

Year 5 Annual Report
Massachusetts Small MS4 General Permit
Reporting Period: July 1, 2022-June 30, 2023

****Please DO NOT attach any documents to this form. Instead, attach all requested documents to an email when submitting the form. Also ensure any websites included on this form are to publicly accessible sites****

Unless otherwise noted, all fields are required to be filled out. If a field is left blank, it will be assumed the requirement or task has not been completed. Please **ONLY** report on activities between July 1, 2022 and June 30, 2023 unless otherwise requested.

Part I: Contact Information

Name of Municipality or Organization:

EPA NPDES Permit Number:

Primary MS4 Program Manager Contact Information

Name:

Title:

Street Address Line 1:

Street Address Line 2:

City:

State:

Zip Code:

Email:

Phone Number:

Stormwater Management Program (SWMP) Information

SWMP Location (publicly available web address):

Date SWMP was Last Updated:

If the SWMP is not available on the web please provide the physical address:

Part II: Self-Assessment

First, in the box below, select the impairment(s) and/or TMDL(s) that are applicable to your MS4. Make sure you are referring to the most recent EPA approved Section 303(d) Impaired Waters List which can be found here: <https://www.epa.gov/tmdl/region-1-impaired-waters-and-303d-lists-state>

Impairment(s)			
<input type="checkbox"/> Bacteria/Pathogens	<input type="checkbox"/> Chloride	<input type="checkbox"/> Nitrogen	<input type="checkbox"/> Phosphorus
<input type="checkbox"/> Solids/ Oil/ Grease (Hydrocarbons)/ Metals			
TMDL(s)			
In State:	<input type="checkbox"/> Assabet River Phosphorus	<input checked="" type="checkbox"/> Bacteria and Pathogen	<input type="checkbox"/> Cape Cod Nitrogen
	<input type="checkbox"/> Charles River Watershed Phosphorus	<input type="checkbox"/> Lake and Pond Phosphorus	
Out of State:	<input checked="" type="checkbox"/> Bacteria/Pathogens	<input type="checkbox"/> Metals	<input checked="" type="checkbox"/> Nitrogen
			<input type="checkbox"/> Phosphorus
			Clear Impairments and TMDLs

Next, check off all requirements below that have been completed. By checking each box you are certifying that you have completed that permit requirement fully. If you have not completed a requirement leave the box unchecked. Additional information will be requested in later sections.

Annual Requirements

- Provided an opportunity for public participation in review and implementation of SWMP and complied with State Public Notice requirements
- Kept records relating to the permit available for 5 years and made available to the public
- The SSO inventory has been updated, including the status of mitigation and corrective measures implemented
 - This is not applicable because we do not have sanitary sewer
 - This is not applicable because we did not find any new SSOs
 - The updated SSO inventory is attached to the email submission
 - The updated SSO inventory can be found at the following publicly available website:

<https://www.townofwestspringfield.org/Business/Public-Works/Sewer-Division?transfer=686b915f-5a0c-4e84-9111-92488a5eedbd>
- Updated system map due in year 2 as necessary
- Provided training to employees involved in IDDE program within the reporting period
- Properly stored and disposed of catch basin cleanings and street sweepings so they did not discharge to receiving waters
- All curbed roadways were swept at least once within the reporting period
- Enclosed all road salt storage piles or facilities and implemented winter road maintenance procedures to minimize the use of road salt

- Implemented SWPPPs for all permittee owned or operated maintenance garages, public works yards, transfer stations, and other waste handling facilities
- Updated inventory of all permittee owned facilities as necessary
- O&M programs for all permittee owned facilities have been completed and updated as necessary
- Implemented all maintenance procedures for permittee owned facilities in accordance with O&M programs
- Implemented program for MS4 infrastructure maintenance to reduce the discharge of pollutants
- Inspected all permittee owned treatment structures (excluding catch basins)

Optional: If you would like to describe progress made on any incomplete requirements listed above or provide any additional details, please use the box below:

Until recently The Town thought the DPW operations yard oil/water seperator was connected to sanitary sewer. The have now learned that it is connected to MS4 and will require an enhanced cleaning and inspection schedule.

Bacteria/ Pathogens (Combination of Impaired Waters Requirements and TMDL Requirements as Applicable)

Annual Requirements

Public Education and Outreach*

- Annual message was distributed encouraging the proper management of pet waste, including noting any existing ordinances where appropriate
- Permittee or its agents disseminated educational material to dog owners at the time of issuance or renewal of dog license, or other appropriate time
- Provided information to owners of septic systems about proper maintenance in any catchment that discharges to a water body impaired for bacteria
- This is not applicable because there are no septic systems present

* Public education messages can be combined with other public education requirements as applicable (see Appendix H and F for more information)

Optional: If you would like to describe progress made on any incomplete requirements listed above or provide any additional details, please use the box below:

Nitrogen (Combination of Impaired Waters Requirements and TMDL Requirements as Applicable)

Annual Requirements

Public Education and Outreach*

- Distributed an annual message in the spring (April/May) that encourages the proper use and disposal of grass clippings and encourages the proper use of slow-release fertilizers
- Distributed an annual message in the summer (June/July) encouraging the proper management of pet waste, including noting any existing ordinances where appropriate
- Distributed an annual message in the fall (August/September/October) encouraging the proper disposal of leaf litter

* Public education messages can be combined with other public education requirements as applicable (see Appendix H and F for more information)

Good Housekeeping and Pollution Prevention for Permittee Owned Operations

Increased street sweeping frequency of all municipal owned streets and parking lots subject to Permit part 2.3.7.a.iii.(c) to a minimum of two times per year (spring and fall)

Structural BMPs

Completed the evaluation of all permittee owned properties identified as presenting retrofit opportunities or areas for structural BMP installation under permit part 2.3.6.d or identified in the Nitrogen Source Identification Report, including: (select the items of the evaluation that have been completed below)

- Next planned infrastructure, resurfacing, or redevelopment activity planned for the property (if applicable) OR planned retrofit date
- Estimated cost of redevelopment or retrofit BMPs
- Engineering and regulatory feasibility of redevelopment or retrofit BMPs
- Completed a listing of planned structural BMPs and a plan and schedule for implementation
 - The BMP list and implementation schedule is attached to the email submission
 - The BMP list and implementation schedule can be found at the following publicly available website:

Any structural BMPs listed in Attachment 3 to Appendix F already existing or installed in the regulated area by the permittee or its agents was tracked and the nitrogen removal by the BMP was estimated consistent with Attachment 3 to Appendix F. The BMP type, total area treated by the BMP, the design storage volume of the BMP, and the estimated nitrogen removed in mass per year by the BMP were documented.

- No BMPs were installed
- The above referenced BMP information is attached to the email submission
- The above referenced BMP information can be found at the following publicly available website:

Total estimated nitrogen removed in lbs/year from the installed BMPs: 74.6

Optional: If you would like to describe progress made on any incomplete requirements listed above or provide any additional details, please use the box below:

Please see the attached file titled "West Springfield BMP Pollutant Removal Memo, final"

Optional: Use the box below to provide any additional information you would like to share as part of your self-assessment:

Part III: Receiving Waters/Impaired Waters/TMDL

Have you made any changes to your lists of receiving waters, outfalls, or impairments since the NOI was submitted?

- Yes
- No

If yes, describe below, including any relevant impairments or TMDLs:

Part IV: Minimum Control Measures

Please fill out all of the metrics below. If applicable, include in the description who completed the task if completed by a third party.

MCM1: Public Education

Number of educational messages completed during this reporting period: 14

Below, report on the educational messages completed during this reporting period. For the measurable goal(s) please describe the method/measures used to assess the overall effectiveness of the educational program.

BMP:#1. Think Blue Connecticut River Website

Message Description and Distribution Method:

See annual reporting for education and outreach activities, Year 5 at: www.thinkblueconnecticutriver.org/ms4-communities/

Targeted Audience: Residents, business/institutional/commercial, developers, and industrial

Responsible Department/Parties: Connecticut River Stormwater Committee

Measurable Goal(s):

A total of 5,625 people visited the Think Blue Connecticut River website during Year 5 and spent an average of 19 seconds on viewing pages on stormwater best practices. Beyond the web analytics reported below on specific messages, there were the following views of the general audience pages on the Think Blue Connecticut River website: Connecticut River Stormwater Committee – Year 5 Annual Report page 4
Residents views = 89; Businesses and Institutions views = 69; Developers views = 49; Industries views = 39; and Educators views = 37.

Message Date(s): July 1, 2022 through June 30, 2023

Message Completed for: Appendix F Requirements Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes No

If yes, describe why the change was made:

As indicated in previous annual reports, the website was not mentioned in the NOI and SWMP, but it has been central to all messaging in the region, providing additional information and resources on key topics.

BMP: Nip bottles

Message Description and Distribution Method:

See annual reporting for education and outreach activities, Year 5 at: www.thinkblueconnecticutriver.org/ms4-communities/

Targeted Audience: Residents, but really all audiences in the Connecticut River Stormwater

Responsible Department/Parties: PVPC staff and Connecticut River Stormwater Committee

Measurable Goal(s):

PVTA bus messages

Exterior signs, estimated by PVTA to provide 1,465,974 impressions

Interior signs, estimated by PVTA to provide 90,264 impressions

Total impressions during period messages run = 1,556,238

Facebook and Instagram message

Reached 69,888 people in the region, with 1,084 clicks and 63 shares

Think Blue Connecticut River web page on litter / nip bottles

Visits = 868 with average time spent viewing information at 2 minutes and 34 seconds

PVTA bus ads - early October 2022 to early February 2023

Message Date(s): Facebook and Instagram ads – December 20 to January 1 = 12 days

Press release issued – December 20, 2022

Message Completed for: Appendix F Requirements Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes No

If yes, describe why the change was made:

One adjustment made to increase reach of

campaign includes translation of PVTA bus panels ads into Spanish. Furthermore, the SWMP had indicated messaging would occur in Year 4, but the messaging was pushed to Year 5 in order to reach a wider audience (when area colleges back in session).

BMP: Better Management of Runoff from Parking Lots (formerly Installation of Hooded Catch Basins)

Message Description and Distribution Method:

See annual reporting for education and outreach activities, Year 5 at: www.thinkblueconnecticutriver.org/ms4-communities/

Targeted Audience: Businesses, institutions, and commercial facilities

Responsible Department/Parties: Connecticut River Stormwater Committee

Measurable Goal(s):

Measurable goal(s): Business West has a readership of some 30,000. See the following link to the publication's readership demographics: <https://businesswest.com/wpcontent/uploads/2018/06/READERSHIP.pdf>

Message Date(s): Op-ed published June 26, 2023

Message Completed for: Appendix F Requirements Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes No

If yes, describe why the change was made:

To optimize engagement with this audience, decided to add preparation and submission of an article to Business West. Furthermore, the messaging here in both the article and the additional letter prepared in Year 5 went beyond idea of recommending installation of hooded catch basins to also recommend retrofits with planted green infrastructure facilities in parking lots.

BMP:Low Impact Development Strategies and Technologies Workshop

Message Description and Distribution Method:

See annual reporting for education and outreach activities, Year 5 at: www.thinkblueconnecticutriver.org/ms4-communities/

Targeted Audience: Developers

Responsible Department/Parties: PVPC staff and Connecticut River Stormwater Committee

Measurable Goal(s):

65 people attended virtual workshops
Connecticut River Stormwater Committee – Year 5 Annual Report page 11
Post workshop survey that indicated that 76% of attendees received information from the training that strengthened their knowledge or provided them with new tools to do their job.
32 people downloaded the library of a green infrastructure stormwater management facility specifications.

Message Date(s): June 2023

Message Completed for: Appendix F Requirements Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes No

If yes, describe why the change was made:

The workshop had been planned for Year 4, but we had hoped that the new development standards from the draft Massachusetts Stormwater Handbook could be part of the workshop if postponed to Year 5. Also, the one workshop identified in the SWMPP became a series of four workshops thanks to the MS4 Assistance Grant provided by MassDEP.

BMP:Better Management of Runoff from Parking Lots (formerly Installation of Hooded Catch Basins)

Message Description and Distribution Method:

See annual reporting for education and outreach activities, Year 5 at: www.thinkblueconnecticutriver.org/ms4-communities/

Targeted Audience: Industrial facilities

Responsible Department/Parties: PVPC staff and Connecticut River Stormwater Committee

Measurable Goal(s):

Letters sent to all 140 multi-sector general permit holders in member communities

Message Date(s): June 2023

Message Completed for: Appendix F Requirements Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes No

If yes, describe why the change was made:

The letter had been planned initially for Year 4, but was sent in Year 5

BMP: Proper Disposal of Leaf Litter - Residents**Message Description and Distribution Method:**

See annual reporting for education and outreach activities, Year 5 at: www.thinkblueconnecticutriver.org/ms4-communities/

Targeted Audience: Residents

Responsible Department/Parties: PVPC staff and Connecticut River Stormwater Committee

Measurable Goal(s):

Local cable access television message went to 17 stations in the region.

Regional Facebook message drew 12 shares.

Analytics for the Think Blue Connecticut River website page on Be a Leaf Hero, indicates that there were a total of 213 views of the Leaf Hero landing page with average time spent by visitors on that resource page at 3 minutes and 25 seconds, and 193 clicks to download posted PDF resources.

Message Date(s): Local cable access television message - aired during several weeks starting mid October to early November.
PVPC Facebook message - posted October 24

Message Completed for: Appendix F Requirements Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes No

If yes, describe why the change was made:

Messaging on leaf litter made use of local cable access television rather than paid advertising to local radio and then augmented this messaging with a flyer and regionally posted social media all of which included a "call to action."

BMP: Importance of Soil Test, Proper Use of Fertilizers, Disposal of Grass Clippings -

Message Description and Distribution Method:

See annual reporting for education and outreach activities, Year 5 at: www.thinkblueconnecticutriver.org/ms4-communities/

Targeted Audience: Residents

Responsible Department/Parties: PVPC staff and Connecticut River Stormwater Committee

Measurable Goal(s):

The radio message reached a total estimated audience of 65,000 people per week.²

Facebook and Instagram ads reached 58,529 individuals who match “gardening,” “home improvement,” or “do it yourself” identifiers in Connecticut Stormwater Committee zip codes. One thousand twenty five people clicked on the “Learn More” button to go the Think Blue Connecticut River landing page on lawn care. Social media consultants note that there is a greater diversity of click rates for the 25+ age demographics and a more even gender split compared to previous stormwater messages, which generally skewed toward women.

Analytics for the Think Blue Connecticut River website page on lawn care, indicate that there were a total of 1035 views on the website landing page, with average time spent by visitors on that resource page at 1 minute and 54 seconds, and 47 downloads of posted resources.

Message Date(s): Radio ad ran for 3 weeks in April
Paid Facebook and Instagram message ran for 10 days, from June 12 to June 22

Message Completed for: Appendix F Requirements Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes No

If yes, describe why the change was made:

BMP:Proper Management of Pet Waste – Residents**Message Description and Distribution Method:**

See annual reporting for education and outreach activities, Year 5 at: www.thinkblueconnecticutriver.org/ms4-communities/

Targeted Audience: Residents

Responsible Department/Parties: PVPC staff and Connecticut River Stormwater Committee members

Measurable Goal(s):

During time of licensing

Local cable access television message went to 17 stations in the region.

Paid social media messaging on Facebook and Instagram reached 41,936 people in Stormwater Committee communities with 1,028 individuals clicking on the “Pledge” button to go to the Pick Up Poop pledge on the Think Blue Connecticut River website.

Summer

Paid social media messaging on Facebook and Instagram reached 53,264 people in

Stormwater Committee communities with 943 individuals clicking on the “Pledge” button to go to the Pick Up Poop pledge on the Think Blue Connecticut River website.

Analytics for the Think Blue Connecticut River website, indicate that there were another 195 people went to the pet waste landing page on the Connecticut River Think Blue website with average time spent by visitors on that resource page at 2 minutes and 4 seconds.

Above is the paid social media message that ran on Facebook and Instagram. The pledge button links to the form on the Think Blue Connecticut River website.

During time of licensing

Facebook ad ran for 12 days, from February 22 to March 6

The cable access message went to 17 local stations

Summer

Message Date(s): The social media message ran on Facebook and Instagram for seven days, from September 5 through 12. The aim had been to have the message run before and during the Labor Day weekend, but approvals from Facebook and Instagram were slow in coming.

Message Completed for: Appendix F Requirements Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes No

If yes, describe why the change was made:

The NOI/SWMP indicated pet waste messaging only in summer months as PVPC understood that messaging under the Appendixes could be combined. EPA has indicated that additional messaging to dog owners “at time of licensing” is required. Messaging at time of licensing was added, starting in Year 2, along with additional messaging on pet waste during “stay at home” orders with the pandemic (given the increased visibility of associated problems).

BMP: Proper Septic System Care - Residents

Message Description and Distribution Method:

See annual reporting for education and outreach activities, Year 5 at: www.thinkblueconnecticutriver.org/ms4-communities/

Targeted Audience: Residents

Responsible Department/Parties: Connecticut River Stormwater Committee

Measurable Goal(s):

The Facebook ad reached 47,536 people whose interest matches “Septic Tank” in Connecticut Stormwater Committee zip codes. There were 838 clicks on the ad’s “Learn More” button which links to the Think Blue Connecticut River website septic system landing page.

The regional Facebook post drew a total of 8 “shares,” including member communities. Connecticut River Stormwater Committee – Year 5 Annual Report page 22

There were a total of 782 views of the Think Blue Connecticut River website septic system landing page with people spending an average of 1 minute and 48 seconds. Analytics indicate that there were 199 clicks to download information.

Message Date(s): Facebook ad ran between September 18 and 25, 2022

Message Completed for: Appendix F Requirements Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes No

If yes, describe why the change was made:

The NOI/SWMP indicated septic system messaging would be done in Year 3 only as MS4 permit language in Appendix H was not entirely clear on the timing of this message. EPA has since indicated that septic system messaging must occur each year and the Connecticut River Stormwater Committee adjusted accordingly, starting in Year 2.

BMP:Proper Disposal of Leaf Litter - Businesses

Message Description and Distribution Method:

See annual reporting for education and outreach activities, Year 5 at: www.thinkblueconnecticutriver.org/ms4-communities/

Targeted Audience: Businesses/institutions/commercial facilities

Responsible Department/Parties: PVPC staff and Connecticut River Stormwater Committee

Measurable Goal(s):

Letter – sent to 145 landscaping companies in the region

Message Date(s): October 17, 2022

Message Completed for: Appendix F Requirements Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes No

If yes, describe why the change was made:

BMP:. Importance of Soil Test, Proper Use of Fertilizers, Disposal of Grass Clippings

Message Description and Distribution Method:

See annual reporting for education and outreach activities, Year 5 at: www.thinkblueconnecticutriver.org/ms4-communities/

Targeted Audience: Business/institutions/commercial facilities

Responsible Department/Parties: PVPC staff and Connecticut River Stormwater Committee

Measurable Goal(s):

Letter – sent to 145 landscaping companies in the region

Message Date(s): April 20, 2023

Message Completed for: Appendix F Requirements Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes No

If yes, describe why the change was made:

BMP: Proper Management of Pet Waste – Businesses

Message Description and Distribution Method:

See annual reporting for education and outreach activities, Year 5 at: www.thinkblueconnecticutriver.org/ms4-communities/

Targeted Audience: Businesses/institutions/commercial facilities

Responsible Department/Parties: PVPC staff and member municipalities

Measurable Goal(s):

WWLP, Channel 22 News, is an NBC affiliate with a large audience in Western Massachusetts. For more information see: <https://www.wwlp.com/about-us/>

Message Date(s): September 12, 2022

Message Completed for: Appendix F Requirements Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes No

If yes, describe why the change was made:

For Year 5, the SWMP indicated that municipalities would send out a letter to property owners with problem pet waste locations. Identifying these properties proved problematic and would have involved high levels of effort and large mailings for member communities. Running an article seemed a more reasonable alternative in reaching this audience.

BMP: Town Common leaf litter

Message Description and Distribution Method:

Displayed on two large digital signs located on the town common: "Mulching autumn leaves, instead of raking and disposing of them, saves money on fertilizer and reduced pollution in water bodies." It was shown with an autumn leaf graphic to try to catch people's attention.

Targeted Audience: All property owners or managers.

Responsible Department/Parties: West Springfield DPW

Measurable Goal(s):

Dozens of cars go by these signs every minute during daylight hours.

[Empty text box]

Message Date(s): October 16 through November 5

Message Completed for: Appendix F Requirements Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes No

If yes, describe why the change was made:
[Empty text box]

BMP:Town common pet waste

Message Description and Distribution Method:

Two digital signs on the town common displayed: "Storm drains flow directly to water bodies. Please scoop your pet's waste and put it in the trash."

Targeted Audience: Pet owners

Responsible Department/Parties: DPW

Measurable Goal(s):

≈ 14,400 cars pass by each of these signs per day.

Message Date(s): October 3 - 21 in 2022

Message Completed for: Appendix F Requirements Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes No

If yes, describe why the change was made:
[Empty text box]

Add an Educational Message

MCM2: Public Participation

Describe the opportunity provided for public involvement in the development of the Stormwater Management Program (SWMP) during this reporting period:

SWMP is available for public review and comment on the Town's website under the Public Works Stormwater page: https://drive.google.com/file/d/1cEhZoJr44hxjDnlNV_dgCC6auG6kKSsC/view
During the January 2023 Conservation Commission Meeting, public involvement and participation in the Towns SWMP was advertised and solicited.

Was this opportunity different than what was proposed in your NOI? Yes No

Describe any other public involvement or participation opportunities conducted during this reporting period: Public participation was requested of residents at the January meeting of the Conservation Commission during this reporting period. Due to lack of public interest or involvement, the Town is advertising the ability to located and review its MS4 policies (typically in a Fall Conservation committee meeting in November) and encouraging public input throughout the year.

MCM3: Illicit Discharge Detection and Elimination (IDDE)

Sanitary Sewer Overflows (SSOs)

Check off the box below if the statement is true.

This SSO section is NOT applicable because we DO NOT have sanitary sewer

Below, report on the number of SSOs identified in the MS4 system and removed during this reporting period.

Number of SSOs identified: 2

Number of SSOs removed: 2

MS4 System Mapping

Optional: Provide additional status information regarding your map:

West Springfield employs a full time GIS office, updates are made daily.

Screening of Outfalls/Interconnections

If conducted, please submit any outfall monitoring results from this reporting period. Outfall monitoring results should include the date, outfall/interconnection identifier, location, weather conditions at time of sampling, precipitation in previous 48 hours, field screening parameter results, and results from all analyses. Please also include the updated inventory and ranking of outfalls/interconnections based on monitoring results.

- No outfalls were inspected
 The above referenced outfall screening data is attached to the email submission
 The above referenced outfall screening data can be found at the following publicly available website:

Below, report on the number of outfalls/interconnections screened during this reporting period.

Number of outfalls screened: 0

Below, report on the percent of outfalls/interconnections screened to date.

Percent of outfalls screened: 0

Optional: Provide additional information regarding your outfall/interconnection screening:

[Empty text box for optional information]

Catchment Investigations

If conducted, please submit all data collected during this reporting period as part of the dry and wet weather investigations. Also include the presence or absence of System Vulnerability Factors for each catchment.

- No catchment investigations were conducted
- The catchment investigation data is attached to the email submission
- The catchment investigation data can be found at the following publicly available website:

[Empty text box for website information]

Below, report on the number of catchment investigations completed during this reporting period.

Number of catchment investigations completed this reporting period: 0

Below, report on the percent of catchments investigated to date.

Percent of total catchments investigated: 0

Optional: Provide any additional information for clarity regarding the catchment investigations below:

[Empty text box for optional information]

IDDE Progress

If illicit discharges were found, please submit a document describing work conducted over this reporting period, and cumulative to date, including location source; description of the discharge; method of discovery; date of discovery; and date of elimination, mitigation, or enforcement OR planned corrective measures and schedule of removal.

- No illicit discharges were found
- The illicit discharge removal report is attached to the email submission
- The illicit discharge removal report can be found at the following publicly available website:

[Empty text box for website information]

Below, report on the number of illicit discharges identified and removed, along with the volume of sewage removed during this reporting period.

Number of illicit discharges identified: 0

Number of illicit discharges removed: 0

Estimated volume of sewage removed: 0 gallons/day

Below, report on the total number of illicit discharges identified and removed to date. At a minimum, report on the number of illicit discharges identified and removed since the effective date of the permit (July 1, 2018).

Total number of illicit discharges identified: 13

Total number of illicit discharges removed: 13

Optional: Provide any additional information for clarity regarding illicit discharges identified, removed, or planned to be removed below:

The Town believed it had found a restaurant illicitly discharging sanitary sewerage into the MS4 through a nearby catch basin. On further investigation it was found that the catch basin in question flowed to sanitary sewer. The catch basin has been removed, thereby removing inflow and infiltration from the sanitary sewer system. This turned out not to be an illicit discharge but the narrative is submitted as evidence that suspected IDDE is investigated with due diligence.

Employee Training

Describe the frequency and type of employee training conducted during this reporting period:

DPW operations workers and all DPW Project managers view a series of IDDE training videos each year. Documentation thereof is attached hereon. We view the videos found at:

<https://www.youtube.com/playlist?list=PLmoA2OMICS8p8s2pUS6s8hFbuJkKXMAA7>

MCM4: Construction Site Stormwater Runoff Control

Below, report on the construction site plan reviews, inspections, and enforcement actions completed during this reporting period.

Number of site plan reviews completed: 0

Number of inspections completed: 0

Number of enforcement actions taken: 0

Optional: Enter any additional information relevant to construction site plan reviews, inspections, and enforcement actions:

[Empty text box for optional information]

MCM5: Post-Construction Stormwater Management in New Development and Redevelopment

Ordinance or Regulatory Mechanism

Date update was completed (due in year 3): 6-21-2021

Website of ordinance or regulatory mechanism: <https://ecode360.com/33011541>

As-built Drawings

Below, report on the number of as-built drawings received during this reporting period.

Number of as-built drawings received: 1

Optional: Enter any additional information relevant to the submission of as-built drawings:

Street Design and Parking Lots Report

Below, describe any changes made or planned to be made to local regulations and guidelines based on the report completed in Year 4:

West Springfield's rules and regulations about parking lot and were reviewed by Comprehensive Environmental Inc. No recommendations were made for updates or changes. Please see attached LID, GI, IA and regulatory assessment.

Green Infrastructure Report

Below, describe progress towards making green infrastructure practices allowable based on the report completed in Year 4:

Comprehensive Environmental reviewed West Springfield's rules and regulations and found them adequately flexible, as they are, to allow green infrastructure practices. Please see attached LID, GI, IA and regulatory assessment.

Retrofit Properties Inventory

Below, list remaining permittee-owned properties that could be modified or retrofitted with BMPs to mitigate impervious areas (must maintain a minimum of 5 sites in inventory until less than 5 sites remain):

Top five:

1. John Ashley School
2. Senior Center
3. Western Avenue industrial area(s)
4. Memorial Elementary School
5. Water division headquarters

Below, list all properties that have been modified or retrofitted with BMPs to mitigate impervious area that were inventoried as part of 2.3.6.d of the permit. Non-MS4 owned properties that have been modified or retrofitted with BMPs to mitigate impervious area may also be listed, but must be indicated as non-MS4.

1. Abigail Lane
2. Canterbury Way
3. Clayton Drive
4. Goosberry Road
5. West Springfield High School
6. Hillview Drive
7. Hyde Road
8. Middle School
9. Ravenwood Lane
10. Therese Marie Lane

Please see the attached West Springfield BMP Inspection Memo which includes a roster of locations and inspection findings. The report erroneously states that the basin on Canterbury Way couldn't be found. It was found and measured by Sara Nelson of CEI and Matthew Peterson of West Springfield Public Works.

MCM6: Good Housekeeping

Catch Basin Cleaning

Below, report on the number of catch basins inspected and cleaned, along with the total volume of material removed from the catch basins during this reporting period.

Number of catch basins inspected: 200

Number of catch basins cleaned: 200

Total volume or mass of material removed from all catch basins: 318 tons

Below, report on the total number of catch basins in the MS4 system.

Total number of catch basins: 4,444

If applicable:

Report on the actions taken if a catch basin sump is more than 50% full during two consecutive routine inspections/cleaning events:

No catch basin sumps were found over half full on any two consecutive routine inspection/cleaning events.

Street Sweeping

Report on street sweeping completed during this reporting period using one of the three metrics below.

- Number of miles cleaned:
- Volume of material removed: [Select Units]
- Weight of material removed: 366.58 tons

Stormwater Pollution Prevention Plan (SWPPP)

Below, report on the number of site inspections for facilities that require a SWPPP completed during this reporting period.

Number of site inspections completed: 1

Describe any corrective actions taken at a facility with a SWPPP:

The Town is currently developing plans for a new DPW operations site that will mitigate any and all long term deficiencies with its current yard (currently operating under its own SWPPP)

Additional Information

Monitoring or Study Results

Results from any other stormwater or receiving water quality monitoring or studies conducted during the reporting period not otherwise mentioned above, where the data is being used to inform permit compliance or permit effectiveness must be attached.

- Not applicable
- The results from additional reports or studies are attached to the email submission
- The results from additional reports or studies can be found at the following publicly available website(s):

If such monitoring or studies were conducted on your behalf or if monitoring or studies conducted by other entities were reported to you, a brief description of the type of information gathered or received shall be described below:

Additional Information

Optional: Enter any additional information relevant to your stormwater management program implementation during the reporting period. Include any BMP modifications made by the MS4 if not already discussed above. If any of the above year 5 requirements could not be completed due to the impacts of COVID-19, please identify the requirement that could not be completed, any actions taken to attempt to complete the requirement, and reason the requirement could not be completed below:

West Springfield's nutrient source identification report is incomplete at this time. When the Town Consultant Comprehensive Environmental Inc. completes the report it will be made available on the Town website at

<https://www.townofwestspringfield.org/Business/Public-Works/Operations/Storm-Water>

Impairments/and TMDL were determined from page 177 of the 2022 Massachusetts 303(d) list, attached separately.

IDDE training utilized by Town Staff : <https://www.youtube.com/playlist?list=PLmoA2OMICS8p8s2pUS6s8hFbuJkKXMAA7>

Activities Planned for Next Reporting Period

Please confirm that your SWMP has been, or will be, updated to comply with all applicable permit requirements including but not limited to the year 6 requirements summarized below. (Note: impaired waters and TMDL requirements are not listed below)

Yes, I agree

Annual Requirements

- Annual report submitted and available to the public
- Annual opportunity for public participation in review and implementation of SWMP
- Keep records relating to the permit available for 5 years and make available to the public
- Properly store and dispose of catch basin cleanings and street sweepings so they do not discharge to receiving waters
- Annual training to employees involved in IDDE program
- Update inventory of all known locations where SSOs have discharged to the MS4
- Continue public education and outreach program
- Update outfall and interconnection inventory and priority ranking and include data collected in connection with the dry weather screening and other relevant inspections conducted
- Implement IDDE program
- Review site plans of construction sites as part of the construction stormwater runoff control program
- Conduct site inspection of construction sites as necessary
- Inspect and maintain stormwater treatment structures
- Log catch basins cleaned or inspected
- Sweep all curbed streets at least annually
- Continue investigations of catchments associated with Problem Outfalls
- Implemented SWPPPs for all permittee owned or operated maintenance garages, public works yards, transfer stations, and other waste handling facilities
- Review inventory of all permittee owned facilities in the categories of parks and open space, buildings and facilities, and vehicles and equipment; update if necessary
- Review O&M programs for all permittee owned facilities; update if necessary
- Implement all maintenance procedures for permittee owned facilities in accordance with O&M

programs

- Implement program for MS4 infrastructure maintenance to reduce the discharge of pollutants
- Enclose all road salt storage piles or facilities and implemented winter road maintenance procedures to minimize the use of road salt
- Review as-built drawings for new and redevelopment to ensure compliance with post construction

bylaws, regulations, or regulatory mechanism consistent with permit requirements

- Inspect all permittee owned treatment structures (excluding catch basins)
- Identify additional permittee-owned properties that could potentially be modified or retrofitted with BMPs to reduce impervious areas so that the permittee maintains a minimum of 5 sites in their inventory, until such a time when the permittee has less than 5 sites remaining

Provide any additional details on activities planned for permit year 6 below:

Part V: Certification of Small MS4 Annual Report 2023

40 CFR 144.32(d) 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, I certify that 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.

Name: Title:

Signature: Date:

[Signatory may be a duly authorized representative]

Part V: Certification of Small MS4 Annual Report 2023

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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, I certify that 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.

Name:

Title:

Signature:

Date:

[Signatory may be a duly authorized representative]