

# Notice of Intent (NOI) for coverage under Small MS4 General Permit Page 1 of 19

## Part I: General Conditions

### General Information

Name of Municipality or Organization:  State:

EPA NPDES Permit Number (if applicable):

### Primary MS4 Program Manager Contact Information

Name:  Title:

Street Address Line 1:

Street Address Line 2:

City:  State:  Zip Code:

Email:  Phone Number:

Fax Number:

### Other Information

Stormwater Management Program (SWMP) Location (web address or physical location, if already completed):

### Eligibility Determination

Endangered Species Act (ESA) Determination Complete?

Eligibility Criteria (check all that apply):  A  B  C

National Historic Preservation Act (NHPA) Determination Complete?

Eligibility Criteria (check all that apply):  A  B  C

Check the box if your municipality or organization was covered under the 2003 MS4 General Permit

### MS4 Infrastructure (if covered under the 2003 permit)

Estimated Percent of Outfall Map Complete?  If 100% of 2003 requirements not met, enter an estimated date of completion (MM/DD/YY):

Web address where MS4 map is published:   
If outfall map is unavailable on the Internet an electronic or paper copy of the outfall map must be included with NOI submission (see section V for submission options)

### Regulatory Authorities (if covered under the 2003 permit)

Illicit Discharge Detection and Elimination (IDDE) Authority Adopted?  Effective Date or Estimated Date of Adoption (MM/DD/YY):   
(Part II, III, IV or V, Subpart B.3.(b.) of 2003 permit)

Construction/Erosion and Sediment Control (ESC) Authority Adopted?  Effective Date or Estimated Date of Adoption (MM/DD/YY):   
(Part II, III, IV or V, Subpart B.4.(a.) of 2003 permit)

Post- Construction Stormwater Management Adopted?  Effective Date or Estimated Date of Adoption (MM/DD/YY):   
(Part II, III, IV or V, Subpart B.5.(a.) of 2003 permit)



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
Stiles Reservoir (MA42055)	2	<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"/>	
Cranberry Meadow Pond (MA36040)	5	<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"/>	
Cranberry River (M36-20)	1	<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"/>	
Unnamed trib to Cranberry R crossing Jolicoeur Rd	2	<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"/>	
Unnamed trib to Cranberry R crossing Herbert Rd	3	<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"/>	
Unnamed trib to Sevenmile R crossing Treadwell Dr	3	<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"/>	
Morgan Swamp	2	<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"/>	
		<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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		<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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**Part III: Stormwater Management Program Summary**

Identify the Best Management Practices (BMPs) that will be employed to address each of the six Minimum Control Measures (MCMs). For municipalities/organizations whose MS4 discharges into a receiving water with an approved Total Maximum Daily Load (TMDL) and an applicable waste load allocation (WLA), identify any additional BMPs employed to specifically support the achievement of the WLA in the TMDL section at the end of part III.

For each MCM, list each existing or proposed BMP by category and provide a brief description, responsible parties/departments, measurable goals, and the year the BMP will be employed (public education and outreach BMPs also requires a target audience). Use the drop-down menus in each table or enter your own text to override the drop down menu.

**MCM 1: Public Education and Outreach** *C M R S W C*

BMP Media/Category (enter your own text to override the drop down menu)	BMP Description	Targeted Audience	Responsible Department/Parties (enter your own text to override the drop down menu)	Measurable Goal	Beginning Year of BMP Implementation
Brochures/Pamphlets	Flyer Distribution	Residents	Utilities and Facilities Dept	# distributed	2018
Shared Social Media Post	Post on Proper Waste Disposal	Businesses, Institutions and Commercial Facilities	Utilities and Facilities Dept	Followers, views, likes, comments, shares	2018
Brochures/Pamphlets	Flyer distribution	Developers (construction)	Utilities and Facilities Dept	# distributed	2018
Brochures/Pamphlets	Flyer distribution	Industrial Facilities	Utilities and Facilities Dept	# distributed	2018
Local Public Service Announcements	Announcements posted to website/cable access channel	Residents	Utilities and Facilities Dept	Estimated audience	2019
Newspaper Articles/Press Releases	Press release on lawn/landscaping care BMPs	Businesses, Institutions and Commercial Facilities	Utilities and Facilities Dept	# website visits, # stories placed, estimated audience	2019
Newspaper Articles/Press Releases	Press release on relevant LID practices	Developers (construction)	Utilities and Facilities Dept	# website visits, # stories placed, estimated audience	2020
Brochures/Pamphlets	Flyer on relevant LID practices	Industrial Facilities	Utilities and Facilities Dept	# distributed	2020



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**Part III: Stormwater Management Program Summary (continued)**

**MCM 2: Public Involvement and Participation**

BMP Categorization	Brief BMP Description (enter your own text to override the drop down menu)	Responsible Department/Parties (enter your own text to override the drop down menu)	Additional Description/ Measurable Goal	Beginning Year of BMP Implementation
Public Review	SWMP Review	Utilities and Facilities Dept	Allow annual review of stormwater management plan and posting of stormwater management plan on website	2018
Public Participation	SWMP Review	Utilities and Facilities Dept	Allow public to comment on stormwater management plan annually	2018
Public Participation	Household haz. waste/used oil collection	Utilities and Facilities Dept	# participants, amount of waste collected	2018
Public Participation	Central Massachusetts Regional Stormwater Coalition	Utilities and Facilities Dept	# meetings attended	2018



**Notice of Intent (NOI) for coverage under Small MS4 General Permit**

**Part III: Stormwater Management Program Summary (continued)**

**MCM 3: Illicit Discharge Detection and Elimination (IDDE)**

BMP Categorization (enter your own text to override the drop down menu)	BMP Description	Responsible Department/Parties (enter your own text to override the drop down menu)	Measurable Goal (all text can be overwritten)	Beginning Year of BMP Implementation
SSO inventory	Develop SSO inventory in accordance of permit conditions	Sewer Dept, Board of Health	Complete within 1 year of effective date of permit	2018
Storm sewer system map	Create map and update during IDDE program completion	Utilities and Facilities Dept	Update map within 2 years of effective date of permit and complete full system map 10 years after effective date of permit	2018
Written IDDE program	Create written IDDE program	Utilities and Facilities Dept	Complete within 1 year of the effective date of permit and update as required	2018
Implement IDDE program	Implement catchment investigations according to program and permit conditions	Utilities and Facilities Dept, Highway Dept, Sewer Dept	Complete 10 years after effective date of permit	2018
Employee training	Train employees on IDDE implementation	Utilities and Facilities Dept	Train annually	2018
Conduct dry weather screening	Conduct in accordance with outfall screening procedure and permit conditions	Utilities and Facilities Dept, Highway Dept, Sewer Dept	Complete 3 years after effective date of permit	2018
Conduct wet weather screening	Conduct in accordance with outfall screening procedure	Utilities and Facilities Dept	Complete 10 years after effective date of permit	2018
Ongoing screening	Conduct dry weather and wet weather screening (as necessary)	Utilities and Facilities Dept	Complete ongoing outfall screening upon completion of IDDE program	2023





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Part III: Stormwater Management Program Summary (continued)

MCM 4: Construction Site Stormwater Runoff Control

BMP Categorization (enter your own text to override the drop down menu or entered text)	BMP Description	Responsible Department/Parties (enter your own text to override the drop down menu)	Measurable Goal (all text can be overwritten)	Beginning Year of BMP Implementation
Site inspection and enforcement of Erosion and Sediment Control (ESC) measures	Complete written procedures of site inspections and enforcement procedures	Conservation Commission, Planning Board, Office of Development and Inspection	Complete within 1 year of the effective date of permit	2018
Site plan review	Complete written procedures of site plan review and begin implementation	Conservation Commission, Planning Board, Office of Development and Inspection	Complete within 1 year of the effective date of permit	2018
Erosion and Sediment Control	Adoption of requirements for construction operators to implement a sediment and erosion control program	Conservation Commission, Planning Board, Office of Development and Inspection	Complete within 1 year of the effective date of permit	2018
Waste Control	Adoption of requirements to control wastes, including but not limited to, discarded building materials, concrete truck wash out, chemicals, litter, and sanitary wastes	Conservation Commission, Planning Board, Office of Development and Inspection	Complete within 1 year of the effective date of permit	2018
Pre-Construction/Coordination Meetings	Pre-Construction Informational Meeting	Conservation Commission, Planning Board, Office of Development and Inspection	Pre-construction meeting for each project	2018



**Notice of Intent (NOI) for coverage under Small MS4 General Permit**

**Part III: Stormwater Management Program Summary (continued)**

**MCM 5: Post-Construction Stormwater Management in New Development and Redevelopment**

<b>BMP Categorization</b> (enter your own text to override the drop down menu or entered text)	<b>BMP Description</b>	<b>Responsible Department/Parties</b> (enter your own text to override the drop down menu)	<b>Measurable Goal</b> (all text can be overwritten)	<b>Beginning Year of BMP Implementation</b>
As-built plans for on-site stormwater control	The procedures to require submission of as-built drawings and ensure long term operation and maintenance will be a part of the SWMP	Conservation Commission, Planning Board, Office of Development and Inspection	Require submission of as-built plans for completed projects	2018
Target properties to reduce impervious areas	Identify at least 5 permittee-owned properties that could be modified or retrofitted with BMPs to reduce impervious areas and update annually	Utilities and Facilities Dept., Planning Board	Complete 4 years after effective date of permit and report annually on retrofitted properties	2021
Allow green infrastructure	Develop a report assessing existing local regulations to determine the feasibility of making green infrastructure practices allowable when appropriate site conditions exist	Conservation Commission, Planning Board, Office of Development and Inspection	Complete 4 years after effective date of permit and implement recommendations of report	2021
Street design and parking lot guidelines	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 design options.	Conservation Commission, Planning Board, Office of Development and Inspection	Complete 4 years after effective date of permit and implement recommendations of report	2021



**Notice of Intent (NOI) for coverage under Small MS4 General Permit**

**Part III: Stormwater Management Program Summary (continued)**

**MCM 6: Municipal Good Housekeeping and Pollution Prevention**

BMP Categorization (enter your own text to override the drop down menu or entered text)	BMP Description	Responsible Department/Parties (enter your own text to override the drop down menu)	Measurable Goal (all text can be overwritten)	Beginning Year of BMP Implementation
O&M procedures	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	Utilities and Facilities Dept, Spencer/East Brookfield Regional School Di	Complete and implement 2 years after effective date of permit	2019
Inventory all permittee-owned parks and open spaces, buildings and facilities, and vehicles and equipment	Create inventory	Utilities and Facilities Dept, Spencer/East Brookfield Regional School Di	Complete 2 years after effective date of permit and implement annually	2019
Infrastructure O&M	Establish and implement program for repair and rehabilitation of MS4 infrastructure	Utilities and Facilities Dept, Spencer/East Brookfield Regional School Di	Complete 2 years after effective date of permit	2019
Stormwater Pollution Prevention Plan (SWPPP)	Create SWPPPs for maintenance garages, transfer stations, and other waste-handling facilities	Utilities and Facilities Dept, Spencer/East Brookfield Regional School Di	Complete and implement 2 years after effective date of permit	2019
Catch basin cleaning	Establish schedule for catch basin cleaning such that each catch basin is no more than 50% full and clean catch basins on that schedule	Highway Dept	Clean catch basins on established schedule and report number of catch basins cleaned and volume of material moved annually	2018
Street sweeping program	Sweep all streets and permittee-owned parking lots in accordance with permit conditions	Highway Dept	Sweep all streets and permittee-owned parking lots once per year in the spring	2018
Road salt use optimization program	Establish and implement a program to minimize the use of road salt	Highway Dept, Spencer/East Brookfield Regional School District	Implement salt use optimization during delicing season	2018



**Notice of Intent (NOI) for coverage under Small MS4 General Permit**

**Part III: Stormwater Management Program Summary (continued)**

**Actions for Meeting Total Maximum Daily Load (TMDL) Requirements**

Use the drop-down menus to select the applicable TMDL, action description to meet the TMDL requirements, and the responsible department/parties. If no options are applicable, or more than one, **enter your own text to override drop-down menus.**

Applicable TMDL	Action Description	Responsible Department/Parties (enter your own text to override the drop down menu)
Chicopee Lakes (Phosphorus)	Adhere to requirements in part A.II of Appendix F	Utilities and Facilities Dept
Long Island Sound TMDL (Nitrogen)	Adhere to requirements in part B.I of Appendix F	Utilities and Facilities Dept



### Notice of Intent (NOI) for coverage under Small MS4 General Permit

**Part III: Stormwater Management Program Summary (continued)**

**Actions for Meeting Requirements Related to Water Quality Limited Waters**

Use the drop-down menus to select the pollutant causing the water quality limitation and enter the waterbody ID(s) experiencing excursions above water quality standards for that pollutant. Choose the action description from the dropdown menu and indicate the responsible party. If no options are applicable, or more than one, **enter your own text to override drop-down menus.**

Pollutant	Waterbody ID(s)	Action Description	Responsible Department/Parties (enter your own text to override the drop down menu)
Turbidity	Lake Whittemore (MA36165)	Adhere to requirements in part V of Appendix H	Utilities and Facilities Dept
Phosphorus	Stiles Reservoir (MA42055)	Adhere to requirements in part II of Appendix H	Utilities and Facilities Dept

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## Part IV: Notes and additional information

Use the space below to indicate the part(s) of 2.2.1 and 2.2.2 that you have identified as not applicable to your MS4 because you do not discharge to the impaired water body or a tributary to an impaired water body due to nitrogen or phosphorus. Provide all supporting documentation below or attach additional documents if necessary. Also, provide any additional information about your MS4 program below.

### Endangered Species Compliance

There is currently one federally endangered or threatened species found within the borders of the Town of Spencer, MA. The species is the Northern Long-Eared Bat. It is currently listed as "Threatened." A copy of the determination by Fish and Wildlife is attached to this Notice of Intent. There are no critical habitats located within the Town of Walpole. Based on this information there are no negative impacts associated with the stormwater discharges or discharge activities that would affect this species.

### National Historic Preservation Act Compliance

Stormwater discharges associated with the Town of Spencer MS4 were previously authorized under the 2003 Massachusetts MS4 Permit. The discharges do not have the potential to cause effects on historic properties.

# Notice of Intent (NOI) for coverage under Small MS4 General Permit

## Part V: 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:

Gary Woodbury

Title:

Board of Selectmen, Chairperson

Signature:

*Gary Woodbury*

Date:

9/28/18

[To be signed according to Appendix B, Subparagraph B.11, Standard Conditions]

Note: When prompted during signing, save the document under a new file name