

**Year 1 Annual Report**  
**Massachusetts Small MS4 General Permit**  
**Reporting Period: May 1, 2018-June 30, 2019**

*\*\*Please DO NOT attach any documents to this form. Instead, attach all requested documents to an email when submitting the form\*\**

*Unless otherwise noted, all fields are required to be filled out. If a field is left blank, it will be assumed the requirement or task has not been completed.*

**Part I: Contact Information**

Name of Municipality or Organization: City of Northampton

EPA NPDES Permit Number: MAR041016

**Primary MS4 Program Manager Contact Information**

Name: Donna LaScaleia

Title: Director

Street Address Line 1: 125 Locust St

Street Address Line 2:

City: Northampton

State: MA

Zip Code: 01060

Email: dlascaleia@northamptonma.gov

Phone Number: (413)-587-1570

Fax Number:

**Stormwater Management Program (SWMP) Information**

SWMP Location (web address): <http://northamptonma.gov/1998/Stormwater-Management-Program>

Date SWMP was Last Updated: Jun 27, 2019

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:

### Part II: Self Assessment

First, in the box below, select the impairment(s) and/or TMDL(s) that are applicable to your MS4.

<b>Impairment(s)</b>			
<input checked="" type="checkbox"/> Bacteria/Pathogens	<input type="checkbox"/> Chloride	<input type="checkbox"/> Nitrogen	<input type="checkbox"/> Phosphorus
<input type="checkbox"/> Solids/ Oil/ Grease (Hydrocarbons)/ Metals			
<b>TMDL(s)</b>			
<i>In State:</i>	<input type="checkbox"/> Assabet River Phosphorus	<input type="checkbox"/> Bacteria and Pathogen	<input type="checkbox"/> Cape Cod Nitrogen
	<input type="checkbox"/> Charles River Watershed Phosphorus	<input type="checkbox"/> Lake and Pond Phosphorus	
<i>Out of State:</i>	<input type="checkbox"/> Bacteria/Pathogens	<input type="checkbox"/> Metals	<input checked="" type="checkbox"/> Nitrogen
			<input type="checkbox"/> Phosphorus
			<input type="button" value="Clear Impairments and TMDLs"/>

Next, check off all requirements below that have been completed. By checking each box you are certifying that you have completed that permit requirement fully. If you have not completed a requirement leave the box unchecked. Additional information will be requested in later sections.

#### Year 1 Requirements

- Develop and begin public education and outreach program
- Identify and develop inventory of all known locations where SSOs have discharged to the MS4 in the last 5 years
  - The SSO inventory is attached to the email submission
  - The SSO inventory can be found at the following website:
- Develop written IDDE plan including a procedure for screening and sampling outfalls
- IDDE ordinance complete
- Identify each outfall and interconnection discharging from MS4, classify into the relevant category, and priority rank each catchment for investigation
  - The priority ranking of outfalls/interconnections is attached to the email submission
  - The priority ranking of outfalls/interconnections can be found at the following website:
- Construction/ Erosion and Sediment Control (ESC) ordinance complete
- Develop written procedures for site inspections and enforcement of sediment and erosion control measures
- Develop written procedures for site plan review
- Keep a log of catch basins cleaned or inspected
- Complete inspection of all stormwater treatment structures

#### Annual Requirements

- Annual opportunity for public participation in review and implementation of SWMP
- Comply with State Public Notice requirements
- Keep records relating to the permit available for 5 years and make available to the public
- Properly store and dispose of catch basin cleanings and street sweepings so they do not discharge to receiving waters
- Annual training to employees involved in IDDE program
- All curbed roadways have been swept a minimum of one time per year

**Bacteria/ Pathogens (Combination of Impaired Waters Requirements and TMDL Requirements as Applicable)**

Annual Requirements

*Public Education and Outreach\**

- Annual message encouraging the proper management of pet waste, including noting any existing ordinances where appropriate
- Permittee or its agents disseminate educational material to dog owners at the time of issuance or renewal of dog license, or other appropriate time
- Provide information to owners of septic systems about proper maintenance in any catchment that discharges to a water body impaired for bacteria

*\* Public education messages can be combined with other public education requirements as applicable (see Appendix H and F for more information)*

**Nitrogen (Combination of Impaired Waters Requirements and TMDL Requirements as Applicable)**

Annual Requirements

*Public Education and Outreach\**

- Distribute an annual message in the spring (April/May) that encourages the proper use and disposal of grass clippings and encourages the proper use of slow-release fertilizers
- Distribute an annual message in the summer (June/July) encouraging the proper management of pet waste, including noting any existing ordinances where appropriate
- Distribute an annual message in the fall (August/September/October) encouraging the proper disposal of leaf litter

*\* Public education messages can be combined with other public education requirements as applicable (see Appendix H and F for more information)*

*Good Housekeeping and Pollution Prevention for Permittee Owned Operations*

- Increase street sweeping frequency of all municipal owned streets and parking lots subject to Permit part 2.3.7.a.iii.(c) to a minimum of two times per year (spring and fall)

*Potential structural BMPs*

- Any structural BMPs listed in Table 3 of Attachment 1 to Appendix H already existing or installed in the regulated area by the permittee or its agents shall be tracked and the permittee shall estimate the
- nitrogen removal by the BMP consistent with Attachment 1 to Appendix H. Document the BMP type, total area treated by the BMP, the design storage volume of the BMP and the estimated nitrogen removed in mass per year by the BMP in each annual report

Use the box below to input additional details on any unchecked boxes above or any additional information you would like to share as part of your self assessment:

-Inspection of all stormwater treatment structures has been completed for all of the structures in the roadways. The DPW is working with other City Departments to make a plan to complete inspections and maintenance on all stormwater treatment structures on City properties.

-The SWMP was made available to the public for review and comment on the DPW website and a hard copy at the DPW administration office in June of 2019. A Public Notice was run in the Daily Hampshire Gazette on 9/17/2019.

-Educational material to dog owners will be disseminated during issuance of dog licenses starting in year 2 of the permit.

-Information about proper maintenance of septic systems will be distributed by mail in year 2 of the permit to owners of septic systems in catchments that discharge to a water body impaired for bacteria.

-The DPW is working toward meeting the requirement to sweep all curbed roadways and parking lots a minimum of two times per year. All curbed roadways and parking lots were swept once and roadways in the main commercial/downtown areas were swept at least two times per year and some monthly.

-Existing structural BMPs are in the process of being inspected and evaluated and a document will be completed in year 2 of the permit to estimate the nitrogen removal for each BMP.

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

Have you made any changes to your lists of receiving waters, outfalls, or impairments since the NOI was submitted?

Yes  No

If yes, describe below, including any relevant impairments or TMDLs:

Additional outfalls within the MS4 area have been added to the list.

## Part IV: Minimum Control Measures

Please fill out all of the metrics below. If applicable, include in the description who completed the task if completed by a third party.

### MCM1: Public Education

Number of educational messages completed during the reporting period: 10

Below, report on the educational messages completed during the first year. For the measurable goal(s) please describe the method/measures used to assess the overall effectiveness of the educational program.

#### **BMP: 15 to the River**

Message Description and Distribution Method:

Video highlights the fact that contaminated stormwater is the largest source of water pollution, shows how quickly these flows get to the river and describes what residents can do to help. Video posted on social media and posted on Northampton website.

Targeted Audience: Residents

Responsible Department/Parties: Connecticut River Stormwater Committee

Measurable Goal(s):

YouTube views: 285

Video available on Northampton website.

Message Date(s): December 2018

Message Completed for: Appendix F Requirements  Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes  No

If yes, describe why the change was made:

Not included in NOI because it is not part of program to meet required messaging. Decided that the video is a good way to introduce residents in the region to stormwater issues in general.

#### **BMP: Think Blue - Fowl Water**

Message Description and Distribution Method:

Video posted on social media explaining that stormwater pollution carries trash, oil, cigarette butts, dog waste and other pollutants.

Targeted Audience: Residents

Responsible Department/Parties: Statewide Think Blue MA for Connecticut River Coalition

Measurable Goal(s):

Facebook: 22,718 watched 10+ seconds; YouTube: 87,482; Video link on Northampton website.

[Empty text box]

Message Date(s): May 31 to June 25, 2018

Message Completed for: Appendix F Requirements  Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes  No

If yes, describe why the change was made:

Not included in NOI because it was not part of the plan to meet required messaging. Decided that the video was a good way to introduce residents in the region to stormwater issues in general.

**BMP: Think Blue - Fowl Water**

Message Description and Distribution Method:

Video posted on social media explaining that stormwater pollution carries trash, oil, cigarette butts, dog waste and other pollutants.

Targeted Audience: Residents

Responsible Department/Parties: Statewide Think Blue MA for Connecticut River Coalition

Measurable Goal(s):

Facebook impressions: 358,297; YouTube impressions: 292,655; Video link on Northampton website.

Message Date(s): June 23 to June 30, 2019

Message Completed for: Appendix F Requirements  Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes  No

If yes, describe why the change was made:

Not included in NOI because it was not part of the plan to meet required messaging. Decided that the video was a good way to introduce residents in the region to stormwater issues in general.

**BMP: How to Soak up the Rain Around Your Home & Garden**

Message Description and Distribution Method:

Workshop at Hadley Garden Center with interactive elements to promote understanding about stormwater and to stimulate thinking about building stormwater BMPs around the home and garden.

Targeted Audience: Residents

Responsible Department/Parties: Connecticut River Stormwater Committee

Measurable Goal(s):

63 people from around the region participated in the 90 minute workshop. Participants took home "Soak Up

the Rain" lawn signs for rain gardens and porous pavers at the end of the workshop.

Message Date(s): March 2, 2019

Message Completed for: Appendix F Requirements  Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes  No

If yes, describe why the change was made:

Not included in NOI because it was not part of the plan to meet the required messaging. Opportunity arose and decided that the workshop was a good way to continue promoting soak up the rain effort.

### **BMP: Get Wise About Leaf Litter**

Message Description and Distribution Method:

Flyer and social media post that promotes 4 BMPs for managing leaf litter (mulch in place, compost, offer to neighbor who may compost or dispose of properly) with list of local management locations.

Targeted Audience: Residents

Responsible Department/Parties: DPW and Connecticut River Stormwater Committee

Measurable Goal(s):

30 flyers distributed at Northampton DPW; Posted on Northampton Website; 325 flyers distributed at 12 of the region's larger home & garden centers; one flyer laminated and hung for display at the West Springfield Home Depot; Facebook impressions: 104; PVPC regional e-newsletter impressions: 347

Message Date(s): October 1, 2018 - November 15, 2018

Message Completed for: Appendix F Requirements  Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes  No

If yes, describe why the change was made:

### **BMP: Get Wise About Your Lawn**

Message Description and Distribution Method:

Flyer, tri-fold brochure and social media post that highlights problem with fertilizers and seeds to normalize practice around 4 BMPs (test your soil, leave clippings where they fall, choose the right fertilizer and mow high). Also mentions restrictions on phosphorous use.

Targeted Audience: Residents

Responsible Department/Parties: DPW and Connecticut River Stormwater Committee

Measurable Goal(s):

35 brochures distributed at Northampton DPW; Posted on Northampton Website; Facebook impressions:

6,507; PVPC regional e-newsletter impressions: 386

Message Date(s): May - June 2019

Message Completed for: Appendix F Requirements  Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes  No

If yes, describe why the change was made:

**BMP: Think Picking up Spike's Poop is Gross? Try Swimming in It**

Message Description and Distribution Method:

Poster and social media post that highlights what happens with dog waste that is left on the ground.

Targeted Audience: Residents

Responsible Department/Parties: DPW and Connecticut River Stormwater Committee

Measurable Goal(s):

Posters distributed with letter sent to 3 veterinary clinics in Northampton; Posted laminated poster at 2 popular dog walking locations in Northampton; Facebook impressions: 4,396; Total posters distributed in the region: 125; Facebook post shared and liked by City of Northampton Facebook feed.

Message Date(s): June-July 2019

Message Completed for: Appendix F Requirements  Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes  No

If yes, describe why the change was made:

**BMP: Why should you care as a professional landscaper? Best leaf litter practices**

Message Description and Distribution Method:

Personalized mailing developed with input from UMass Cooperative Extension, explaining MS4 permit objectives and three recommended BMPs (use of mulching mower, composting if client has ability and keeping leaves off driveways and roadways).

Targeted Audience: Business / Commercial / Institutional, with a focus on Professional Landscapers

Responsible Department/Parties: Connecticut River Stormwater Committee

Measurable Goal(s):

Reached 26 landscaping companies in the region.

Message Date(s): October 26, 2018

Message Completed for: Appendix F Requirements  Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes  No

If yes, describe why the change was made:

**BMP: Why should you care as a professional landscaper? Better land care practices**

Message Description and Distribution Method:

Personalized mailing developed with input from UMass Cooperative Extension, highlighting how lawn care practices can contribute to contaminated stormwater flows and promoting two best management practices (leave clippings where they fall and test your client's soil with link to UMass soil testing services)

Targeted Audience: Business / Commercial / Institutional, with focus on Professional Landscapers

Responsible Department/Parties: Connecticut River Stormwater Committee

Measurable Goal(s):

Reached 127 landscaping companies in the region.

Message Date(s): May 15, 2019

Message Completed for: Appendix F Requirements  Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes  No

If yes, describe why the change was made:

**BMP: Best Practices with Residential Geese**

Message Description and Distribution Method:

Personalized mailing developed with input from Mass Fish & Wildlife on BMPs for managing geese.

Targeted Audience: Business / Commercial / Institutional, with focus on landowners with goose problems

Responsible Department/Parties: Connecticut River Stormwater Committee

Measurable Goal(s):

Not yet. See note below.

Message Date(s): Mailing planned for September 2019

Message Completed for: Appendix F Requirements  Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes  No

If yes, describe why the change was made:

Message had been planned for June-July time frame, but meaningful long-term solution on how to manage geese had not yet been established. The Stormwater Committee had several exchanges with Mass Fish & Wildlife in order to devise recommendations. Currently the Stormwater Committee is seeking good technical assistance resource for these landowners in the region with goose problems.

Add an Educational Message

**MCM2: Public Participation**

Describe the opportunity provided for public involvement in the development of the Stormwater Management Program (SWMP) during the reporting period:

The SWMP was made available in June 2019 to the public for review and comment on the DPW website and a hard copy is available for review at the DPW administration office. A Public Notice was run in the Daily Hampshire Gazette on 9/17/2019.

Was this opportunity different than what was proposed in your NOI? Yes  No

Describe any other public involvement or participation opportunities conducted during the reporting period:

-Northampton DPW continued to offer rain barrels at a discounted price to City residents and 32 rain barrels were purchased.  
-Northampton DPW held two Household Hazardous Waste Collections during the reporting period:  
May 19, 2018: 190 Northampton residents participated and 1,674 pounds/gallons was collected.  
May 18, 2019: 182 Northampton residents participated and 1,435 pounds/gallons was collected.

**MCM3: Illicit Discharge Detection and Elimination (IDDE)**

**Sanitary Sewer Overflows (SSOs)**

Below, report on the number of SSOs identified in the MS4 system and removed during this reporting period.

Number of SSOs identified: 3

Number of SSOs removed: 3

*Below, report on the total number of SSOs identified in the MS4 system and removed to date. At a minimum, report SSOs identified since 2013.*

Total number of SSOs identified: 26

Total number of SSOs removed: 26

**MS4 System Mapping**

Describe the status of your MS4 map, including any progress made during the reporting period:

The Northampton MS4 map is complete for stormwater outfalls, receiving waters, open channel conveyances, interconnections with other MS4s, catch basins and other intakes, manholes, pipes, sanitary sewer system and municipally-owned stormwater treatment structures. A draft delineation of outfall catchment areas has been completed. All this information is continually updated and further work to add waterbody impairments and refine the initial catchment delineation will be completed in year 2 of the permit.

**Screening of Outfalls/Interconnections**

*If conducted, please submit any outfall monitoring results from this reporting period. Outfall monitoring results should include the date, outfall/interconnection identifier, location, weather conditions at time of sampling, precipitation in previous 48 hours, field screening parameter results, and results from all analyses.*

- The outfall screening data is attached to the email submission
- The outfall screening data can be found at the following website:

*Below, report on the number of outfalls/interconnections screened during this reporting period.*

Number of outfalls screened: 0

*Below, report on the percent of total outfalls/ interconnections screened to date.*

Percent of total outfalls screened: 0

**Catchment Investigations**

*If conducted, please submit all data collected during this reporting period as part of the dry and wet weather investigations. Also include the presence or absence of System Vulnerability Factors for each catchment.*

- The catchment investigation data is attached to the email submission
- The catchment investigation data can be found at the following website:

*Below, report on the number of catchment investigations completed during this reporting period.*

Number of catchment investigations completed this reporting period: 0

*Below, report on the percent of catchments investigated to date.*

Percent of total catchments investigated: 0

*Optional:* Provide any additional information for clarity regarding the catchment investigations below:

**IDDE Progress**

*If illicit discharges were found, please submit a document describing work conducted over this reporting period, and cumulative to date, including location source; description of the discharge; method of discovery; date of discovery; and date of elimination, mitigation, or enforcement OR planned corrective measures and schedule of removal.*

- The illicit discharge removal report is attached to the email submission
- The illicit discharge removal report can be found at the following website:

*Below, report on the number of illicit discharges identified and removed, along with the volume of sewage removed during this reporting period.*

Number of illicit discharges identified:

Number of illicit discharges removed:

Estimated volume of sewage removed:  [UNITS]

*Below, report on the total number of illicit discharges identified and removed to date. At a minimum, report on the number of illicit discharges identified and removed since the effective date of the permit.*

Total number of illicit discharges identified:

Total number of illicit discharges removed:

*Optional:* Provide any additional information for clarity regarding illicit discharges identified, removed, or planned to be removed below:

Total number of illicit discharges identified and removed above is since the beginning of the 2003 MS4 Permit.

**Employee Training**

Describe the frequency and type of employee training conducted during the reporting period:

IDDE Training was completed by 3 DPW employees during year 1.

**MCM4: Construction Site Stormwater Runoff Control**

*Below, report on the construction site plan reviews, inspections, and enforcement actions completed during this reporting period.*

Number of site plan reviews completed: 22

Number of inspections completed: 55

Number of enforcement actions taken: 1

### **MCM5: Post-Construction Stormwater Management in New Development and Redevelopment**

#### **Ordinance Development**

Describe the status of the post-construction ordinance required to be complete in year 2 of the permit term:

A draft revision to the current ordinance has been developed.

#### **As-built Drawings**

Describe the status of the measures the MS4 has utilized to require the submission of as-built drawings and ensure long term operation and maintenance of completed construction sites required to be complete in year 2 of the permit term:

As-built drawings are a required condition of every local Stormwater Management Permit issued for projects disturbing over 1 acre.

#### **Street Design and Parking Lots Report**

Describe the status of the street design and parking lots assessment due in year 4 of the permit term, including any planned or completed changes to local regulations and guidelines:

Not complete

#### **Green Infrastructure Report**

Describe the status of the green infrastructure report due in year 4 of the permit term, including the findings and progress towards making the practice allowable:

Not complete

**Retrofit Properties Inventory**

Describe the status of the inventory, due in year 4 of the permit term, of permittee-owned properties that could be modified or retrofitted with BMPs to mitigate impervious areas and report on any properties that have been modified or retrofitted:

Not complete

**MCM6: Good Housekeeping**

**Catch Basin Cleaning**

Describe the status of the catch basin cleaning optimization plan:

The current plan lists all areas that are prioritized for annual CB cleaning and will be updated regularly.

*If complete, attach the catch basin cleaning optimization plan or the schedule to gather information to develop the optimization plan:*

- The catch basin cleaning optimization plan or schedule is attached to the email submission
- The catch basin cleaning optimization plan or schedule can be found at the following website:

*Below, report on the number of catch basins inspected and cleaned, along with the total volume of material removed from the catch basins during this reporting period.*

Number of catch basins inspected: 1461

Number of catch basins cleaned: 1461

Total volume or mass of material removed from all catch basins: 75.15 Tons

*Below, report on the total number of catch basins in the MS4 system, if known.*

Total number of catch basins: 3882

*If applicable:*

Report on the actions taken if a catch basin sump is more than 50% full during two consecutive routine inspections/cleaning events:

If a catch basin sump is more than 50% full during two consecutive routine inspections/cleaning events, the catch basin will be placed on an accelerated inspection and cleaning schedule.

**Street Sweeping**

Describe the status of the written procedures for sweeping streets and municipal-owned lots:

The written SOP for sweeping streets and municipal-owned lots is complete.

Report on street sweeping completed during the reporting period using one of the three metrics below.

- Number of miles cleaned: 191
- Volume of material removed: [UNITS]
- Weight of material removed:

*If applicable:*

For rural uncurbed roadways with no catch basins, describe the progress of the inspection, documentation, and targeted sweeping plan:

Rural uncurbed roadways with no catch basins in the MS4 area will be swept a minimum of one time per year.

**Winter Road Maintenance**

Describe the status of the written procedures for winter road maintenance including the storage of salt and sand:

Written SOP for Winter Road Maintenance is complete and all salt and sand is stored under cover.

**Inventory of Permittee-Owned Properties**

Describe the status of the inventory, due in year 2 of the permit term, of permittee-owned properties, including parks and open spaces, buildings and facilities, and vehicles and equipment, and include any updates:

Not complete

**O&M Procedures for Parks and Open Spaces, Buildings and Facilities, and Vehicles and Equipment**

Describe the status of the operation and maintenance procedures, due in year 2 of the permit term, of permittee-owned properties (parks and open spaces, buildings and facilities, vehicles and equipment) and include maintenance activities associated with each:

Not complete

**Stormwater Pollution Prevention Plan (SWPPP)**

Describe the status of any SWPPP, due in year 2 of the permit term, for permittee-owned or operated facilities including maintenance garages, public works yards, transfer stations, and other waste handling facilities where pollutants are exposed to stormwater:

Not complete

*Below, report on the number of site inspections for facilities that require a SWPPP completed during this reporting period.*

Number of site inspections completed:

Describe any corrective actions taken at a facility with a SWPPP:

**O&M Procedures for Stormwater Treatment Structures**

Describe the status of the written procedure for stormwater treatment structure maintenance:

Not complete

**Additional Information**

**Monitoring or Study Results**

*Results from any other stormwater or receiving water quality monitoring or studies conducted during the reporting period not otherwise mentioned above, where the data is being used to inform permit compliance or permit effectiveness must be attached.*

- Not applicable
- The results from additional reports or studies are attached to the email submission
- The results from additional reports or studies can be found at the following website(s):

If such monitoring or studies were conducted on your behalf or if monitoring or studies conducted by other entities were reported to you, a brief description of the type of information gathered or received shall be described below:

### **Additional Information**

*Optional:* Enter any additional information relevant to your stormwater management program implementation during the reporting period. Include any BMP modifications made by the MS4 if not already discussed above:

### **Activities Planned for Next Reporting Period**

Please confirm that your SWMP has been, or will be, updated to comply with all applicable permit requirements including but not limited to the year 2 requirements summarized below. (Note: impaired waters and TMDL requirements are not listed below)

Yes, I agree

- Complete system mapping Phase I
- Begin investigations of catchments associated with Problem Outfalls
- Develop or modify an ordinance or other regulatory mechanism for post-construction stormwater runoff from new development and redevelopment
- Establish and implement written procedures to require the submission of as-built drawings no later than two years after the completion of construction projects
- Develop, if not already developed, written operations and maintenance procedures
- Develop an inventory of all permittee owned facilities in the categories of parks and open space, buildings and facilities, and vehicles and equipment; review annually and update as necessary
- Establish a written program detailing the activities and procedures the permittee will implement so that the MS4 infrastructure is maintained in a timely manner
- Develop and implement a written SWPPP for maintenance garages, public works yards, transfer stations, and other waste handling facilities where pollutants are exposed to stormwater
- Enclose or cover storage piles of salt or piles containing salt used for deicing or other purposes
- Develop, if not already developed, written procedures for sweeping streets and municipal-owned lots
- Develop, if not already developed, written procedures for winter road maintenance including storage of salt and sand
- Develop, if not already developed, a schedule for catch basin cleaning
- Develop, if not already developed, a written procedure for stormwater treatment structure maintenance
- Develop a written catchment investigation procedure (*18 months*)

### **Annual Requirements**

- Annual report submitted and available to the public
- Annual opportunity for public participation in review and implementation of SWMP
- Keep records relating to the permit available for 5 years and make available to the public
- Properly store and dispose of catch basin cleanings and street sweepings so they do not discharge to receiving waters
- Annual training to employees involved in IDDE program

- Update inventory of all known locations where SSOs have discharged to the MS4 in the last 5 years
- Continue public education and outreach program
- Update outfall and interconnection inventory and priority ranking and include data collected in connection with the dry weather screening and other relevant inspections conducted
- Implement IDDE program
- Review site plans of construction sites as part of the construction stormwater runoff control program
- Conduct site inspection of construction sites as necessary
- Inspect and maintain stormwater treatment structures
- Log catch basins cleaned or inspected
- Sweep all uncurbed streets at least annually

Provide any additional details on activities planned for permit year 2 below:

## Part V: Certification of Small MS4 Annual Report 2019

### 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: Donna LaScaleia Title: DPW Director

Signature:  Date: 9-30-19

*[Signatory may be a duly authorized representative]*