

**Year 2 Annual Report**  
**Massachusetts Small MS4 General Permit**  
**Reporting Period: July 1, 2019-June 30, 2020**

*\*\*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. Please ONLY report on activities between July 1, 2019 and June 30, 2020 unless otherwise requested.*

**Part I: Contact Information**

Name of Municipality or Organization:

EPA NPDES Permit Number:

**Primary MS4 Program Manager Contact Information**

Name:  Title:

Street Address Line 1:

Street Address Line 2:

City:  State:  Zip Code:

Email:  Phone Number:

**Stormwater Management Program (SWMP) Information**

SWMP Location (web address):

Date SWMP was Last Updated:

If the SWMP is not available on the web please provide the physical address:

## Part II: Self-Assessment

First, in the box below, select the impairment(s) and/or TMDL(s) that are applicable to your MS4. Make sure you are referring to the most recent EPA approved Section 303(d) Impaired Waters List which can be found here: <https://www.epa.gov/tmdl/region-1-impaired-waters-and-303d-lists-state>

**Impairment(s)**

Bacteria/Pathogens     
  Chloride     
  Nitrogen     
  Phosphorus  
 Solids/ Oil/ Grease (Hydrocarbons)/ Metals

**TMDL(s)**

*In State:*     
  Assabet River Phosphorus     
  Bacteria and Pathogen     
  Cape Cod Nitrogen  
 Charles River Watershed Phosphorus     
  Lake and Pond Phosphorus

*Out of State:*     
  Bacteria/Pathogens     
  Metals     
  Nitrogen     
  Phosphorus

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 2 Requirements

- Completed Phase I of system mapping
- Developed a written catchment investigation procedure and added the procedure to the SWMP
- Developed written procedures to require the submission of as-built drawings and ensure the long term operation and maintenance of completed construction sites and added these procedures to the SWMP
- Enclosed or covered storage piles of salt or piles containing salt used for deicing or other purposes
- Developed written operations and maintenance procedures for parks and open space, buildings and facilities, and vehicles and equipment and added these procedures to the SWMP
- Developed an inventory of all permittee owned facilities in the categories of parks and open space, buildings and facilities, and vehicles and equipment and added this inventory to the SWMP
- Completed a written program for MS4 infrastructure maintenance to reduce the discharge of pollutants
  - Developed written SWPPPs, included in the SWMP, for all of the following permittee owned or
  - operated facilities: maintenance garages, public works yards, transfer stations, and other waste handling facilities where pollutants are exposed to stormwater

*Optional:* If you would like to describe progress made on any incomplete requirements listed above, provide any additional information, and/or if any of the above year 2 requirements could not be completed due to the impacts of COVID-19, please identify the requirement that could not be completed, any actions taken to attempt to complete the requirement, and reason the requirement could not be completed below:

Annual Requirements

- Provided an opportunity for public participation in review and implementation of SWMP and complied with State Public Notice requirements
- Kept records relating to the permit available for 5 years and made available to the public
- The SSO inventory has been updated, including the status of mitigation and corrective measures implemented
  - This is not applicable because we do not have sanitary sewer
  - This is not applicable because we did not find any new SSOs
  - The updated SSO inventory is attached to the email submission
  - The updated SSO inventory can be found at the following website:

- Properly stored and disposed of catch basin cleanings and street sweepings so they did not discharge to receiving waters
- Provided training to employees involved in IDDE program within the reporting period
- All curbed roadways were swept at least once within the reporting period
- Updated outfall and interconnection inventory and priority ranking as needed

*Optional:* If you would like to describe progress made on any incomplete requirements listed above, provide any additional information, and/or if any of the above annual requirements could not be completed due to the impacts of COVID-19, please identify the requirement that could not be completed, any actions taken to attempt to complete the requirement, and reason the requirement could not be completed below:

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

Annual Requirements

*Public Education and Outreach\**

- Annual message was distributed encouraging the proper management of pet waste, including noting any existing ordinances where appropriate
- Permittee or its agents disseminated educational material to dog owners at the time of issuance or renewal of dog license, or other appropriate time
- Provided 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)*

*Optional:* If you would like to describe progress made on any incomplete requirements listed above or provide any additional details, please use the box below:

Empty rectangular box at the top of the page.

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

Annual Requirements

*Public Education and Outreach\**

- Distributed an annual message in the spring (April/May) encouraging the proper use and disposal of grass clippings and encouraging the proper use of slow-release and phosphorus-free fertilizers
- Distributed an annual message in the summer (June/July) encouraging the proper management of pet waste, including noting any existing ordinances where appropriate
- Distributed 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*

- Increased 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 already existing or installed in the regulated area by the permittee or its agents was tracked and the phosphorus removal by the BMP was estimated consistent with Attachment 3 to Appendix F. The BMP type, total area treated by the BMP, the design storage volume of the BMP and the estimated phosphorus removed in mass per year by the BMP were documented.

- The BMP information is attached to the email submission
- The BMP information can be found at the following website:

Empty rectangular box for website information.

*Optional: If you would like to describe progress made on any incomplete requirements listed above or provide any additional details, please use the box below:*

A relatively small residential area in Ashland is within the Charles River Watershed. To date, Ashland has found one infiltration basin within the drainage area and has implemented an enhanced sweeping program and is working through the Appendix F calculations to determine phosphorous reduction.

**Charles River Watershed Phosphorus TMDL**

- Completed Legal Analysis

*Optional: If you would like to describe progress made on any incomplete requirements listed above or provide any additional details, please use the box below:*

The Stormwater Advisory Committee and the Stormwater Program are working with the Planning Committee to establish zoning overlays that require BMPs with high phosphorous removal percentages in the watersheds of the Charles River.

**Lake and Pond Phosphorus TMDL**

- Completed Legal Analysis

*Optional:* If you would like to describe progress made on any incomplete requirements listed above or provide any additional details, please use the box below:

The Stormwater Advisory Committee and the Stormwater Program are working with the Planning Committee to establish zoning overlays that require BMPs with high phosphorous removal percentages in the watersheds of the Waushakum Pond.

*Optional:* Use the box below to provide any additional information you would like to share as part of your self-assessment:

Ashland has built a robust stormwater program that is still developing. We've done a great job complying with annual requirements and have an active Stormwater Committee that reviews the program and creates opportunities for public education and outreach. Phosphorous reduction in the Charles River Watershed and Waushakum Pond Watershed continues to be an area of concern for town employees and residents and the program will make a major push in year 3 to address phosphorous reduction in these two areas.

### **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:

## 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 this reporting period:**

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

#### **BMP: Dog Waste Brochure**

Message Description and Distribution Method:

Dog ownership requires registration with the Town Clerk a year from one the owners get the dog and registration must take place annually from that date. Flyers are given with every registration highlighting the importance of picking up after your dog and the negative impacts of dog waste on the environment.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

1,449 dog waste flyers were distributed with registrations.

Message Date(s):

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: Waste Disposal Flyers**

Message Description and Distribution Method:

Flyers were printed and left at Town Hall as well as the DPW. During waste days, flyers were distributed regarding leaf litter and proper alternative disposal of yard waste.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Waste disposal flyers were mailed out to 7,573 addresses or every residential address within town.

Message Date(s): Fall 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: Central Massachusetts Regional Stormwater Coalition Advertising Campaign**

Message Description and Distribution Method:

Think Blue Massachusetts ran an educational advertising campaign from May 16th to June 5th, 2020. The "Fowl Water" advertisement helps viewers visualize stormwater pollution from motor oil, pet waste, and trash become stormwater pollution.

Targeted Audience: Residents

Responsible Department/Parties: DPW Operations

Measurable Goal(s):

Ashland had 24,062 Facebook/Instagram impressions and 23,767 YouTube impressions for a total of 47,829 views in year 2 of the MS4 permit.

Message Date(s): May 16 - June 5

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:

At the time our NOI was filed, the ThinkBlue campaign did not exist.

### **BMP: Industrial Flyers**

Message Description and Distribution Method:

Flyers sent by the Conservation Department to industrial facilities in town explaining the importance of good housekeeping practices and stormwater pollution prevention practices specific to industrial sites.

Targeted Audience: Industrial facilities

Responsible Department/Parties: Conservation Committee

Measurable Goal(s):

197 flyers were sent to industrial facilities around the town of Ashland.

Message Date(s): May 2020



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:

EPA requested additional messaging on February 25th 2019 in response to the original NOI

**BMP: Articles in the Local Ashland Newspapers**

Message Description and Distribution Method:

An article was published in the Local Ashland Pages outlining the potential impacts of yard waste and the proper way to dispose of grass and tree clippings.

Targeted Audience: Residents

Responsible Department/Parties: SWAC

Measurable Goal(s):

Ashland Town Pages article on yard waste was published in the Ashland Local Town Pages reaching 6400 Households and 676 businesses.

Message Date(s): May 2020

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: Septic System Maintenance Brochure**

Message Description and Distribution Method:

Septic System Maintenance Brochures were distributed to new homeowners in town that purchased homes with a septic system. The brochures explain the importance of regular maintenance on a septic system and the negative effects a poorly maintained septic system can have on the environment. The brochure was based on an EPA brochure with information added specific to Massachusetts Title 5 state regulations. The brochures are also made available at Town Hall as well as the DPW in Ashland.

Targeted Audience: Residents

Responsible Department/Parties: Health Department

Measurable Goal(s):

The measurable goals are number of brochures handed out to new owners of septic systems. The Health Department did not keep records regarding number of brochures handed out.

Message Date(s): Throughout the year.

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: Hazardous Household Waste e-Newsletter**

Message Description and Distribution Method:

Annual message advertising household hazardous waste collection day in Ashland, which wastes are considered hazardous and how they are to be disposed.

Targeted Audience: Residents

Responsible Department/Parties: DPW Operations

Measurable Goal(s):

The e-newsletter had 358 downloads in year 2 of the permit.

Message Date(s): Throughout the year

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: Household Hazardous Waste Web Page**

Message Description and Distribution Method:

Web page updated regularly with the latest information regarding best practices and rules and regulations for trash and recycling in the town of Ashland. It includes proper trash and recycling information and information on trash and hazardous waste collection processes in town.

Targeted Audience: Residents

Responsible Department/Parties: DPW Operations

Measurable Goal(s):

There were 8,013 unique page views on the DPW Household Hazardous Waste Web Page according to our website metrics

Message Date(s): Throughout the year

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:

Add an Educational Message

### MCM2: Public Participation

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

The Town of Ashland has created the Stormwater Advisory Committee (SWAC) and regularly holds public meetings to discuss the progress of the Stormwater Program in the town. Since COVID-19, Ashland has moved it's SWAC Committee Meetings to an online format and provides links to the committee discussions to the public through the town website.

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

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

The SWAC Committee also engages in public education on stormwater through the annual Farmer's Market booth and the newly established education subcommittee which runs educational events at our public schools.

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

#### Sanitary Sewer Overflows (SSOs)

*Check off the box below if the statement is true.*

This SSO section is NOT applicable because we DO NOT have sanitary sewer

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

Number of SSOs identified:

Number of SSOs removed:

#### MS4 System Mapping

*Below, check all that apply.*

The following elements of the Phase I map have been completed:

- Outfalls and receiving waters
- Open channel conveyances
- Interconnections
- Municipally-owned stormwater treatment structures
- Waterbodies identified by name and indication of all use impairments
- Initial catchment delineations

*Optional:* Describe any additional progress you made on your map during this reporting period or provide additional status information regarding your map:

Ashland is working closely with an Environmental Consultant to improve our catchment delineations and continues to work on mapping our entire drainage infrastructure. The town has also recently completed mapping and inspecting every basin in the town.

### **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:

### **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:

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

Percent of total catchments investigated:

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

No catchment investigations were completed within the reporting period.

**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:  gallons/day

*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 (July 1, 2018).***

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:

Ashland is actively investigating high ecoli numbers tested from the Sudbury River but has not identified the source of an illicit discharge. The Stormwater program has also developed a new construction stormwater flyer to hand out to developers for every new project.

**Employee Training**

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

Ashland has canceled the annual training session with DPW employees on stormwater compliance due to COVID-19. DPW Stormwater staff continue to take advantage of remote training opportunities throughout the year.

**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:

Number of inspections completed:

Number of enforcement actions taken:

*Optional:* Enter any additional information relevant to construction site plan reviews, inspections, and enforcement actions:

Construction site plan reviews are primarily organized by the Planning Department and will involve most other town departments. The Ashland Conservation Commission requires a Stormwater Management Permit on most construction projects and does site inspections primarily to enforce regulations with the Wetlands Protection Act. Through collaboration with the Conservation Commission, the Stormwater Program had DPW employees designated as agents of the Commission to operate under the authority of the Stormwater Management Permit with a focus on inspecting temporary erosion controls and post-construction stormwater management. We also worked with the Commission to update their order of conditions to include basic erosion in sediment controls such as rock construction entrances and silt fencing across the entire site of every development and redevelopment. During year two of the permit the DPW conducted 2 site inspections in town.

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

### **Ordinance or Regulatory Mechanism**

*Below, select the option that describes your ordinance or regulatory mechanism progress.*

- Bylaw, ordinance, or regulations are updated and adopted consistent with permit requirements
- Bylaw, ordinance, or regulations are updated consistent with permit requirements but are not yet adopted
- Bylaw, ordinance, or regulations have not been updated or adopted

### **As-built Drawings**

Describe 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:

Every project that is subject to a site plan review by the Town requires a Stormwater Management Permit from the Conservation Commission. The Stormwater Management permit requires the submission of as-built drawings to the Commission as well as an O+M Plan to be approved by the Commission before permit is closed out.

### **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:

Ashland is currently reviewing a proposal from an Environmental Consultant on the street design and parking lot assessment.

### **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:

Ashland has worked with the Town Planner to encourage the use of Green infrastructure within the town and the practice is currently allowable. The town has also adopted a resolution in November of 2019 to commit to a zero net carbon goal by 2040. The SWAC Chair has advocated to the building committees to the Mindess School and the Public Safety Building Committee to include Green Infrastructure. The Stormwater Committee had an education session on green infrastructure.

### **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:

Ashland has received a proposal from an Environmental Consultant to complete the retrofit inventory.

## **MCM6: Good Housekeeping**

### **Catch Basin Cleaning**

*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:

Number of catch basins cleaned:

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

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

Total number of catch basins:

*If applicable:*

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

Since Ashland has begun tracking catch basin cleaning last year, there has not yet been sumps greater than 50% full on consecutive routine inspections. When a CB sump is found to be >50% full twice, that catch basin will be included in the next quarterly cleaning round to ensure the sump remains below 50% full.

### **Street Sweeping**

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

Number of miles cleaned:

Volume of material removed:  [Select Units]

Weight of material removed:  [Select Units]

**O&M Procedures and Inventory of Permittee-Owned Properties**

*Below, check all that apply.*

The following permittee-owned properties have been inventoried:

- Parks and open spaces
- Buildings and facilities
- Vehicles and equipment

The following O&M procedures for permittee-owned properties have been completed:

- Parks and open spaces
- Buildings and facilities
- Vehicles and equipment

**Stormwater Pollution Prevention Plan (SWPPP)**

*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:

The DPW facility has implemented a Fuel and Oil Handling SOP as well as a Spill Response SOP and done training with DPW personnel on correct spill response procedures. Stormwater personnel have also begun using temporary erosion control devices near material storage areas. An infiltration basin was constructed to help control stormwater runoff from the facility.

**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:

Article written by the SWAC Committee in the local paper "Tips for Reducing Pollution and SWAC Outreach" published in the Ashland Local Town Pages in May 2020.

In August of 2019 SWAC Committee Chair Rob St. Germain appeared on WACA TV program Around the Clock to discuss the town goals with the stormwater program

In the Spring of 2020 the SWAC education subcommittee ran an educational program with 3rd graders using a stormwater Enviroscape model.

September 28th, 2019 the Stormwater Advisory Committee had a tent set up at the Ashland Farmer's Market and handed out information regarding stormwater pollution prevention and the town stormwater program.

October 2nd, 2019 SWAC did a powerpoint presentation on stormwater compliance to the Ashland Select Board.

January 28th, 2020 SWAC committee attended the Mindess School building committee to advocate for green infrastructure.

Ashland Local Pages side article published on yard waste and pollution which reached 6400 households.

The SWAC Committee, Town Forest Committee, and the Stormwater Program collaborated to construct a rain garden at the entrance to the Town Forest on Oak Street.

### **COVID-19 Impacts**

*Optional:* If any of the above year 2 requirements could not be completed due to the impacts of COVID-19, please identify the requirement that could not be completed, any actions taken to attempt to complete the requirement, and reason the requirement could not be completed below:

COVID-19 prevented the annual stormwater training for DPW staff

### **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 3 requirements summarized below. (Note: impaired waters and TMDL requirements are not listed below)

Yes, I agree

- Inspect all outfalls/ interconnections (excluding Problem and Excluded outfalls) for the presence of dry weather flow
- Complete follow-up ranking as dry weather screening becomes available

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
- 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
- Continue investigations of catchments associated with Problem Outfalls
- Review inventory of all permittee owned facilities in the categories of parks and open space, buildings and facilities, and vehicles and equipment; update if necessary

Provide any additional details on activities planned for permit year 3 below:

## Part V: Certification of Small MS4 Annual Report 2020

### 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:  Title:

Signature:  Date:

*[Signatory may be a duly authorized representative]*

*Note: When prompted during signing, save the document under a new file name.*

### Annual Report Submission

*Please submit the form electronically via email to both EPA and MassDEP by clicking on one of the links below or using the email addresses listed below. Please ensure that all required attachments are included in the email and not attached to this PDF.*

EPA: [stormwater.reports@epa.gov](mailto:stormwater.reports@epa.gov)

MassDEP: [laura.schifman@mass.gov](mailto:laura.schifman@mass.gov)

### Paper Signature:

*If you did not sign electronically above, you can print the signature page by clicking the button below.*

*Optional: If you did not sign electronically above, you may lock the form by clicking the "Lock Form" button below which will prompt you to save the locked version of the form. Save this locked version under a new file name.*