Municipality/Organization: Town of East Longmeadow

EPA NPDES Permit Number: MA-041005

MaDEP Transmittal Number: W-035937

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

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NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

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Certification:

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

Signature: Sean P. Kelley

Printed Name: Sean P. Kelley

Title: Senior Project Manager

Date: April 27, 2005

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
1A Revised	Classroom Education	D.P.W. School Dept.	Coordinate storm Water related Cirriculum	Enlisted aid of high school students in implementing and completing storm drain marker program.	Meet with individual elementary school principals and science departments to develop storm water related cirriculum.
1B Revised	Educational Displays	D.P.W.	One display in Town of East Longmeadow Hall per year	"After the Storm" poster installed on Library bulletin board.	Develop storm water display with emphasis on homeowner related issues and concerns and post on Town Hall bulletin board.
1C Revised	Newspaper Press Releases	D.P.W.	Two press releases In newspaper per year	Continue press releases. Press release issued regarding storm drain marking program with educational aspect and photographs..	Continue press releases. Emphasis to be placed on storm water ordinance development and enactment.
1D Revised	Informational Pamphlets	D.P.W.	Distribute yearly	Continued passive distribution of After the Storm and Solution to Stormwater Pollution at Knowlton Transfer Station, Town Hall lobby, D.P.W. offices and Library. Design Year 4 Mailing.	Insert handout regarding stormwater into all water bills mailed third quarter of year 4.
1E Revised	Hazardous Waste Collection Day	D.P.W. Board of Health	Hold one per year	Held collection day on September 17, 2005 in Wilbraham. Continued collection of used motor oil and mercury containing devices at Knowlton Transfer Station.	Hold collection day in September of 2006, possibly in East Longmeadow or in Wilbraham. Continue collected used motor oil at Knowlton Transfer Station.
1F Revised	Local Cable Access	Board of Selectmen	Informational Bulletins	No action. (change of Executive Secretary in Selectmen's Office).	Develop community release and show on local cable channel.

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
2A Revised	Adopt-a-stream Program	D.P.W. Conservation Commisison	Encourage and support program.	Pecousic Brook stream survey completed. Mass Riverways grant obtained and streambank landscaping completed at Heritage Park with public assistance and two landscaping seminars held. Grant obtained to build a footbridge over stream.	Further restoration to streambanks at Heritage Park planned. Footbridge to be constructed over stream.
2B Revised	Water Quality Monitoring	D.P.W.	Monitoring Activities Years 2 through 5.	Illicit discharge by-law drafted and reviewed by Planning Board and Conservation Commission. Currently being reviewed by Town Counsel.	Present Illicit Discharge By-Law to Town Meeting for vote.
2C Revised	Attitude Surveys	D.P.W.	Storm water survey years 2 and 4.	No action taken.	Send out storm water survey to residents in water billing.
2D Revised	Community Hotline	D.P.W.	Contact information on illicit discharges.	Web page design completed with local, state and federal contact information. I.T. Department to include page on Town Website. Contact information added.	Maintain Website and modify as necessary.
Revised					

2a. Additions

2E	Catch Basin Marking Program	D.P.W.	Involve youth group in stenciling or marking of storm drains in Town	Installed 500 catch basin markers and distributed 1000 brochures with assistance of high school students completing community service.	No action planned.

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
3A Revised	Mapping Outfalls	D.P.W.	Map stormwater outfalls.	Second flyover (aerial photographs) completed April, 2005. Approximately 60% of stormwater outfalls mapped on GIS system.	Complete GIS mapping of stormwater outfalls and underground utility lines (stormwater).
3B Revised	Development of Illicit Discharge Plan	D.P.W.	Develop and implement plan by years 3-5.	Illicit discharge plan developed and under review by Board of Public Works.	Obtain approval of Board of Public Works and commence public education through distribution of brochures.
3C Revised	Non-stormwater Discharge Ordinance	D.P.W.	Develop and implement ordinance by years 3-5.	Non-Stormwater bylaw drafted and under review by Town Counsel.	Present to Town Meeting for vote.
3D Revised	Inform employees, businesses & public	D.P.W.	Publicize ordinances during years 3-5.	No action.	Hold public hearing in conjunction with Planning Board meeting prior to Town Meeting.
3E Revised	Failing Septic Systems	Board of Health	Ongoing monitoring of septic systems.	Continuation of monitoring of faulty septic systems. New sanitary sewer constructed full length of Mill Road in summer of 2005.	Continuation of monitoring of faulty septic systems.
3F Revised	Industrial/Business Connections	D.P.W.	Solicit employee monitoring.	Approached large industrial business with know illicit connections and corrected problems.	No action.

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
4A	Construction Site Runoff Ordinance	D.P.W. Planning Board	Evaluate existing regulations. Draft and adopt runoff ordinance.	Construction Site Runoff Ordinance drafted and being reviewed by Town Counsel.	Hold public hearings with Planning Board and present to Town Meeting for vote.
Revised					
4B	Construction Plan Review	D.P.W. Planning Board	Enforce current regulations years 1-2. Enforce new regulations after Town Meeting approval, years 3-5.	Continued site plan review and heavy emphasis placed on conformance with Phase II permit regulations. One developer cited and fined (through local Conservation Commission and D.E.P.) for non-compliance. All Site Plan reviews by Planning Board now require Phase II filing if required.	Continue site plan review and site inspections by D.P.W. and Planning Board with assistance of Conservation Commission. Planning Review to include proof of Phase II filings and copy of Stormwater Management Plans.
Revised					
4C	Inspection and Reporting	D.P.W. Planning Board Building Insp.		Continued enforcement practices with emphasis on compliance with stormwater bmp's. B.M.P. brochures distributed in Town Hall offices and library.	Continue inspections as needed and distribution of informational brochures. Inform local contractors of impending Ordinance and explain its implications.
Revised					
Revised					
Revised					
Revised					

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

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
5A	Post Construction Runoff Ordinance	Planning Board	Draft Post Construction Runoff Ordinance	Post Construction Runoff Ordinance has been prepared in draft form and is being reviewed by Town Counsel.	Finalize Post Construction Runoff Ordinance. Hold public hearings before planning board and conservation commission. Present to Town Meeting for vote.
Revised					
5B	Construction Site Plan Review	D.P.W. Planning Board	Continue to enforce current regulations.	Continuation of enforcement of current regulations and inspections of special conditions from site plan reviews.	Continuation of year 3 activities. Formulate review methods to be approved under ordinance.
Revised					
5C	Inspection Reporting	D.P.W. Planning Board Building Insp.		Continued monitoring current developments and construction sites for compliance with storm water regulations and maintenance of storm water management systems. New computerized permitting system purchased.	Computerized permitting system to be implemented.
Revised					
Revised					
Revised					
Revised					

6. Pollution Prevention and Good Housekeeping in Municipal Operations

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
6A Revised	Municipal Maintenance Program	D.P.W.	Evaluate and draft policies	Spill Prevention, Control and Countermeasures Plan implemented. Protocall in spill cleanup developed. All Public Works employees attended SPCCP training in April, 2005.	Continued implementation of SPCCP. Additional D.P.W. spill training to be held in May of 2006.
6B Revised	Training of Municipal Employees	D.P.W.	Good housekeeping training	Good Housekeeping and Pollution Prevention Training given to all D.P.W. employees in April of 2005.	Additional training session for all D.P.W. employees to be held in May of 2006.
6C Revised	Stormwater Pollution Prevention Plan/MSGP	D.P.W.	Complete SWPPP and implement	SWPPP in place and valid through October 29, 2005.	No action unless required by updated regulations with exception of continuing current B.M.P.'s.
6D Revised	Pest Control	D.P.W.	Train and license employee	Employee license renewed. No preventative applications but applications completed on an as needed basis only.	Renew employee license and continue as needed applications of limited pesticide.
6E Revised	Catch Basin Cleaning	D.P.W.	Clean 33% of all catch basins per year	Approximately 60% of catch basins cleaned. Four employees licensed in cleaner operation.	Continue to clean at least 50% of catch basins in Town. License an additional two to four employees to use catch basin cleaner.
6F Revised	Street Sweeping Program	D.P.W.	Sweep all roads once per year, collector roads twice.	All roads swept annually in spring. Arterial roads, parade routes and areas under construction or near new subdivisions swept additionally as needed.	Continue to sweep all roads at least once per year, collector roads at least twice per year.

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6G	Used Oil Recycling	D.P.W.	Continue Collection And recycling of used Motor oil	Continued to collect and recycle used motor oil at Knowlton Transfer Station for use as fuel at D.P.W. Service Building.	Continue to collect and recycle used motor oil.
Revised					
6H	Hazzardous Waste Collection	D.P.W. Board of Health	Annual multi-town Event	Held on 9/17/05. Universal wastes accepted at Knowlton Transfer Station during normal operational hours.	To be held on or about 9/10/06. Continuation of collection of universal wastes at Knowlton Transfer Station.
Revised					
6I	Road Salt Application	D.P.W.	De-icing alternatives.	No action on salt alternatives. Sand usage cut back and salt applications only as necessary.	Research de-icing alternatives.
Revised					
6J	Illegal Dumping	D.P.W.	Identify locations	Continued with enforcement visits with Conservation Commission.	Continue with enforcement visits with Conservation Commission and installation of "No Dumping" signs as needed at illegal dumping sites when discovered.
Revised					
Revised					
Revised					