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Municipality/Organization: Town Of Hatfield-

EPA NPDES Permit Number: MA041010

MassDEP Transmittal Number: W-036303

Annual Report Number

& Reporting Period:

April 1, 2007 – March 31, 2008

**NPDES PII Small MS4 General Permit
Annual Report
(Due: May 1, 2008)**

Part I. General Information

Contact Person: Frank Motyka

Title: DPW Director

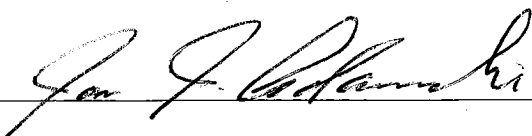
Telephone #: 413-247-0499

Email: fmotyka@hatfield.com

Mailing Address: 53 Main Street, Hatfield MA 01038

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: Jan Adamski

Title: Hatfield Board of Selectman, Chair

Date: 8-1-08

Part II. Self-Assessment

This past year, Hatfield has continued its ongoing Public Education, Household Hazardous Waste Collection, Adopt-A-Stream Program. No additional mapping has been done so that the Hatfield drainage system is almost complete. Town Departments have met again with GIS representatives with hopes of mapping Town infrastructure. The Storm System however funding was not included in the FY09 operating budget.

Changes were made to the Hatfield Stormwater Management Zoning Bylaw and adapted by the Hatfield Board. These changes reflect current EPA Rules and Regulations. An Illicit Discharge Program was developed and incorporated into the Hatfield DPW Rules and Regulations.

Hatfield did receive DEP approval of its Beneficial Use Determination (BUD) for catch basin cleaning. June 2008 116 catch basins were cleaned.

I feel Hatfield is making some progress in meeting the goals of the Stormwater Pollution Protection Plan. If you have questions or comments regarding this report, please contact me at (413) 247-0499 or at fmotyka@townofhatfield.com

Respectfully Submitted,



**Frank Motyka
Hatfield 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 5 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 6
1A Revised	Educational Displays	DPW	1 Educational Display at Town Hall	'After The Storm' brochure posted at Town Hall	A new brochure will be posted at Town Hall
1B Revised	Community Website & Hotline	DPW	Stormwater information posted on website	Stormwater information is posted on Town website	Maintain stormwater information on town website
1C Revised	Local Cable Access	DPW	2 Informational Bulletins per year	One bulletin was posted on Cable Access TV Channel	2 bulletins will be posted.
1D Revised	Informational Pamphlets	DPW	Pamphlets in Town Hall & 1 Mailing	Copies of 'After The Storm' brochure available at Town Hall. No mailing due to budget constraints.	Copies of new brochure will be available at Town Hall
1E Revised	Hazardous Waste Collection Day	DPW	1 HHW Collection per Year	HHW Collection Day will be held May 17 th in Northampton. Informational HHW handouts and applications available at Town Hall & Transfer Station.	Town will participate in Northampton's HHW Collection Day In May 2008.
1F Revised	Healthy Lawns and Landscapes	DPW	1 Workshop per year	Hatfield hosted a free Healthy Lawns and Landscape Workshop presented by MassDEP 04/25/07	Will continue educational workshops

1a. Additions

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)	Planned Activities – Permit Year 6
2A	Adopt –a-Stream	DPW	1 Event per year	9/07 Cub Scout Pack 104 removed trash from various locations along the Connecticut River banks. Eighteen volunteers participated and 2 miles of riverbank were cleaned.	Cub Scouts plan to continue the source to Sea program in the future
Revised					
2B	Community Hotline	DPW	Hotline posted on Cable TV & Hotline	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 5 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 6
3A Revised	Mapping Stormwater Outfalls	DPW	Map 50% of Stormwater outfalls	About 90% of the Town's Drainage System has been mapped.	Complete Mapping of the Town's Drainage System
3B Revised	Develop Illicit Discharge Program	DPW	Draft Plan in Year 4	A Hatfield Stormwater Management Committee with Pioneer Valley Planning Commission Assistance Developed an Illicit Discharge Program that was incorporated into the DPW Rules & Regulations.	Enforcement
3C Revised	Non-Stormwater By-Law	DPW	New By-Law Year 5	Developed an Illicit Discharge program That was incorporated into the DPW Rules and Regulations.	
3D Revised	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.
3E Revised	Recreational Wastewater	DPW	N/A	Hatfield residents only are allowed to dump their Recreational Vehicle wastewater, free of charge, at the Wastewater Treatment Facility.	Practice will continue
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)	Planned Activities – Permit Year 6
4A	Construction Runoff By-Law	Planning Bd., ConComm.	Create a Construction Runoff By-Law	Changes were made to Hatfield's Stormwater Management By-Law to conform with current EPA Rules& Regulations	Enforcement
Revised					
4B	Plan Review	Planning Bd., Concomm	Review projects that disturb 1 acre	Changes to Hatfield's Stormwater Management By-Law include 'disturbances of 1 acre or more'	Hatfield will amend current Plan Review requirements to reflect By-Law revisions at 5/13/08 Town Meeting
Revised					
4c	Inspection/Reporting	Building Inspector	Inspect Projects that disturb 1 acre or more	Changes to Hatfield's Stormwater By-Law include 'disturbances of 1 acre or more'	Hatfield will amend current Inspection/Requirements to reflect By-Law revisions at 5/13/08 Town Meeting
Revised					
4D	Building Permit Application	Planning Bd., Building Insp.	EPA permit number for projects > 1 acre	Changes to Hatfield's Stormwater Management By-Law include 'disturbances of 1 acre or more'	Hatfield will amend the current Building Permit Application at 5/15/08 at annual Town Meeting
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 5 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 6
5A	Post Construction Runoff By-Law	Master Plan, Planning Board	New By -Law to be adopted in Year 5	No work done in Year 5	Hatfield will begin work 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 5	Hatfield 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 5	Hatfield will begin working on a Post Construction Runoff By-Law
Revised					
	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 5	Hatfield 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 5 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 6
6A Revised	Municipal Maintenance Activity Program	DPW	Program completed in year 5	No work done in year 5	Hatfield will complete a Municipal Maintenance Activity Program
6B Revised	Training of Municipal Employees	DPW	Training completed in Year 5	No work done in year 5	After completion of the Municipal Maintenance Program, Municipal Employees will be trained
6C Revised	Stormwater Pollution Prevention Plan	DPW	SWPPP for Trans. Sta. & Highway Gar. in Yr. 1	SWPPP completed for Highway Garage	Complete SWPPP for Transfer Station
6D Revised	Catch Basin Cleaning Program	DPW	Clean 33% of Catch Basins	116 Catch Basins were cleaned June & July 2008	Hatfield will clean an additional 100-150 Catch Basins
6E Revised	Street sweeping and cleaning	DPW	Sweep streets each year	Hatfield swept all streets as necessary In the Spring of 2008	Hatfield will continue sweeping all town roads as necessary
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 5 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 6
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)

(Since beginning of permit coverage unless specified otherwise by a **, which indicates response is for period covering April 1, 2006 through March 31, 2007)

Programmatic

	(Preferred Units)	Response
Stormwater management position created/staffed	(y/n)	
Annual program budget/expenditures **	(\$)	
Total program expenditures since beginning of permit coverage	(\$)	
Funding mechanism(s) (General Fund, Enterprise, Utility, etc)		

Education, Involvement, and Training

Estimated number of property owners 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.)	
Shoreline cleaned since beginning of permit coverage	(mi.)	
Household Hazardous Waste Collection Days		
▪ days sponsored **	(#)	
▪ community participation **	(# or %)	
▪ material collected **	(tons or gal)	
School curricula implemented	(y/n)	

Legal/Regulatory

	In Place Prior to Phase II	Reviewing Existing Authorities	Drafted	Draft in Review	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

	(Preferred Units)	Response
Outfall mapping complete	(%)	
Estimated or actual number of outfalls	(#)	
System-Wide mapping complete (complete storm sewer infrastructure)	(%)	
Mapping method(s)		
▪ Paper/Mylar	(%)	
▪ CADD	(%)	
▪ GIS	(%)	
Outfalls inspected/screened **	(# or %)	
Outfalls inspected/screened (Since beginning of permit coverage)	(# or %)	
Illicit discharges identified **	(#)	
Illicit discharges identified (Since beginning of permit coverage)	(#)	
Illicit connections removed **	(#); and (est. gpd)	
Illicit connections removed (Since beginning of permit coverage)	(#); and (est. gpd)	
% of population on sewer	(%)	
% of population on septic systems	(%)	

Construction

	(Preferred Units)	Response
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 (for proper BMP installation & operation) completed **	(# or %)	
BMP maintenance required through covenants, escrow, deed restrictions, etc.	(y/n)	
Low-impact development (LID) practices permitted and encouraged	(y/n)	

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)	
Qty of structures cleaned **	(#)	
Qty. of storm drain cleaned **	(%, LF or mi.)	
Qty. of screenings/debris removed from storm sewer infrastructure **	(lbs. or tons)	
Disposal or use of screenings (landfill, POTW, compost, beneficial use, etc.) **	(location)	

Basin Cleaning Costs		
• Annual budget/expenditure (labor & equipment)**	(\$)	
• Hourly or per basin contract rate **	(\$/hr or \$ per basin)	
• Disposal cost**	(\$)	
Cleaning Equipment		
• Clam shell truck(s) owned/leased	(#)	
• Vacuum truck(s) owned/leased	(#)	
• Vacuum trucks specified in contracts	(y/n)	
• % Structures cleaned with clam shells **	(%)	
• % Structures cleaned with vactor **	(%)	

	(Preferred Units)	Response
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)	
Annual Sweeping Costs		
• Annual budget/expenditure (labor & equipment)**	(\$)	
• Hourly or lane mile contract rate **	(\$/hr. or ln mi.)	
• Disposal cost**	(\$)	
Sweeping Equipment		
• Rotary brush street sweepers owned/leased	(#)	
• Vacuum street sweepers owned/leased	(#)	
• Vacuum street sweepers specified in contracts	(y/n)	
• % Roads swept with rotary brush sweepers **	%	
• % Roads swept with vacuum sweepers **	%	

Reduction (since beginning of permit coverage) in application on public land of:
 ("N/A" = never used; "100%" = elimination)

▪ Fertilizers	(lbs. or %)	
▪ Herbicides	(lbs. or %)	
▪ Pesticides	(lbs. or %)	
Integrated Pest Management (IPM) Practices Implemented	(y/n)	

	(Preferred Units)	Response
Average Ratio of Anti-/De-Icing products used ** (also identify chemicals and ratios used in specific areas, e.g., water supply protection areas)	% NaCl % CaCl ₂ % MgCl ₂ % CMA % Kac % KCl % Sand	
Pre-wetting techniques utilized **	(y/n or %)	
Manual control spreaders used **	(y/n or %)	
Zero-velocity spreaders used **	(y/n or %)	
Estimated net reduction or increase in typical year salt/chemical application rate	(±lbs/l _n mi. or %)	
Estimated net reduction or increase in typical year sand application rate **	(±lbs/l _n mi. or %)	
% of salt/chemical pile(s) covered in storage shed(s)	(%)	
Storage shed(s) in design or under construction	(y/n or #)	
100% of salt/chemical pile(s) covered in storage shed(s) by May 2008	(y/n)	

Water Supply Protection

Storm water outfalls to public water supplies eliminated or relocated	# or y/n	
Installed or planned treatment BMPs for public drinking water supplies and their protection areas	# or y/n	
Treatment units induce infiltration within 500-feet of a wellhead protection area	# or y/n	