

October 11, 2024

Kenneth Alepidis  
MassDEP Wetlands Program  
100 Cambridge Street, Suite 900  
Boston, MA 02114

**RE: Incident Notification Procedure  
Bel Air Dam Removal Pittsfield, MA  
WQC Application # 24-WW26-0038-APP**

Dear Mr. Alepidis,

On behalf of the Department of Conservation and Recreation (DCR), Office of Dam Safety (ODS), AECOM respectfully submits this Incident Notification Procedure (INP) that will be implemented should it be required through the duration of dredging activities performed in the West Branch of the Housatonic River. This submittal is being provided to MassDEP in accordance with Condition No. 31 for the 401 Water Quality Certification issued for the Bel Air Dam Removal Project.

This INP has been developed in response to Condition No. 31 of the WQC and outlines the reporting process for observed incidents related to dredging activities in the West Branch of the Housatonic River that would impact wetland resource areas and habitats. These incidents include but are not limited to:

- Observed dead or distressed fish or other aquatic organisms
- Observed oily sheen on the surface of the water
- Sediment spill
- Turbidity plume beyond the deployed Best Management Practices
- Barge or equipment accident/spill

During all dredging activities in the West Branch of the Housatonic River there will be a resident engineer on site, which will either be a DCR ODS employee or consultant engineer under contract to DCR ODS. The engineer will be responsible for observing on-site construction and dredging and notifying DCR ODS of any issues that occur during the dam removal, no more than two hours after knowledge of the incident per *310 CMR 40.0311*. Surrounding resource areas within the project area have been identified on the project plans submitted with the WQC and will be reviewed at pre-construction meetings.

If an incident such as those identified above, or similar incident, is observed, the on-site inspector will follow the below response sequence:

1. If any of the above incidents, or other dredging related incidents are observed, all site related activities impacting the water will cease until the source of the problem is identified and adequate mitigation measures are deployed. During construction activity, additional sediment and erosion controls and spill response materials will be kept on-site to address unforeseen incidents should they occur.
2. The on-site inspector will immediately contact the Director of MassDCR ODS, William Salomaa, as well as Ken Alepidis at MassDEP, and Rob Van Der Kar at the Pittsfield Conservation Commission per the contacts below. If an incident regards dead or distressed fish or other aquatic organisms, the Massachusetts Division of Fisheries and Wildlife (DFW) will also be contacted. Initial contact will be made by phone call to the numbers listed below, and if the individual is not available, a voicemail will be left. Subsequent to the phone call, each of the individuals below will receive an email describing the incident and anticipated remediation measures.

**MassDCR**

William Salomaa  
Director, MassDCR ODS  
[William.salomaa@mass.gov](mailto:William.salomaa@mass.gov)  
**617-719-1942**

**MassDEP**

Kenneth Alepidis  
401 WQC Program  
[Kenneth.alepidis@mass.gov](mailto:Kenneth.alepidis@mass.gov)  
**781-779-7179**

**Pittsfield Conservation  
Commission**

Rob Van Der Kar  
Conservation Agent  
[rvanderkar@cityofpittsfield.org](mailto:rvanderkar@cityofpittsfield.org)  
**413-499-9359**

**MassDFW**

MassWildlife Field  
Headquarters  
[Mass.wildlife@mass.gov](mailto:Mass.wildlife@mass.gov)  
**508-389-6300**

3. The attached incident report shall be completed and immediately forwarded to the Pittsfield Conservation Commission, MassDEP, and MassDCR. If necessary, it will be forwarded to MassDFW.
4. The on-site inspector will contact the MassDEP Emergency Response and Release Notification Program, through the Massachusetts Emergency Management Agency (MEMA), via phone at **888-304-1133** to inform them of the release or threat of release of oil or hazardous materials and to provide specific contact information for the Presumed Responsible Party or their Licensed Site Professional, who may be performing immediate response action to prevent or contain a release to the environment. Other agencies that will be notified for a sheen on the surface water resulting from an equipment accident or spill during a dredging operation are:
  - Pittsfield Fire Department - **911**
  - National Response Center – **800-424-8802**
  - MassDEP Western Regional Office – **413-784-1100**
5. The onsite observer and contractors will be directed to the action to be taken to mitigate for the incident. MassDEP will be contacted following implementation of the action to determine if the imposed action has adequately resolved the problem or if further mitigatory efforts are required.
6. A final report documenting the corrective action(s) implemented by the contractor will be submitted to MassDEP.

We will assume that the proposed INP presented above is acceptable to MassDEP unless we hear otherwise. Should you require any additional information or have question please feel free to contact me at (978)-905-2968 or [Jennifer.doyle-breen@aecom.com](mailto:Jennifer.doyle-breen@aecom.com).

Sincerely,



Jennifer Doyle-Breen  
Associate Vice President  
[Jennifer.doyle-breen@aecom.com](mailto:Jennifer.doyle-breen@aecom.com)  
T: 978-905-2968

## Environmental Incident Report Form

<b>Project Name:</b>	Bel Air Dam Removal	<b>Date:</b>	
		<b>Time:</b>	
<b>Report Number:</b>		<b>Name of Incident Observer:</b>	
<b>Location:</b>	Bel Air Dam Wahconah Street Pittsfield, MA	<b>Reporting Entity: (Circle One)</b>	City DCR ODS DCR's Representative Contractor Other:
<b>Owner/Permittee:</b>	City of Pittsfield/ MassDCR		
<b>Contractor:</b>			

***All incidents shall be immediately reported with a completed copy of the form via email to:***

William.salomaa@mass.gov  
Kenneth.alepidis@mass.gov  
rvanderkar@cityofpittsfield.org

**and if needed:**

Mass.wildlife@mass.gov

**Brief Description of the Incident (*to be completed by observer*):**

**Description of Corrective Action(s) Taken (*to be completed by DCR Office of Dam Safety*):**