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Municipality/Organization: **Acushnet**

EPA NPDES Permit Number: **MAR 04108**

MaDEP Transmittal Number: **W-035516**

Annual Report Number & Reporting Period: **No. 3: March 05-March 06**

APR 24 2006

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Merilee K. Woodworth Title: Conservation Agent

Telephone #: 508 998-0202 Email: mwoodworth@acushnettown.mec.edu

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: Merilee K. Woodworth

Printed Name: Merilee K. Woodworth

Title: Conservation Agent

Date: March 30, 2006

Part II. Self-Assessment

Assessment of Compliance

The Phase II Stormwater Committee made progress in the past year. Major accomplishments included: completion of a review of existing local regulations and initial draft of a local stormwater management by-law; award of a non-point source pollution grant from Massachusetts Division of Coastal Zone Management to document stormwater direction and flow and test for contaminants in the downtown village area; continued update and distribution of our educational brochure as well as a commitment by the planning board to explain the town's stormwater management plan to applicants; and identification and correction of illicit discharges. We believe we are in full compliance with the conditions of the permit at this time.

Assessment of Appropriateness of BMPs

With the exception of 6-4, we feel the BMPs in Acushnet's Stormwater Management Plan are appropriate. Funding to purchase a catch basin cleaner is not available at this time. Catch basins will continue to be cleaned using rented equipment. The few remaining BMPs that have not been fully addressed yet have become the priorities for Year 4 of the permit.

Assessment of Progress

After an initial slow start in Year 1, we caught up during Year 2. Staff changes in the Health department and Conservation at the end of Year 3 slowed progress briefly and delayed the annual public meeting into April but we are now back on schedule. The committee continues to meet on a regular basis to implement the stormwater management program. We remain committed to the overall success of the program.

Summary of Information Collected

Records of illicit discharges, educational materials and information on the municipal storm drain system were all collected within the last year. Municipal storm drainage patterns within the MS4 area have been mapped and updated. Review of existing local regulations and of model by-laws has also been conducted.

Year Four

During the next year, we plan to finish drafting a bylaw to address construction and post-construction runoff from work sites, and to present it to the appropriate boards and town meeting for acceptance. In conjunction with a grant awarded by the Massachusetts Department of Coastal Zone Management, storm drains and drainage patterns have been mapped and stormwater emptying into the Acushnet River will be tested for contaminants. If results indicate the presence of pollutants, it is the intention of the town to seek further grant funding for help with remediation. In addition, public education will continue through presentations on watersheds and stormwater runoff to classes at Acushnet Middle School.

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 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
1-1	Educational flyer on stormwater runoff	Conservation Town Administrator	Produce flyer and mail to residents	Flyer produced and distributed in year 2 is available in Town Hall, public library, and at the public meeting	Update and distribute additional flyers as needed
1-2	Annual Public Hearing	Conservation Town Administrator Highway Board of Health	Hold annual public hearing each spring to inform public on progress	The annual public hearing will be held on April 10th before the Board of Selectmen with members of other Boards and the public in attendance	The annual public hearing will be held again next year in spring
1-3	Posting of Maps	Conservation Highway	BPW will post a map of stormwater infrastructure	The map created and updated by the Buzzards Bay Project has been posted in the Conservation office and the Board of Public Works meeting room	The map will remain posted for the public to view – additional copies will be produced as the map is updated
1-4	Web Page	Town Administrator	Amend web page to include stormwater management page	Information for web page has been developed	Stormwater management information will be uploaded onto Town website

2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
2-1	Encourage participation and citizen actions	Board of Health Highway Conservation	Flyer encourages residents to review maps, attend hearing and report illicit connections	The flyer contains contact information to report illicit connections as well as information on the annual public hearing	Continue to encourage public participation through the ACTION committee which organizes clean-ups, etc.
2-2	Stormwater Management Committee	Selectmen	Establishment of Stormwater Committee	The Committee was established in Year 1 and continues to meet on a regular basis	The Committee will continue to meet to update and implement the Stormwater Management Plan
2-3	Annual Selectmen's Meeting Review	Selectmen	Selectmen will hear annual report from Stormwater Committee	Selectmen will be present for annual report on the Stormwater Management Plan on April 10	Committee will present annual report again next Spring
2-4	Storm Drain Stenciling	Conservation Highway		The ACTION committee, in conjunction with the local Boy Scouts troop, stenciled approximately half of stormdrains in Year 3	We will continue to work with the ACTION committee and look for additional community partners to complete storm drain stenciling
Revised	Street Cleanup	Highway	ACTION committee cleanup	The ACTION committee conducted its annual cleanup in April and focused efforts on roads that abut waterbodies	ACTION will conduct its annual cleanup again and we will look for additional community partners to complete storm drain stenciling

3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
3-1	Discharge Identification	Highway Board of Health	Inventory every discharge pipe and map locations in GIS database	Discharge pipes and road cut locations as well as flow directions were located and mapped with assistance from Buzzards Bay Project	Additional discharge locations and flow directions will be updated map; discharges will be tested for NPS pollutants
3-2	Illicit Discharge Identification	Highway Board of Health	DPW reports unusual odors or pipes to BOH	BOH has developed a training module for DPW employees to detect and report illegal tie-ins	DPW will receive training for identifying illegal discharges and report them to BOH
3-3	Illicit Discharge Enforcement	Board of Health	BOH will require elimination of illegal tie-ins	BOH has records of all illegal tie-ins which were addressed through enforcement action	BOH will remain responsible for enforcing removal of illegal tie-ins
3-4	DPW Training	Highway	BOH will hold annual training for DPW staff on identifying illegal connections	BOH has developed a training module for DPW employees to detect and report illegal tie-ins	Training will be held at Town Garage
3-5	Public Information on Illicit Connections	Board of Health	Flyer created in 1-1 will include information on illicit connections	The educational flyer mailed to town residents in Year 2 lists contact information to report illicit connections	Flyer remains available in Town Hall, at town library, and at public meeting

4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
4-1	Conservation Commission Bylaw Review and Change	Conservation	Review existing state and local regulations to determine if they address permit requirements	Review of existing regulations complete; Stormwater runoff will be addressed through zoning/planning regulations or development of new bylaw	New by-law will be drafted and presented to Conservation Commission for review and comments
4-2	Planning Board Subdivision Regulation Review and Change	Planning Board	Review existing subdivision regulations to determine if they address permit requirements	Review of existing regulations completed – agreed that some additional regulation or procedure is needed to adequately address permit requirements	Develop new regulations to gain better control over construction site runoff
4-3	Planning Board Zoning and Non-Zoning Bylaw Review and Change	Planning Board	Review existing state and local bylaws to determine if they address permit requirements	See 4-2	See 4-2 In addition, Planning Board will now make applicants aware of need to file for EPA General Construction Permit during subdivision review process

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 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
5-1	Conservation Commission Bylaws	Conservation	Review existing state and local bylaws to determine if they address permit requirements	Review of existing regulations complete	Stormwater runoff will be addressed through zoning/planning regulations or development of new bylaw
5-2	Planning Board Subdivision Regulations Review and Change	Planning Board	Review existing local subdivision regulations to determine if they address permit requirements	Review of existing regulations completed – agreed that some additional regulation or procedure is needed to adequately address permit requirements	Using existing by-laws as a model, Committee will develop regulations to address post-construction stormwater runoff and flooding from long driveways on retreat lots
5-3	Planning Board Zoning and Non-Zoning Bylaw Review and Change	Planning Board	Develop an erosion control bylaw to require compliance with Phase II regulations	Model erosion control/stormwater bylaws have been compiled and reviewed	See 5-2
5-4	Conservation Commission and Building Department Pre & Post Site Review	Conservation Building Department	Coordinate site plan review, pre and post construction to ensure stormwater requirements are addressed	Process is in place through existing sign-off procedure – all projects that involve land disturbance require initial Conservation review	With implementation of stormwater bylaw, applicants will be made aware of any requirements during initial Conservation and Building Department review

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
6-1	DPW Policy Guide	Highway	Develop a policy guide and details of BMPs and pollution prevention strategies relating to vehicle maintenance, washing, fueling, etc.	Policy guide in initial stages of development	Draft policy guide will be completed by end of year 3
6-2	DPW Annual Training	Highway	Conduct annual training of applicable municipal staff on stormwater and pollution prevention policies	See 3-4	See 3-4
6-3	DPW Permit Filing	Highway	DPW will adhere to storm water standards when designing new stormwater treatment systems or road repair	Highway and Conservation work together closely to ensure that public works projects comply with environmental regulations	Continue partnership between Conservation and DPW
6-4	DPW Street Maintenance	Highway	Seek Town Meeting approval of funds to purchase the required street sweeping and catch basin cleaning equipment	Streets are swept 3-4 times/year, catch basins are swept once per year – the catch basin cleaner is rented as funding was not available to purchase a cleaner	Continue regular street sweeping and catch basin cleaing during the year

Part IV. Summary of Information Collected and Analyzed

Records of illicit discharges, educational materials and information on the municipal storm drain system were all collected within the last year.
Municipal storm drainage patterns within the MS4 area have been mapped and updated.
Review of existing local regulations and of model by-laws has also been conducted

Town of West Springfield
Department of Public Works

26 Central Street
West Springfield, MA 01089
James W. Lyons, P.E., Town Engineer
Telephone: (413) 263-3249
FAX: (413) 734-9745

*** Sent Certified Mail *** 1024

April 25, 2006

United States Environmental Protection Agency
Municipal Assistance Unit (CMU)
One Congress Street – Suite 1100
Boston, MA 02114-2023

RE: NPDES PII – Small MS4 General Permit Annual Report,
West Springfield, Massachusetts

Gentlemen:

On behalf of West Springfield, please find enclosed the NPDES Phase II Stormwater General Permit Annual Report for the period of March 2005 to March 2006 for the City of West Springfield, Massachusetts.

If you have any questions regarding this information, please contact me at (413) 263-3249. Thank you for your attention in this matter.

Sincerely,

James W. Lyons, P.E.
Town Engineer

APR 27 2006

Enclosure
Copy: Mayor Gibson
Jack Dowd, DPW Director
File