

Municipality/Organization: City of Holyoke

EPA NPDES Permit Number:

MaDEP Transmittal Number: W- W 036404

**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: William D. Fuqua

Title: General Superintendent

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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: Michael J. Sullivan

Title: Mayor

Date:

12-27-06

Part II. Self-Assessment

The City of Holyoke has completed the required self-assessment and has determined that our municipality is in compliance with all permit conditions except the following provisions:

HOL-PE-1	Stream BMP Letter
HOL-PE-1a	Stream BMP Pamphlet
HOL-PE-3	Web Site
HOL-PE-4	Recycling Brochure
HOL-PP-2	Stormwater Public Meeting

Efforts to complete all items were complicated due to a shortage of staff during the year. Funding is in place to hire an inspector to assist with field inspections. This year was dominated with the transition from a public operation of the sewer and stormwater system to private. Responsibilities for tasks under this permit have been assigned to a contract vendor under contract with the City as of October 2005.

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
HOL-PE-1 Revised	Stream BMP Letter	Conservation / A. Zoeller	Mail letters to abutters	Letters mailed to Highland Dingle and Bray Park abutters	Mail letters to abutters
HOL-PE-1a Revised	Stream BMP Pamphlet	Conservation / A. Zoeller	Distribute 200 Pamphlets	Pamphlets made available to public in municipal offices..	Distribute pamphlets
HOL-PE-2a Revised	Snow Handling Policy	Conservation / A. Zoeller	Policy Developed	No action required	No action required
HOL-PE-2b Revised	Snow Handling Press Release	Conservation / A. Zoeller	Distribute to 10 Outlets	Issued updated release.	Issue updated release
HOL-PE-3 Revised	Web Site	DPW / W. Fuqua	Update Web Site	No Action Taken.	No action required
HOL-PE-4 Revised	Recycling Brochure	DPW / W. Fuqua	Distribute 5000 Brochures	Distribute updated brochures.	The Department will reapply for grants to continue the production and mailing.
HOL-PE-5 Revised	Hazardous Waste Collection	DPW / W. Fuqua	One collection day/year	Held one collection day	Hold two collection days
HOL-PE-6 Revised	Bilingual Stormwater Brochure	DPW / W. Fuqua	Distribute 5000 Brochures	No Action Taken	Produce and distribute brochures.

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
HOL-PP-1a Revised	Storm Drain Stenciling Development	DPW / W. Fuqua	Develop program – Year 1	No Action Required.	No Action Required
HOL-PP-1b	Storm Drain Stenciling	DPW / W. Fuqua		No Action Taken	Stencil 50% inlets
HOL-PP-1c Revised	Storm Drain Stenciling Maintenance	DPW / W. Fuqua		No Action Required	No Action Required
HOL-PP-2 Revised	Stormwater Public Meeting	Conservation/ A. Zoeller	Host two meetings annually	Two meetings were held through 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 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
HOL-IDD-1a Revised	Storm Drain Mapping	DPW / W. Fuqua	Develop map – Year 1	No Action Required.	No Action Required
HOL-IDD-1b Revised	Outfall Inspections	DPW / W. Fuqua	Inspect 20% outfalls annually	No Action Taken	Inspect 20% of outfalls
HOL-IDD-1c Revised	Stormwater Ordinance Revision	DPW / W. Fuqua	Ordinance Reviewed	No Action Required.	No Action Required
HOL-IDD-1d Revised	Detection Plan	DPW / W. Fuqua	Plan Completed	No Action Required.	No Action Required
HOL-IDD-1e Revised	Elimination of Illicit Connections	DPW / W. Fuqua	Eliminate 50% of Connections	No Action Taken.	Eliminate connections
Revised					

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
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 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
HOL-PCRC-1a Revised	Basin Inventory	Conservation / A. Zoeller	Inventory All Existing Basins	Update inventory as needed	No Action Required
HOL-PCRC-1b Revised	Annual Inspections	Conservation / A. Zoeller	Inspect 50% of Basins/yr.	> 50% of basins inspected.	Inspect all basins.
HOL-PCRC-1c Revised	Basin Inventory Follow-up	Conservation / A. Zoeller	Letters to Non-Compliant Owners	Issued four letters of non-compliance to owners.	Issue letters as needed.
HOL-PCRC-2 Revised	Stormwater Ordinance	DPW / W. Fuqua		Ordinance reviewed.	No Action required
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 3 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 4
HOL-MGH-1 Revised	Storm Drain Mapping	DPW / W. Fuqua	Develop Map – Year 1	No Action Required.	No Action Required
HOL-MGH-2a Revised	Emergency Plans	DPW / W. Fuqua	Revise Plan & Train	No Action Required.	No Action Required
HOL-MGH-2b Revised	Pollution Prevention Plan	DPW / W. Fuqua	Offer Plan & Training	No Action Taken.	Provide Plan & Train
HOL-MGH-3a Revised	Catch Basin Cleaning Program	DPW / W. Fuqua	Develop Plan	No Action Required	No Action Required
HOL-MGH-3b Revised	Catch Basin Cleaning Program	DPW / W. Fuqua	Clean All Basins	Continued cleaning schedule.	Continue cleaning schedule. Collect data on number cleaned and volume collected.
HOL-MGH-4a Revised	Street Sweeping Program	DPW / W. Fuqua	Develop Plan	No Action Required	No Action Required
HOL-MGH-4b Revised	Street Sweeping Program	DPW / W. Fuqua	Sweep All Streets	Continued program. All streets swept at least once.	Continue program.
HOL-MGH-5 Revised	Illegal Dumping Ordinance	DPW / W. Fuqua	Review/Revise Ordinance	Ordinance Reviewed.	No Action Required.

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
Revised					
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)	
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

Regulatory Mechanism Status (indicate with "X")	In Place			
	Prior to Phase II	Under Review	Drafted	Adopted
▪ 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)	