Municipality/Organization: **Town of South Hadley**

EPA NPDES Permit Number: **MAR041020**

MaDEP Transmittal Number: **W-21004665**

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: Melissa A. LaBonte Title: IPP/Storm Water Coordinator

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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:

Printed Name: Gregory Kereakoglow, P.E.

Title: DPW Superintendent / Town Engineer

Date: 4/28/06

Part II. Self-Assessment

2005 - The Town has made progress or completed some activity for the majority of the proposed BMP's for the third year. There was "No Activity" for 5 BMP's with scheduled activity during this year, but some of this was offset by activity in other areas not originally proposed. The changes to the Planning Board and Sub-Division Regulations are still pending, however, now that the Town By-Law Review and Revision process is complete, the Town can now also begin the process of developing regulations and procedures to implement and enforce a Storm Water Program. Developing the drafs for these regulations will be the primary focus for year 4.

South Hadley is now also a member of the newly formed Connecticut River Stormwater Subcommittee (CRSS). This is a subcommittee of the Connecticut River Cleanup Committee (CRCC) of which South Hadley is also a member. Both committees are in conjunction with the Pioneer Valley Planning Commission (PVPC. The Stormwater Subcommittee is comprised of eight member communities. Together with the PVPC, the group will work together to develop public education materials and a public outreach campaign to meet the requirements of the NPDES Phase II regulations on both a community and regional scale.

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	Informational Brochures	DPW/ML	Reduce litter and contaminants in system	I/I Fact Sheet on Sump Pumps and Downspouts posted with copies available at various Town Offices.	No scheduled activity for year 4, however most likely something by CRSS.
Revised					
2	Stuffer into sewer bills	DPW /ML	Increased access to information	Notice on Sewer Bills sent out in October on the elimination of sump pumps, downspouts and yard drains.	Notice to be included on the October 2006 Sewer Bill.
Revised					
3	Website Development	DPW / ML Cable / TA	Increased access to information	No Activity.	Website is up and running however, stormwater was not part of the original design and did not get included. MIS will evaluate options.
Revised					
4	Stencile catchbasins	DPW / JB	Reduction of illegal discharges	No Activity.	Will develop stencil and initiate program in key areas.
Revised					
5	School Curricular / flyers	DPW /ML	Increased awareness of requirements	Attended bimonthly meetings of CRSS. So far, committee has applied for an educational grant through EPA, has obtained DEP approval for use of outreach materials, and has prepared outreach material for newspaper publication.	Dissemination of outreach material to newspapers and member community access channels; will be pursuing other avenues on a regional basis.
Revised	*Participation in the Connecticut River SW Subcommittee in conjunction with PVPC*	DPW/ML	Increased awareness of SW issues on a larger regional scale.		

1a. Additions

2 1	Lawn & Garden Activities	DPW / ML, JS ConCom	Increased access to information Reduce contaminants in system	First Program completed April 23, 2005 with delivery and pickup of rain barrels by residents. Healthy Lawns workshop held on April 28th (with DEP). Applied for a DEP Grant and initiated a second Rain Barrel Program at discounted prices (offset with DEP funds).	Posting of Lawn Care items on Cable access channel. Finish this years Rain Barrel Program.

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
6	TV spots and postings	DPW / ML Cable / TA	Increase public awareness and access to information	Continued posting general information on Stormwater Program. Additional airings of EPA video "After the Storm". General Template and locations identified for South Hadley SW Video.	Air information on environmentally friendly lawn care. Continue airing EPA Video "After the Storm". Air outreach material from CRSS & PVPC.
Revised					
7	Public Meetings	DPW / GK Bd of selectmen PlanningBd/RH	Increase public input and awareness	Fall Town Meeting – approved changes to Town By-Laws – Sewer, including storm, changed to Regulations, needing only Board of Selectmen approval.	No scheduled activity for year 4.
Revised					
8	Neighborhood Watch	DPW / GK	Reduction in illicit discharges	There were no planned activities scheduled for Year 3.	Establish a program with key residents to monitor known discharge pipes for unusual conditions or dry weather discharges.
Revised					
Revised					

2a. Additions

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
9	Storm System Mapping	DPW / GK	Increased detection of illicit discharges	Continued to update database with all new construction infrastructure. Have requested funding to purchase a GIS unit. Meeting held with many Town Departments on issue. Assessors Office compiled some data on a key area of Town and will continue to try to collect data.	If the GIS data logger approved, will begin to reinitiate mapping of existing infrastructure. Develop a more formal program with the Assessors Office to track residences with sump pumps.
Revised	*Identification of Residential I/I Sources.*	DPW /ML Ass. / MC	Same		
10	Household Hazardous Waste Collection Depot	DPW / JS	Reduction of nutrient loading in system	HHW day held in June of 2005. In conjunction with NERC, the Town participated in a pilot project collecting prescription drug/personal care products on HHW Day.	Program has been increased to 2 days, June and October 2006. Tentatively scheduled a second NERC collection for the October date.
Revised					
19	Review/Amend Town By Law on Storm Water Discharges	DPW / GK	Regulatory control of illicit discharges with punitive measures	No Activity.	Develop draft stormwater regulations for review by BOS.
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 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
11	Review / Amend Town Bylaws	Planning Board / Richard Harris DPW/GK	Increase awareness and compliance by developers	Town Meeting on By-Laws – removed Sewer and related so now regulations. Revised Wetlands By-Law regarding setbacks and no disturb zones – approved at Fall Town Meeting and accepted by Attorney General's Office.	No scheduled activity.
Revised	*Conservation By-Laws*	Conservation Commission			
12	Subdivision Regulation Modifications	Planning Board / Richard Harris & Conservation Commission	Increase awareness and compliance by developers	Regulations undergoing additional revisions.	Finalized early summer. Public Meeting expected to be held in Fall.
Revised					
13	Regular Site Inspections	DPW / GK, ML Bld.Insp./CD	Increase compliance, enforcement and penalties	No Activity.	Once Regulations drafted and approved, set policy and procedures for on-site inspections and enforcement.
Revised					
14	Site Plan Review Modifications	Planning Board / R. Harris & Conservation Commission	Increase awareness and compliance by developers	There was no planned activity scheduled for Year 3.	Finalized early summer. Public Meeting expected to be held in Fall.
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 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
9	System Mapping	DPW / GK, JB	Increased illicit discharge detection	See Section 3, #9.	See Section 3, #9.
Revised					
13	Regular Construction Site Inspections	DPW / GK, ML Bldg.Insp./CD	Increase compliance, enforcement & penalties.	See Section 4, #13.	See Section 4, #13.
Revised					
14	Site Plan Review Modifications	Planning Board /Richard Harri, ConCom	Increase developer awareness and compliance	See Section 4, #14.	See Section 4, #14.
Revised					
19	Develop Town By Law on discharges from all Town Lands.	DPW / GK, ML	Regulatory control of illicit discharges with punitive measures	See Section 3, #19.	See Section 3, #19.
Revised					
20	Review Planning Board and Zoning Board Regulations	Planning Board / Richard Harris	Increase developer awareness & compliance	See Section 4, # 11 and 12.	See Section 4, # 11 and 12.
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 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
15	DPW Operations Manual	DPW / GK, JB	Increase awareness of personnel	Continue to develop and refine procedures as necessary.	No scheduled activity for year 4.
Revised					
16	Catch Basin Cleaning Program	DPW / JB	Reduction in floatables and deposition into system.	Initiated weighing of catch basin cleanings. Documentation of cleanings in sewer crew logs, and supervisors weekly report. A Procedure and Door hanger prepared to notify residents of unacceptable materials in the Catch basins.	Construction of a dewatering center for catch basin cleanings for the spring cleanings. Continue scale weighing of dewatered material. Formal daily log sheet will be used to document streets and CB's cleaned. Implement door hanger program for Spring cleanings.
Revised					
17	Street Sweeping Program	DPW / JB	Reduction in deposition into system.	Initiated scale weighing of street sweepings. Ledger maintained on streets, water usage, etc…Sweepings placed directly in landfill for use as daily cover. Changed the sand/salt ratio from 3:1 to 1:1 to use less sand and reduce sweepings.	Change ration of sand to salt from 1:1 to 1:2 to use less sand and further reduce street sweepings.
Revised					
18	Monitoring of Commercial Establishments in IPP Program	DPW / ML	Closer compliance & monitoring of industrial/ commercial locations.	No Activity.	Once SW Regulations in place will initiate development of inspection and enforcement program for other commercial / industrial locations.
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 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
1	Brochures for public	DPW / ML	Reduction of litter and contaminants into system	See Section 1, #1.	See Section 1, #1.
Revised					
10	Household hazardous waste collection center	DPW / JS	Reduction of nutrients into system	See Section 3, #10.	See Section 3, #10.
Revised					
16	Catch basin cleaning program.	DPW / JB	Reduction of floatables and deposition into system.	See Section 6, #16.	See Section 6, #16.
Revised					
17	Street sweeping program	DPW / JB	Reduction in deposition into system	See Section 6, #17.	See Section 6, #17.
Revised					

7a. Additions

7b. WLA Assessment No assessment completed.

Part IV. Summary of Information Collected and Analyzed

There was no analysis of storm water, and any information collected has been from responsible parties working on BMP's for the past couple of years.

Part V. Program Outputs & Accomplishments (OPTIONAL) Not completed for this reporting year.