Municipality/Organization: City of Holyoke

EPA NPDES Permit Number:

MaDEP Transmittal Number: W- W 036404

Annual Report Number & Reporting Period: No. 4: March 06-March 07

PS

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: 9/27/07

Part II. Self-Assessment

Responsibilities for some tasks under this permit have been assigned to a contract vendor, Aquarion Operating Services (AOS), under contract with the City as of October 2005. As such, the "Responsible Department/Person Name" category has been updated for all tasks that will be completed by AOS in Permit Year 5.

In addition, a new BMP, HOL-PE-7, has been added to reflect participation in the Connecticut River Stormwater Subcommittee. The Connecticut River Stormwater Subcommittee has been conducting a wide range of public education activities that help in fulfilling the elements of the original five-year plan as noted in Part III.

The City and AOS have completed the required self-assessment and have determined that Holyoke is in compliance with all permit conditions except the following provisions:

HOL-PE-1a. The Stream BMP Pamphlet has been designed by not yet mailed. It will be mailed in Permit Year 5.

HOL-PP-1a, 1b, and 1c. The measurable goal for BMP HOL-PP-1 Storm Drain Stenciling has been decreased to reflect a more reasonable number of storm drains. The original goal was to stencil all storm drains over a two-year-period (Permit Years 2 and 3). However, a shortage of staff during these years prevented any coordination or stenciling. Maintenance stenciling was to be completed during Permit Years 4 and 5 at a rate of 25 percent each year. The revised measurable goal will reflect coordination with one not-for-profit group to stencil smaller targeted areas. The additional public education that the new BMP, HOL-PE-7, provides is expected to counter any decreased awareness that results from the decreased measurable goal for stenciling.

HOL-IDD-1b – Outfall Inspections. Outfall inspections were scheduled to begin in Permit Year 2. Twenty percent of all outfalls were to be inspected during Permit Years 2, 3, 4, and 5. Although no inspections have been completed due to staff shortages, AOS will begin inspections during Permit Year 5.

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
HOL-PE-1	Stream BMP Letter	Conservation / A. Zoeller	Mail letters to abutters	Letters mailed to Tannery Brook.	Mail letters to abutters.
Revised					
HOL-PE-1a	Stream BMP Pamphlet	Conservation / A. Zoeller	Distribute 200 Pamphlets	Pamphlets have been designed but not yet distributed.	Distribute pamphlets.
Revised					
HOL-PE-2a	Snow Handling Policy	Conservation / A. Zoeller	Policy Developed	No action required.	No action required.
Revised					
HOL-PE-2b	Snow Handling Press Release	Conservation / A. Zoeller	Distribute to 10 Outlets	Issued updated release.	Issue updated release.
Revised					
HOL-PE-3	Web Site	DPW / W. Fuqua	Update Web Site	As a participant in the Connecticut River Stormwater Committee, developed a ThinkBlueMA.org/Connecticut River Website	No action required.
Revised					
HOL-PE-4	Recycling Brochure	DPW / W. Fuqua	Distribute 5000 Brochures	Distribute 19,485 updated brochures.	
Revised					
HOL-PE-5	Hazardous Waste Collection	DPW / W. Fuqua	One collection day/year	Held two collection days.	Hold two collection days.
Revised					
HOL-PE-6	Bilingual Stormwater Brochure	DPW / W. Fuqua	Distribute 5000 Brochures	Worked with Connecticut River Stormwater Subcommittee to develop Clean Water Tips on web (English	The Clean Water Tips from the website will be translated into Spanish.

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
Revised					
HOL-PE-7	**Participation in Connecticut River Stormwater Subcommittee**	**DPW/M. Sokop**	**Contribute to group and attend 50% of meetings**	Active participation in group surrounding "Think Blue Massachusetts" Campaign, including newspaper articles, radio ads, television ads, public presentations, and website.	Continue active participation and financial support.
Revised					

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
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**	**AOS/ R. Jagelavicius**	**Work with one not-for-profit group**	Stencils created and manufactured. Coordinated with Friends of the Reservation to stencil.	Assist Friends of the Reservation in stenciling.
Revised PY4					
HOL-PP-1c	**Storm Drain Stenciling Maintenance**		**Deleted**	No Action Required	No Action Required.
Revised PY4					
HOL-PP-2	**Stormwater Public Meeting**	**Conservation/ A. Zoeller**	**Host two meetings annually**	Stormwater Phase II was on the agenda for two meetings of the Conservation Commission.	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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
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**	**AOS/ R. Jagelavicius**	**Inspect 20% outfalls annually**	No Action Taken	Inspect 20% of outfalls.
Revised					
HOL-IDD-1c	**Stormwater Ordinance Revision**	**AOS/ R. Jagelavicius and DPW/W. Fuqua**	**Ordinance Reviewed**	No Action Required.	Because AOS (new contractor) will conduct inspections and remove IDs, the ordinance language will be reviewed to ensure enforcement can be conducted.
Revised					
HOL-IDD-1d	**Detection Plan**	**AOS/ R. Jagelavicius**	**Plan Completed**	No Action Required.	The illicit discharge detection plan will be reviewed by AOS.
Revised					
HOL-IDD-1e	**Elimination of Illicit Connections**	**AOS/ R. Jagelavicius**	**Eliminate 50% of Connections**	No Action Taken.	Eliminate connections as sources are located to the extent practical.
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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
HOL-PCRC-1a	**Basin Inventory**	**Conservation / A. Zoeller**	**Inventory All Existing Basins**	Updated 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 50% of all basins.
Revised					
HOL-PCRC-1c	**Basin Inventory Follow-up**	**Conservation / A. Zoeller**	**Letters to Non-Compliant Owners**	Issued no 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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
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	AOS/ R. Jagelavicius	Develop Plan	No Action Required	No Action Required.
Revised					
HOL-MGH-3b	Catch Basin Cleaning Program	AOS/ R. Jagelavicius	Clean All Basins	Continued cleaning schedule.	Continue cleaning schedule. Collect data on number cleaned and volume collected.
Revised					
HOL-MGH-4a	Street Sweeping Program	AOS/ R. Jagelavicius	Develop Plan	No Action Required	No Action Required.
Revised					
HOL-MGH-4b	Street Sweeping Program	AOS/ R. Jagelavicius	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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
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)	Y
Shoreline clean-up participation or quantity of shoreline miles cleaned	(y/n or mi.)	
Household Hazardous Waste Collection Days		
▪ days sponsored	(#)	2
▪ 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)	