Tighe&Bond
Consulting Engineers
Environmental Specialists

S-1321-4-313
April 22, 2005

U.S. Environmental Protection Agency
Water Technical Unit
P.O. Box 8127
Boston, MA 02114

Re: Annual Report – Year 2
NPDES General Permit MS4
EPA MAR041021/DEP W-035569
Town of Southampton, Massachusetts

*** Sent Certified Mail ***

To Whom It May Concern::

On behalf of the Town of Southampton, please find enclosed the NPDES Phase II Small MS4 General Permit Annual Report – Year 2 for the Town of Southampton, Massachusetts. This information is submitted to the EPA in accordance with EPA's Annual Reporting requirement.

If you have any questions regarding this information, please contact me at (413) 572-3256. Thank you for your attention in this matter.

Very truly yours,

TIGHE & BOND, INC.

Tracy J. Adamski, AICP
Environmental Scientist

J:\S\S1321\REPORT\EPA AR Y2 TRANSMITTAL LETTER.DOC
Enclosure
Copy: Linda Domizio, MA DEP Division of Watershed Management
Ed Cauley, Town of Southampton

53 Southampton Road, Westfield, MA 01085 Tel. 413-562-1600 Fax. 413-562-5317
Offices: Bellows Falls, VT; Middletown, CT; Norwalk, CT; Pocasset, MA and Worcester, MA

Original printed on recycled paper.

Tighe&Bond
Consulting Engineers
Environmental Specialists

S-1321-4-313
April 22, 2005

DEP, Division of Watershed Management
627 Main Street
Worcester, MA 01608
Attn: Ms. Linda Domizio

Re: Annual Report – Year 2
NPDES General Permit MS4
EPA MAR041021/DEP W-035569
Town of Southampton, Massachusetts

*** Sent Certified Mail ***

Dear Ms. Domizio:

On behalf of the Town of Southampton, please find enclosed the NPDES Phase II Small MS4 General Permit Annual Report – Year 2 for the Town of Southampton, Massachusetts. An original report is submitted to DEP in accordance with DEP and EPA's Annual Reporting requirement.

If you have any questions regarding this information, please contact me at (413) 572-3256. Thank you for your attention in this matter.

Very truly yours,

TIGHE & BOND, INC.

Tracy J. Adamski, AICP
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Enclosure
Copy: US EPA, Boston
Ed Cauley, Town of Southampton

Municipality/Organization: Southampton

EPA NPDES Permit Number: MAR041021

MaDEP Transmittal Number: W-035569

Annual Report Number
& Reporting Period: No. 1: March 04-March 05

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Edward Cauley Title: Highway Superintendent

Telephone #: (413) 527-3666 Email:

Certification:

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Signature:

Printed Name: Jean Pierre Crevier

Title: Selectboard Chair

Date: 4-21-05

Part II. Self-Assessment

The Town of Southampton Stormwater Management Program has been in place since July 31, 2003. The Town has completed the required self-assessment and has determined that the municipality has addressed each of the six minimum control standards. The Town will focus on stormdrain stenciling (BMP 2C) in Year 3. In addition, by-laws developed to address the NPDES requirements are drafted and are anticipated to be voted on at the June 4, 2005 annual town meeting.

Acronyms Used in Following Pages

BI = Building Inspector
BOH = Board of Health
BOS = Board of Selectmen
ConCom = Conservation Commission
HD = Highway Department
PB = Planning Board
PVPC = Pioneer Valley Planning Commission
WD = Water Department

Part III. Summary of Minimum Control Measures

1. Public Education and Outreach

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 3
1A	Classroom Education	HD/ WD/ School	Presentation on water cycle	Presented water cycle/ water quality/conservation info to 3rd and 4th graders in May 2004.	Not planned for Year 3.
Revised					
1B	Educational Displays	HD	Post educational display	Displayed EPA's *Stormwater and the Construction Industry* poster in the School, Planning Board and ConCom meeting rooms and in Town Hall.	Post educational display
Revised					
1C	Newspaper Press Release	HD	Publish 2x per year in local newspaper	The HD issued a press release publicizing Household Hazardous Waste Day, encouraging residents to properly dispose of hazardous wastes.	Publish stormwater/ water quality info twice in the year.
Revised					
1D	Local Cable Access	HD	Post bulletins 2x per year on local cable	The HD ran advertisements encouraging residents to properly dispose of hazardous wastes by publicizing Household Hazardous Waste Day. Also advertised were drop off service for oil-based paints/stains at landfill and pick-up service for elderly.	Post bulletins on stormwater/ water quality info twice in the year.
Revised					
1E	Informational pamphlets/ notices	HD	Mail with drinking water quality report	Water quality pamphlets distributed with Drinking Water Quality Report.	Mail stormwater/ water quality info with Drinking Water Quality Report.
Revised					
1F	Informational Gadgets	HD	Distribute magnets	HD distributed magnets with recycling information at town transfer station. Also distributed recycling bins and compost bins. Printed HD contact information on Town trash bags.	Continue to distribute magnets with recycling information at town transfer station.
Revised					
1G	Environmental Grants	BOH/HD/ ConCom	Give out grants to students based on environmentalism	The town gave out $6,000 of environmental grants to 8 high school seniors for environment-related community services and essays.	Give out up to $10,000 in grants to students for environmental volunteerism/essays.
Revised					

1a. Additions

2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 3
2A	Adopt-a-Road/ Adopt-a-Stream	HD/Boy Scouts/ School	Support interested groups by providing tools and trash disposal	The HD supported students for Hampshire Regional High School and the William E. Norris Elementary School in local clean-up of roadways and resources areas in April and May, 2004.	Continue to support interested groups by providing tools and disposing of trash bagged by participants. In April and May 2005, Town will assist Cub Scouts and Boy Scouts in cleaning up areas around Town parks.
Revised					
2B	Community Hotline	HD	Publicize number	Number publicized through magnets given away at transfer station, Household Hazardous Waste day press and on Town trash bags.	Continue to publicize number.
Revised					
2C	Storm Drain Stenciling	HD	Work with volunteers to stencil 50 catch basins per year	Continued to look for volunteers to stencil catch basins in Year 3. Researched options for stencils.	Work with volunteers to stencil 50 catch basins per year.
Revised					
2D	Watershed Committee	ConCom	Work with Hampden Ponds Association	ConCom representative attended Hampden Ponds Association meetings. HD/BOH representative attended Barnes Aquifer Protection Advisory Committee (BAPAC) meetings.	Continue to attend Hampden Ponds Association and BAPAC meetings.
Revised			Add Barnes Aquifer Protection Advisory		

2a. Additions

2E	Community Service	HD/ School	Support community service requirements by offering volunteer opportunities.	The HD supported students for Hampshire Regional High School community service requirements by offering volunteer opportunities at the landfill, at Household Hazardous Waste Collection Day, and to cleanup Town properties.	Continue to offer volunteer opportunities to High School students.

3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 3
3A	Mapping Stormwater Outfalls	HD	Field inspect 25% of outfalls.	The HD identified approximate locations of storm drain outfalls to wetlands, waterways and waterbodies within the urbanized areas of the Town. Field inspected each outfall.	Field inspect 100% of outfalls in urbanized areas.
Revised					
3B	Develop Illicit Discharge Program	HD	Evaluate existing procedures	Inspections performed during catch basin cleaning; evidence of illicit discharge reported to BI, BOH. One illicit connection was identified and disconnected.	Prepare new procedures/ plan as necessary.
Revised					
3C	Non-Stormwater By-Law	HD	Prepare Draft Plan – Year 2	Town with the assistance of PVPC has prepared a draft by-law.	Propose to Town Meeting for adoption. By-law is expected to be voted on at June 4, 2005 Town Meeting.
Revised					
3D	Illegal Dumping	HD	Maintain signage in sensitive areas. Perform regular patrols/cleanup	The HD continued to maintain signage in water supply areas and pick up illegal dumping throughout the Town. BOH and Police are notified as necessary.	Continue to maintain signage and perform regular patrols/cleanup.
Revised					
3E	Failing Septic Systems	BOH/HD	Keep records of failing septic systems.	The BOH continued to permit septic system cleaning companies in Southampton and maintain records of septic systems cleaned throughout the year.	Continue to keep records of maintained septic systems (BOH). HD to inform BOH if any identified failing septic systems.
Revised					

Revised					

3a. Additions

4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 3
4A	Construction Runoff By-law	HD/PB/ ConCom	Draft By-Law – Year 2	Town with the assistance of PVPC has prepared a draft by-law.	Propose to Town Meeting for adoption. By-law is expected to be voted on at June 4, 2005 Town Meeting.
Revised					
4B	Plan Review	PB/ ConCom/ HD/BOH/BI	Enforcement under by-law	Continued plan review per existing regulations. By-law enforcement proposed Years 3-5.	Continue plan review per existing regulations. By-law enforcement proposed Years 3-5.
Revised					
4C	Inspection / Reporting	HD/PB/BI	Enforcement under by-law	Continued inspection / reporting under existing regulations. By-law enforcement proposed Years 3-5.	Continued inspection / reporting under existing regulations. By-law enforcement proposed Years 3-5.
Revised					
Revised					

4a. Additions

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

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 3
5A	Post Construction Runoff By-law	HD/PB/ ConCom	Draft By-Law Year 2	Town with the assistance of PVPC has prepared a draft by-law.	Propose to Town Meeting for adoption. By-law is expected to be voted on at June 4, 2005 Town Meeting.
Revised					
5B	Construction Site Plan Review	HD/PB/ ConCom/BOH/ BI	Enforcement under by-law	Continued plan review per existing regulations. By-law enforcement proposed Years 3-5.	Continue plan review per existing regulations. By-law enforcement proposed Years 3-5.
Revised					
5C	Stormwater System Maintenance Plan	HD/PB/ ConCom	Enforcement under by-law	Continued inspection / reporting under existing regulations. By-law enforcement proposed Years 3-5.	Continued inspection / reporting under existing regulations. By-law enforcement proposed Years 3-5.
Revised					
Revised					
Revised					
Revised					

5a. Additions

6. Pollution Prevention and Good Housekeeping in Municipal Operations

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 3
6A	Municipal Maintenance Activity Program	HD	Evaluate and draft additional policies	Good Housekeeping Best Management Practices Manual drafted in March 2005.	Draft new policies/revise manual as necessary.
Revised					
6B	Training of all municipal employees	HD	Initial good housekeeping training	Good housekeeping practices are discussed with employees at the onset of tasks. Good Housekeeping training session attended by DPW staff on March 22, 2005.	Conduct good housekeeping training.
Revised					
6C	Catch Basin Cleaning Program	HD	Clean 100% of catch basins in urbanized area annually	The HD cleaned 100% of the catch basins within the urbanized areas. Half of the catchbasins were cleaned in July and half were cleaned in September. Top of structures cleaned out before heavy rainfall.	Clean 100% of catch basins in urbanized area.
Revised					
6D	Street Sweeping & Cleaning	HD	Sweep 100% of streets in urbanized area 2x per year	100% of town streets within urbanized area were swept twice in 2004. The streets were swept in both the spring and the fall.	Sweep 100% of streets in urbanized area 2x.
Revised					
6E	Used Oil Recycling	HD	Ongoing collection and recycling	The HD collects used oil from residents at the transfer station. The service was available to residents 30 hours per week.	Continue to provide facility of used oil collection and recycle.
Revised					
6F	Hazardous Waste Collection	HD	Hold collection event annually	The HD conducted a Hazardous Waste Collection Day in November 2004. Townspeople were encouraged to properly dispose of their household hazardous wastes.	Continue to hold collection event annually. Year 3 Household Hazardous Waste Collection held on April 9, 2005; approximately 95 vehicles were counted.
Revised					

6a. Additions

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

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 3
7A	TMDL	Various	Performance of previously identified BMPs.	The BMPs described in the above tasks will also address TMDL issues in Pequot Pond.	The BMPs described in the above tasks will also address TMDL issues in Pequot Pond.
Revised					
Revised					

7a. Additions

7b. WLA Assessment

To date, TMDLs have not been developed for Pequot Pond. BMPs proposed in previous Minimum Control Measures will address impairment of Pequot Pond.

Part IV. Summary of Information Collected and Analyzed

Communication among various Town departments and boards has been strengthened in order to meet the various BMP requirements. One illicit discharge was identified and disconnected. The BOH collects *E. coli* sample results from a private beach area on Pequot Pond. In Year 2, one week's sample was above the *E. coli* limit; however, sample results from the previous weeks and the subsequent weeks were well below the standard.