

**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>

<b><u>Impairment(s)</u></b>			
<input checked="" type="checkbox"/> Bacteria/Pathogens	<input type="checkbox"/> Chloride	<input type="checkbox"/> Nitrogen	<input type="checkbox"/> Phosphorus
<input checked="" type="checkbox"/> Solids/ Oil/ Grease (Hydrocarbons)/ Metals			
<b><u>TMDL(s)</u></b>			
<i>In State:</i>	<input type="checkbox"/> Assabet River Phosphorus	<input checked="" type="checkbox"/> Bacteria and Pathogen	<input type="checkbox"/> Cape Cod Nitrogen
	<input checked="" 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 type="checkbox"/> Nitrogen
			<input type="checkbox"/> 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:

The Town and stormwater consultant performed a SWPPP inspection at the DPW facility on June 19, 2020. See COVID-19 impacts section. Due to the delay in inspection, the SWPPP was prepared in Permit Year 3. Additional evaluation of the Transfer Station was conducted in Permit Year 2 as part of the O&M Plan

development; it was determined that a SWPPP is also needed for this site. This plan will be finalized in Permit Year 3.

### 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:

Due to COVID-19 restrictions, the IDDE Training scheduled for Permit Year 2 had to be redesigned and recorded to be accessed on-demand in small groups without the trainer present. Training did not occur until August 2020 (17 DPW employees were trained).

### **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:

### **Solids, Oil and Grease (Hydrocarbons), or Metals**

#### Annual Requirements

##### *Good Housekeeping and Pollution Prevention for Permittee Owned Operations*

- Increased street sweeping frequency of all municipal owned streets and parking lots to a schedule that targets areas with potential for high pollutant loads
- Prioritized inspection and maintenance for catch basins to ensure that no sump shall be more than 50 percent full; Cleaned catch basins more frequently if inspection and maintenance activities indicated excessive sediment or debris loadings

*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:

### **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:

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

New Stormwater Utility. The Selectboard placed an article on the November 13, 2019 Town Meeting Warrant to establish a Stormwater Management Enterprise Fund. The Finance Committee held the public hearing and recommended the article on September 30, 2019. The Town meeting voted 116 for and 23 against approving the Stormwater Enterprise Fund. 2. The Selectboard discussed and approved an initial Stormwater fee schedule at their meeting on June 8, 2020. The Stormwater utility budget was approved at the June 22, 2020 Town Meeting. The Selectboard held a public hearing on acceptance of the Stormwater Utility Fee Regulations and revised Stormwater Fee Schedule as part of their meeting August 24, 2020. The first bills are expected to go out in October 2020. More information in this FAQ: [https://www.bellinghamma.org/sites/g/files/vyhlf2796/f/uploads/stormwater\\_utility\\_handout\\_final.pdf](https://www.bellinghamma.org/sites/g/files/vyhlf2796/f/uploads/stormwater_utility_handout_final.pdf)

Charles River Phosphorus TMDL. During Permit Year 2, Bellingham completed construction of one stormwater best management practice (BMP) retrofit consisting of an infiltration basin and associated pre-treatment (sediment forebay) that manages 0.92 acres of impervious area, along with creation of landscaped park that reduces 0.31 acres of directly connected impervious cover, at the Town's Municipal Center located a

10 Mechanic Street, Bellingham, MA. Removed 1.4 lbs/year of phosphorus and just under 5,000 col/mL of bacteria from leaving the site and entering the Charles River. The work is a high-priority recommendation from work completed under a 604(b) grant prepared by Charles River Watershed Association (CRWA) and Nitsch Engineering as documented in the 2011 report titled “Subwatershed Management Plan for Bellingham, MA”. Previously, stormwater runoff from the Municipal Center parking area discharges without treatment to the Charles River Watershed which results in the discharge of pollutants including nutrients, pathogens, sediments, and metals. Installing the BMP and creating a green space that decreases paved area will reduce the concentrations of pollutants in stormwater runoff, reduce thermal impacts, and reduce peak runoff during small precipitation events. In addition, this project included public education and outreach through an unveiling ceremony and installation of educational signage on site that will provide visitors to the frequently visited municipal center with information on the Town’s stormwater management efforts.

### 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:

Bellingham's NOI listed receiving waters based on the water quality limited waters within the Town's urbanized area that were included in the 2014 303(d) List. The Town has evaluated changes to the impairments and/or receiving waters based on the final 2016 303(d) List and enclosed the analysis herein. The enclosed document will be included in the Town's SWMP. Based on this review, the following impairments were added in the 2016 Integrated List of Waters:

-Mine Brook (MA72-14): E. Coli impairment was added

-Hopping Brook (MA72-35): E. Coli impairment was added and Hopping Brook was reclassified as a Category 5 waterbody.

During Permit Year 2, the Town has modified its outfall mapping due to outfall investigation field work. 9 outfalls were removed from the MS4 mapping and will be recategorized as a different structure (e.g., culvert, BMP inlet) or removed because they did not exist. These modifications did not add or change any receiving waterbodies or impairments/TMDLs listed in the NOI.

## 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: Education and Outreach to Residents (Multi-media Methods)**

Message Description and Distribution Method:

-Educational material on stormwater pollution prevention for households including proper car maintenance and washing, disconnection of downspouts and rain barrel installation, proper lawn maintenance and use of fertilizer, and proper pet waste, dumping, and septic system management was displayed on the Town's website.

-Scoop the Poop postcard is at the Town Clerk's office where people register their dogs. Pet waste education is also hung in public buildings and displayed as a slide on local cable TV. A pet waste PSA is included once a year in the "Bellingham Bulletin" newspaper.

-The 2019 Annual Drinking Water Quality Report included information about stormwater's impact on water quality (posted June 2020):<https://www.bellinghamma.org/home/news/2019-annual-drinking-water-quality-report-now-available>.

-In May 2020 DPW announces outfall inspections and advertised contact information to report suspected illicit discharges: <https://www.bellinghamma.org/home/news/storm-drain-outfall-inspections-get-underway>

-The following education was conducted as part of the 319 Nonpoint Source Grant funded Phase 1 Implementation of Bellingham's Subwatershed Management Plan Project # 18-05/319:

1. 319 sign titled "Our Solution to Stormwater Pollution" posted on June 29, 2020, at Municipal Center
2. Educational event at 300th Anniversary Park Dedication & Town Birthday Party with CRWA held on September 29, 2019
3. Article titled "Residents Gather for 300th Anniversary Park Dedication & Town Birthday Party" posted in the Bellingham Bulletin on October 30, 2020
4. Press release issued by CRWA on 6/29/2020 titled "Greening Town Hall to Address the #1 Pollutant to Massachusetts Rivers"
5. Posters were created to be hung in public spaces

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

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: Education and Outreach to Industrial Facilities (Multi-media Methods)**

Message Description and Distribution Method:

Educational material on stormwater pollution prevention for industrial sites including illicit discharge elimination, erosion prevention and sediment control, dust control, spill prevention, and salt storage is displayed on the Town's website: <https://www.bellinghamma.org/planning-board/pages/stormwater-management-best-practices>

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

This messaging is available to all visitors of the Town's Planning Board Stormwater Management Best Practices webpage.

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: Education and Outreach to Businesses (Multi-media Methods)**

Message Description and Distribution Method:

Educational material on stormwater pollution prevention for businesses including the importance and benefits of pollution prevention, source reduction, reuse/recycling, energy recovery, and best management practices for anti-icing to minimize sand and salt use is displayed on the Town's website: <https://www.bellinghamma.org/planning-board/pages/stormwater-management-best-practices>

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

This messaging is available to all visitors of the Town's Planning Board Stormwater Management Best Practices webpage.

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: Education and Outreach to Developers (Multi-media Methods)**

Message Description and Distribution Method:

Educational materials on stormwater pollution prevention for developers including site selection, low impact development practices, sediment and erosion control measures, and other methods to prevent stormwater pollution are displayed on the Town's website: <https://www.bellinghamma.org/planning-board/pages/stormwater-management-best-practices> Additionally, a handout entitled "10 Steps to Stormwater Pollution Prevention on Small Residential Construction Sites" is distributed by the Building Department to to all contractors seeking a building permit for all sites with an acre of disturbance or less illustrating how they too should maintain stormwater during construction.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

This messaging is available to all visitors of the Town's Planning Board Stormwater Management Best Practices webpage.

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:

## **MCM2: Public Participation**

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

The Stormwater Management Plan (SWMP) was posted for public review and made publicly available on the Town's website.

The Stormwater Management Program and associated current & future costs were discussed at multiple public meetings in Permit Year 2:

-November 13, 2019 Town Meeting (Establish Stormwater Management Enterprise Fund)

- September 30, 2019 Finance Committee meeting (recommended Stormwater fee)
- June 8, 2020 Selectboard discussed and approved an initial Stormwater fee schedule
- June 22, 2020 Selectboard stormwater utility budget approved

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 Town offered discounted rain barrels for all residents and advertised this discount on the Town DPW's Facebook page and on the Town's website.
- The Town provides curbside Christmas tree collection for all residents one day in January.
- The Town's DPW held Yard Waste Curbside Pickup days on November 9 and November 16, 2019.
- The Town's annual Earth Day Charles River Cleanup was canceled due to COVID-19. Instead, the Town encouraged all residents to designate time to pick up trash throughout the month of April.
- The Household Hazardous Waste Day was held on July 11, 2020.

### **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:

Phase I mapping reflects the location of Town drainage to the best of our knowledge and was developed from record drawings, field assessments, and institutional knowledge. The Town has no known interconnections to another MS4. The Town will update system mapping during ongoing fieldwork efforts.

#### **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:*

### **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:

**Employee Training**

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

Town personnel completed a virtual IDDE Refresher training. Training did not occur until August 25, 2020 (17 DPW employees were trained).

**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:

**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:

This requirement has been met through the adoption of Section 7 of the Planning Board's Procedural Regulations and the Planning Board's As-Built Policy, which requires the submission of as-built drawings and an operations and maintenance plan for permanent stormwater management systems. The September 2016 Planning Board As-Built Policy Handbook and Certificate are here: <https://www.bellinghamma.org/planning-board/pages/built-policy-handbook-certificate>

### **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:

Preparation for the Street Design and Parking Lots Report has not yet begun as this requirement is due in Permit Year 4.

### **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:

Preparation for the Green Infrastructure Report has not yet begun as this requirement is due in Permit Year 4.

### **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:

Preparation for the Retrofit Properties Inventory has not yet begun as this requirement is due in Permit Year 4.

## **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:

Not applicable during this permit year. The Town tracks catch basins cleaning and inspections using a GIS-based tablet application. The tracking form includes depth measurements that can be used to calculate percent full. Therefore, the Town can complete targeted catch basin cleaning to reduce instances of excessive sediment loading. However, DPW staff were reduced during the COVID-19 pandemic, which impaired the Town's ability to complete catch basin cleaning. Cleaning has been ongoing since Spring 2019 and increased cleaning quantities have been reported for Permit Year 2. The Stormwater Utility will provide the funds needed to improve this program.

**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:

Weight of material removed:

**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:

**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:

Updates to the stormwater regulations were planned for Permit Year 2, however due to delay in the MA Stormwater Handbook updates and the Small MS4 General Permit revisions, the Town plans to complete these updates in Permit Year 3.

The Town has also developed portions of a draft Charles River Phosphorus Control Plan, including a legal analysis and an evaluation of life-cycle costs for various phosphorus reduction practices. The Town has developed a credit policy for the Stormwater Utility that will incentivize phosphorus reduction on private property.

### **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:

All public meetings for the stormwater utility fee after March 2020 were conducted with Zoom.

The DPW site inspection was delayed due to COVID-19 safety restrictions; therefor the SWPPP was prepared in Permit Year 3.

DPW staff were reduced during the COVID-19 pandemic, which impaired the Town's ability to complete catch basin cleaning.

### **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:

The Town acknowledges the General Permit Year 3 requirements and will complete as many activities as possible based on funding and staff availability.



## 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.*