



RECEIVED

DEC 18 2018

December 10, 2019

Certified Mail No. 70172620000075610914

Return Receipt Requested

Town of Greenfield
Office of the Mayor
14 Court Square
Greenfield, MA 01301

Subject: Order to Prepare an Emergency Action Plan For Significant Hazard Potential Dams

Dam Name: Upper Glen Reservoir Dam
Town: Leyden
National ID No: MA00049
Hazard Potential: Significant Hazard

Dear Town of Greenfield:

In 2012, M.G.L. c. 21, Section 65 was enacted to require that owners of Significant Hazard Potential Dams prepare Emergency Action Plans (EAP) for their dams. Previously, only owners of High Hazard Dams had to meet this requirement. On February 10, 2017, the Massachusetts Dam Safety Regulations were amended to be consistent with the 2012 law. Background Information and Guidance is attached to this Order for your information.

As required by M.G.L. c. 21, Section 65 and 302 CMR 10.11, all owners of dams classified as High Hazard Potential and Significant Hazard Potential shall submit an EAP to the Department of Conservation and Recreation (DCR) and the Massachusetts Emergency Management Agency (MEMA). As the owner of a dam classified Significant Hazard Potential, you are now subject to this requirement. A copy of the current Dam Safety Regulations can be accessed at this web address: <https://www.mass.gov/files/documents/2017/10/30/302cmr10.pdf>.

Therefore, the DCR, Office of Dam Safety (ODS) hereby issues the following order:

Prepare Emergency Action Plan(s) for Upper Glen Reservoir Dam

This order is to notify you that as an owner of the above referenced dam(s), you are hereby **ORDERED** to prepare and submit to the ODS, an Emergency Action Plan no later than **December 31, 2019**.

COMMONWEALTH OF MASSACHUSETTS EXECUTIVE OFFICE OF ENERGY & ENVIRONMENTAL AFFAIRS

Department of Conservation and Recreation
251 Causeway Street, Suite 600
Boston MA 02114-2119
617-626-1250 617-626-1351 Fax
www.mass.gov/orgs/department-of-conservation-recreation



Charles D. Baker
Governor

Karyn E. Polito
Lt. Governor

Matthew A. Beaton, Secretary, Executive
Office of Energy & Environmental Affairs

Leo Roy, Commissioner
Department of Conservation & Recreation

If you have previously prepared and submitted an EAP for your Significant Hazard Potential dam, please re-submit the plan to ODS for review and determination whether the plan meets the new requirements. You must submit a previously prepared and submitted plan for consideration within 60 days of receipt of this order. ODS will inform you if such a submitted plan meets current requirements.

The **attached** document presents guidance on EAP form and content. This guidance is compliant with the Dam Safety laws and regulations and is also shared in the interest of consistency and efficiency.

As required by 302 CMR 10.11, EAPs shall be provided to ODS and MEMA in one hard copy and one electronic copy. The electronic copy should be in PDF format written to a recordable CD or other portable media. Additionally, it is requested that the electronic files used to generate the inundation mapping as part of a dam breach model (GIS shape files, etc.) be submitted to both ODS and MEMA along with the EAP. The EAP should be sent to the following addresses:

- Department of Conservation and Recreation, Office of Dam Safety, 180 Beaman Street, West Boylston, MA 01583, Attention: EAP Engineer
- Massachusetts Emergency Management Agency, 400 Worcester Road, Framingham, MA 01702, Attention: Ben Hiltunen-EAP Coordinator

Should you have any questions regarding this Order, please feel free to contact Paul Marinelli of ODS by phone at 617-626-1358 or by email at paul.marinelli@mass.gov.

Sincerely,



William C. Salomaa, Director
Office of Dam Safety

Cc. Patrice Kish, Acting Chief DCR Planning and Engineering
Robert Lowell, Acting DCR Chief Engineer
Ben Hiltunen, MEMA EAP Coordinator
Office of Dam Safety File

Encl.

Emergency Action Plans for Significant Hazard Potential Dams

Background Information and Guidance

As stated above ALL owners of Significant Hazard Potential dams are to prepare Emergency Action Plans in accordance with revised requirements.

This requirement became effective on February 10, 2017 when the Department of Conservation & Recreation (DCR), Office of Dam Safety (ODS) promulgated the updated regulations under the authority of M.G.L. c. 21, Section 65 (b) (Emergency Action Plans for High and Significant Hazard dams). As mandated by this Law, ODS revised its Dam Safety Regulations to identify the requirements and guidelines in developing Significant Hazard dam Emergency Action Plans. You are encouraged to review these regulations with your consultant engineer to familiarize each other with this mandatory requirement.

ODS understands that the development of a Significant Hazard dam EAP is a new requirement and most likely will require budgetary scheduling. It is ODS's intent to give owners time to budget and discuss with their consultant the effort involved in preparing the required EAP. In recognition of this effort, as well as time needed to fully understand this new requirement, ODS is imposing a deadline of December 31, 2019.

In an effort to ensure consistency and efficiency in EAP development, ODS offers the following recommended resources:

- The use of a simplified EAP template available on our webpage at:
<https://www.mass.gov/office-of-dam-safety>
- A simplified, efficient approach/methodology for dam breach inundation development, such as:
 - The use of DSS-WISE Lite 2D GIS Toolset. This is a FEMA supported free application to generate dam breach inundation mapping in a simplified way. Experience has found that this dam breach model yields satisfactory results for Significant Hazard Potential dams. Information on this toolset can be found at:
<https://dsswiseweb.ncche.olemiss.edu/index.php>
 - In some instances no dam breach inundation is required as stated in 302 CMR 10.11(2). If the only hazard downstream is a public roadway, no inundation mapping is required, but the EAP can instead include an aerial photo showing the dam and roadway and a notification flowchart indicating the local town officials responsible for closing the road in the event of suspected imminent dam failure.

ODS recently completed Emergency Action Plans for 64 DCR owned Significant Hazard dams and copies of a completed report can be made available to you upon request.

ODS appreciates your effort and commitment to dam safety in addressing this important dam safety requirement. Be further advised that once an EAP is prepared, ODS requires annual updates. The updates would be limited to point of contacts, telephone numbers, and other minor modifications as necessary unless there are known hazard potential changes due to downstream development.



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Certified Mail No. 70131090000048637377
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Town of Greenfield
Office of the Mayor
14 Court Square
Greenfield, MA 01301

Subject: Order to Prepare an Emergency Action Plan For Significant Hazard Potential Dams

Dam Name: Pumping Station Dam
Town: Greenfield
National ID No: MA02291
Hazard Potential: Significant Hazard

Dear Town of Greenfield:

In 2012, M.G.L. c. 21, Section 65 was enacted to require that owners of Significant Hazard Potential Dams prepare Emergency Action Plans (EAP) for their dams. Previously, only owners of High Hazard Dams had to meet this requirement. On February 10, 2017, the Massachusetts Dam Safety Regulations were amended to be consistent with the 2012 law. Background Information and Guidance is attached to this Order for your information.

As required by M.G.L. c. 21, Section 65 and 302 CMR 10.11, all owners of dams classified as High Hazard Potential and Significant Hazard Potential shall submit an EAP to the Department of Conservation and Recreation (DCR) and the Massachusetts Emergency Management Agency (MEMA). As the owner of a dam classified Significant Hazard Potential, you are now subject to this requirement. A copy of the current Dam Safety Regulations can be accessed at this web address: <https://www.mass.gov/files/documents/2017/10/30/302cmr10.pdf>.

Therefore, the DCR, Office of Dam Safety (ODS) hereby issues the following order:

Prepare Emergency Action Plan(s) for Pumping Station Dam

This order is to notify you that as an owner of the above referenced dam(s), you are hereby **ORDERED** to prepare and submit to the ODS, an Emergency Action Plan no later than **December 31, 2019**.

COMMONWEALTH OF MASSACHUSETTS - EXECUTIVE OFFICE OF ENERGY & ENVIRONMENTAL AFFAIRS

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Office of Energy & Environmental Affairs
Leo Roy, Commissioner
Department of Conservation & Recreation

If you have previously prepared and submitted an EAP for your Significant Hazard Potential dam, please re-submit the plan to ODS for review and determination whether the plan meets the new requirements. You must submit a previously prepared and submitted plan for consideration within 60 days of receipt of this order. ODS will inform you if such a submitted plan meets current requirements.

The **attached** document presents guidance on EAP form and content. This guidance is compliant with the Dam Safety laws and regulations and is also shared in the interest of consistency and efficiency.

As required by 302 CMR 10.11, EAPs shall be provided to ODS and MEMA in one hard copy and one electronic copy. The electronic copy should be in PDF format written to a recordable CD or other portable media. Additionally, it is requested that the electronic files used to generate the inundation mapping as part of a dam breach model (GIS shape files, etc.) be submitted to both ODS and MEMA along with the EAP. The EAP should be sent to the following addresses:

- Department of Conservation and Recreation, Office of Dam Safety, 180 Beaman Street, West Boylston, MA 01583, Attention: EAP Engineer
- Massachusetts Emergency Management Agency, 400 Worcester Road, Framingham, MA 01702, Attention: Ben Hiltunen-EAP Coordinator

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Sincerely,



William C. Salomaa, Director
Office of Dam Safety

Cc. Patrice Kish, Acting Chief DCR Planning and Engineering
Robert Lowell, Acting DCR Chief Engineer
Ben Hiltunen, MEMA EAP Coordinator
Office of Dam Safety File

Encl.



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Town of Greenfield
Office of the Mayor
14 Court Square
Greenfield, MA 01301

Subject: Order to Prepare an Emergency Action Plan For Significant Hazard Potential Dams

Dam Name: Greenfield Electric Light & Power Dam
Town: Greenfield
National ID No: MA01326
Hazard Potential: Significant Hazard

Dear Town of Greenfield:

In 2012, M.G.L. c. 21, Section 65 was enacted to require that owners of Significant Hazard Potential Dams prepare Emergency Action Plans (EAP) for their dams. Previously, only owners of High Hazard Dams had to meet this requirement. On February 10, 2017, the Massachusetts Dam Safety Regulations were amended to be consistent with the 2012 law. Background Information and Guidance is attached to this Order for your information.

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Therefore, the DCR, Office of Dam Safety (ODS) hereby issues the following order:

Prepare Emergency Action Plan(s) for Greenfield Electric Light & Power Dam

This order is to notify you that as an owner of the above referenced dam(s), you are hereby **ORDERED** to prepare and submit to the ODS, an Emergency Action Plan no later than **December 31, 2019**.

COMMONWEALTH OF MASSACHUSETTS · EXECUTIVE OFFICE OF ENERGY & ENVIRONMENTAL AFFAIRS

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Sincerely,



William C. Salomaa, Director
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