

4/30/10

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**Municipality/Organization:** Southampton

**EPA NPDES Permit Number:** MAR041021

**MaDEP Transmittal Number:** W-035569

**Annual Report Number  
& Reporting Period:**

**No. 7: March 09-March 10**

## 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:** David McDougall

**Title:** Selectboard Chair

**Date:**

4/27/10

## 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 7<br>(Reliance on non-municipal partners indicated, if any)                                                                                                                                            | Additional Planned Activities                                                                                                                         |
|---------------|----------------------------------|-------------------------------|----------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1A<br>Revised | Classroom Education              | HD/ WD/<br>School             | Presentation on water cycle                                                            | DEP Water Cycle Skit to 5 <sup>th</sup> and 6 <sup>th</sup> graders is held every other year. The last presentation was held in the Fall 2008.                                                                                           | DEP Water Cycle Skit to 5 <sup>th</sup> and 6 <sup>th</sup> graders planned for every other year with the next one expected to be held in Fall 2010.  |
| 1B<br>Revised | Educational Displays             | HD                            | Post educational display                                                               | Displayed EPA's <i>Stormwater and the Construction Industry</i> poster in the School, Planning Board and ConCom meeting rooms and in Town Hall. A poster depicting the Water Cycle was also posted in the School, Town Hall and Library. | Post educational display                                                                                                                              |
| 1C<br>Revised | 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, which was held in October 2009    | Publish stormwater/ water quality info twice in the year.                                                                                             |
| 1D<br>Revised | 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. In addition, the local cable access station will begin airing live presentations. |
| 1E<br>Revised | 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.                                                                               |
| 1F<br>Revised | Informational Gadgets            | HD                            | Distribute magnets<br>Distribute Water Quality Flyers on recycling and the water cycle | HD distributed the available magnets and recycling bins. Printed HD contact information on Town trash bags.                                                                                                                              | Continue to seek funds for educational/informational gadgets to distribute.                                                                           |

|         |                      |                   |                                                       |                                                                                                                                                                           |                                                                                      |
|---------|----------------------|-------------------|-------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|
| 1G      | Environmental Grants | BOH/HD/<br>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

|  |                                       |     |                                                    |                                                                                                                                                 |  |
|--|---------------------------------------|-----|----------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|--|
|  | Stormwater/Water Conservation Efforts | DPW | Encourage residential stormwater storage/recycling | Worked with The Great American Rain Barrel Company to educate residents on water conservation and recycling runoff through use of rain barrels. |  |
|--|---------------------------------------|-----|----------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|--|

### 2. Public Involvement and Participation

| BMP ID # | BMP Description              | Responsible Dept./Person Name | Measurable Goal(s)                                                                                                  | Progress on Goal(s) – Permit Year 7<br>(Reliance on non-municipal partners indicated, if any)                                                                                                                             | Additional Planned Activities                                                                                                                                                                                                           |
|----------|------------------------------|-------------------------------|---------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2A       | Adopt-a-Road/ Adopt-a-Stream | HD/Boy Scouts/<br>School      | Support interested groups by providing tools and trash disposal<br>In 2008, Southampton was named a “Tree-City USA” | The HD supported Hampshire Regional High School students 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, Girl Scouts, and local students in cleaning up areas around Town parks. |
| Revised  |                              |                               |                                                                                                                     |                                                                                                                                                                                                                           |                                                                                                                                                                                                                                         |
| 2B       | Community Hotline            | HD                            | Publicize number                                                                                                    | Number publicized through Household Hazardous Waste day press, on 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 6.<br>Researched options for stencils.                                                                                                                   |                                                                                                                                                                                                                                         |
| Revised  |                              |                               |                                                                                                                     |                                                                                                                                                                                                                           |                                                                                                                                                                                                                                         |
| 2D       | Watershed Committee          | ConCom                        | Work with Hampden Ponds Association and Barnes Aquifer Protection Advisory                                          | ConCom and WD 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

|    |                   |            |                                                                             |                                                                                                                                                                                                                               |                                                                    |
|----|-------------------|------------|-----------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------|
| 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 7<br>(Reliance on non-municipal partners indicated, if any)                                                                                    | Additional Planned Activities                                                                                           |
|---------------|-----------------------------------|-------------------------------|----------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------|
| 3A<br>Revised | Mapping Stormwater Outfalls       | HD                            | Field inspect 25% of outfalls.                                       | The HD GPS located storm drain outfalls to wetlands, waterways and waterbodies within the urbanized areas of the Town. Field inspected 100% of outfalls in urbanized areas.      | Field inspect 100% of outfalls in urbanized areas. Consider sampling outfalls during inspection.                        |
| 3B<br>Revised | Develop Illicit Discharge Program | HD                            | Evaluate existing procedures                                         | Inspections performed during catch basin cleaning; evidence of illicit discharge reported to BI, BOH.                                                                            | Prepare new procedures/ plan as necessary.                                                                              |
| 3C<br>Revised | Non-Stormwater By-Law             | HD                            | Adoption of by-law at Town Meeting                                   | By-law was passed at June 4, 2007 Town Meeting. Three illicit connections have been disconnected from the municipal storm drain system.                                          | Continue by-law enforcement.                                                                                            |
| 3D<br>Revised | 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.                                                       |
| 3E<br>Revised | Failing Septic Systems            | BOH/HD                        | Keep records of failing septic systems.                              | The BOH continued to permit septic system cleaning companies in Southampton and maintain records of septic systems cleaned throughout the year.                                  | Continue to keep records of maintained septic systems (BOH). HD to inform BOH if any identified failing septic systems. |

### 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 7<br>(Reliance on non-municipal partners indicated, if any)                                                  | Additional Planned Activities                                          |
|---------------|----------------------------|-------------------------------|------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------|
| 4A<br>Revised | Construction Runoff By-law | HD/PB/<br>ConCom              | Adoption of by-law at Town Meeting | By-law was passed at June 4, 2007 Town Meeting.                                                                                                | Modify By-laws to include Appeal Process. Continue by-law enforcement. |
| 4B<br>Revised | Plan Review                | PB/ConCom/<br>HD/BOH/BI       | Plan review under by-law           | Conduct plan review per By-law.                                                                                                                | Continue plan review per By-law.                                       |
| 4C<br>Revised | Inspection / Reporting     | HD/PB/BI                      | Enforcement under by-law           | Conduct inspection / reporting per By-law. Require modifications to address deficiencies in plans and follow-up with site visits, if necessary | Continue inspection / reporting per By-law.                            |
|               |                            |                               |                                    |                                                                                                                                                |                                                                        |

### 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 7 (Reliance on non-municipal partners indicated, if any) | Additional Planned Activities               |
|---------------|------------------------------------|-------------------------------|------------------------------------|--------------------------------------------------------------------------------------------|---------------------------------------------|
| 5A<br>Revised | Post Construction Runoff By-law    | HD/PB/<br>ConCom              | Adoption of By-law at Town Meeting | By-law was passed at June 4, 2007 Town Meeting.                                            | Continue by-law enforcement.                |
| 5B<br>Revised | Construction Site Plan Review      | HD/PB/<br>ConCom/BOH/<br>BI   | Plan review under by-law           | Conduct plan review per By-law.                                                            | Continue plan review per By-law.            |
| 5C<br>Revised | Stormwater System Maintenance Plan | HD/PB/<br>ConCom              | Enforcement under by-law           | Conduct inspection / reporting per By-law.                                                 | Continue inspection / reporting per By-law. |
| 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 7 (Reliance on non-municipal partners indicated, if any)                                                                                                                                     | Additional Planned Activities                                    |
|---------------|----------------------------------------|-------------------------------|-------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------|
| 6A<br>Revised | 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.                   |
| 6B<br>Revised | 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 April 28, 2010.                                                                    | Conduct good housekeeping training.                              |
| 6C<br>Revised | 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 once in 2009. The Town purchased a zero-emission clam-shell type truck for catch basin cleaning in 2008. Catch basin cleaning is performed by HD personnel. | Clean 100% of catch basins in urbanized area.                    |
| 6D<br>Revised | 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 2009. The streets were swept in both the spring and the fall.                                                                                             | Sweep 100% of streets in urbanized area twice.                   |
| 6E<br>Revised | 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. |
| 6F<br>Revised | Hazardous Waste Collection             | HD                            | Hold collection event annually                        | In October 2009, ~90 Southampton households participated in the household hazardous waste collection day to properly disposal of household hazardous wastes.                                                                   | Continue to hold collection events biennially.                   |

### 6a. Additions

|                           |    |                                  |                                                                                                                                                                        |                                                                                                             |
|---------------------------|----|----------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------|
| Household Hazardous Waste | HD | Ongoing collection and recycling | The HD collects used anti-freeze, fluorescent bulbs, and white goods from residents at the transfer station. The service was available to residents 30 hours per week. | Continue to provide facility of used antifreeze, fluorescent bulbs, and white goods collection and recycle. |
|                           |    |                                  |                                                                                                                                                                        |                                                                                                             |

### 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 7<br>(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  |                 |                               |                                            |                                                                                               |                                                                                     |
|          |                 |                               |                                            |                                                                                               |                                                                                     |
| 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. Since the beginning of the program, three illicit discharges have been identified and disconnected from the storm drain system. Camp John Associates collects *E. coli* samples from a private beach area on Pequot Pond and provides the BOH with the results.