

Stormwater Management Program (SWMP)

Town of Cheshire

80 Church Street MA 01224

EPA NPDES Permit Number MAR041243

Certification

Authorized Representative (Optional): All reports, including SWPPPs, inspection reports, annual reports, monitoring reports, reports on training and other information required by this permit must be signed by a person described in Appendix B, Subsection 11.A or by a duly authorized representative of that person in accordance with Appendix B, Subsection 11.B. If there is an authorized representative to sign MS4 reports, there must be a signed and dated written authorization.

The authorization letter is:

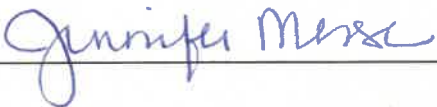
☐ Attached to this document (document name listed below)

☐ Publicly available at the website below

"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 gathered and evaluated 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."

Printed Name

Signature



Date

[Click Here for Revisions](#)

Background

Stormwater Regulation

The Stormwater Phase II Final Rule was promulgated in 1999 and was the next step after the 1987 Phase I Rule in EPA's effort to preserve, protect, and improve the Nation's water resources from polluted stormwater runoff. The Phase II program expands the Phase I program by requiring additional operators of MS4s in urbanized areas and operators of small construction sites, through the use of NPDES permits, to implement programs and practices to control polluted stormwater runoff. Phase II is intended to further reduce adverse impacts to water quality and aquatic habitat by instituting the use of controls on the unregulated sources of stormwater discharges that have the greatest likelihood of causing continued environmental degradation. Under the Phase II rule all MS4s with stormwater discharges from Census designated Urbanized Area are required to seek NPDES permit coverage for those stormwater discharges.

Permit Program Background

On May 1, 2003, EPA Region 1 issued its Final General Permit for Stormwater Discharges from Small Municipal Separate Storm Sewer Systems (2003 small MS4 permit) consistent with the Phase II rule. The 2003 small MS4 permit covered "traditional" (i.e., cities and towns) and "non-traditional" (i.e., Federal and state agencies) MS4 Operators located in the states of Massachusetts and New Hampshire. This permit expired on May 1, 2008 but remained in effect until operators were authorized under the 2016 MS4 general permit, which became effective on July 1, 2018.

Stormwater Management Program (SWMP)

The SWMP describes and details the activities and measures that will be implemented to meet the terms and conditions of the permit. The SWMP accurately describes the permittees plans and activities. The document should be updated and/or modified during the permit term as the permittee's activities are modified, changed or updated to meet permit conditions during the permit term. The main elements of the stormwater management program are (1) a public education program in order to affect public behavior causing stormwater pollution, (2) an opportunity for the public to participate and provide comments on the stormwater program (3) a program to effectively find and eliminate illicit discharges within the MS4 (4) a program to effectively control construction site stormwater discharges to the MS4 (5) a program to ensure that stormwater from development projects entering the MS4 is adequately controlled by the construction of stormwater controls, and (6) a good housekeeping program to ensure that stormwater pollution sources on municipal properties and from municipal operations are minimized.

Town Specific MS4 Background (optional)

The Town of Cheshire was added as an MS4 Community under the 2016 Massachusetts MS4 Phase II General Permit. Cheshire was authorized to discharge within the MS4 Urbanized Area in December of 2021. As a smaller community, the MS4 area covers only a portion of Town surrounding the MassDOT Route 8 North/South Corridor and around Cheshire Reservoir residential areas.

Small MS4 Authorization

The NOI was submitted on 12/09/2021

The NOI can be found at the following (document name or web address):

<https://www.epa.gov/npdes-permits/regulated-ms4-massachusetts-communities>

Authorization to Discharge was granted on 12/22/2021

The Authorization Letter can be found (document name or web address):

<https://www.epa.gov/npdes-permits/regulated-ms4-massachusetts-communities>

Stormwater Management Program Team

SWMP Team Coordinator

Name	Jennifer Morse	Title	Town Administrator
Department	Town Administrator		
Phone Number	(413) 743-0389	Email	jmorse@cheshire-ma.gov
Responsibilities	Manage MS4 program on behalf of the Town of Cheshire. Manage all subcontractors in completing requirements under the MS4 permit.		

SWMP Team

Name	Bob Navin	Title	Superintendent
Department	Highway Department		
Phone Number	413-473-3376	Email	highway@cheshire-ma.gov
Responsibilities	Oversee tasks relating to highway department and public works including good housekeeping, street sweeping, catchbasin cleaning, annual training, and IDDE elimination.		

Name	Carol Francesconi	Title	Chair
Department	Conservation Commission		
Phone Number	413-743-5028	Email	cfrancesconi@cheshire-ma.gov
Responsibilities	Enforce the stormwater bylaw permit and associated regulations along with the rest of the Conservation Commission		

Add SWMP Member

Receiving Waters

The following table lists all receiving waters, impairments and number of outfalls discharging to each waterbody segment.

OR

The information can be found in the following document or at the following web address:

Waterbody segment that receives flow from the MS4	Number of outfalls into receiving water segment	Chloride	Chlorophyll-a	Dissolved Oxygen/DO Saturation	Nitrogen	Oil & Grease/PAH	Phosphorus	Solids/ TSS/ Turbidity	E. coli	Enterococcus	Other pollutant(s) causing impairments
Cheshire Reservoir	16	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Eurasian Water Milfoil, Myriophyllum spicatum Non-Native Aquatic Plants Aquatic Plants (Macrophytes) Nutrient/Eutrophication Biological Indicators Excess Algal Growth
Hoosic River	13	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Alteration in stream-side or littoral vegetative covers Other flow regime alterations Physical substrate habitat alterations Ambient Bioassays -- Chronic Aquatic Toxicity Fecal Coliform Temperature, water
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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[Click here to lengthen table](#)

Eligibility: Endangered Species and Historic Properties

*Reminder: The proper consultations and updates to the SWMP must be conducted for construction projects related to your permit compliance where Construction General Permit (CGP) coverage, which requires its own endangered species and history preservation determination, is NOT being obtained.

Attachments:

- ☒ The results of Appendix C U.S. Fish and Wildlife Service endangered species screening determination
- ☒ The results of the Appendix D historic property screening investigations
- ☐ If applicable, any documents from the State Historic Preservation Officer (SHPO), Tribal Historic Preservation Officer (THPO), or other Tribal representative to mitigate effects

These attachments are required within one year of the permit effective date and are:

- ☐ Attached to this document (document names listed below)

- ☒ Publicly available at the website listed below

Under what criterion did permittee determine eligibility for ESA?

- ☐ Criterion A ☐ Criterion B ☒ Criterion C

Under what criterion did permittee determine eligibility for Historic Properties?

- ☒ Criterion A ☐ Criterion B ☐ Criterion C

Below add any additional measures for structural controls that you're required to do through consultation with U.S. Fish and Wildlife Service (if applicable):

The Town of Cheshire completed an Endangered Species Act (ESA) review and determined that the Town only contains the Northern Long Eared Bat. The Town of Cheshire certifies compliance with the Endangered Species Act under Criterion C. The Town's planned actions under the permit will have no effect on the Northern Long Eared Bat and the Town will consult with US Fish and Wildlife as needed during the permit term on any future BMPs.

Below add any additional measures taken to avoid or minimize adverse impacts on places listed, or eligible for listing, on the NRHP, including any conditions imposed by the SHPO or THPO (if applicable):

MCM 1

Public Education and Outreach

Permit Part 2.3.2

Objective: The permittee shall implement an education program that includes educational goals based on stormwater issues of significance within the MS4 area. The ultimate objective of a public education program is to increase knowledge and change behavior of the public so that the pollutants in stormwater are reduced.

Examples and Templates:

[EPA's Stormwater Education Toolbox](#)

[MassDEP's Stormwater Outreach Materials](#)

Other templates relevant to MCM 1 can be found here: <https://www.epa.gov/npdes-permits/stormwater-tools-new-england#peo>

BMP: Webpage

BMP Number (Optional) _____

Document Name and/or Web Address: Stormwater Management Program

Description:

Town webpage with SWMP and outreach materials.

Targeted Audience: All parties, Residents, businesses, developers, industrial facilities

Responsible Department/Parties: Town Manager/Mayor's Office

Measurable Goal(s):

Reduce pollution through improved behavior.

Message Date(s): 2019-Present

BMP: Brochures/Pamphlets

BMP Number (Optional) _____

Document Name and/or Web Address: Best Business Practices for Keeping Our Waters Clean

Description:

Distributed pamphlets at Town Hall.

Targeted Audience: Businesses, institutions and commercial facilities

Responsible Department/Parties: Town Manager/Mayor's Office

Measurable Goal(s):

Increase awareness.

Message Date(s): 2020

BMP: Brochure/Pamphlets

BMP Number (Optional) _____

Document Name and/or Web Address: Construction and Stormwater Control

Description:

Distributed pamphlets through building inspector.

Targeted Audience: Developers (construction)

Responsible Department/Parties: Building Permitting and Enforcement

Measurable Goal(s):

Reduce pollution through improved construction best management practices.

Message Date(s): 2020

BMP: Brochures/Pamphlets

BMP Number (Optional) _____

Document Name and/or Web Address: Stormwater Control of Industrial Facilities

Description:

Brochures available through town stormwater webpage.

Targeted Audience: Industrial facilities

Responsible Department/Parties: Health Department

Measurable Goal(s):

Reduce pollution through improved industrial practices.

Message Date(s): 2021-Present

BMP: Local Public Service Announcements

BMP Number (Optional) _____

Document Name and/or Web Address: Keep our waterways clean

Description:

Sustainable housekeeping and landscaping tips announced during Select Board Meeting, Cheshire Chatter, and CodeRED.

Targeted Audience: Residents

Responsible Department/Parties: Town Manager/Mayor's Office

Measurable Goal(s):

Increase awareness.

Message Date(s):2021

BMP: Webpage

BMP Number (Optional) _____

Document Name and/or Web Address: Best Business Practices to Reduce Water Pollution

Description:

Business BMPs posted to town stormwater website.

Targeted Audience: Businesses, institutions and commercial facilities

Responsible Department/Parties: Planning/zoning Department

Measurable Goal(s):

Reduce pollution through improved business practices.

Message Date(s):2022

BMP: Displays/Posters/Kiosks

BMP Number (Optional) _____

Document Name and/or Web Address: Stormwater Control and Construction

Description:

Information on construction impacts and BMPs for developers (construction) available in a poster/display/kiosk in building department of Town Hall.

Targeted Audience: Developers (construction)

Responsible Department/Parties: Building Permitting and Enforcement

Measurable Goal(s):

Reduce pollution from construction.

Message Date(s):2022

BMP: Brochures/Pamphlets

BMP Number (Optional) _____

Document Name and/or Web Address: Stormwater Control of Industrial Facilities

Description:
Brochures/pamphlets distributed to industrial facilities though health department visits.

Targeted Audience: Industrial facilities

Responsible Department/Parties: Health Department

Measurable Goal(s):
Reduce pollution from industrial facilities.

Message Date(s):2023

BMP: Brochures/Pamphlets

BMP Number (Optional) _____

Document Name and/or Web Address: Dog Waste Pamphlet

Description:
Brochures distributed with dog licenses.

Targeted Audience: Residents

Responsible Department/Parties: Town Clerk

Measurable Goal(s):
Reduce fecal coliform pollution through pet waste.

Message Date(s):2022

Add BMP

MCM 2

Public Involvement and Participation

Permit Part 2.3.3

Objective: The permittee shall provide opportunities to engage the public to participate in the review and implementation of the permittee's SWMP.

BMP: Public Review of Stormwater Management Program

BMP Number (Optional) _____

Location of Plan and/or Web Address: Stormwater Management Program town website

Responsible Department/Parties: Town Administrator

Measurable Goal(s):

Stormwater Management Plan is publicly available. Allow annual review of stormwater management plan and posting of stormwater management plan on website.

BMP: Public Participation in Stormwater Management Program Development

BMP Number (Optional) _____

Description:

Public meeting - Stormwater.

Responsible Department/Parties: Town Administrator

Measurable Goal(s):

Allow public to comment on stormwater management plan annually.

BMP: Public Participation

BMP Number (Optional) _____

Document Name and/or Web Address: Household Hazardous Waste Collection

Description:

Household hazardous waste/used oil collections.

Responsible Department/Parties: Northern Berkshire Solid Waste District

Measurable Goal(s):

Household hazardous waste collection.

BMP: Public Participation

BMP Number (Optional) _____

Document Name and/or Web Address:

Description:

Responsible Department/Parties:

Measurable Goal(s):

BMP: Public Participation

BMP Number (Optional) _____

Document Name and/or Web Address:

Description:

Responsible Department/Parties:

Measurable Goal(s):

MCM 3

Illicit Discharge Detection and Elimination (IDDE) Program

Permit Part 2.3.4

Objective: The permittee shall implement an IDDE program to systematically find and eliminate illicit sources of non-stormwater discharges to its municipal separate storm sewer system and implement procedures to prevent such discharges.

Examples and Templates:

[IDDE Program Template and SOPs](#)

Other templates relevant to IDDE can be found here: <https://www.epa.gov/npdes-permits/stormwater-tools-new-england#idde>

BMP: IDDE Legal Authority

BMP Number (Optional) _____

Completed (by year 3) ☐

Ordinances Link or Reference: Stormwater Management Program Website

Department Responsible for Enforcement: Conservation Commission

BMP: Sanitary Sewer Overflow (SSO) Inventory

BMP Number (Optional) _____

Completed (by year 4) ☐

Document Name and/or Web Address: Stormwater Management Program Website

Description:

Cheshire does not have any sanitary sewage infrastructure thus no SSO inventory.

Responsible Department/Parties: Highway Department (N/A)

Measurable Goal(s):

SSO Reporting:

In the event of an overflow or bypass, a notification must be reported within 24 hours by phone to MassDEP, EPA, and other relevant parties. Follow up the verbal notification with a written report following MassDEP's Sanitary Sewer Overflow (SSO)/Bypass notification form within 5 calendar days of the time you become aware of the overflow, bypass, or backup.

The MassDEP contacts are:

Northeast Region (978) 694-3215
205B Lowell Street
Wilmington, MA 01887
Central Region (508) 792-7650
8 New Bond Street
Worcester, MA 01606
Southeast Region (508) 946-2750
20 Riverside Drive
Lakeville, MA 02347
Western Region (413) 784-1100
436 Dwight Street
Springfield, MA 01103
24-hour Emergency Line 1-888-304-1133

The EPA contacts are:

EPA New England (617) 918-1510
5 Post Office Square
Boston, MA 02109

BMP: Map of Storm Sewer System

BMP Number (Optional) _____

Phase I Completed ☒
(by year 5)

Phase II Completed ☐
(by year 13)

Document Location and/or Web Address: <https://berkshire.maps.arcgis.com/apps/webappviewer/index.html?id=85368797413f4efca05598ac07ac071c>

Description:

Create map and update during IDDE program completion.

Responsible Department/Parties: Berkshire Regional Planning Commission

Measurable Goal(s):

Map 100% of outfalls and receiving waters, open channel conveyances, interconnections with other MS4s and other storm sewer systems, municipally-owned stormwater treatment structures, waterbodies identified by name and indication of all use impairments, and initial catchment delineations within 2 years of the permit's effective date. Map 100% of outfall spatial locations, pipes, manholes, catch basins, refined catchment delineations, municipal sanitary sewer system (if available), and municipal combined sewer system (if applicable) within 10 years of the permit's effective date.

BMP: IDDE Program

BMP Number (Optional) _____

Written Document Completed (by year 4) ☐

Document Name and/or Web Address: Stormwater Management Program Website

Description:

Create written IDDE program and implement catchment investigations according to program and permit conditions.

Responsible Department/Parties: DPW Operations

Measurable Goal(s):

Conduct 100% of outfall screening on High and Low Priority Outfalls within 3 years of the permit's effective date. Complete catchment investigations for 100% of the Problem Outfalls within 7 years of the permit's effective date. Complete 100% of all catchment investigations within 10 years of the permit's effective date.

The outfall/interconnection inventory and initial ranking and the dry weather outfall and interconnection screening and sampling results can be found:

TBD

BMP: Employee Training

BMP Number (Optional) _____

Description:

Train employees on IDDE implementation.

Responsible Department/Parties: Highway Department

Measurable Goal(s):

Training occurs annually.

BMP:[BMP name here]

BMP Number (Optional) _____ **Completed** ☐

Document Name and/or Web Address:

Description:

Responsible Department/Parties:

Measurable Goal(s):

BMP:[BMP name here]

BMP Number (Optional) _____ **Completed** ☐

Document Name and/or Web Address:

Description:

Responsible Department/Parties:

Measurable Goal(s):

Add BMP

MCM 4

Construction Site Stormwater Runoff Control

Permit Part 2.3.5

Objective: The objective of an effective construction stormwater runoff control program is to minimize or eliminate erosion and maintain sediment on site so that it is not transported in stormwater and allowed to discharge to a water of the U.S. through the permittee's MS4.

Examples and Templates:

Examples and templates relevant to MCM 4, including model ordinances and site inspection templates, can be found here: <https://www.epa.gov/npdes-permits/stormwater-tools-new-england#csrc>

BMP: Sediment and Erosion Control Ordinance

BMP Number (Optional) _____

Completed (by year 3) ☐

Ordinances Link or Reference: Stormwater Management Program Website & Conservation Commission

Department Responsible for Enforcement: Conservation Commission

BMP: Site Plan Review Procedures

BMP Number (Optional) _____

Written procedures completed (by year 3) ☐

Document Name and/or Web Address: Stormwater Management Program Website & Conservation Commission

Description:

Complete written procedures of site plan review and begin implementation.

Responsible Department/Parties: Conservation Commission

Measurable Goal(s):

Conduct site plan review of 100% of projects according to the procedures outlined above.

BMP: Site Inspections and Enforcement of Sediment and Erosion Control Measures Procedures

BMP Number (Optional) _____

Completed (by year 3) ☐

Document Name and/or Web Address: Stormwater Management Program Website & Conservation Commission

Description:

Complete written procedures of site inspections and enforcement procedures.

Responsible Department/Parties: Conservation Commission

Measurable Goal(s):

Inspect 100% of construction sites as outlined in the above document and take enforcement actions as needed.

BMP: Waste Control

BMP Number (Optional) _____

Completed ☐

Document Name and/or Web Address: Stormwater Management Program Website

Description:

Adoption of requirements to control wastes, including but not limited to, discarded building materials, concrete truck wash out, chemicals, litter, and sanitary wastes.

Responsible Department/Parties: Highway Department

Measurable Goal(s):

Complete within 3 years of the effective date of permit.

Add BMP

MCM 5

Post Construction Stormwater Management in New Development and Redevelopment

Permit Part 2.3.6

Objective: The objective of an effective post construction stormwater management program is to reduce the discharge of pollutants found in stormwater to the MS4 through the retention or treatment of stormwater after construction on new or redeveloped sites and to ensure proper maintenance of installed stormwater controls.

Examples and Templates:

Examples and templates relevant to MCM 5, including model ordinances and bylaw review templates and guidance can be found here: <https://www.epa.gov/npdes-permits/stormwater-tools-new-england#pcsm>

BMP: Post-Construction Ordinance

BMP Number (Optional) _____

Completed (by year 3) ☐

Town Ordinances Link or Reference: Stormwater Management Program Website & Conservation Commission

Department Responsible for Enforcement: Conservation Commission

BMP: Street Design and Parking Lot Guidelines Report

BMP Number (Optional) _____

Completed (by year 6) ☐

Document Name and/or Web Address: Stormwater Management Program Website

Description:

Develop a report assessing requirements that affect the creation of impervious cover. The assessment will help determine if changes to design standards for streets and parking lots can be modified to support low impact designs.

Responsible Department/Parties: Town Administrator

Measurable Goal(s):

Recommendations are implemented by year 8 with progress reported annually.

BMP: Green Infrastructure Report

BMP Number (Optional) _____

Completed (by year 6) ☐

Document Name and/or Web Address: Stormwater Management Program Website

Description:

Develop a report assessing existing local regulations to determine the feasibility of making green infrastructure practices allowable when appropriate site conditions exist.

Responsible Department/Parties: Town Administrator

Measurable Goal(s):

Recommendations are implemented by Year 8 with progress reported annually.

BMP: List of Municipal Retrofit Opportunities

BMP Number (Optional) _____

Completed (by year 6) ☐

Document Name and/or Web Address: <https://berkshire.maps.arcgis.com/apps/webappviewer/index.html?id=85368797413f4efca05598ac07ac071c>

Description:

Identify at least 5 permittee-owned properties that could be modified or retrofitted with BMPs to reduce impervious areas and update annually.

Responsible Department/Parties: Town Administrator

Measurable Goal(s):

The list is completed by 5 and updated as needed.

BMP: As-built plans for on-site stormwater control

BMP Number (Optional) _____

Completed ☐

Document Name and/or Web Address: Stormwater Control As-Built Drawings

Description:

The procedures to require submission of as-built drawings and ensure long-term operation and maintenance will be a part of the SWMP.

Responsible Department/Parties: Conservation Commission

Measurable Goal(s):

Require submission of as-built plans for completed projects.

BMP: Ensure any stormwater control or management practices for new development and redevelopment

BMP Number (Optional) _____

Completed ☐

Document Name and/or Web Address: Stormwater Management Program Website & Conservation Commission

Description:

Adoption, amendment, or modification of a regulatory mechanism to meet permit requirements.

Responsible Department/Parties: Conservation Commission

Measurable Goal(s):

Complete no later than 3 years after effective date of permit.

Add BMP

MCM 6

Good Housekeeping and Pollution Prevention for Permittee Owned Operations

Permit Part 2.3.7

Objective: The permittee shall implement an operations and maintenance program for permittee-owned operations that has a goal of preventing or reducing pollutant runoff and protecting water quality from all permittee-owned operations.

Examples and Templates:

Examples and templates relevant to MCM 6, including SOP templates for catch basin cleaning, street sweeping, vehicle maintenance, parks and open space management, winter deicing, and Stormwater Pollution Prevention Plans can be found here: <https://www.epa.gov/npdes-permits/stormwater-tools-new-england#gh>

PERMITTEE OWNED FACILITIES

BMP: Parks and Open Spaces Operations and Maintenance Procedures

BMP Number (Optional) _____

Written Document Completed (by year 4) ☐

Document Name and/or Web Address: Cheshire Parks & Open Space O&M Procedures

Description:

Create written O&M procedures including all requirements contained in 2.3.7.a.ii for parks and open spaces, buildings and facilities, and vehicles and equipment.

Responsible Department/Parties: Highway Department

Measurable Goal(s):

Implement the SOP listed above on 100% of the parks and open spaces.

Properties List (Optional):

Cheese Press - 201 Church St.
Stafford Monument - 485 Stafford Hill Rd.
Old Elementary School - 89 Church St.

BMP: Buildings and Facilities Operations and Maintenance Procedures

BMP Number (Optional) _____

Written Document Completed (by year 4) ☐

Document Name and/or Web Address: Buildings & Facilities O&M Procedures

Description:

Create written O&M procedures including all requirements contained in 2.3.7.a.ii for parks and open spaces, buildings and facilities, and vehicles and equipment.

Responsible Department/Parties: Highway Department

Measurable Goal(s):

Implement the SOP listed above on 100% of buildings and facilities.

Properties List (Optional):

Town Hall - 80 Church St.
Town Hall Annex - 84 Church St.
Police Station - 90 Church St.
Elementary School - 191 Church St.
Highway Garage - 6 Main St.
Transfer Station - 6 Main St.
Community Center/Senior Center - 119 School St.

Fire Station - 29 South St.
Water Dept. Pump House - Pumhouse Rd.

BMP: Vehicles and Equipment Operations and Maintenance Procedures

BMP Number (Optional) _____

Written Document Completed (by year 4) ☐

Document Name and/or Web Address: Vehicles & Equipment O&M Procedures

Description:

Create written O&M procedures including all requirements contained in 2.3.7.a.ii for parks and open spaces, buildings and facilities, and vehicles and equipment.

Responsible Department/Parties: Highway Department

Measurable Goal(s):

Implement the SOP listed above for 100% of vehicles and equipment according to the above document.

Properties List (Optional):

VERMEER - BRUSH CHIPPER
CARMATE – TRAILER
DIAMOND - ANTIQUE FIRE TRUCK
DODGE - W300
INTERNATIONAL - 40S490
FORD - TRUCK
SMEAL - FIRE TRUCK
FORD - EXPEDITION
GMC - AMBULANCE
PIERCE - SABER
DRESS - GRADER
INTERSTATE - FLATBED
NEW HOLLAND - TRACTOR
INTERNATIONAL - DUMP
JOHN DEERE - BACKHOE 310SG
BRI-MAR - TRAILER
INTERNATIONAL - 7500 DUMP
FORD - F550 PICKUP
INTERNATIONAL - DUMP TRUCK
FALCON - TRAILER
INTERNATIONAL - DUMP TRUCK
JOHN DEERE - 777GP ROAD GRADER
DODGE - 5500 ROLL OFF
JOHN DEERE - 624K
CHEVROLET - CK25903
FORD - F550
KARAVAN - UTILITY TRAILER

FORD - EXPLORER
FORD - EXPLORER
FORD - EXPLORER
FORD - F250
FORD - E350

INFRASTRUCTURE

BMP: Infrastructure Operations and Maintenance Procedures

BMP Number (Optional) _____

Written Procedure Completed (by year 4) ☐

Document Name and/or Web Address: Infrastructure O&M Procedures

Description:

Establish and implement program for repair and rehabilitation of MS4 infrastructure.

Responsible Department/Parties: Highway Department

Measurable Goal(s):

100% of infrastructure is maintained to ensure proper function in accordance with the procedures above.

BMP: Catch Basin Cleaning Program

BMP Number (Optional) _____

Written Procedure Completed (by year 4) ☐

Document Name and/or Web Address: Catch Basin Cleaning SOP

Description:

Establish schedule for catch basin cleaning such that each catch basin is no more than 50% full and clean catch basins on that schedule.

Responsible Department/Parties: Highway Dept.

Measurable Goal(s):

All catch basins are cleaned in accordance to the document above such that no catch basin is more than 50% full at any given time. Clean catch basins on established schedule and report number of catch basins cleaned and volume of material moved annually

BMP: Street Sweeping Program

BMP Number (Optional) _____

Written Procedure Completed (by year 4) ☐

Document Name and/or Web Address: Street Sweeping SOP

Description:

Sweep all streets and permittee-owned parking lots in accordance with permit conditions.

Responsible Department/Parties: Highway Dept.

Measurable Goal(s):

Annually sweep 100% of all streets and 50% of all municipal parking lots in accordance with the schedule listed above. Sweep all streets and permittee-owned parking lots once per year in the spring.

BMP: Winter Road Maintenance Program

BMP Number (Optional) _____

Written Procedure Completed (by year 4) ☐

Document Name and/or Web Address: Winter Road Maintenance

Description:

Maintain winter roads in accordance with the MS4 Permit to reduce pollutants and maintain public safety.

Responsible Department/Parties: Highway Dept.

Measurable Goal(s):

Regularly maintain winter roads in accordance with the MS4 Permit to reduce pollutants and maintain public safety.

BMP: Stormwater Treatment Structures Inspection and Maintenance Procedures

BMP Number (Optional) _____

Completed (by year 4) ☐

Document Name and/or Web Address: Stormwater Treatment Structures Inspection & Maintenance Procedures

Description:

Establish and implement inspection and maintenance procedures and frequencies

Responsible Department/Parties: Town Administrator

Measurable Goal(s):

Annually inspect and maintain 100% of treatment structures to ensure proper function.

BMP: SWPPP**BMP Number (Optional)** _____**Completed** (by year 4) ☐**Document Name and/or Web Address:** **Description:****Responsible Department/Parties:** **Measurable Goal(s):**

BMP: Road salt use optimization program**BMP Number (Optional)** _____**Completed** ☐**Document Name and/or Web Address:** **Description:****Responsible Department/Parties:** **Measurable Goal(s):**

Annual Evaluation

Year 1 Annual Report

Document Name and/or Web Address:

Year 2 Annual Report

Document Name and/or Web Address:

Year 3 Annual Report

Document Name and/or Web Address:

Year 4 Annual Report

Document Name and/or Web Address:

Year 5 Annual Report

Document Name and/or Web Address:

Year X Annual Report

Document Name and/or Web Address:

Add a Year

TMDLs and Water Quality Limited Waters

Select the applicable Impairment(s) and/or TMDL(s).

Impairment(s)

- ☒ Bacteria/Pathogens ☐ Chloride ☐ Nitrogen ☐ Phosphorus
☐ Solids/oil/grease (hydrocarbons)/metals

TMDL(s)

In State:

- ☐ Assabet River Phosphorus ☐ Bacteria and Pathogen ☐ Cape Cod Nitrogen
☐ Charles River Watershed Phosphorus ☐ Lake and Pond Phosphorus

Out of State:

- ☐ Bacteria and Pathogen ☐ Metals ☐ Nitrogen ☐ Phosphorus

Clear Impairments and TMDLs

Bacteria/Pathogens

Combination of Impaired Waters Requirements and TMDL Requirements as Applicable

Applicable Receiving Waterbody(ies)	TMDL Name (if applicable)	Add/Delete Row
Hoosic River	N/A	<input type="button" value="+"/> <input type="button" value="-"/>

Annual Requirements Beginning Year 3

Rank outfalls to these receiving waters as high priority for IDDE implementation in the initial outfall ranking

The relevant BMP number(s) listed above in the Stormwater Management Program OR the description of implementation actions and document location(s) are:

Rank outfalls to these receiving waters as high priority for IDDE implementation in the initial outfall ranking. Found here: <https://berkshire.maps.arcgis.com/apps/webappviewer/index.html?id=85368797413f4efca05598ac07ac071c>

Public Education and Outreach

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

Annual message encouraging the proper management of pet waste, including noting any existing ordinances where appropriate

The relevant BMP number(s) listed above in the Stormwater Management Program OR the description of implementation actions and document location(s) are:

Annual message encouraging the proper management of pet waste, including noting any existing ordinances where appropriate.

Permittee or its agents disseminate educational material to dog owners at the time of issuance or renewal of dog license, or other appropriate time

The relevant BMP number(s) listed above in the Stormwater Management Program OR the description of implementation actions and document location(s) are:

Permittee or its agents disseminate educational material to dog owners at the time of issuance or renewal of dog license, or other appropriate time.

Provide information to owners of septic systems about proper maintenance in any catchment that discharges to a water body impaired for bacteria

The relevant BMP number(s) listed above in the Stormwater Management Program OR the description of implementation actions and document location(s) are:

Provide information to owners of septic systems about proper maintenance in any catchment that discharges to a water body impaired for bacteria.