

Committee on Public Works & Utilities and the Northampton City Council

Committee Members:

Chair: Councilor Dennis P. Bidwell

Vice-Chair: Councilor James Nash

Councilor William H. Dwight

Councilor David A. Murphy

MEETING AGENDA

Date: May 22, 2017

Time: 4pm

**Location: City Council Chambers
212 Main St., Northampton, Massachusetts**

1. Meeting Called to Order and Roll Call

2. Public Comment

3. Approve Minutes of the March 27, 2017 meeting

Documents:

[03-27-2017_Committee_On_Public_Works_and_Utilities.pdf](#)

4. Items Referred to Committee

A. 17.321 An Order to approve the Credit & Incentive Policy for Stormwater and Flood Control Utility - referred to committee on May 18, 2017

Documents:

[17.321_FY2018_Stormwater_Credit_Order_and_Policy.pdf](#)

5. Discussion regarding upcoming meetings

6. New Business

7. Adjourn

Prepared By:

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MEETING MINUTES

Date: March 27, 2017

Time: 4:00 pm

Location: City Council Chambers
212 Main St., Northampton, Massachusetts

1. Meeting Called to Order and Roll Call - At 4:00 pm Vice-Chair James Nash called the meeting to order. Present at the meeting were committee members Dwight, Murphy and Nash. Councilor Bidwell was absent. Also present from the City Council were Councilors Sciarra, LaBarge and O'Donnell.
2. **Public Comment: None**
3. **Approve Minutes of February 27, 2017 meeting:**
Councilor Dwight moved to approve the minutes; Councilor Murphy seconded the motion. The motion was approved on a voice vote of 3 Yes, 0 No, 1 Absent (Councilor Bidwell).
4. **Items Referred to Committee:**

17.264 An Order to Establish Water Sewer Rates for FY2018

By Order of the City Council, a Public Hearing was held to consider the proposed FY2018 water and sewer rates submitted by Mayor Narkewicz.

At 4:05 p.m. Councilor Murphy moved to open the Public Hearing; Councilor Dwight seconded the motion. The motion was approved on a voice vote of 3 Yes, 0 No, 1 Absent (Councilor Bidwell).

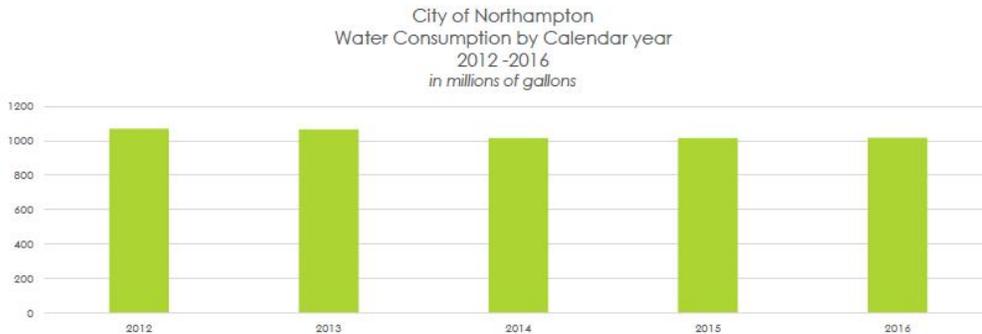
Mayor Narkewicz presented the FY18 Water and Sewer rates. Also present is Donna LaScaleia, Director of Public Works, and Finance Director Susan Wright.

Councilor Nash read the Council Order under consideration by the committee. Mayor Narkewicz points out that the rates reflect the same rates that the City Council approved for FY2017. At that time there

was a significant review process because the City was moving from a single rate for water and sewer to a tiered rate system. The Mayor reminded the committee that there were a number of meetings to gather public feedback. This will be second year using the tiered rate system.

The slide below shows water consumption from FY2012 to the present. The bars represent millions of gallons; the slide shows that usage has remained at about the 1 billion gallon level over the past 5 fiscal years. The customer base has also remained about the same. The Mayor suggests that one could also assume that conservation efforts are measured in this graph.

Water Consumption Calendar years 2012 -2016



The slide below shows estimated Water Enterprise receipts. The budget for next year's Estimated Water Rates and Fixed Charge receipts are almost the same as FY2017, with a difference of only \$2,755. The Enterprise Stabilization Fund will see a slight increase in the use of the funds for capital projects. The increase is expected to be \$92,214 for FY2018. Water Liens and Water Meter Fees will remain constant for FY2018. While the city has always collected cross connection fees, an accounting change will now make those more visible on the tracking spreadsheets. The city will continue to budget at the same level for Water Interest. So while water usage remains relatively the same, the budget will increase by 1.8% due to the addition of Water Enterprise Stabilization Funds.

Estimated Revenues for Water Enterprise Fund for FY18
\$7,598,737

	RECAP	Estimated	Dollar	%
	Budget	Budget	Change	Change
	FY2017	FY2018	FY 2017-2018	FY 2017-2018
WATER ENTERPRISE RECEIPTS				
Water Rates and Fixed Charges	6,027,245	6,030,000	2,755	0.0%
Water Enterprise Stabilization Fund	676,523	768,737	92,214	13.6%
Water Liens	100,000	100,000	0	0.0%
Water Meter Fees	600,000	600,000	0	0.0%
Water Cross Connection Fees		40,000	40,000	#DIV/0!
Water Interest	60,000	60,000	0	0.0%
TOTAL WATER ENTERPRISE REVENUES	7,463,768	7,598,737	134,969	1.8%

The slide below shows the operating fund breakdown between Permanent Salaries, Operations and Management, Other than Operations and Management, and a “catch-all” category of “Other”. Mayor Narkewicz explained that the PS increase is primarily the normal salary increases that happen every year as part of collective bargaining. The chart demonstrates an increase debt structure on the borrowing for capital projects that have already been approved. In the overall budget, the change will be a 1.81% increase which the Mayor states is a balanced projected budget at this point. He does not foresee it changing very much.

Preliminary Water Enterprise Fund Budget for FY18
\$7,598,737

Water Enterprise Fund Operating Budget				
	Budget	Budget	Change	% Change
	FY2017	FY2018	FY17-FY18	FY17-FY18
PS	1,326,110	1,387,324	61,214	4.62%
OM	1,105,500	1,159,713	54,213	4.90%
OOM	2,264,160	2,110,000	(154,160)	-6.81%
OTHER	2,767,998	2,941,700	173,702	6.28%
Total	7,463,768	7,598,737	134,969	1.81%

On the sewer side, the Mayor reminds us that the sewer usage is largely driven by water consumption. The sewer rate is set based on the water consumption at the 80% level. The budgeted revenues are about \$1,872 less than last fiscal year.

Estimated Revenues for Sewer Enterprise Fund for FY18 \$6,270,000

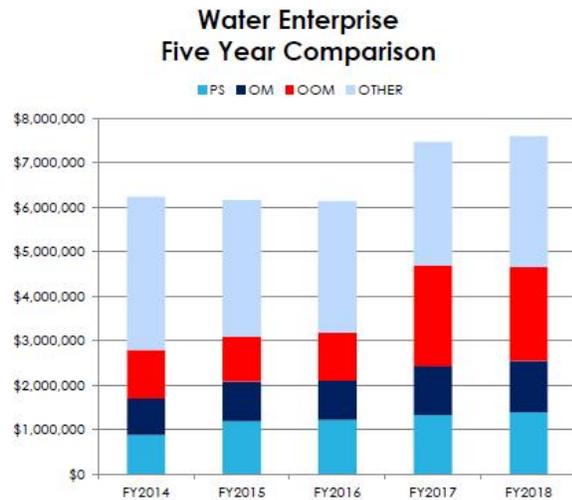
	RECAP	Estimated	Dollar	%
	Budget	Budget	Change	Change
	FY2017	FY2018	FY 2017-2018	FY 2017-2018
SEWER ENTERPRISE RECEIPTS				
Sewer Rates	6,031,872	6,030,000	(1,872)	0.0%
Sewer Liens	200,000	200,000	0	0.0%
Sewer Interest Income	40,000	40,000	0	0.0%
TOTAL SEWER ENTERPRISE REVENUES	6,271,872	6,270,000	(1,872)	0.0%

The slide below shows the Water Enterprise fund for the last five years. Shown on the chart are Permanent Salaries, Operations and Maintenance, Capital Projects (OOM), and Other expenses. It is clear that OOM has expanded which shows larger investments in capital projects, equipment, etc.

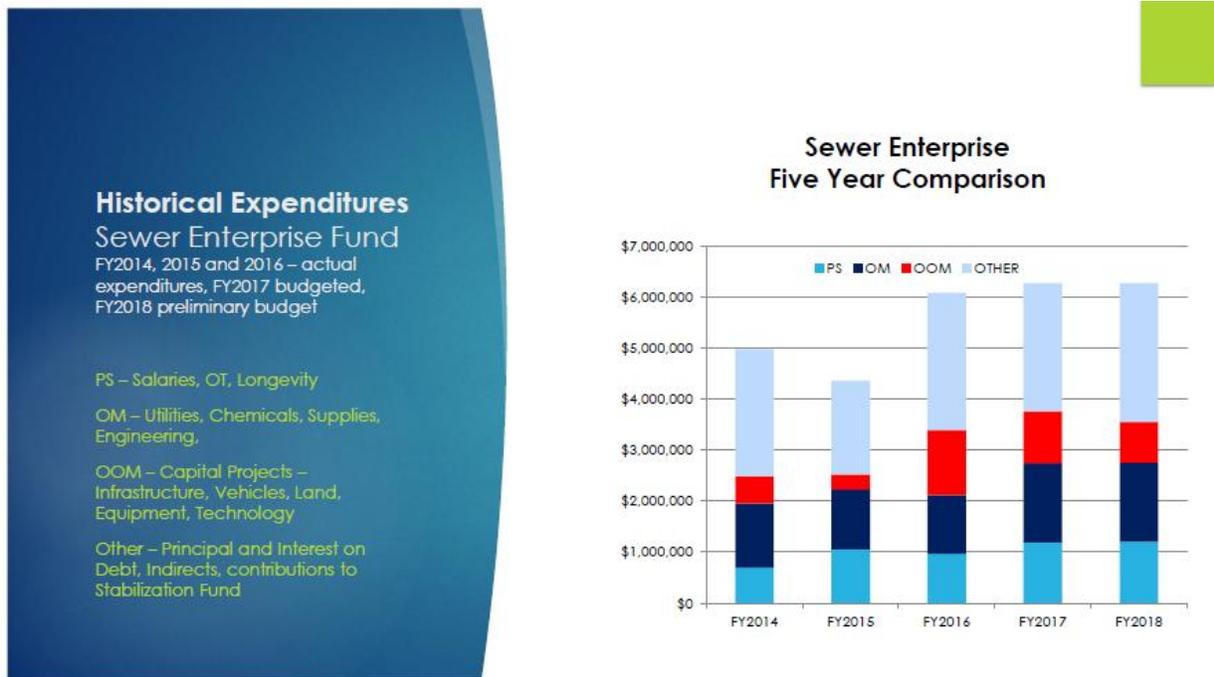
Historical Expenditures Water Enterprise Fund

FY2014, 2015 and 2016 – actual expenditures, FY2017 budgeted, FY2018 preliminary budget

- PS – Salaries, OT, Longevity
- OM – Utilities, Chemicals, Supplies, Engineering.
- OOM – Capital Projects – Infrastructure, Vehicles, Land, Equipment, Technology
- Other – Principal and Interest on Debt, Indirects, contributions to Stabilization Fund



The chart below is represents the similar items compared for the Sewer Enterprise fund. Debt services (shown in "Other") and Captial Projects are ramping up.



Department of Public Works Director Donna LaScaleia explained that the slide below shows the plan for capital projects for the Water and Sewer system. Among the most important projects is Water Line Replacement. The money proposed for FY2018 is for a new water infrastructure on Damon Road and Villone Drive. The design work funds have already been encumbered, so the monies here represent only the construction costs. In 2013 there was a Water Asset Management Plan that was created in 2013 by consultants Tata and Howard. In the plan there are items identified for future projects. The work identified in multiple studies needs to be bundled together so that the infrastructure work makes sense. The DPW doesn't want to plan a project that will tear up roads and then do it again at some point in the future for a different project. The work needs to be staged to maximize resources. The FY18 numbers represent a solid path forward for the DPW. The other years will need more shaping up as the future fiscal years get closer.

There are known deficiencies in the spillways of the 3 drinking water reservoirs. Director LaScaleia explained that the money earmarked for reservoir construction over the next five years is projected expenditures based on 2013 estimates for permanent repairs to the spillways. Right now there is insufficient spillway capacity. Roughly 10 million dollars will be required to address those deficiencies.

Regarding the Audubon Road water tank repairs, there is a 200,000 gallon storage tank that is part of the Leeds Village high pressure system. The tank was constructed in 1935; it needs sandblasting and painting as well as security fencing and water guards. The work is required by the regulating authority.

Regarding the Transmission Main Rehabilitation and Replacement, there are two transmission mains right now that run from the water treatment plant into town. One of the lines runs through a swamp hole—the wetlands near the Beaver Brook. It is a 20-inch cross country line that is over 100 years old and largely inaccessible. This is something that was identified in the water asset management plan as

having a critical status. The plan will be to relocate the line in proximity to another line in a similar location. The line is 20,200 linear feet of 24 inch piping that will need to be installed. Once installed, the existing line will likely be abandoned.

Water Enterprise – Capital Program FY2018- FY2022

City of Northampton Capital Projects - FINAL PLAN FY2018 - FY2022							
Department	Project Title	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	TOTAL
DPW- WATER	Granular Activated Carbon	80,000	80,000	80,000	80,000	80,000	400,000
	Waterline Replacement	1,400,000	675,000	575,000	575,000	575,000	3,800,000
	Reservoir Construction	1,630,000	1,705,000	1,100,000	1,750,000	3,450,000	9,635,000
	Upper Roberts Meadow Dam Removal	250,000	0	0	0	0	250,000
	Watershed Land Acquisition	200,000	200,000	200,000	200,000	200,000	1,000,000
	Water System Leak Detection	0	0	0	25,000	0	25,000
	Meter Replacement	75,000	75,000	75,000	75,000	75,000	375,000
	Radio Read Program	100,000	100,000	100,000	100,000	100,000	500,000
	Hydrant Replacement	30,000	30,000	30,000	30,000	30,000	150,000
	WTP Storage Building	90,000	0	0	0	0	90,000
	WTP Replace Control and Measuring Equipment	100,000	100,000	100,000	100,000	100,000	500,000
	Water Distribution System Replace Equipment	125,000	125,000	75,000	75,000	75,000	475,000
	Vehicles	326,100	50,200	171,586	132,000	200,550	880,436
	Water System Building Roof and Masonry Repair	100,000	0	0	0	0	100,000
	Audubon Road Water Tank Repairs	250,000	350,000	350,000	250,000	250,000	1,450,000
	Transmission Main Rehabilitation and Replacement	250,000	1,200,000	1,200,000	2,250,000	1,800,000	6,700,000
	Totals	\$5,006,100	\$4,690,200	\$4,056,586	\$5,642,000	\$6,935,550	\$26,330,436

The next slide addresses the sewer side as well as the collection systems. The biggest item on this list is the Waste Water Treatment Plant Improvements. Director LaScaleia explained that the project itself is of considerable size and scope. Tighe and Bond is the designer selected to design the system. They are very close to finalizing documents to go out to construction for the conversion of the chlorine gas disinfection system to hypochlorite. Other smaller discrete projects are planned. The DPW has to work under procurment rules which includes hiring a project manager (PM) to represent the needs of the city. The PM will help the City interact with the designer and construction team. Director LaScaleia hopes that this person is on board by the end of FY17. Director LaScaleia feels that the timetable that is outlined is realistic. Regarding Sewer System Studies, this is part of the wastewater management plan. This deals with infiltration and inflow which is making water in the plant higher than it should be—it is not wastewater. There is a huge benefit to arresting the water from entering the system before treating it. One area that is known to be a problem is the area between King and State Street which is in proximity to the King Street Brook. The funding is requested to finish off studies that are already underway. Regarding sewer line replacement, Damon Road is the next location up for replacement.

Sewer Enterprise – Capital Program FY2018 – FY2022

City of Northampton Capital Projects - FINAL PLAN FY2018 - FY2022							
Department	Project Title	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	TOTAL
DPW- SEWER							
	WWTP Improvements	0	3,984,000	4,606,000	15,270,000	5,803,000	29,663,000
	Sewer System Studies	200,000	165,000	0	0	0	365,000
	Sewer Line Replacement	400,000	400,000	400,000	400,000	400,000	2,000,000
	Vehicle Replacement	45,100	0	272,350	132,000	98,000	547,450
	WWTP Equipment Replacement	35,000	35,000	35,000	35,000	35,000	175,000
	Sewer Distribution Equipment	45,000	45,000	45,000	45,000	45,000	225,000
	DPW New Storage Facility	75,000					75,000
	Totals	\$800,100	\$4,629,000	\$5,358,350	\$15,882,000	\$6,381,000	\$33,050,450

Councilor Dwight appreciates the holistic approach that the DPW is taking to address the needs of both the water and waste water treatment plant. He notes that water infiltration issues are related to the antique clay pipes that are in use; they will channel anything that runs through it provided it is not clogged. He wonders if there are any plans to try to mitigate those. Director LaScaleia notes that there are multiple areas of the city that have been studied. The last missing piece of this is the downtown area. There is good documentation that explains information about where fixes are needed. Director LaScaleia cannot speak specifically about the area referenced by Councilor Dwight.

Councilor Dwight asked about the water line that is running through Beaver Brook; he wonders if there will be an effort to remove the pipe that will be abandoned after a new line is installed. Director LaScaleia notes that this will be determined as a result of the permitting process. To remove the pipe will require additional costs, probably at a significant level.

Councilor Dwight asked about the soundness of the Wastewater Treatment Plant. Director LaScaleia stated that the structure is fairly sound; the roof has problems in some areas but the structure itself is solid. Councilor Dwight asked if the building had a useful life beyond the timeline of the C.I.P; Director LaScaleia states that there are structural things that were identified that need to be looked at. She does not feel that the building would need to be torn down.

Councilor Dwight noted that what prompted the creation of a stormwater utility fee was pressure from the authorities because the city was not meeting requirements and standards. He wonders how much of this is compelled by mandates as opposed to an enlightened community trying to protect its infrastructure. Director LaScaleia feels that it is a good solid combination of the two. Stormwater is largely permit driven. But there is an earnest desire to maintain the infrastructure on the city's part as well.

Mayor Narkewicz notes that the rates for the upcoming fiscal year are proposed with no changes from the FY17 rate.

There were no opponents to the proposed rates.

Councilor LaBarge thanked the Mayor and Director LaScaleia for the presentation. She appreciates the time and effort it took to pull the report together. People were happy when the Mayor held back a rate increase two years ago. Now they are going to be pleased to hear that the rates will not increase again.

Councilor Dwight notes that based on the new structure, the rates went slightly down for residential customers. He wondered if the Mayor's Office had much feedback about the new rate structure. Mayor Narkewicz explained that it has never been a tipping point when talking with people who want to open a business in Northampton. They are more concerned about taxes, which is a much larger percentage of the operating costs. When the rates first went into effect, there was an on-line calculator that was added to the city website so that people could calculate how the new rate structure would impact them. Even after the new rates went into effect, the Mayor's Office continued to do public outreach. Tenants were primarily concerned about what would be happening with their rates.

Councilor Nash asked if the Water Treatment Plant would be "less smelly" after the work is complete. Mayor Narkewicz stated that the smell would not get any worse and the work that is planned can only help.

At 4:48 p.m. Councilor Dwight moved to close the public hearing; Councilor Murphy seconded the motion. The motion was approved on a voice vote of 3 Yes, 0 No, 1 Absent (Councilor Bidwell).

Councilor Murphy moved to return a positive recommendation on the order of the water sewer rates proposed for FY 18; Councilor Dwight seconded the motion. The motion was approved on a voice vote of 3 Yes, 0 No, 1 Absent (Councilor Bidwell).

5. Plans for future meetings: Updates & Discussion

- April - Stormwater & Flood Control Utility System: Councilor Nash reported that he spoke with Councilor Bidwell. He is hoping to speak with Mayor Narkewicz about what will be presented next month regarding this topic. Mayor Narkewicz disclosed that Councilor Bidwell and he had a very general conversation about this, but a more in depth conversation is necessary. The DPW Director came and did a fairly comprehensive presentation to the City Council already.
- May - National Infrastructure Week & Public Works Appreciation Week: Councilor Nash recalls that the Committee had proposed doing tours of the facility; Mayor Narkewicz explained that he did have a conversation with Councilor Bidwell about this. The DPW is going to recognize Public Works Week and tours will be planned for the occasion. He recalls that Councilor Bidwell suggested that the Committee could help to promote the events planned by the DPW.

6. New Business: None

- 7. Adjourn:** At 4:52 Councilor Dwight moved to adjourn the meeting; Councilor Murphy seconded the motion. The motion was approved on a voice vote of 3 Yes, 0 No, 1 Absent (Councilor Bidwell).

Prepared By:

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City of Northampton
MASSACHUSETTS

In City Council

May 18, 2017

Upon recommendation of the Mayor

17.321

An Order

To approve the Credit & Incentive Policy for Stormwater and Flood Control Utility

Ordered, that

The Northampton City Council approves the attached Credit and Incentive Policy for Stormwater and Flood Control Utility for FY2018 pursuant to § 280-10 of the Code of Ordinances.



City of Northampton

**Credit and Incentive Policy
for
Stormwater and Flood Control Utility**

Fiscal Year 2018

July 1, 2017 – June 30, 2018

Administered by:
Northampton Department of Public Works

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1. Introduction

1.1 Overview

On March 20, 2014, the Northampton City Council approved Sections 280-1 to 280-13 of the Northampton Code of Ordinances establishing the Stormwater and Flood Control Utility (Utility). The Utility administers the stormwater management and flood control programs of the City of Northampton. The Utility is a division of the City of Northampton's Department of Public Works (DPW).

The Utility provides a source of revenue for the City's stormwater management and flood control programs by charging a fee to customers in accordance with the ordinance.

The Northampton DPW established a credit program which offers a reduction in a fee for certain conditions and activities of the property owner. Activities as defined in this Policy that reduce the impact of stormwater runoff on the public stormwater system or provide an ongoing public benefit related to stormwater management are encouraged and are eligible for a credit and associated reduction in the fee charged. The Northampton DPW also offers incentives for customers to undertake specific actions that reduce the impact of stormwater runoff.

This policy details the policies, eligibility requirements, technical criteria and procedures for Stormwater and Flood Control Utility credits and incentives.

1.2 Purpose

The primary purposes of the Stormwater Credits and Incentives Programs are as follows:

Stormwater Credits

The Stormwater Credit Program provides customers the opportunity to obtain stormwater credits to reduce their stormwater and flood control utility fee. Stormwater credits can be earned as a result of the construction, operation, and maintenance of stormwater best management practices (BMPs) that reduce a parcel's contribution of stormwater runoff.

Stormwater Incentives

The purpose of the Stormwater Incentives Program is to offer customers incentive-based discounts or tools that promote the use of green stormwater infrastructure on their properties.

2. Stormwater Credits

2.1 General Policies

- Credit is given to eligible properties only, as described in the credit policies presented in this policy.
- Multiple credits may be given to eligible properties. The total credit approved for a property shall not exceed 50% of the stormwater fee for that property except for 100% credit for properties dedicated to the use of stormwater treatment and mitigation (see Section 2.8).
- The property owner (customer) shall apply for the stormwater credits and provide the necessary documentation with the credit application, as described herein.
- Credit applications are available from the Department of Public Works.
- Design of stormwater management improvements and best management practices approved for a credit under this policy must meet the design guidelines as defined by the current Massachusetts Stormwater Handbook, Chapter 281 of the City of Northampton Code of Ordinances, and other technical references as defined by the Department of Public Works.
- Credit applications will only be reviewed if they are filled out completely and all necessary information and submissions are attached. The review will be completed within four (4) weeks of the date of receipt of the application by the DPW. The results of the review of the credit application will be sent to the property owner by U.S. mail.
- If a credit application is approved at least one month before the customer's next regularly scheduled bill, the credit will be applied to the next bill.
- The credit will remain effective for the length of time defined in this policy for each credit type. All credits require a renewal application.
- The City maintains the right to inspect the property at the time of credit application and at any time that the site is receiving credit to determine credit applicability. Failure to allow inspection may result in revocation of all or part of the credit.
- A credit may be reduced or revoked at any time that it is determined by the City that the qualified stormwater system or qualified stormwater programs are not performing adequately or are not being maintained to function as designed.
- Credits are not transferrable when a property is sold. New property owners will need to apply for credits.

2.2 Small Residential Stormwater Improvements Credit

Description: All small residential (1-3 family) properties are eligible for this credit.

Reason for Credit: The goal of this credit is to reduce the downstream impacts of stormwater running off a property through the construction and maintenance of approved stormwater improvements.

Credit Value:

- Rain Garden – The size and design of an approved rain garden is a function of the size of the impervious area and size of a property. A credit of up to 25% reduction of a fee for the construction of a rain garden that has a minimum size of 100 square feet and meets the design requirements as defined by the Massachusetts Stormwater Handbook and other technical references as defined by the Northampton DPW. Rain garden overflows must be directed to appropriate outlets or areas.
- Porous Pavement/Pavers – A credit of up to 25% reduction of a fee for the replacement of greater than 400 square feet of existing pavement on a property with porous pavement or pavers with a stone reservoir underneath. Proposed design must meet the design requirements as defined by the Massachusetts Stormwater Handbook and other technical references as defined by the Northampton DPW. Gravel driveways are not considered a type of porous pavement without appropriate subsurface design.
- Dry Well – A credit of up to 25% reduction of a fee for the installation of a dry well system in good working order. The dry well must have a minimum volume to infiltrate 1 inch or greater of stormwater runoff from an area of pavement, roof or other impervious surface greater than 500 square feet or one quarter of the area of impervious on the property (whichever is greater). A statement must be provided by the owner certifying that the dry well is in good working order and drains completely within 72 hours of a 1 inch or greater rain storm.

Application Process: The application for this credit requires that the property owner provide the following information:

- A completed Credit Application Form (see Appendix A)
- A sketch plan and specifications of the stormwater improvement including the following: materials, size and elevations (depths) of the structure and materials, area of impervious draining to the structure and sizing calculations
- Photos of the stormwater improvement and the property before, during and after construction
- Inspection of the stormwater improvement by the DPW

Duration of Credit: Credits expire three (3) years from their approval date. The property owner shall submit a credit renewal application form (see Appendix B) at least thirty (30) days before the expiration

date to apply for renewal of the stormwater credit. The credit renewal, if approved, is effective on the expiration date of the original credit. The credit renewal application includes the submission of proof that the approved structures are functioning, in good working condition, and have been maintained adequately.

2.3 NPDES MS4 Credit

Description: This credit is applicable to property owners who are subject to and in compliance with a municipal separate storm sewer system (MS4) general permit from the U.S. EPA under the National Pollutant Discharge Elimination System (NPDES).

Reason for Credit: The goal of the NPDES Credit is to acknowledge the required efforts of property owners who are also permittees under the EPA NPDES MS4 program. These property owners are required by EPA to develop, implement, and enforce a stormwater management program that is designed to reduce the discharge of pollutants from the MS4 and satisfy applicable water quality requirements of the Federal Clean Water Act.

Credit Value: The credit for a property or properties in compliance with an EPA NPDES MS4 permit is 10% reduction of fees for a period of one year. A NPDES MS4 credit can be combined with other Credit programs for a maximum of 50% credit for a particular property.

Application Process: To receive this credit a property owner must provide the following information:

- A completed Credit Application Form (see Appendix A)
- Copy of the Property Owner's Notice of Intent that was submitted to EPA.
- Submission of most recent Annual Report to EPA

Duration of Credit: The duration of this credit is one year. Each year the property owner must re-apply for the credit.

2.4 Education Credit

Description: This credit is applicable to private and public K-12 education institutions and to Smith College.

Reason for Credit: The goal of the education credit is to increase awareness of stormwater issues within the community. The City's EPA stormwater permit (Part 2.4.3) requires public education and outreach to provide the public with an opportunity to understand and participate in the stormwater protection program. Education programs should concentrate on stewardship of water resources and minimization of demand on stormwater systems, and overall improvement to water quality and reduction in stormwater runoff.

Credit Value: The credit for an approved education program is 10% reduction in fees for a period of one year. An education credit can be combined with other Credit programs for a maximum of 50% credit for a particular school property.

Application Process: To receive this credit the applicant must provide the following information:

- A completed Credit Application Form (See Appendix A)
- As applicable, submittal of a proposed curriculum and the target audience (i.e. 6th grade)
- Submittal of public service program information or other type of program.

Duration of Credit: The duration of this credit is one year. Each year the property owner shall re-apply for the credit.

2.5 Protected Land Credit

Description: This credit is applicable to properties that have documented land restrictions for private and public farmland, forest land, and recreation land.

Reason for Credit: The goal of the Protected Land Credit is to encourage the placement of formal restrictions on properties that minimize or eliminate the potential development of properties and provide natural mitigation of stormwater impacts.

Credit Value:

- A credit of 50% reduction of the pervious portion of the fee for properties that are actively enrolled according to the Northampton Assessor's Office in the following land protections:
 - Forestry (Chapter 61)
 - Agriculture (Chapter 61A)
 - Recreation (Chapter 61B)

- A credit of 50% reduction of the pervious portion of the fee for properties with a permanent Agricultural Preservation Restriction (APR) or Conservation Restriction (CR) held by the City and/or State or other permanently protected undeveloped land as documented by recorded land at the Hampshire County Registry of Deeds (this credit will apply if the exemption for these properties is deleted from the adopted Stormwater and Flood Control Utility Ordinance, Section 280-9)

Application Process: This credit will be automatically applied to a property owner's fee based on documentation of active Chapter 61, 61A or 61B status by the Northampton Assessor's Office or documentation of permanent APR or CR by documents recorded at the Hampshire County Registry of Deeds.

Duration of Credit: The duration of the 50% credit for properties in Chapter 61, 61A, and 61B is ongoing if the property qualifies. The duration of the 50% credit for properties with an APR or CR is permanent.

2.6 Commonly Owned Undeveloped Properties Credit

Description: This credit is applicable to multiple undeveloped properties that are adjacent and have the same owner. For this credit, adjacent means properties that are contiguous or are directly across a right of way from each other. These properties will be combined into one property for billing purposes.

Reason for Credit: The goal of this credit is to reduce the fee to a property owner of multiple adjacent undeveloped properties and provide incentive to maintain these properties as undeveloped and provide natural stormwater mitigation.

Credit Value: The credit for commonly owned undeveloped properties is variable and will be calculated by combining the total area of pervious land for the multiple adjacent properties for the calculation of the utility fee.

Application Process: The DPW will automatically apply this credit to properties based on Assessor's records and analysis of contiguous properties. A property owner may also apply for this credit by providing the following information:

- A completed Credit Application Form (see Appendix A)
- Documentation of ownership and location of properties

Duration of Credit: Ongoing as long as ownership of properties does not change and properties remain undeveloped.

2.7 Stormwater Best Management Practice (BMP) Credit

Description: This credit is applicable to Non-Residential, Large Residential (4+ Family), and Residential Subdivision properties that have constructed and maintained approved stormwater control systems or best management practices (BMPs).

Reason for Credit: The goal of the stormwater BMP credit is to provide incentive for larger properties to construct and maintain BMPs that reduce downstream impacts to the municipal stormwater system.

Credit Value:

- Stormwater Management Permit BMP Credit (2004 and after)- A credit of up to 50% reduction of the fee for a property/properties or the portion of a property/properties that has installed and maintained in good working order a stormwater management system(s) that is in compliance with an approved Northampton Stormwater Management Permit issued after June 17, 2004.
- BMP Credit for properties with no Stormwater Management Permit - a credit of up to 25% reduction of the fee for a property/properties or the portion of a property/properties that has installed a stormwater management system(s) that was approved by the City of Northampton, met applicable stormwater management standards at the time it was permitted, but was not required to have an approved Stormwater Management Permit. The system must provide a minimum level of stormwater treatment (peak flow, recharge and/or water quality mitigation) for at least 25% of the impervious area of the property or properties applying for the credit.
- BMP credits will only be applied to that portion of a property or properties served by a stormwater BMP. Calculation of a credit will be a function of the fraction of the total area of impervious surface that is mitigated by a stormwater BMP. Redevelopment projects may have stormwater systems that are sized to treat only a portion of the property and therefore will receive a lesser credit. For example, if a stormwater management system has been sized and constructed to receive flow from 50% of the impervious surface on a property, the credit value for a BPM credit of 25% is multiplied by 50% resulting in a total credit of 12.5% reduction of the fee for the property.
- All stormwater management systems that are included in a credit application must meet the design requirements as defined by the current Massachusetts Stormwater Handbook, Chapter 281 of the City of Northampton Code of Ordinances, and other technical references as defined by the Department of Public Works.

Application Process: To receive this credit a property owner must provide the following information:

- A completed Credit Application Form (see Appendix A)

- Approved Stormwater Management Permit or for properties without a Stormwater Permit, documentation of City of Northampton Planning Board, Zoning Board or Conservation Commission permit approval
- Most Recent Annual Report for properties with a recorded Stormwater Management Operation, Maintenance and Inspection Agreement.
- For projects without a Stormwater Management Permit, the following information must be submitted:
 - Documentation that the system is in good working order including the following: photographs of the system, maintenance records and receipts, inspection reports, and the stormwater management plan or maintenance plan for the stormwater system
 - Area of impervious surface on the property that flows to the stormwater system
 - Additional information that documents the design of the stormwater system if it is available
- Subdivision properties or other properties that discharge stormwater to stormwater management systems owned and maintained in common through a property owners association may collectively apply for BMP Credits for all of the properties served by the stormwater management systems. Submit documentation of the property owners association and a list of the properties included in the credit application.

Duration of Credit: Credits expire five (5) years from their approval date. However, for properties with a Stormwater Management Operation, Maintenance and Inspection Agreement or approved Stormwater Management Plan the property owner is required to submit an annual report or the credit will be revoked.

The property owner shall submit a credit renewal application form (see Appendix B) at least thirty (30) days before the expiration date to apply for renewal of the stormwater credit. The credit renewal, if approved, is effective on the expiration date of the original credit. The credit renewal application includes the submission of a report from the property owner and prepared by a Registered Professional Engineer in the Commonwealth of Massachusetts certifying the stormwater BMPs are functioning according to design, in good working condition and have been maintained adequately and in accordance with the approved Stormwater Management Operation, Maintenance and Inspection Agreement.

2.8 Dedicated Stormwater Management Property

Description: This credit is applicable to properties wholly dedicated to the use of stormwater management structures and systems.

Reason for Incentive: Properties in the City such as subdivisions have been approved for development with separate parcels dedicated to stormwater management structures such as detention and retention basins that are owned in common by the homeowners association or property owners association. These properties have no other function other than to mitigate the impact of stormwater runoff. The goal of this credit is to reduce the fee to a property owners association and provide incentive to maintain the stormwater systems on these properties to provide stormwater mitigation.

Credit Value: The credit for dedicated stormwater management property is 100% reduction of the fee for a property with a dedicated use for stormwater management.

Application Process: To receive this credit a property owner must provide the following information:

- A completed Credit Application Form (see Appendix A)
- Documentation that the land is dedicated only to the purposes of stormwater management as described in the deed or other document recorded at the Hampshire County Registry of Deeds.
- Documentation that the stormwater management system on the property is in good working order including the following: photographs of the system, maintenance records and receipts, inspection reports, and the stormwater management plan or maintenance plan for the stormwater system

Duration of Credit: Ongoing as long as the property remains dedicated to stormwater management and the stormwater management system has been documented to be in good working order.

2.9 Senior Needs-Based Credit

Description: This credit is applicable to seniors over 70 years of age who qualify financially and who have been approved by the Assessor's Office for the CL. 41C Tax Exemption.

Reason for Credit: Rate relief for qualifying seniors over 70 years old.

Credit Value: The credit for qualifying seniors is 50% reduction in fee.

Application Process: This credit will be automatically applied to a property owner's fee based on documentation of approved CL. 41C Tax Exemption by the Northampton Assessor's Office.

Duration of Credit: The credit is ongoing if qualified.

2.10 Low Income Credit

Description: This credit is applicable to property owners who have been approved by the Assessor's Office for the CPA Tax Surcharge Exemption.

Reason for Credit: Rate relief for qualifying low income property owners.

Credit Value: The credit for qualifying low income property owners is 50% reduction in fee.

Application Process: This credit will be automatically applied to a property owner's fee based on documentation of approved CPA Tax Surcharge Exemption by the Northampton Assessor's Office.

Duration of Credit: The credit is ongoing if qualified.

3. Stormwater Incentives

3.1 Rain Barrel Incentive

Description: All residents of the City of Northampton are eligible to purchase rain barrels at a reduced price through the DPW.

Reason for Incentive: This incentive encourages the conservation of water and reduces the impact to the stormwater system.

Incentive Value: \$10 off the purchase of a 55-gallon rain barrel through the DPW.

Application Process: Proof of residency in the City of Northampton must be presented. Rain barrels sales are held periodically during the course of the year.

Duration of Incentive: Incentive can be used to purchase 2 rain barrels per year per customer.

3.2 Technical Outreach Program

Description: The DPW may offer periodic workshops to provide technical information for the design and construction of rain gardens, porous pavement/paver systems, and other green retrofits that allow customers to apply for stormwater credits.

Reason for Incentive: This incentive helps property owners consider taking steps to reduce the impact of their property on the stormwater system.