Locating Illicit Discharge; 04/02/21

Parks and Open Space Management; 04/02/21

Construction Site Stormwater Runoff Control; 04/02/21

Municipal Buildings and Facilities; 02/22/21

HHW Storage and Handling; 02/22/21, 03/16/21

Spill Response and Cleanup; 02/22/21, 03/16/21

Catch Basin Inspection and Cleaning; 03/30/21

Street Sweeping and Parking Lots; 03/30/21

Winter Road Maintenance; 06/18/20

Vehicle and Equipment Operations and Maintenance; 03/16/21

Fuel and Oil Handling; 03/16/21

#### **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:

1168 Building Permits

30 Planning and Conservation Site Inspections; 3 of 8 Enforcement Actions lifted to date.

550 Engineering Site Inspections

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

##### **As-built Drawings**

*Below, report on the number of as-built drawings received **during this reporting period.***

Number of as-built drawings received:

*Optional:* Enter any additional information relevant to the submission of as-built drawings:

A regulation requiring the submittal of as-built drawings in accordance with Section 2.3.6 of the Massachusetts Small MS4 General Permit shall be included in the proposed Regulations for Stormwater Management and Erosion and Sediment Control currently under review by the Town.

### **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, in conjunction with Woodard & Curran, has prepared 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.

Guidelines concerning the design and installation of Low Impact Development stormwater management techniques have been incorporated within the proposed Regulations for Stormwater Management and Erosion and Sediment Control currently under review by the Town.

### **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, in conjunction with PVPC, has developed 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.

The Town, in conjunction with Woodard and Curran, has developed a Stormwater Master Plan prepared with funding from the MVP Action Grant. As part of the plan, all fifty-nine (59) of the Town-owned detention basins were inspected and identified with a High, Medium or Low potential for retrofit opportunities to either increase the storage capacity of the basin or improve water quality. Following the field inspections, a desktop review of the initial detention basin retrofit rankings was completed to further prioritize and identify retrofit opportunities. Some of the information used to prioritize the basins include: space available for volume

expansion, existing pretreatment measures, installation of plantings, land use of contributing area, basin accessibility, and proximity to residential, commercial or environmentally sensitive areas. The ten (10) detention basins with the the highest retrofit potential have been included in the Agawam 2021 Stormwater Capital Improvement Plan which includes recommendations to allocate annual funding for detention basin maintenance and improvement.

## 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:

*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:

Prior to Permit Year 3, the Town hired a contractor to perform catch basin cleaning services. In Permit Year 3, the Town purchased a vac truck and has begun its own catch basin cleaning program. A Survey 123 generated form is used to track the location of each cleaning, the amount of sediment removed from each catch basin and any required future maintenance tasks. The Town will use this data to create an inspection schedule for catch basins that have sumps more that 50% full during two consecutive cleanings. The town is currently investigating the accuracy of the data entry and program calculations as we are finding some discrepancies in information.

### 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:

☐ Weight of material removed:

### 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:

The Pioneer Valley Planning Commission (PVPC) and the Neponset River Watershed Association (NepRWA) has produced nutrient source identification reports for 20 communities, including Agawam, with funding through the MassDEP Municipal Assistance Program. The Town of Agawam is located within the watershed of Long Island Sound which has an approved Total Maximum Daily Load (TMDL) for nitrogen. The report supplied by PVPC and NepRWA is currently being reviewed by the Town and will be finalized as the Nitrogen Source Identification Report required for submittal in Permit Year 4 as per Appendix F of the permit.

Analyses within the nutrient source identification report used 2016 land cover/land use data, soil survey information and outfall catchment delineations. The total urbanized area in Agawam and the acreage within MS4 regulated areas was calculated. The total impervious area and directly connected impervious area in Agawam was estimated. From this information, the ten (10) catchments with the most impervious area were determined. Estimates of nitrogen loading potential were created for each of the Town's outfall catchments. The five (5) catchments with the highest loading were identified. PVPC created an online GIS map/data screening tool that was used to identify the Town-owned parcels with the greatest potential for retrofit opportunities.

#### **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 3 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 4 requirements summarized below. (Note: impaired waters and TMDL requirements are not listed below)

Yes, I agree ☒

- Develop a report assessing current street design and parking lot guidelines and other local requirements within the municipality that affect the creation of impervious cover
- Develop a report assessing existing local regulations to determine the feasibility of making green infrastructure practices allowable when appropriate site conditions exist
- Identify a minimum of 5 permittee-owned properties that could potentially be modified or retrofitted with BMPs to reduce impervious areas

### **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 curbed streets at least annually
- Continue investigations of catchments associated with Problem Outfalls



- Implemented SWPPPs for all permittee owned or operated maintenance garages, public works yards, transfer stations, and other waste handling facilities
- 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
- Review O&M programs for all permittee owned facilities; update if necessary
- Implement all maintenance procedures for permittee owned facilities in accordance with O&M programs
- Implement program for MS4 infrastructure maintenance to reduce the discharge of pollutants
- Enclose all road salt storage piles or facilities and implemented winter road maintenance procedures to minimize the use of road salt
- Review as-built drawings for new and redevelopment to ensure compliance with post construction bylaws, regulations, or regulatory mechanism consistent with permit requirements
- Inspect all permittee owned treatment structures (excluding catch basins)

Provide any additional details on activities planned for permit year 4 below:

The Town of Agawam has contracted the services of Woodard & Curran to perform professional engineering services as required in Year 4 of the MS4 General Permit including, but not limited to:

- Implementation of Agawam's IDDE program
- GIS mapping assistance
- Review of the nutrient source identification report supplied by PVPC and NepRWA
- Provide training to DPW staff



## Part V: Certification of Small MS4 Annual Report 2021

### 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:

Mario Mazza

Title:

Superintend of Publit Works

Signature:

Mario Mazza

Digitally signed by: Mario Mazza  
DN: CN = Mario Mazza email =  
DPW@agawam.ma.us C = US O = Agawam  
DPW  
Date: 2021.09.23 12:36:29 -04'00'

Date:

*[Signatory may be a duly authorized  
representative]*