

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:

Partial progress made on Phase I system mapping (refer to page 17 for more details).

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:

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:

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:

As seen in the Massachusetts Year 2016 Integrated List of Waters, Assabet River (MA82B-07; Category 5 Water), Concord River (MA82A-07; Category 5 Water), Nashoba Brook (MA82B-14; Category 5), and Elm Brook (MA83-24 (formally a segment of MA83-05); Category 5) are now impaired for E.coli in addition to the impairments listed in the Massachusetts Year 2014 Integrated List of Waters.

According to the 2016 List of Waters, Concord River (MA82A-07) is no longer impaired for phosphorus and Elm Brook (MA83-05) is no longer impaired for turbidity.

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: Resident Message - Stormwater pollution is trash, oil, cigarette butts, & dog waste

Message Description and Distribution Method:

Think Blue Massachusetts "Fowl Water" video (<https://www.thinkbluemassachusetts.org/>) Advertisement on Facebook & YouTube.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

18,105 social media impressions from residents of Concord

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: Resident Message - Stormwater pollution is trash, oil, cigarette butts, & dog waste

Message Description and Distribution Method:

Think Blue Massachusetts "Fowl Water" video (<https://www.thinkbluemassachusetts.org/>) Advertisement on Facebook & YouTube.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

44,861 social media impressions from residents of Concord

Message Date(s): June 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: Annual message - Proper lawn maintenance

Message Description and Distribution Method:

Think Blue Massachusetts shared posts on Facebook in the spring encouraging the proper use and disposal of grass clippings and encouraged the proper use of slow-release fertilizers.

Targeted Audience: Businesses, institutions and commercial facilities; Residents

Responsible Department/Parties: Think Blue Massachusetts

Measurable Goal(s):

The Think Blue Massachusetts Facebook account has approximately 300 followers and averages approximately 3,000 reaches per month.

Message Date(s): Nov 1, 2019; April 28 & 30, 2020; May 14 & 22, 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: Annual leaf litter message - Leaf litter & brush collection

Message Description and Distribution Method:

Think Blue Massachusetts shared posts on Facebook in Fall to encourage proper disposal of leaf litter.

Targeted Audience: Residents

Responsible Department/Parties: Think Blue Massachusetts

Measurable Goal(s):

The Think Blue Massachusetts Facebook account has approximately 300 followers and averages approximately 3,000 reaches per month.

Message Date(s): Sep 26 & 27, 2020; Oct 1, 8, & 11, 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: Annual pet waste message - Scoop the Poop

Message Description and Distribution Method:

Think Blue Massachusetts shared posts on Facebook in summer to encourage the proper management of pet waste.

Targeted Audience: Residents

Responsible Department/Parties: Think Blue Massachusetts

Measurable Goal(s):

The Think Blue Massachusetts Facebook account has approximately 300 followers and averages approximately 3,000 reaches per month.

Message Date(s): July 17, 2019; August 14, 2019; April 9, 14, & 16, 2020; May 13, 18, 28 & 29, 2020; June 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: Annual septic maintenance message

Message Description and Distribution Method:

Think Blue Massachusetts shared posts on Facebook regarding Septic Smart week to provide information to owners of septic systems about proper maintenance.

Targeted Audience: Residents

Responsible Department/Parties: Think Blue Massachusetts

Measurable Goal(s):

The Think Blue Massachusetts Facebook account has approximately 300 followers and averages approximately 3,000 reaches per month.

Message Date(s): September 16, 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: Annual winter deicing/salt message

Message Description and Distribution Method:

Think Blue Massachusetts shared posts on Facebook regarding road salt application for residential, commercial, & industrial site owners on the proper storage and application rates of winter deicing material

Targeted Audience: Businesses, institutions and commercial facilities; Industrial; Residential

Responsible Department/Parties: Think Blue Massachusetts

Measurable Goal(s):

The Think Blue Massachusetts Facebook account has approximately 300 followers and averages approximately 3,000 reaches per month.

Message Date(s): Nov 14, 2019; Dec 5, 9, 13, 17, 18, 16, & 24, 2019; Jan 7, 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: Sustainability Town Webpage

Message Description and Distribution Method:

Concord's Town website has a page dedicated to sustainability, which advocates for sustainable landscaping that reduces need for fertilizers and waterings.

Targeted Audience: Residents

Responsible Department/Parties: Sustainability Office

Measurable Goal(s):

Distribute at least two educational messages within the permit term (5 years).

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: Sustainable Landscaping Initiative Demo Gardens

Message Description and Distribution Method:

Sustainable Landscaping Initiative: installation of three demo gardens in highly visible locations, nine educational webpages including information on benefits of sustainable gardens, a blog, videos, diagrams and links to further information on the Town of Concord website.

Targeted Audience: Residents

Responsible Department/Parties: CPW, Sustainability Office, Greenscapes, Concord schools and West Concord

Measurable Goal(s):

Distribute at least two educational messages within the permit term (5 years).

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:

This outreach effort has supplemented the outreach already included in the NOI.

BMP: Composting Pickup Advertisement

Message Description and Distribution Method:

Composting Site (site to drop off leaves, grass clippings, and brush) advertised in the Concord Journal.

Targeted Audience: Residents

Responsible Department/Parties: CPW

Measurable Goal(s):

Advertisement reached all readers of Concord Journal. Composting Site open every Wednesday 3 pm - 6 pm and Saturday 9 am - 3 pm

Message Date(s): June 3, 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: Conversation Coffees

Message Description and Distribution Method:

"Conservation Coffees" for informational and idea exchange sessions regarding maintenance of environmental quality.

Targeted Audience: Residents

Responsible Department/Parties: Division of Natural Resources

Measurable Goal(s):

Distribute at least two educational messages within the permit term (5 years).

Message Date(s): Monthly

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:

This outreach effort has supplemented the outreach already included in the NOI.

BMP: Business Recycling Events

Message Description and Distribution Method:

Twice yearly business recycling events for electronics, batteries, fluorescent light bulbs ("Keeping Mercury Out of the Environment") and more; stormwater flyers distributed.

Targeted Audience: Businesses, institutions and commercial facilities

Responsible Department/Parties: CPW

Measurable Goal(s):

Distribute at least two educational messages within the permit term (5 years).

Message Date(s): September 2019

Message Completed for: Appendix F Requirements Appendix H Requirements

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

If yes, describe why the change was made:

BMP: Residential Recycling Event

Message Description and Distribution Method:

Drop-off/Swap-off recycling days for electronics, batteries, fluorescent light bulbs, and more ("Keeping Mercury Out of the Environment") as well as pharmaceuticals and sharps.

Targeted Audience: Residents

Responsible Department/Parties: CPW

Measurable Goal(s):

Distribute at least two educational messages within the permit term (5 years).

Message Date(s): Fall & Winter 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: Stormwater Outreach (Septic System Maintenance) on Town Website

Message Description and Distribution Method:

Stormwater outreach information covering lawn care, pet waste, septic tanks, non-point pollution source and stormwater runoff and more posted to Concord's website. The septic system information is included in the following flyers that are linked from the Health Department webpages:

- "Septic Betterment Loan Program"
- "Buying or Selling Property with a Septic System"
- "Protect Your Family's Health: A Guide to Water Quality Testing for Private Wells"
- "Title 5 Building Review"

Targeted Audience: Residents

Responsible Department/Parties: CPW, Health Department

Measurable Goal(s):

Distribute annual messaging in accordance with the Town's Bacteria/Pathogens impairment requirements.

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: Pet Waste Management Flyer

Message Description and Distribution Method:

Proper pet waste information flyer attached to new dog licenses and dog license renewal applicants.

Targeted Audience: Residents

Responsible Department/Parties: CPW and Town Clerk

Measurable Goal(s):

Distribute annual messaging in accordance with the Town’s Bacteria/Pathogens impairment requirements.

Message Date(s): Began in December 2018; ongoing since then

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: Brochures about Open Space and Waterways

Message Description and Distribution Method:

Informational brochures about open spaces and waterways available at Town Hall and Natural Resources Commission office.

Targeted Audience: Residents

Responsible Department/Parties: CPW, Natural Resources Commission

Measurable Goal(s):

Distribute at least two educational messages within the permit term (5 years).

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: Fall Messaging

Message Description and Distribution Method:

"Don't Leaf Clean Water to Chance!" Facebook post to Concord's Facebook account about the proper disposal of leaf litter (original post from Neponset Stormwater Partnership).

Targeted Audience: Residents

Responsible Department/Parties: Minuteman Advisory Group on Interlocal Coordination (MAGIC)

Measurable Goal(s):

Distribute annual messaging in accordance with the Town's Phosphorus impairment requirements

Message Date(s): October 30, 2019; November 1, 2019; November 4, 2019; November 7, 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:[Message name here]

Message Description and Distribution Method:

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:[Message name here]

Message Description and Distribution Method:

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:[Message name here]

Message Description and Distribution Method:

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:[Message name here]

Message Description and Distribution Method:

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:

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:**

Annual review and public comment.

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:**

Hosted monthly "Conservation Coffees" discussions regarding maintenance of environmental quality. Hosted Sustainable Landscape Initiative related events. Sponsored several river cleanup events hosted by OARS, Inc.

Hosted bi-annual Household Hazardous Waste Collection days , along with two collection days for businesses.

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:

The inclusion of interconnections by non-municipal drainage systems is on-going.

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:

Concord Fire, Natural Resources and Solid Waste/Recycling Manager responded. Contractor responsible contacted and was tasked to respond to spill. Clean Harbors responded to clean up the spill

Employee Training

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

Employees regularly attend: NEWEA, Bay State Roads conferences. In these conferences, stormwater management and mitigation techniques are often discussed.

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:

CPW Design and Construction Standards and Regulations require applicants/contractors to submit as-built plans. Also, the requirement to provide as-built plans has become a condition on Planning Board and Zoning Board of Appeals decisions. As-built information is integrated into the Town's GIS system.

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:

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:

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:

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:

The Town's current goal is to inspect and clean a minimum of 25% of the catch basins annually. If a catch basin is more than 50% full, then the structure is cleaned and inspection frequency is increased if routinely found to be more than 50% full. The Town no longer uses sand as part their standard winter road maintenance program, which has reduced the amount of material collected in catch basins.

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:

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:

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:

The following Public Education BMPs were planned but cancelled due to COVID-19 impacts: The Cooler Concord Sustainable Landscape Fair, Public Works Week, Resident Paint Collection, Spring Business Recycling Event, Sustainable Landscaping Workshop Series (three series event), and every monthly Residential Recycling Event since Spring 2020.

Bylaw has been updated to be consistent with permit requirements, but formal adoption of amendments to bylaw has been delayed due to COVID-19.

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

MassDEP: laura.schifman@mass.gov

Paper Signature:

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

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