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04/30/08

**Municipality/Organization: Southampton**

**EPA NPDES Permit Number: MAR041021**

**MaDEP Transmittal Number: W-035569**

**Annual Report Number**
**& Reporting Period: No. 4: March 07-March 08**

# NPDES PII Small MS4 General Permit Annual Report

**Part I. General Information**

Contact Person: Edward Cauley Title: Highway Superintendent

Telephone #: (413) 527-3666 Email:

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: Jess Dods

Title: Selectboard Chair

Date: April 29, 2008

**Part II. Self-Assessment**

The Town of Southampton Stormwater Management Program has been in place since July 31, 2003. The Town has completed the required self-assessment and has determined that the municipality has addressed each of the six minimum control standards. The Town continues to publicize stormwater-related issues and supports active participation by townspeople in addressing pollution and stormwater issues. The bylaws developed to address the NPDES requirements were passed at the June 4, 2007 annual town meeting. New developments are subject to the review and enforcement requirements of the by-laws.

**Acronyms Used in Following Pages**

BI = Building Inspector
BOH = Board of Health
BOS = Board of Selectmen
ConCom = Conservation Commission
HD = Highway Department
PB = Planning Board
PVPC = Pioneer Valley Planning Commission
WD = Water Department

## 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 5 (Reliance on non-municipal partners indicated, if any) | Additional Planned Activities |
|---|---|---|---|---|---|
| 1A | Classroom Education | HD/ WD/ School | Presentation on water cycle | Presentation not performed in Year 5. | DEP Water Cycle Skit to 5th and 6th graders planned for Fall 2008. |
| Revised | | | | | |
| 1B | Educational Displays | HD | Post educational display | Displayed EPA's *Stormwater and the Construction Industry* poster in the School, Planning Board and ConCom meeting rooms and in Town Hall. | Post educational display |
| Revised | | | | | |
| 1C | Newspaper Press Release | HD | Publish 2x per year in local newspaper | The HD issued press releases publicizing Household Hazardous Waste Day, encouraging residents to properly dispose of hazardous wastes. Posted flyers for Household Hazardous Waste Day in Southampton. | Publish stormwater/ water quality info twice in the year. |
| Revised | | | | | |
| 1D | Local Cable Access | HD | Post bulletins 2x per year on local cable | The HD ran educational notices encouraging residents to recycle and providing information on the water cycle. | Post bulletins on stormwater/ water quality info twice in the year. |
| Revised | | | | | |
| 1E | Informational pamphlets/ notices | HD | Mail with drinking water quality report | Water conservation and recycling tips distributed with Drinking Water Quality Report. | Mail stormwater/ water quality info with Drinking Water Quality Report. |
| Revised | | | | | |
| 1F | Informational Gadgets | HD | Distribute magnets | HD distributed magnets with recycling information at town transfer station. Also distributed recycling bins. Printed HD contact information on Town trash bags. | Continue to distribute magnets with recycling information at town transfer station. |
| Revised | | | Distribute Water Quality Flyers on recycling and the water cycle | | |
| 1G | Environmental Grants | BOH/HD/ ConCom | Give out grants to students based on environmentalism | The town gave out $500 environmental grants under the Richard Allen Scholarship program to 10 high school seniors for environment-related community services and essays. | Give out up to $10,000 in grants to students for environmental volunteerism/essays. |
| Revised | | | | | |

## 1a. Additions

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## 2. Public Involvement and Participation

| BMP ID # | BMP Description | Responsible Dept./Person Name | Measurable Goal(s) | Progress on Goal(s) – Permit Year 5 (Reliance on non-municipal partners indicated, if any) | Additional Planned Activities |
|---|---|---|---|---|---|
| 2A | Adopt-a-Road/ Adopt-a-Stream | HD/Boy Scouts/ School | Support interested groups by providing tools and trash disposal | The HD supported Hampshire Regional High School students and Boy Scouts in local clean-up of roadways and resources areas and William E. Norris Elementary School students and Cub Scouts in cleanup of parks and around Town buildings. | Continue to support interested groups by providing tools and disposing of trash bagged by participants. In Town will continue to assist Cub Scouts, Boy Scouts and local students in cleaning up areas around Town parks. |
| Revised | | | In 2007, Southampton was named a "Tree-City USA" | | |
| 2B | Community Hotline | HD | Publicize number | Number publicized through magnets given away at transfer station, Household Hazardous Waste day press and on Town trash bags, recycling bins and on Town website. | Continue to publicize number. |
| Revised | | | | | |
| 2C | Storm Drain Stenciling | HD | Work with volunteers to stencil 50 catch basins per year | Continued to look for volunteers to stencil catch basins in Year 5. Researched options for stencils. | |
| Revised | | | | | |
| 2D | Watershed Committee | ConCom | Work with Hampden Ponds Association and Barnes Aquifer Protection Advisory | ConCom representative attended Hampden Ponds Association meetings. HD/BOH representative attended Barnes Aquifer Protection Advisory Committee (BAPAC) meetings. | Continue to attend Hampden Ponds Association and BAPAC meetings. |
| Revised | | | | | |

## 2a. Additions

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| 2E | Community Service | HD/ School | Support community service requirements by offering volunteer opportunities. | The HD supported students for Hampshire Regional High School community service requirements by offering volunteer opportunities at the landfill, at Household Hazardous Waste Collection Day, and to cleanup Town properties. | Continue to offer volunteer opportunities to High School students. |

## 3. Illicit Discharge Detection and Elimination

| BMP ID # | BMP Description | Responsible Dept./Person Name | Measurable Goal(s) | Progress on Goal(s) – Permit Year 5 (Reliance on non-municipal partners indicated, if any) | Additional Planned Activities |
|---|---|---|---|---|---|
| 3A | Mapping Stormwater Outfalls | HD | Field inspect 25% of outfalls. | The HD identified approximate locations of storm drain outfalls to wetlands, waterways and waterbodies within the urbanized areas of the Town. Field inspected each outfall. Field inspected 100% of outfalls in urbanized areas. GPS located outfalls in urbanized areas in Spring 2007 | Field inspect 100% of outfalls in urbanized areas. |
| Revised | | | | | |
| 3B | Develop Illicit Discharge Program | HD | Evaluate existing procedures | Inspections performed during catch basin cleaning; evidence of illicit discharge reported to BI, BOH. One illicit connection was identified and disconnected. | Prepare new procedures/ plan as necessary. |
| Revised | | | | | |
| 3C | Non-Stormwater By-Law | HD | Adoption of by-law at Town Meeting | By-law was passed at June 4, 2007 Town Meeting. | |
| Revised | | | | | |
| 3D | Illegal Dumping | HD | Maintain signage in sensitive areas. Perform regular patrols/cleanup | The HD continued to maintain signage in water supply areas and pick up illegal dumping throughout the Town. BOH and Police are notified as necessary and prosecute as necessary. | Continue to maintain signage and perform regular patrols/cleanup. |
| Revised | | | | | |
| 3E | Failing Septic Systems | BOH/HD | Keep records of failing septic systems. | The BOH continued to permit septic system cleaning companies in | Continue to keep records of maintained septic systems (BOH). |

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| Revised | | | | | |

### 3a. Additions

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## 4. Construction Site Stormwater Runoff Control

| BMP ID # | BMP Description | Responsible Dept./Person Name | Measurable Goal(s) | Progress on Goal(s) – Permit Year 5 (Reliance on non-municipal partners indicated, if any) | Additional Planned Activities |
|---|---|---|---|---|---|
| 4A | Construction Runoff By-law | HD/PB/ ConCom | Adoption of by-law at Town Meeting | By-law was passed at June 4, 2007 Town Meeting. | |
| Revised | | | | | |
| 4B | Plan Review | PB/ ConCom/ HD/BOH/BI | Plan review under by-law | Conduct plan review per By-law. | Continue plan review per By-law. |
| Revised | | | | | |
| 4C | Inspection / Reporting | HD/PB/BI | Enforcement under by-law | Conduct inspection / reporting per By-law. | Continue inspection / reporting per By-law. |
| Revised | | | | | |
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| Revised | | | | | |

### 4a. Additions

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## 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 5 (Reliance on non-municipal partners indicated, if any) | Additional Planned Activities |
|---|---|---|---|---|---|
| 5A | Post Construction Runoff By-law | HD/PB/ ConCom | Adoption of By-law at Town Meeting | By-law was passed at June 4, 2007 Town Meeting. | |
| Revised | | | | | |
| 5B | Construction Site Plan Review | HD/PB/ ConCom/BOH/ BI | Plan review under by-law | Conduct plan review per By-law. | Continue plan review per By-law. |
| Revised | | | | | |
| 5C | Stormwater System Maintenance Plan | HD/PB/ ConCom | Enforcement under by-law | Conduct inspection / reporting per By-law. | Continue inspection / reporting per By-law. |
| Revised | | | | | |
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| Revised | | | | | |

## 5a. Additions

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## 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 5 (Reliance on non-municipal partners indicated, if any) | Additional Planned Activities |
|---|---|---|---|---|---|
| 6A | Municipal Maintenance Activity Program | HD | Evaluate and draft additional policies | Good Housekeeping Best Management Practices Manual drafted in March 2005. | Draft new policies/revise manual as necessary. |
| Revised | | | | | |
| 6B | Training of all municipal employees | HD | Initial good housekeeping training | Good housekeeping practices are discussed with employees at the onset of tasks. Good Housekeeping training session attended by DPW staff on March 31, 2008. | Conduct good housekeeping training. |
| Revised | | | | | |
| 6C | Catch Basin Cleaning Program | HD | Clean 100% of catch basins in urbanized area annually | The HD cleaned 100% of the catch basins within the urbanized areas twice in 2007. | Clean 100% of catch basins in urbanized area. |
| Revised | | | | | |
| 6D | Street Sweeping & Cleaning | HD | Sweep 100% of streets in urbanized area 2x per year | 100% of town streets within urbanized area were swept three times in 2007. The streets were swept in both the spring and the fall. | Sweep 100% of streets in urbanized area twice. |
| Revised | | | | | |
| 6E | Used Oil Recycling | HD | Ongoing collection and recycling | The HD collects used oil from residents at the transfer station. The service was available to residents 30 hours per week. | Continue to provide facility of used oil collection and recycle. |
| Revised | | | | | |
| 6F | Hazardous Waste Collection | HD | Hold collection event annually | On September 22, 2007, 126 Southampton households participated in the household hazardous waste collection day to properly disposal of household hazardous wastes. | Continue to hold collection event annually. A household hazardous collection day is planned for September 2008. |
| Revised | | | | | |

## 6a. Additions

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## 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 5 (Reliance on non-municipal partners indicated, if any) | Additional Planned Activities |
|---|---|---|---|---|---|
| 7A | TMDL | Various | Performance of previously identified BMPs. | The BMPs described in the above tasks will also address TMDL issues in Pequot Pond. | The BMPs described in the above tasks will also address TMDL issues in Pequot Pond. |
| Revised | | | | | |
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| Revised | | | | | |

### 7a. Additions

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### 7b. WLA Assessment

To date, TMDLs have not been developed for Pequot Pond. BMPs proposed in previous Minimum Control Measures will address impairment of Pequot Pond.

## Part IV. Summary of Information Collected and Analyzed

Communication among various Town departments and boards has been strengthened in order to meet the various BMP requirements. One illicit discharge was identified and disconnected. Camp John Associates collects *E. coli* samples from a private beach area on Pequot Pond and provides the BOH with the results. According to Joe Slattery, BOH, in Year 5, no beach closures occurred.

**Tighe&Bond**
*Consulting Engineers*
*Environmental Specialists*

S-1500-4-34
April 28, 2008

Ann Herrick - CIP
U.S. Environmental Protection Agency - Region 1
One Congress Street - Suite 1100
Boston, MA 02114-2023

Re: Annual Report - Year 5
NPDES General Permit MS4
EPA MAR041021/DEP W-035569
Town of Southampton, Massachusetts

*** Sent Certified Mail ***

Dear Ms. Herrick:

On behalf of the Town of Southampton, please find enclosed the NPDES Phase II Small MS4 General Permit Annual Report - Year 5 for the Town of Southampton, Massachusetts. This information is submitted to the EPA in accordance with EPA's Annual Reporting requirement.

If you have any questions regarding this information, please contact me at (413) 572-3256. Thank you for your attention in this matter.

Very truly yours,

TIGHE & BOND, INC.

Tracy J. Adamski, AICP
Senior Environmental Scientist

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Enclosure
Copy: Fred Civian, MA DEP
Ed Cauley, Town of Southampton

*53 Southampton Road ▪ Westfield, MA 01085 ▪ Tel. 413-562-1600 ▪ Fax. 413-562-5317*
*www.tighebond.com*

**Tighe&Bond**
*Consulting Engineers*
*Environmental Specialists*

S-1500-4-34
April 28, 2008

Massachusetts Department of Environmental Protection
One Winter Street – 5th Floor
Boston, MA 02108
Attn: Mr. Fred Civian

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EPA MAR041021/DEP W-035569
Town of Southampton, Massachusetts

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J:\S\S1500\REPORT\DEP AR Y5 TRANSMITTAL LETTER.DOC
Enclosure
Copy: Ann Herrick, US EPA – Region 1
Ed Cauley, Town of Southampton

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