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Municipality/Organization: **Town of Hatfield**

EPA NPDES Permit Number: **MA041010**

MaDEP Transmittal Number: **W- 036303**

Annual Report Number & Reporting Period: **No. 3: April 06 – April 07**

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Frank Motyka Title: Interim DPW Director

Telephone #: (413) 247-0499 Email: fmotyka@townofhatfield.org

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: Darryl Williams

Printed Name: Darryl Williams

Title: Chair, Hatfield Board of Selectmen

Date: May 11, 2007

Part II. Self-Assessment

This past year, the Town has continued its ongoing Public Education Program, Household Hazardous Waste Collections, and Adopt-A-Stream Program. A minimal amount of mapping work was done so the Hatfield Drainage System map is still about 90% complete. The Town has had meetings with GIS consultants and hopes to ultimately map the drainage system on the Assessors' GIS system. No progress was made pertaining to a Municipal Maintenance Program and no changes have been made to the Town's Stormwater Management Bylaws.

The Town did receive DEP approval of its Beneficial Use Determination (BUD) for the Town's catch basin cleanings. No catch basins have been cleaned yet due to budget constraints. However, the Town plans to clean about 150 catch basins after the start of the new fiscal year (FY 2008).

I feel the Town is making slow progress meeting the goals of the Stormwater Pollution Prevention Plan. If there are questions or comments regarding this report, please contact me at (413) 247-0499 or at fmotyka@townofhatfield.org.

Respectfully submitted,

Frank Motyka

Frank Motyka
Hatfield Interim DPW Director

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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
1A	Educational Displays	DPW	1 Educational Display at Town Hall	"Healthy Household Habits for Clean Water" brochure is posted at Town Hall	A new brochure will be posted at Town Hall
Revised					
1B	Community Website & Hotline	DPW	Stormwater Info on Town Website	Stormwater information is posted on Town website	Maintain storm water information on the Town website
Revised					
1C	Local Cable Access	DPW	2 Info Bulletins per Year	One bulletin was posted on Cable Access TV channel	2 Bulletins will be posted.
Revised					
1D	Informational Pamphlets	DPW	Pamphlets in Town Hall & 1 Mailing	Copies of "Healthy Household Habits for clean Water" brochures are available at Town Hall. No mailing was done due to budget constraints	Copies of a new brochure will be available at Town Hall.
Revised					
1E	Hazardous Waste Collection Day	DPW	1 HHW Collection per Year	HHW Collection Days will be held May 19th in Northampton. Informational HWW hand outs and applications are available at Town Hall.	Town will participate in Northampton's HHW Collection Days in May 2008
Revised					
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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
2A	Adopt-a-Stream	DPW	1 Event per Year	9/06 Cub Scouts picked up trash in various locations a long the banks of the Connecticut and Mill Rivers. Approximately 2 miles of riverbank were done. About 20 children participated.	Cub Scouts plan to continue the Source to Sea Program in the future
Revised					
2B	Community Hotline	DPW	Hotline posted on Cable TV & Website	Hotline was posted on Cable TV and website.	Hotline will be periodically posted on Cable TV and will remain on Town website.
Revised					
Revised					
Revised					
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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
3A	Mapping Stormwater Outfalls	DPW	Map 50% of Stormwater Outfalls	About 90% of the Town's Drainage System has been mapped. Additional mapping was done in 2006 but hasn't been completed.	Complete Mapping of remaining of the Town's Drainage System
Revised					
3B	Develop Illicit Discharge Program	DPW	Draft Plan in Year 3	No work done in Year 4	Will begin working with the Pioneer Valley Planning Commission to develop Illicit Discharge By-Laws.
Revised					
3C	Non-Stormwater By-Law	DPW	New Bylaw in Year 3	No work done in YEAR 4	will begin work on a Non-Stormwater By-Law
Revised					
3D	Illegal Dumping	DPW, Police, Board of Health	N/A	DPW, Police, and Board of Health work together to identify dumpers and fine them. DPW picks up illegally dumped trash.	Continue efforts to identify dumpers and fine them. More signs will be placed in problem areas.
Revised					
3E	Recreational Wastewater	DPW	N/A	Owners of Recreational Vehicles are allowed to dump their wastewater at the Wastewater Treatment Plant for a small charge	Town will continue allowing RV owners to dump wastewater. Fee increased from $75 per 1000 gallons to $100 per 1000 gallons
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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
4A	Construction Runoff By-Law	Planning Bd, ConComm	Create a Construction Runoff By-Law	No additional work has been done on the Town's Stormwater Management By-Law that was adopted in 5/03	Will begin working with the Pioneer Valley Planning Commission to develop a Construction Runoff By-Law
Revised					
4B	Plan Review	Planning Bd, ConComm	Review Projects that disturb 1 acre or more	No additional work has been done on the Town's Stormwater Management By-Law that was adopted in 5/03	The Town will work to amend the current Plan Review requirements as necessary
Revised					
4C	Inspection / Reporting	Building Inspector	Inspect Projects that disturb 1 acre or more	No additional work has been done on the Town's Stormwater Management By-Law that was adopted in 5/03	The Town will work to amend the current Inspection / Reporting requirements as necessary
Revised					
4D	Building Permit Application	Planning Bd, Building Insp	EPA Permit number for projects > 1 acre	No additional work has been done on the Town's Stormwater Management By-Law that was adopted in 5/03	The Town will work to amend the current Building Permit Application as necessary
Revised					
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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
5A	Post Construction Runoff By-Law	Master Plan, Planning Bd	New By-Law to be Adopted in Year 5	No work done in Year 4	The Town will begin working on a Post Construction Runoff By-Law
Revised					
5B	Construction Site Plan Review	DPW, Planning Board	New By-Law to be Adopted in Year 5	No work done in Year 4	The Town will begin working on a Post Construction Runoff By-Law
Revised					
5C	Stormwater System Maintenance Plan	DPW	New By-Law to be Adopted in Year 5	No work done in Year 4	The Town will begin working on a Post Construction Runoff By-Law
Revised					
5D	Training for Town Staff on New By-Law	DPW, Board of Selectmen	New By-Law to be Adopted in Year 5	No work done in Year 4	The Town will begin working on a Post Construction Runoff By-Law
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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
6A	Municipal Maintenance Activity Program	DPW	Program completed in Year 1	No work done in Year 4	The Town will complete a Municipal Maintenance Activity Program
Revised					
6B	Training of Municipal Employees	DPW	Training completed in Year 1	No work done in Year 4	After completion of the Municipal Maintenance Program, Municipal Employees will be trained
Revised					
6C	Stormwater Pollution Prevention Plan	DPW	SWPPP for Trans Sta & Garage in Year 1	SWPPP completed for Highway Garage	Complete SWPPP for Transfer Station
Revised					
6D	Catch Basin Cleaning Program	DPW	Clean 33% of Catch Basins	No Catch Basins Have been Cleaned due to lack of funds. The Town received BUD approval in May of 2005	The Town will clean about 150 catch basins
Revised					
6E	Street Sweeping and Cleaning	DPW	Sweep Streets Each Year	The Town swept all Town roads as necessary in the Spring of 2007	The Town will continue sweeping all Town roads as necessary
Revised					
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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
7A	TMDL for Receiving Waters of the CT River	All Town Depts			
Revised					
Revised					
Revised					
Revised					
Revised					
Revised					

7a. Additions

7b. WLA Assessment

Part IV. Summary of Information Collected and Analyzed

Part V. Program Outputs & Accomplishments (OPTIONAL)

Programmatic

Stormwater management position created/staffed	(y/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				
▪ Erosion & Sediment Control				
▪ Post-Development Stormwater Management				
Accompanying Regulation Status (indicate with "**X**")				
▪ Illicit Discharge Detection & Elimination				
▪ Erosion & Sediment Control				
▪ Post-Development Stormwater Management				

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)	