

**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:

Transfer Station is owned by the Town of Danvers and operated by Covanta. We are working with Covanta staff for a Stormwater Pollution Prevention Plan (SWPPP). If we find that there is not one in place, we will work with them to develop one.

Final SWPPP for the DPW Garage was updated in June 2020 and will be certified in September 2020.

### 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 the Covid-19 pandemic, we were unable to schedule DPW crews and bring the contractor back for a third series of catch basin cleanings. The Town will address in year 3.

### **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:

A letter from the Department of Public Health along with the Septic Smart Infographic (Source: EPA) was mailed to the twelve residents in town with septic systems in the first quarter of Permit Year 3.

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

Initiated a new Cigarette Litter Pollution Prevention (CLPP) Program where the Town of Danvers was awarded \$2,500 by Keep America Beautiful and purchased 13 Sidewalk Buttlers (cigarette receptacles) which were installed with the goal to reduce street and sidewalk litter.

### 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:

The following receiving waters have been updated for impairments per the approved Massachusetts Year 2016 Integrated List of Waters:

-Beaver Brook (MA93-37). Category 5. E.Coli added.

-Crane River (MA93-38). Category 2 to Category 5. E.Coli added.

These segments were not explicitly listed in the March 2012 Final Pathogen TMDL for the North Coastal Watershed.

There were no changes to the outfall inventory.

## 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: 1A, 1B & 1D - Multi-Media Methods - #StormWaterMatters Campaign**

Message Description and Distribution Method:

Education and outreach on stormwater management topics of significance in Danvers (including proper pet waste management, proper use of pesticides and fertilizers and measures taken to ensure litter reduction). Social media, newsletter, web-site and signage were utilized as education vehicles.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Identified problem areas in Town of Danvers in 2018 and continue to monitor John George Park, Williams Park Association and the Rail Trail. The pandemic showed reduced litter at some locations and an increase in others. Posted additional messages on the DPW Facebook and Twitter pages to highlight the importance of removing pet waste. The problem shifted from bagged pet waste problems to just pet waste left behind and messaging was adjusted to reflect the identified problem. Articles were also published in the DPW quarterly Newsletter titled, "What's in the Works" as well as maintaining 6 dog waste stations at Endicott Park.

Did You Know (DYK) Campaign - Social Media Post Date-Title with Social Media Metrics.

October 2019 Posts:

October 1st - Fall Greenscaping - 3 likes/1 share

October 2nd - Proper technique to drain a pool - 26 likes/1 comment/4 shares

October 23rd - Clear storm drains - 24 likes/2 comments/12 shares

Feb/April/May 2020 Posts:

Feb 19th - #DontDump #Bag-It-Trash-It - 20 likes/2 comments/4 shares

April 13th - #StormwaterMatters - 3 likes

April 14th - Superhero Lab #ScoopThePoop - 30 likes/4 comments/1 share

April 15th - To Flush or Not to Flush (Greenscapes post) - 11 likes/6 shares

April 16th - Sweeper Post - 21 likes/2 comments

April 17th - Map of Danvers Rivers - 12 likes/6 comments/1 share

April 21st - Soccer Dog #ScoopThePoop - 6 likes/1 share

April 24th - Kid Throwing pile of Leaves - 2 likes/1 comment/2 shares

April 30th - Drain is for Rain Post - 10 likes/2 shares

May 27th - Rain Barrel Rebate - 18 likes/1 comment/5 shares

May 29th - Rain Garden (Greenscapes) - 11 likes/3 shares

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:1A - Keeping Water Clean - Grade 5**

Message Description and Distribution Method:

"Keeping Water Clean" sessions were hosted by Salem Sound CoastWatch at 3 out of 5 elementary schools in Danvers before the pandemic hit in March 2020. During the school year, 160+ 5th grade students attended the "Keeping Water Clean" sessions which has six different workstations titled: Where in the Water Shed Are You?, Water Beneath Your Feet, Water Across the Land, Cleaning Dirty Water, Water Shed Hero, and an Informational Storm Water Pollution Video. Thorpe, Great Oak and Riverside Elementary Schools were able to hold KWC sessions. Highlands and Smith Schools will be prioritized when in classroom learning resumes or a virtual module is released.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

The goal was to educate all fifth graders, however we were able to educate 3 out of 5 elementary schools in the time frame Sept 2019-March 2020 where 160+ 5th graders attended the "Keeping Water Clean" session in classroom format and a worksheet was sent home for parents to see the programming topics.

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:1A, 1B & 1D - Storm Drain Markers**

Message Description and Distribution Method:

Storm drain markers were installed in 4 phases to granite curb stones at prioritized locations around the Town of Danvers. The storm drain markers are inscribed with "No Dumping \*Drains to River\*". After a scan conducted in June 2020, storm drain markers are still installed and intended to reach both residents and commercial entities with the No Dumping message. Storm water drain markers are included in the April social media campaign.

Targeted Audience: Residents, Businesses, institutions and commercial facilities

Responsible Department/Parties: DPW Operations

Measurable Goal(s):

Storm drain markers are intended to remind folks that materials released down the catch basin go directly to the Danvers waterways. This includes pet waste, litter, vehicle oils, fertilizer runoff and pool chemicals.

Message Date(s): Ongoing/installation May 2018

Message Completed for: Appendix F Requirements  Appendix H Requirements

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

If yes, describe why the change was made:

### **BMP:1A - Rain Barrel Rebate**

Message Description and Distribution Method:

Social Media post focused on Rain Barrel installation to conserve water in May 2020. The Town of Danvers offers rain barrel rebates (\$100) where the application form is on-line on the Town of Danvers web-site under Water Conservation and the rebate tab.

Targeted Audience: Residents

Responsible Department/Parties: DPW Operations

Measurable Goal(s):

The time frame from 7/1/2019-6/30/2020 there were 11 rain barrel rebates redeemed from Danvers residents. The Rain barrel May 27, 2020 rebate post had 18 likes, 1 comment and 5 shares.

Message Date(s): July 2019, May 2020

Message Completed for: Appendix F Requirements  Appendix H Requirements

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

If yes, describe why the change was made:

### **BMP:1A & 1B - #AdoptADrain Post (DPW Facebook Page)**

Message Description and Distribution Method:

Social media post describing the importance of keeping storm drains clear of leaf debris and litter. Also shared a Fall Greenscaping post created by Greenscapes, Northshore Coalition.

Targeted Audience: Residents, Businesses, institutions and commercial facilities



Responsible Department/Parties: DPW Operations

Measurable Goal(s):

Social Media post shared on the Danvers DPW Facebook page (3,718 followers) with 24 likes, 2 comments and 2 shares on this specific post.

Message Date(s): October 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:1A & 1B - Cigarette Litter Prevention Program (CLPP)**

Message Description and Distribution Method:

Applied for Grant funded through Keep America Beautiful for a Cigarette Litter Prevention Program (CLPP) in the amount of \$2,500. Town of Danvers was awarded the grant and purchased 13 cigarette butt receptacles from Sidewalk Buttler to install in high foot traffic areas. Conducted three litter scans from June 2019-June 2020 to identify high litter areas to prioritize cigarette butt receptacle installation. Installed 10 out of 13 receptacles to date (one is portable). Launched a social media campaign to announce program in October 2019. The pandemic delayed progress with the program, however re-launched program in June 2020 once the State of Massachusetts reached Phase 2 of opening the state.

Targeted Audience: Residents & Small Business (Main Street)

Responsible Department/Parties: DPW Operations

Measurable Goal(s):

As a requirement of the grant funding, sidewalk and street scans were conducted in the busiest foot traffic areas on three different occasions specified by the grant requirements. Scan results show:

June 2019 counted 880 cigarette butts

October 2019 counted 569 cigarette butts

June 2020 counted 1,003 cigarette butts (relaunch of program - will report results in PY3)

Social Media results: DanversDPW shared three posts from other communities starting in June 2020 to relaunch the CLPP program with the following social media metrics:

June 17 - Cigarette Pollution Prevention - 26 Likes/1 comment/2 shares

June 24 - No More Butts (Sidewalk Buttler) - 43 Likes/11 comments/3 shares

June 30 - PleaseButtIn (Fredricksville, VA)- 25 Likes/4 comments/2 shares

Now that foot traffic has increased, DPW will monitor the Sidewalk Buttlers for materials to be sent to Terracycle to recycle cigarette butts collected. Street Division is responsible to monitor receptacles.

Message Date(s): October 2019, 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:

The grant funding made the program possible.

### **BMP: 1B - MassDEP Pollution Prevention for Businesses Brochure**

Message Description and Distribution Method:

Posted the MassDEP Pollution Prevention (P2) brochure designed to inform business entities about pollution prevention measures that they can take to reduce pollution from reaching the the MS4 system thereby entering local waterways. The brochure is posted on the DPW web-site on the Stormwater page under the Engineering tab.

Targeted Audience: Businesses, institutions and commercial facilities

Responsible Department/Parties: DPW

Measurable Goal(s):

Clicks out to the web-page

Message Date(s): May 2020

Message Completed for: Appendix F Requirements  Appendix H Requirements

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

If yes, describe why the change was made:

### **BMP:1D - Pollution Prevention for Industrial Sites**

Message Description and Distribution Method:

Posted the MassDEP Pollution Prevention (P2) brochure designed to inform industrial entities about pollution prevention measures that they can take to reduce pollution from reaching the the MS4 system thereby entering local waterways. The brochure is posted on the DPW web-site on the Stormwater page under the Engineering tab.

Targeted Audience: Industrial facilities

Responsible Department/Parties: DPW

Measurable Goal(s):

Did not track in year 2 however will track web-clicks in year 3.

Message Date(s): May 2020

Message Completed for: Appendix F Requirements  Appendix H Requirements

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

If yes, describe why the change was made:

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:**

Did not hold a public meeting because of Covid, however, updated the Stormwater Management Plan page to provide the opportunity for e-mail submission of comments.

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:**

Danvers DPW runs two recycling events per year, of which one was held in the current reporting period as May 2020 event was canceled due to the pandemic. Recycling weekends include the collection of the following materials: rigid plastics, metals, clothing, electronics, aluminum cans, and paper shredding services. Over 875 cars passed through Danvers High School for the October 2019 Recycling weekend and each vehicle is handed a Stormwater postcard created by Salem Sound CoastWatch. Danvers DPW also hosts a Household Hazardous Waste Day at the Transfer Station located at East Coast Road in September 2019 with 313 cars that dropped off hazardous materials for proper disposal. The Street Division also schedules 11 weeks of Yard Waste collection curbside each year. Clean up day was also postponed at Sandy Beach due to the pandemic.

Stormwater Committee met several times on the following dates:

September 5, 2019 - Attendees: Sharon Clement, Emily Scerbo, Natalie Koncki, Stephen King and Renee Hunter

March 2, 2020 - Attendees: Rich Souza, Sharon Clement, Emily Scerbo, Natalie Koncki, Stephen King and Renee Hunter

### **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:

No permit year 2 data

*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:*

Note: IDDE removed in PY2 was accounted for in PY1 report.

**Employee Training**

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

Program Engineer/Town Engineer Training in 2020:

- Feb 4, Feb 6 - Attended a "Streambank Protection Design: Hard & Soft Techniques and Application" webinar hosted by Forrester University (3 hour) attended by S. Clement & S. King
- April 29 - Attended the Greenscapes 101 webinar hosted by Salem Sound CoastWatch which covered materials that Greenscapes offers to educate about Stormwater.
- May 7 - Attended the virtual session titled, "CMRSWC - IDDE Training Workshop for a duration of 2.5 hours
- May 7 - Attended the virtual webinar titled, "Effective Public Outreach - Mass. MS4"
- May 13 - Attended virtual webinar titled, "Greenscapes, MVPC Stormwater Collaborative" where IDDE testing protocols were discussed
- June 1 - Attended a webinar titled, "Information Session: MA MS4 general permit draft modifications" for permit year 2
- June 11 - Attended a webinar titled, "Community Buy-in for Stormwater Funding: An EPA Roundtable Series" for research into building a Stormwater enterprise fund.

Entire DPW crew is trained on proper deicing methodologies at Snow & Ice Meeting held annually in the month of November.

### **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:

As-built drawing and long term O&M are already a requirement for any site plan that has been approved. See Section 12:Project Completion and Section:13 Perpetual Inspection & Maintenance in the stormwater regulations.

Link to Stormwater Regulations:

<https://www.danversma.gov/documents/stormwater-regulations-01-13-2012/>

### **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:

Danvers is a certified Complete Streets Community. The town is currently working on a prioritization plan to improve streets by incorporating LID's and designing better user accessibility.

### **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:

Planned to be complete 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:

Planned to be complete 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:

**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:

After completing a Site Inspection at the DPW Garage, 25% of the floor drains had been cleaned when the vactor truck required a replacement part. Once replacement part is installed on vehicle, remaining floor drains will be cleaned through to completion. Keeping floor drains clean allows any indoor runoff to flow into the sanitary sewer.

## **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:

Salem Sound Coastwatch's Clean Beaches and Streams Program is an ongoing water quality monitoring program that collects data at low tide from prioritized, potential pollution sources/sites along Salem Sound's coastline, including outfall pipes, culverts, and small streams.

### **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 Town planned to mail the Salem Sound CoastWatch Greenscapes lawn fertilizer and water conservation

piece to residents in their water utility bills through the months of April-May-June in 2020. The mailing will be sent in 2021.

### **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 Year 3 requirements in the general permit and intends to complete all planned BMP's.

## 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.*