

TOWN OF HAMPDEN

MASSACHUSETTS

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Stormwater Committee Regular Meeting Minutes March 25, 2019

Approved on 10/17/19

Board Members Present: Gary Weiner, Chair; John Plaster, Andrew Netherwood, John Matthew, Dena Grochmal

Others Present: Jennifer Doyle-Breen, Nancy Zebert

Gary Weiner called the meeting to order at 5:00 PM and announced the meeting was being recorded.

The committee asked Jennifer of AECOM to the meeting to discuss the possibility of hiring a consultant company. The committee is attempting to determine stormwater requirements and figure out what the ongoing MS4 issues are for the town. Currently, Tighe and Bond is the consulting engineer and are under contract through the first phase of implementing the stormwater program. There is concern that the committee is being asked to implement steps that the committee isn't clear on. In talking to Monson, Mark found out that they have a similar sized area that is being handled by AECOM and this committee is interested in learning long term requirements of the stormwater program.

There is an education component that the committee must be involved in in addition to the long-term requirements which is to oversee the program which has a physical work component of collecting data. The highway department is stressed and cannot implement all the requirements necessary which include stormwater outfall and sampling.

Jennifer brought information to share with the committee that is required by the stormwater permit to be completed. AECOM has put together a handout that lists what is due each year. The first thing is to submit notice of intent, which Hampden did post by the deadline of March 1. Jennifer then listed all the things that are due in year 1, which includes catch basin inventory, cleaning and outfall inspection. There must also be a written stormwater management program which states how the town is going to comply with the permit, and then post this online, elicit stormwater discharge detection and elimination plan which is due July 1, list procedures for site inspections for construction sites, review site plans for over an acre, and assess street sweeping and winter road maintenance. There must also be a plan to reduce introducing nitrogen to the water ways as there are municipal activities that are adding nitrogen to watersheds. Reducing nitrogen would include using slow release fertilizers, managing grass cutting and leaf, and increasing street sweeping. There must be a list of structural BMP's that are to be tracked over the years. Jennifer also noted that Hampden has extra qualifications to comply with because the town is in the Connecticut river water shed.

In terms of the requirements needed for catch basin cleaning, Jennifer told the committee that they can come up with their own schedule but you're supposed to inspect all catch basins within the first year and they need to be cleaned if they are more than 50% full. This requires that the town have an employee or employees or supplemental help to achieve this.

Jennifer had scanned the town's previous annual report and while there is a bylaw, it still needs to be modified.

Year 1 requires a lot of writing and documentation while year 2 is focused on updating the mapping. The first permit from 2003 required that all outfalls were mapped. Now there are additional requirements for the new permit. Hampden already has municipally owned treatment structures, water bodies, outfalls, and drains mapped. In total there are 68 outfalls which means that there is a lot of road drainage. In year 2 the town needs to provide more documents and operation maintenance plans (OMN's). This includes an OMN plan for municipal facilities, Town Hall, schools, and the police department. Dena had then asked if it was the school's responsibility to provide their own OMN plan or was that the town's responsibility? Jennifer said that the EPA says that it's the towns responsibility to have an OMN plan for the schools. This then led to the question of who was going to be responsible for drawing up these plans? It was established that the Highway Department handles the park and the two cemeteries OMN plans.

The question was then asked if the preparation of an OMN plan could fall to a consultant? Jennifer said that it could and that it depends on the needs of the town and what they were looking for in a consultant company. The responsibilities of a consultant company can range from the consultant doing everything to literally just answering any questions that a town may have. This would also affect the cost of hiring a consultant company and as it is right now the Stormwater Committee is having a problem with the budget as they need to determine what financial requirements the committee will have in Fiscal year 2020.

Jennifer continued with the stormwater program requirements and SWIMPs are needed for DPW facilities or landfills only if they're in a red area. This isn't the case for Hampden, so it was crossed off the list. Also, the senior center and the police station don't need SWIMPs just OMN plans. Jennifer also clarified that the EPA isn't looking for 10-page documents when looking at these plans. The committee only needs to submit a useful checklist that only comprises of a simple half page description.

Additionally, in year 2, the bylaw needs to be updated to incorporate the MA Stormwater Handbook standards. In year 1, the bylaw doesn't need to be updated however, someone needs to be appointed to enforce it. The Selectmen can be the enforcers but if they aren't, then they need to delegate who will be responsible for upholding the bylaw. Some towns have been trying to work with existing entities that they have to be responsible for implementing the stormwater program. The Selectmen can delegate another person to be in charge and this can be changed at whatever time. The whole purpose of having a SWIMP is to see how towns implement stormwater management and it serves as a template to stay organized.

Eventually, there will need to be a nitrogen identification report, however this doesn't have to be completed until year 4. The stormwater committee needs to come up with list of properties to put retro fits in and by year 6 they need to be completely constructed. This includes introducing a mandate to use slow release fertilizer.

Jennifer then went back to the requirements needed in year 3. By this time, all outfalls need to be inspected for dry level flows. This means going out during dry weather and see if any water is coming out of the outfalls. This can mostly be done with a field kit but the results still need to be sent to the lab.

There was brief mention of the budget as the Stormwater Committee is asking for \$66,000 to be put into the stormwater program.

A discussion was then held about the public education component. Those towns in the CT river watershed have mandated public messages. The new permit requires that towns must do two messages to each of four audiences; 1) residents, 2) business, commercial, institutional, 3) developers, and 4) industry and industrial uses. The permit mandates what is messaged, such as sharing information about leaf litter and fertilizers to residents and businesses. This would leave sending an additional message to the last two groups which are for industrial uses and developers. Messages can be posted on the website and can be published in the paper as well. There was additional brainstorming about where pamphlets/easels/postings can be placed. The public must also be provided with an opportunity to participate in the discussion. Put SWIMP online and then allow comments from public.

Overall, what is it that AECOM can do to help Hampden? It is known that Hampden has a contract with Tighe and Bond already and all stormwater information has been given to them. Tighe and Bond has already done the mapping for Hampden in the GIS format. Jennifer shared that AECOM doesn't host GIS databases for municipalities and in some cases a town has it on their own servers. Hampden doesn't have GIS. The Stormwater Committee is also considering asking AECOM to assist with data collection until at least September of 2019, as the town has contracted obligations to Tighe and Bond until then. Tighe and Bond could do the sampling, however, it would be extremely expensive. Ultimately, the Stormwater Committee needs to check with Tighe and Bond to see how these two contracting companies would work together and see if they would be ok with AECOM uploading the necessary information onto the app that Tighe and Bond would make for Hampden.

Jennifer would need to know the clear definition of what scope of work AECOM would be hired for. She reiterated that AECOM can do the entire checklist that she outlined throughout the meeting and would be happy to help the stormwater committee. The July 1 deadline to get all this established is fast approaching and therefore the committee will be meeting with Tighe and Bond on April 4.

Gary Weiner did send a letter to Advisory in addition to contacting them so that they can discuss what funds are needed for stormwater for next year. They now need to consider the costs of sending information to the lab and buying lab kits for sampling.

Andrew Netherwood made a motion to have the next meeting on April 4 at 5pm contingent if Tighe and Bond can attend. Moved and 2nd. All in favor.

Andrew Netherwood also mentioned another issue for stormwater's consideration. The Conservation Committee had said that Eversource is widening their rightaways through the transition lines along East Longmeadow. There are easements that have grown in and need to be opened up. However, a lot of that is wetlands and they need to do projects to mitigate disturbing the wetlands such as stormwater runoff. This includes Fernwood Street. The question was brought up if they can they end up doing something to better improve stormwater drainage and they can get credit for that work? There could be possible money to take care of these issues. It was discussed that maybe Mark can speak to conservation.

Motion to adjourn at 6:27. All in favor.

Submitted by Kristen Gumlaw.