

**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:

In Permit Year 2, the Highway Division swept an estimated 85% of all municipal streets and parking lots. All paved streets are typically swept at least once annually, but the Highway Division was operating at 50% of staff during spring 2020 due to COVID-19.

**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:

**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:

*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:

Phosphorus Good Housekeeping: In Permit Year 2, the Highway Division swept an estimated 85% of all municipal streets and parking lots. An estimated 50% of streets within the Concord River watershed were swept twice. The Town is working to increase street sweeping frequency for all streets in the Concord River watershed to meet the downstream Merrimack River phosphorus impairment requirements. All paved streets are typically swept at least once annually, but the Highway Division was operating at 50% of staff during spring 2020 due to COVID-19.

Phosphorus Potential Structural BMPs: In Permit Year 2, Billerica identified and mapped approximately 180 BMPs and stormwater treatment structures as part of Phase I mapping efforts. The Town is currently in the process of completing file reviews to confirm whether any of these BMPs are privately owned or operated. Since mapping of BMPs was due in Permit Year 2, BMPs were not tracked or estimated for phosphorus removal. This information will be documented for the municipal BMPs in Permit Year 3.

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

### 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:

Billerica's NOI listed water quality impairments and TMDLs for the Town's receiving waters based on 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.

During outfall investigations completed in Permit Year 2, the Town removed 5 outfalls from the MS4 mapping because they are private or a different type of drainage structure (e.g., culvert, BMP inlet). We will evaluate changes to receiving waters in Permit Year 3.

## 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 and Businesses: 2019 Water Quality Report**

Message Description and Distribution Method:

The 2019 Drinking Water Quality report included two pages dedicated to stormwater, including a discussion on the NPDES program; general stormwater management topics; and proper pet waste management, leaf litter and yard waste disposal, and fertilizer use. The report was mailed out to all Billerica properties with water accounts.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Copies of the drinking water quality reported were distributed to all Billerica addresses that receive a water bill (more than 14,000 residential and business properties).

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 Residents: Pet Waste Education**

Message Description and Distribution Method:

A brochure discussing proper pet waste management and its impacts on stormwater pollution, including a reference to the Town's "Regulation of Dogs" General By-law (Article VII, Section 2), was distributed with dog license issuances and renewals.

Information on proper pet waste management was advertised on the DPW Facebook and Twitter pages and the Town's Nextdoor page.

Targeted Audience:

Responsible Department/Parties:

## Measurable Goal(s):

2,600 pet waste management brochures were distributed with dog licenses in Permit Year 2.  
 The social media posts reached the following:  
 -Facebook post: 1,058 impressions and 133 engagements, including 9 likes and 3 shares;  
 -Twitter post: 1,103 impressions and 117 engagements, including 3 likes;  
 -Nextdoor post: 1,247 impressions and 1 like.

Message Date(s): Dog license messaging: Ongoing  
 Social media posts: June 1, 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: Education and Outreach to Residents: Yard Waste Collection and Fertilizer Use (Multi-Media Met**

## Message Description and Distribution Method:

Information on yard waste collection, lawn maintenance, and proper fertilizer use including phosphorus-free fertilizers is advertised on the "Lawns and Landscape Fact Sheet" on the Town's Stormwater Management webpage, the DPW Facebook and Twitter pages, and the Town's Nextdoor page. Waste Management provides a "collection guide" that includes the schedule for yard waste collection and describes how to properly dispose of the yard waste. In addition, a flyer on proper leaf litter disposal was posted on the Town's Public Works webpage.

Targeted Audience: Residents

Responsible Department/Parties: DPW

## Measurable Goal(s):

The Lawns and Landscape Fact Sheet information and Leaf Litter flyer are available to all visitors of the Town's Stormwater Management and Public Works webpages.  
 The "collection guide" was mailed to all residents receiving trash pick up.  
 The social media posts reached the following:  
 -Facebook post: 1,664 impressions and 291 engagements, including 5 comments, 11 likes, and 6 shares;  
 -Twitter post: 1,112 impressions and 153 engagements, including 1 like;  
 -Nextdoor post: 1,730 impressions and 3 likes.

Message Date(s): Fact sheet, flyers, and collection guide: Ongoing  
 Social media posts: April 2, 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:Education and Outreach to All Audiences: ThinkBlue Messaging**

## Message Description and Distribution Method:

The Town is a member of the Northern Middlesex Stormwater Collaborative (NMSC), which participated in the Think Blue Massachusetts educational advertisement campaign in Permit Year 2. Think Blue Massachusetts shared a "Fowl Water" video across Facebook, Instagram, and YouTube to educate the public in member communities on stormwater runoff. The video includes references to proper management of pet waste. A post-campaign survey was distributed to measure the impact of the advertising campaign.

Targeted Audience: All Audiences

Responsible Department/Parties: DPW

## Measurable Goal(s):

In 2020, the follow-up survey indicated that 17% of respondents recalled seeing the "Fowl Water" video and were more likely to know that stormwater pollution ends up in local waterways. The 2020 ad campaign received 127,521 impressions across Facebook, Instagram, and YouTube for Billerica.

Message Date(s): May 16 to July 5, 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:Education and Outreach to Residents: School Education Program**

## Message Description and Distribution Method:

Annually, staff from the Wastewater Division visit school classrooms, from elementary schools to colleges, to educate students about water quality and stormwater pollution. Staff also hosted tours of the Town's wastewater treatment plant for college students. Staff also planned to conduct a World Water Monitoring Day with students but the event was canceled due to COVID-19.

Targeted Audience: Residents

Responsible Department/Parties: DPW

## Measurable Goal(s):

Approximately 7 classrooms were visited in Permit Year 2. 60 additional classroom visits were scheduled for Spring 2020 but were canceled due to COVID-19.

Message Date(s): Ongoing

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 All Audiences: Stormwater Webpage**

Message Description and Distribution Method:

Billerica's robust Stormwater Management webpage that discusses stormwater runoff and pollution, the Town's Stormwater Management Program including details on the Town's efforts to complete each MCM. The webpage includes links to the Town's SWMP, NOI, Permit Year 1 Annual Report, stormwater bylaws and regulations, the Think Blue MA "Fowl Water" video, a guide for developers on stormwater management and green development, and other stormwater-related documents (including pet waste management, lawn care, and automobile maintenance). The Stormwater Management webpage was updated in Permit Year 2 to provide information about all aspects of the Town's MS4 program. Additional stormwater-related messages are also provided on other Town webpages, including proper septic system maintenance information on the Board of Health FAQ page.

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:

### **MCM2: Public Participation**

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

As part of the Municipal Vulnerability Preparedness Community Resilience Building stakeholder workshops, the Town held two meetings during which the Billerica Stormwater Program was discussed, including an infrastructure workshop on May 20, 2020 with 13 attendees and a natural environment workshop on June 3,

2020 with 16 attendees.

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:**

A household hazardous waste (HHW) drop-off event was hosted on October 19, 2019. An estimated 700 residents participated in the event with approximately 13,500 pounds of HHW collected.

The Town holds monthly waste oil drop off days. From July 2019 through March 2020, about 500 gallons of waste oil was collected from almost 100 residents and disposed of properly. The drop off days were canceled in April through June 2020 due to COVID-19 but are anticipated to begin again when possible.

Waste Management provided yard waste collection during the spring and fall with the regular curbside trash and recycling removal.

The Town partners with the Central Massachusetts Mosquito Control Project for restoration and maintenance of approximately 4,160 feet of wetlands and ditches, as well as cleaning 18 culverts. Brush, tires, and other accumulated debris were removed from culverts and streams. Efforts also included insertion of larvicides into 3,902 Town catch basins.

Billerica's annual 'Clean Up, Green Up' event was scheduled to occur on April 25, 2020 but the large town-wide event was unable to be held due to COVID-19. Instead, Beautify Billerica and the Shawsheen River Watershed Association held multiple smaller group clean-ups throughout Town in coordination with the Conservation Department and the Department of Public Works including a cleanup of the Sheridan Street Conservation Area. Over 20 volunteers participated in the cleanup and the DPW disposed of the trash that was collected.

OARS, a local organization whose mission is to protect, improve and preserve the Assabet, Sudbury, and Concord Rivers and their watersheds, held the 33rd annual river cleanup along the Concord River in Billerica on September 14, 2019. Many volunteers helped pick up trash and debris from the watershed during the event.

### **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:

### **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:

N/A

*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:

The Town has not identified any problem catchments.

### **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:

See the enclosed illicit discharge (illegal dumping) removal report for additional information about the pet waste found in and removed from catch basins in Permit Year 2.

### **Employee Training**

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

Town staff participated in several Northern Middlesex Stormwater Collaborative meetings and workshops about the MS4 program, including the training held in Westford on August 14, 2019. During this training, communities were educated about the MS4 Permit Annual Report and shown how to test water quality at outfalls for the IDDE Program.

On June 25-30, 2020, a virtual training was completed by 22 Town employees from multiple departments, including Engineering, Highway, Water, Cemetery, and Parks and Trees. The training reviewed the overall MS4 program, illicit discharges to the drain, IDDE Program responsibilities, and reporting.

### **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:

Chapter 6 of the Board of Health Rules and Regulations, Stormwater Management Regulations, require submission of as-built drawings and long-term operation and maintenance.

#### **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. The inventory of municipal facilities developed as part of the Town-wide Operation & Maintenance Plan may serve as a baseline for 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:

In Permit Year 2, the Town focused cleaning efforts on basins that were more than forty percent (40%) full during the previous cleaning in Permit Year 1 and in areas that had not been recently cleaned, such as school parking lots.

### **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:

**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:

N/A  
 Note that due to COVID-19, rollout of the Department of Public Works facility SWPPP was delayed. Inspections and employee training will begin in Permit Year 3.

**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:

The Town's Stormwater Management By-law, Article XXV of the General By-laws, and the Stormwater Management Regulations, Chapter 6 of the Board of Health Rules and Regulations, fulfill part of the MCM 4 and MCM 5 Construction and Post-Construction Stormwater Management requirements. Due to the delay of the MassDEP Stormwater Handbook update, the Town's regulatory mechanism is currently being updated for consistency with the revised General Permit requirements. The Town participated in the Northern Middlesex Stormwater Collaborative (NMSC) "Capacity Building for Local Oversight of Development and Redevelopment Projects" project funded through a 2019-2020 MS4 Municipal Assistance Grant to assist with the update, and participated in 3 workshops in Permit Years 2 and 3 (May 21, Aug. 13, and Aug. 27). It is anticipated that the updates will be complete by the end of Permit Year 3.

Billerica completed dry weather screening of outfalls during Permit Year 2. The Town's stormwater consultant completed 5 days of outfall screening and sampling field investigations. Town staff completed additional pre-screening investigations to collect outfall inventory data. Additional field work to sample at these outfalls will be completed in Permit Year 3. The data included in the annual report should be considered draft as it is being finalized by the Town's stormwater consultant. The Town continues to implement its IDDE Program and complete dry weather outfall screening in accordance with the General Permit schedule.

### **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:

### **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 intends to 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.*