



*The Commonwealth of Massachusetts*  
*Executive Office for Administration and Finance*  
*Division of Capital Asset Management and Maintenance*  
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October 3, 2019

Mr. Newton Tedder  
United States Environmental Protection Agency  
5 Post Office Square - Suite 100  
Mail Code - OEP06-1  
Boston, Massachusetts 02109-3912

Re: Permit Year 1 Annual Report for Small MS4 General Permit  
National Pollutant Discharge Elimination System Permit ID #: MAR042057  
Division of Capital Asset Management & Maintenance  
Various locations within Massachusetts

Dear Mr. Tedder,

The Division of Capital Asset Management & Maintenance (DCAMM) prepared this annual report as required for the 2016 National Pollutant Discharge Elimination System (NPDES) General Permit for Stormwater Discharges from Small Municipal Separate Storm Sewer Systems in Massachusetts (small MS4) for regulated properties. DCAMM is responsible for capital planning, public building construction, facilities management, and real estate services for the Commonwealth of Massachusetts. The agency manages several properties throughout the State. A full list of the current DCAMM owned and/or managed properties is included in Attachment 1 of this letter report. The attached list of properties includes the following evaluations of each location:

- determination if property location is within an urbanized area as defined in the small MS4 permit;
- determination of DCAMM ownership of stormwater conveyance system associated with the property; and
- determination if population is less than 1,000 (i.e., qualify for a waiver under the small MS4) at the property including employees and visitors.

Authorization under the small MS4 permit was granted by the United States Environmental Protection Agency (USEPA) on July 2, 2019 for the following DCAMM regulated properties:

- Charles F. Hurley Building located at 19 Staniford Street, in Boston, Massachusetts;
- Massachusetts Information Technology Center (MITC) located at 200 Arlington Street in Chelsea, Massachusetts; and
- State House located at 24 Beacon Street, in Boston, Massachusetts.

The Office of Facilities Management and Maintenance, Operations & Technical Services located in Boston, Massachusetts oversees the implementation of the small MS4 permit at DCAMM regulated properties. Since the properties are owned and/or operated by a single entity and are scattered in geographic locations, the small MS4 permit authorization is for DCAMM's regulated properties as listed in the current inventory (i.e., Attachment 1). The annual report includes the DCAMM ownership and/or operation inventory list of properties to articulate to the USEPA which properties are exempt or regulated under the small MS4 permit, as the property list can change within a permitting year cycle.

Please note that the tardiness of this annual report submittal is due to staffing changes (i.e., recent departure of our Deputy Director of Environmental Services) and abrupt unforeseen medical leave of our MS4 program manager. DCAMM has expanded the stormwater management team to include additional managers in the Property Operations department to correct this in future permitting years.

If you have questions concerning the enclosed materials, please contact Jeffrey Dill at (617) 727-4050 extension 31526.

Very truly yours,

DCAMM



Jeffrey Dill  
Director of Property Operations

**Attachments**

- Attachment 1 DCAMM Properties List 2018  
Attachment 2 Permit Year 1 Annual Report

**ATTACHMENT 1**

**DCAMM PROPERTIES LIST**

Table 1 - DCAMM 2018 Property List

DCAMM PROPERTY	STREET ADDRESS	CITY, STATE AND ZIP CODE	FACILITY OPERATING STATUS	RECEIVING WATERBODY	IMPARIEMENTS	Is Facility located in an Urbanized Area <sup>(1)</sup> ?	Does DCAMM own the SW conveyance system <sup>(2)</sup> ?	Population	Is the Facility population < 1,000?	Waiver Applies	Has a regulated discharge?
Belchertown State Hospital	6 Berkshire Ave.	Belchertown MA 01007	Land Only	Unnamed Wetland to Lampson Brook	None	YES	YES	6	YES	YES	NO
"The Big E" / Eastern States Exposition <sup>(3)</sup>	1305 Memorial Ave.	West Springfield MA 01089	Limited Tenant Occupied	MS4 to Westfield River (MA32-07)	None (Category 2)	YES	YES	3	YES	YES	NO
Boston State Hospital	591 Morton St.	Boston MA	Land Only	MS4 to Charles River (MA72-38)	Category 5	YES	NO	0	YES	YES	NO
Hinton State Laboratory	305 South St.	Jamaica Plain MA 02130	Tenant/DCAMM Occupied	MS4 to Charles River (MA72-38)	Category 5	YES	YES	350 to 400	YES	YES	NO
Hogan Power Plant	1101 Kirkbride Dr.	Danvers MA	Cold Mothball	MS4 to Ipswich River (MA92-06)	Category 5	YES	NO	0	YES	YES	NO
Erich Lindemann Mental Health Center	25 Staniford St.	Boston MA 02114	Tenant Occupied	MS4 to Charles River (MA72-38)	Category 5	YES	YES	300 to 350 occupants 110 to 120 overnight residents	YES	YES	NO
Fisheries & Wildlife Headquarters	1 Rabbit Hill Dr.	Westborough, MA 01581	Tenant Occupied	Assabest River (MA82B-02)	Category 5	YES	YES	100 to 500	YES	YES	NO
Grafton Complex	100 Pine St.	North Grafton, MA	Tenant/DCAMM Vacant	Axtell Brook	None	YES	YES	300 to 500	YES	YES	NO
Charles F. Hurley Building	19 Staniford St.	Boston MA 02114	Tenant Occupied	MS4 to Charles River (MA72-38)	Category 5	YES	YES	600 to 1,000 occupants 500 to 1,000 visitors	NO	NO	YES
Lancaster Complex	220 Old Common Rd.	Lancaster, MA 01523	Tenant/DCAMM Occupied	Still River	None	YES	YES	75	YES	YES	NO
Medfield State Hospital	45 Hospital Rd.	Medfield, MA	Land Only	Unnamed Tributary to (MA72-05)	Category 5	YES	NO	0	YES	YES	NO
Monson Developmental Center	200 State Avenue	Palmer, MA	Cold Mothball	Large campus with multiple discharge locations to Unnamed Tributary to Quaboag River (MA36-17), Quaboag River (MA36-17), or Chicopee Brook (MA36-21)	Category 5 & Category 3	YES	YES	1	YES	YES	NO
John W. McCormack Building	1 Ashburton Place	Boston MA 02108	Tenant/DCAMM Occupied	MS4 to Charles River (MA72-38)	Category 5	YES	NO	2,500	NO	NO	NO
MA Information Technology Center (MITC)	200 Arlington St.	Chelsea MA 02150	Tenant Occupied	MS4 to Boston Harbor (Mystic) (MA71-03)	Category 5	YES	YES	1,112	NO	NO	YES
Pittsfield State Office Building	333 East St.	Pittsfield MA 01201	Tenant Occupied	MS4 to Housatonic River (MA21-02)	Category 5	YES	YES	500	YES	YES	NO
(William Russell) Allen House	359 East St.	Pittsfield MA 01201	Cold Mothball	MS4 to Housatonic River (MA21-02)	Category 5	YES	YES	1	YES	YES	NO
Salem District Courthouse	56 Federal St.	Salem MA 01970	Cold Mothball	MS4 to North River (MA93-42)	Category 5	YES	UNKNOWN	0	YES	YES	NO
Salem Superior Court and attached Commissioners Building	32 Federal St.	Salem MA 01970	Warm Mothball	MS4 to North River (MA93-42)	Category 5	YES	UNKNOWN	0	YES	YES	NO
Springfield Data Center	53 Elliot St.	Springfield MA 01105	Tenant Occupied	MS4 to Connecticut River (MA34-05)	Category 5	YES	YES	10 to 15	YES	YES	NO
Springfield State Office Building	436 Dwight St.	Springfield MA 01103	Tenant Occupied	MS4 to Connecticut River (MA34-05)	Category 5	YES	NO	750	YES	YES	NO
State House	24 Beacon St.	Boston MA 02108	Tenant Occupied	MS4 to Charles River (MA72-38)	Category 5	YES	YES	3,500 visitors + employees	NO	NO	YES
Templeton Developmental Center	212 Freight Shed Rd.	Baldwinville, MA	Tenant Occupied			NO					N/A
Wall Building (Senator William X. Wall Experiment Station)	37 Shattuck St.	Lawrence MA 01843	Tenant Occupied	Merrimack River (MA84A-03)	Category 5	YES	YES	40	YES	YES	NO
Westborough State Hospital	288 Lyman St.	Westborough MA 01581	Tenant Occupied	Unnamed tributary to Crane Swamp	None	YES	UNKNOWN	1	YES	YES	NO

## NOTES:

<sup>(1)</sup> Urbanized area (UA) is defined by the 2010 Decennial Census by the Bureau of Census, reviewed using Google Earth data layer provided by the agency.

<sup>(2)</sup> Does DCAMM own the stormwater conveyance system that collects and conveys stormwater to a discharge point? A conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, man-made channels, or storm drains).

<sup>(3)</sup> This property is a parcel on the state fair grounds, which only has occupants 3-weeks of the year.

**ATTACHMENT 2**

PERMIT YEAR 1 ANNUAL REPORT

Year 1 Annual Report  
Massachusetts Small MS4 General Permit  
New Permittees

Reporting Period:  
May 1, 2018 - June 30, 2019

Division of Capital Asset Management &  
Maintenance (DCAMM)

Part I: Contact Information

**General Information**

Name of Municipality or Organization: **Division of Capital Asset Management & Maintenance (DCAMM)** State: **MA**

EPA NPDES Permit Number: **MAR042057**

**Primary MS4 Program Manager Contact Information**

Name: **Lori Anderson** Title: **Environmental Analyst III**

Street Address: **One Ashburton Place, 2nd Floor**

Street Address:

City: **Boston** State: **MA** Zip Code: **02108**

Email: **stormwater.dcam@mass.gov** Phone Number: **(617) 727-4050 ex 31834**

Fax Number: **(617) 727-5363**

**Other Information**

Stormwater Management Program (SWMP) Location (web address or physical location): Drafts of SWMP are in-progress at the Boston office.

Date SWMP was last updated: In-progress

If the SWMP is not available on the web please provide the physical address and an explanation of why it is not posted on the web: SWMPs for each property were developed in Permit Year 1 by DCAMM's consultant and are under-review by management for implementation at each regulated property. Documents will be made available on the DCAMM website once they have been finalized by agency management and staff at the regulated property are trained.

**Part II: Self Assessment**

**40 CFR 144.32(d) 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: Jeffery Dill

Title: Director of Property Operations

Signature:



Date: September 30, 2019

### **Part III: Receiving Waters/Impaired Waters/TMDL**

DCAMM has not made changes to the list of receiving waters, outfalls, or impairments since the Notice of Intent (NOI) was submitted.

## Part IIV: Minimum Control Measures

### MCM 1: Public Education and Outreach

BMP Media / Category	BMP Description	Targeted Audience	Permit Year 1
Website	DCAMM Standard Specifications for design/bid/build construction projects available online	Contractors	DCAMM posts design standards on the agency's website for public access. Construction projects were not completed at the regulated DCAMM properties in Permit Year 1.

### MCM 2: Public Involvement and Participation

Deliverables will progress in accordance with the accepted NOI and is scheduled for Permit Year 2.

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

BMP Categorization	BMP Description	Permit Year 1
Storm sewer system map	Create map and update during IDDE program completion	Mapping of the regulated properties is in progress as described in the accepted NOI and is scheduled for Permit Year 2.
Written IDDE program development	Create written IDDE program	A written IDDE program has been developed and is under review with agency management.
Employee training	Train employees on IDDE implementation	Materials and training, including information on how to identify illicit discharges will be made available to applicable employee(s) as described in the IDDE written plan.

### MCM 4: Construction Site Stormwater Runoff Control

BMP Categorization	BMP Description	Permit Year 1
Site inspection and enforcement of Erosion and Sediment Control (ESC) measures	Complete written procedures of site inspections and enforcement procedures	DCAMM has established design specifications which require ESC measures at construction sites. <b>Construction projects were not completed at regulated small MS4 properties in Permit Year 1.</b>
Site plan review	Complete written procedures of site plan review and begin implementation	DCAMM has established design specifications which require site plan reviews for construction projects. <b>Construction projects were not completed at regulated small MS4 properties in Permit Year 1.</b>

BMP Categorization	BMP Description	Permit Year 1
Erosion and sediment control	Adoption of requirements for construction operators to implement a sediment and erosion control program	DCAMM has established design specifications which require ESC measures at construction sites. <b>Construction projects were not completed at regulated small MS4 properties in Permit Year 1.</b>
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	DCAMM has established design specifications which require waste control measures at construction sites. <b>Construction projects were not completed at regulated small MS4 properties in Permit Year 1.</b>

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

BMP Categorization	BMP Description	Permit Year 1
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	DCAMM regulated small MS4 properties did not have construction projects completed in Permit Year 1.

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

BMP Categorization	BMP Description	Permit Year 1
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	DCAMM developed a Best Management Practices (BMP) Manual for use at regulated properties which establishes a schedule for maintenance of catch basin systems. The manual will be implemented in permit year 2 which includes recordkeeping requirements for reporting annually.
Street Sweeping program	Sweep all streets and permittee-owned parking lots in accordance with permit conditions	DCAMM developed a BMP Manual for use at regulated properties which establishes a schedule for street sweeping. The manual will be implemented in permit year 2 which includes recordkeeping requirements for reporting annually. DCAMM has contracted with vendors who perform street sweeping at the regulated properties.
Road salt use optimization program	Establish and implement a program to minimize the use of road salt	DCAMM is in the process of developing a consistent road salt minimization program for regulated properties which may use outside vendors or DCAMM staff therefore requiring the develop of a SOP for application.

<b>BMP Categorization</b>	<b>BMP Description</b>	<b>Permit Year 1</b>
Inspections and maintenance of stormwater treatment structures	Establish and implement inspection and maintenance procedures and frequencies	DCAMM developed a BMP Manual for use at regulated properties which establishes a schedule for inspections and maintenance of applicable stormwater treatment structures.

## **Part V: Additional Information**

No monitoring or studies were performed at DCAMM's regulated small MS4 properties in Permit Year I.

### **Activities for the Next Reporting Cycle**

DCAMM will continue to implement activities as described in the approved Notice of Intent.