Municipality/Organization: City of Holyoke

EPA NPDES Permit Number:

MaDEP Transmittal Number: W- W 036404

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

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: William D. Fuqua Title: General Superintendent

Telephone #: (413) 322-5645 Email: fuquaw@ci.holyoke.ma.us

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: Michael J. Sullivan

Title: Mayor

Date: 12-27-06

Part II. Self-Assessment

The City of Holyoke has completed the required self-assessment and has determined that our municipality is in compliance with all permit conditions except the following provisions:

HOL-PE-1	**Stream BMP Letter**
HOL-PE-1a	**Stream BMP Pamphlet**
HOL-PE-3	**Web Site**
HOL-PE-4	**Recycling Brochure**
HOL-PP-2	**Stormwater Public Meeting**

Efforts to complete all items were complicated due to a shortage of staff during the year. Funding is in place to hire an inspector to assist with field inspections. This year was dominated with the transition from a public operation of the sewer and stormwater system to private. Responsibilities for tasks under this permit have been assigned to a contract vendor under contract with the City as of October 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
HOL-PE-1 Revised	**Stream BMP Letter**	**Conservation / A. Zoeller**	**Mail letters to abutters**	Letters mailed to Highland Dingle and Bray Park abutters	Mail letters to abutters
HOL-PE-1a Revised	**Stream BMP Pamphlet**	**Conservation / A. Zoeller**	**Distribute 200 Pamphlets**	Pamphlets made available to public in municipal offices..	Distribute pamphlets
HOL-PE-2a Revised	**Snow Handling Policy**	**Conservation / A. Zoeller**	**Policy Developed**	No action required	No action required
HOL-PE-2b Revised	**Snow Handling Press Release**	**Conservation / A. Zoeller**	**Distribute to 10 Outlets**	Issued updated release.	Issue updated release
HOL-PE-3 Revised	**Web Site**	**DPW / W. Fuqua**	**Update Web Site**	No Action Taken.	No action required
HOL-PE-4 Revised	**Recycling Brochure**	**DPW / W. Fuqua**	**Distribute 5000 Brochures**	Distribute updated brochures.	The Department will reapply for grants to continue the production and mailing.
HOL-PE-5 Revised	**Hazardous Waste Collection**	**DPW / W. Fuqua**	**One collection day/year**	Held one collection day	Hold two collection days
HOL-PE-6 Revised	**Bilingual Stormwater Brochure**	**DPW / W. Fuqua**	**Distribute 5000 Brochures**	No Action Taken	Produce and distribute brochures.

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
HOL-PP-1a	**Storm Drain Stenciling Development**	**DPW / W. Fuqua**	**Develop program – Year 1**	No Action Required.	No Action Required
Revised					
HOL-PP-1b	**Storm Drain Stenciling**	**DPW / W. Fuqua**		No Action Taken	Stencil 50% inlets
HOL-PP-1c	**Storm Drain Stenciling Maintenance**	**DPW / W. Fuqua**		No Action Required	No Action Required
Revised					
HOL-PP-2	**Stormwater Public Meeting**	**Conservation/ A. Zoeller**	**Host two meetings annually**	Two meetings were held through the Conservation Committion.	Conduct two public meetings.
Revised					
Revised					
Revised					
Revised					

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
HOL-IDD-1a	**Storm Drain Mapping**	**DPW / W. Fuqua**	**Develop map – Year 1**	No Action Required.	No Action Required
Revised					
HOL-IDD-1b	**Outfall Inspections**	**DPW / W. Fuqua**	**Inspect 20% outfalls annually**	No Action Taken	Inspect 20% of outfalls
Revised					
HOL-IDD-1c	**Stormwater Ordinance Revision**	**DPW / W. Fuqua**	**Ordinance Reviewed**	No Action Required.	No Action Required
Revised					
HOL-IDD-1d	**Detection Plan**	**DPW / W. Fuqua**	**Plan Completed**	No Action Required.	No Action Required
Revised					
HOL-IDD-1e	**Elimination of Illicit Connections**	**DPW / W. Fuqua**	**Eliminate 50% of Connections**	No Action Taken.	Eliminate connections
Revised					
Revised					

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
HOL-CSRC-1	**Erosion Control Ordinance**	**DPW / W. Fuqua**		No Action Required.	No Action Required
Revised					
HOL-CSRC-2a	**Inspection Plan**	**DPW / W. Fuqua**		No Action Taken	Develop Inspection Plan
Revised					
HOL-CSRC-2b	**Site Inspections**	**DPW / W. Fuqua**		New construction sites were inspected by City Engineer and Conservation Director..	Inspect New Construction Sites
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
HOL-PCRC-1a	**Basin Inventory**	**Conservation / A. Zoeller**	**Inventory All Existing Basins**	Update inventory as needed	No Action Required
Revised					
HOL-PCRC-1b	**Annual Inspections**	**Conservation / A. Zoeller**	**Inspect 50% of Basins/yr.**	> 50% of basins inspected.	Inspect all basins.
Revised					
HOL-PCRC-1c	**Basin Inventory Follow-up**	**Conservation / A. Zoeller**	**Letters to Non-Compliant Owners**	Issued four letters of non-compliance to owners.	Issue letters as needed.
Revised					
HOL-PCRC-2	**Stormwater Ordinance**	**DPW / W. Fuqua**		Ordinance reviewed.	No Action required
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
HOL-MGH-1	**Storm Drain Mapping**	**DPW / W. Fuqua**	**Develop Map – Year 1**	No Action Required.	. No Action Required
Revised					
HOL-MGH-2a	**Emergency Plans**	**DPW / W. Fuqua**	**Revise Plan & Train**	.No Action Required.	No Action Required
Revised					
HOL-MGH-2b	**Pollution Prevention Plan**	**DPW / W. Fuqua**	**Offer Plan & Training**	No Action Taken.	Provide Plan & Train
Revised					
HOL-MGH-3a	**Catch Basin Cleaning Program**	**DPW / W. Fuqua**	**Develop Plan**	No Action Required	No Action Required
Revised					
HOL-MGH-3b	**Catch Basin Cleaning Program**	**DPW / W. Fuqua**	**Clean All Basins**	Continued cleaning schedule.	Continue cleaning schedule. Collect data on number cleaned and volume collected.
Revised					
HOL-MGH-4a	**Street Sweeping Program**	**DPW / W. Fuqua**	**Develop Plan**	No Action Required	No Action Required
Revised					
HOL-MGH-4b	**Street Sweeping Program**	**DPW / W. Fuqua**	**Sweep All Streets**	Continued program. All streets swept at least once.	Continue program.
Revised					
HOL-MGH-5	**Illegal Dumping Ordinance**	**DPW / W. Fuqua**	**Review/Revise Ordinance**	Ordinance Reviewed.	No Action Required.
Revised					

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 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year4
Revised					
Revised					
Revised					
Revised					
Revised					
Revised					

Part IV. Summary of Information Collected and Analyzed

Nothing further to report here.

Part V. Program Outputs & Accomplishments (OPTIONAL)

Programmatic

Stormwater management position created/staffed	(y/n)	N
Annual program budget/expenditures	($)	

Education, Involvement, and Training

Estimated number of residents reached by education program(s)	(# or %)	
Stormwater management committee established	(y/n)	
Stream teams established or supported	(# or y/n)	
Shoreline clean-up participation or quantity of shoreline miles cleaned	(y/n or mi.)	
Household Hazardous Waste Collection Days		
▪ days sponsored	(#)	
▪ community participation	(%)	
▪ material collected	(tons or gal)	
School curricula implemented	(y/n)	

Legal/Regulatory

	In Place Prior to Phase II	Under Review	Drafted	Adopted
Regulatory Mechanism Status (indicate with "**X**")				
▪ Illicit Discharge Detection & Elimination	X			
▪ Erosion & Sediment Control	X			
▪ Post-Development Stormwater Management	X			
Accompanying Regulation Status (indicate with "**X**")				
▪ Illicit Discharge Detection & Elimination		X		
▪ Erosion & Sediment Control	X			
▪ Post-Development Stormwater Management	X			

Mapping and Illicit Discharges

Outfall mapping complete	(%)	
Estimated or actual number of outfalls	(#)	
System-Wide mapping complete	(%)	
Mapping method(s)		
▪ Paper/Mylar	(%)	
▪ CADD	(%)	
▪ GIS	(%)	
Outfalls inspected/screened	(# or %)	
Illicit discharges identified	(#)	
Illicit connections removed	(#) (est. gpd)	
% of population on sewer	(%)	
% of population on septic systems	(%)	

Construction

Number of construction starts (>1-acre)	(#)	
Estimated percentage of construction starts adequately regulated for erosion and sediment control	(%)	
Site inspections completed	(# or %)	
Tickets/Stop work orders issued	(# or %)	
Fines collected	(# and $)	
Complaints/concerns received from public	(#)	

Post-Development Stormwater Management

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	(%)	
Site inspections completed	(# or %)	
Estimated volume of stormwater recharged	(gpy)	

Operations and Maintenance

Average frequency of catch basin cleaning (non-commercial/non-arterial streets)	(times/yr)	
Average frequency of catch basin cleaning (commercial/arterial or other critical streets)	(times/yr)	
Total number of structures cleaned	(#)	
Storm drain cleaned	(LF or mi.)	
Qty. of screenings/debris removed from storm sewer infrastructure	(lbs. or tons)	
Disposal or use of sweepings (landfill, POTW, compost, recycle for sand, beneficial use, etc.)		
Cost of screenings disposal	($)	

Average frequency of street sweeping (non-commercial/non-arterial streets)	(times/yr)	
Average frequency of street sweeping (commercial/arterial or other critical streets)	(times/yr)	
Qty. of sand/debris collected by sweeping	(lbs. or tons)	
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.)	(location)	
Cost of sweepings disposal	($)	
Vacuum street sweepers purchased/leased	(#)	
Vacuum street sweepers specified in contracts	(y/n)	

Reduction in application on public land of: ("N/A" = never used; "100%" = elimination)		
▪ Fertilizers	(lbs. or %)	
▪ Herbicides	(lbs. or %)	
▪ Pesticides	(lbs. or %)	

Anti-/De-Icing products and ratios	% NaCl % $CaCl_2$ % $MgCl_2$ % CMA % Kac % KCl % Sand	
Pre-wetting techniques utilized	(y/n)	
Manual control spreaders used	(y/n)	
Automatic or Zero-velocity spreaders used	(y/n)	
Estimated net reduction in typical year salt application	(lbs. or %)	
Salt pile(s) covered in storage shed(s)	(y/n)	
Storage shed(s) in design or under construction	(y/n)	