

Year 2 Annual Report
Massachusetts Small MS4 General Permit
Non-Traditional MS4 Community

Reporting Period:
July 1, 2019 - June 30, 2020

**Division of Capital Asset Management &
Maintenance (DCAMM)**

Prepared for:

- **Massachusetts Information Technology Center
(MITC)**
200 Arlington Street, Chelsea, MA
- **Charles F. Hurley Building**
19 Staniford Street, Boston, MA
- **State House**
24 Beacon Street, Boston, MA

Part I: Contact Information

General Information

Name of Municipality or Organization: **Division of Capital Asset Management & Maintenance (DCAMM)** State: **MA**

EPA NPDES Permit Number: **MAR042057**

Primary MS4 Program Manager Contact Information

Name: **Lori Anderson** Title: **Environmental Analyst**
Street Address: **One Ashburton Place**
Street Address:
City: **Boston** State: **MA** Zip Code: **02108**
Email: **Lori.Anderson@mass.gov** Phone Number: **(617) 991-6866**
Fax Number: **(617) 727-5363**

Other Information

Stormwater Management Program (SWMP)
Location (web address or physical location):

- Office of Facilities Management and Maintenance (OFMM), Operations & Technical Services One Ashburton Place, 2nd Floor, Boston, MA;
- Massachusetts Information Technology Center, 200 Arlington Street, Chelsea, MA;
- Charles F. Hurley Building, 19 Staniford Street, Boston, MA; and
- State House, 24 Beacon Street, Boston, MA.

Date SWMP was last updated: **October 2, 2019**

If the SWMP is not available on the web please provide the physical address and an explanation of why it is not posted on the web:

Documents are planned for posting on the DCAMM website in Permit Year 3, during the fall of 2020.

Part II: Self-Assessment

Year 2 Requirements Completed:

- Completed Phase I and portions of Phase II system mapping
- DCAMM developed an inventory of all permittee owned facilities in the categories of buildings, facilities, vehicles, and equipment and identified three facilities that are the subject of the NOI and this annual report.
- DCAMM is considered a non-traditional MS4 community and does not have the authority to enact an ordinance, by-law or other specific regulatory mechanism.
- DCAMM provides design specifications for contractors/consultants to use when working for the agency at DCAMM regulated facilities.
- DCAMM prepared O&M procedures that included BMPs for infrastructure maintenance, located in Appendix E of the SWMP.
- DCAMM does not have facilities that would require a Stormwater Pollution Prevention Plan (SWPPP).
- A written catchment investigation procedure was not completed in Year 2. DCAMM plans to develop a written catchment investigation procedure in Year 3.
- DCAMM covers storage piles of salt or piles containing salt used for deicing or other purposes.
- DCAMM is considered a non-traditional MS4 community; therefore, does not conduct street sweeping or sweep curbed roadways, other than on-property roadway and parking lot housekeeping.
- Updated outfall and interconnection inventory and priority ranking is planned for Year 3.

Impairments

Below each impairment is listed with related Year 2 requirements (if applicable).

- **Bacteria/Pathogens**
 - Distributed an educational message in the spring (June 2020) to DCAMM Facilities maintenance personnel that manage potential pollutants. Management of pet waste and leaf litter are not applicable to DCAMM facilities that are used as state offices.
 - As a non-traditional MS4 community, the annual public education and outreach requirements are not applicable to DCAMM.
- **Phosphorus**
 - Distributed an educational message in the spring (June 2020) encouraging the proper use and disposal of grass clippings and encouraging the proper use of slow-release and phosphorus-free fertilizers.
 - Management of pet waste and leaf litter are not applicable to DCAMM facilities that are used as state offices.
 - DCAMM is considered a non-traditional MS4 community; therefore, does not conduct street sweeping.
- **Solids/Oil/Grease (Hydrocarbons)/Metal**
 - DCAMM is considered a non-traditional MS4 community; therefore, does not conduct street sweeping.
 - An inventory of catch basins is under development and will be completed in Year 3.

Part III: Receiving Waters/Impaired Waters/TMDL

DCAMM has not made changes to the list of receiving waters, outfalls, or impairments since the Notice of Intent (NOI) was submitted.

Part IIV: Minimum Control Measures

MCM 1: Public Education and Outreach

BMP Media / Category	BMP Description	Targeted Audience	Permit Year 2
Handouts / MS4 Stormwater Awareness	<p>DCAMM prepared three site-specific educational handouts for the State House, Hurley Building, and the MITC.</p> <p>The audience for the educational handout was directed at the Facilities maintenance personnel.</p> <p>The handout provided a site plan showing stormwater drainage at the site, the locations of storage of oil or hazardous materials, and included best management practices for maintenance activities.</p>	Businesses, institutions, and commercial facilities	<p>DCAMM Facilities maintenance personnel are aware of the potential water quality impacts from building maintenance, chemical storage, trash management, and landscaping.</p> <p>This meets Appendix H requirements and was completed in June 2020.</p>
Standard Specifications for Construction Projects	<p>DCAMM has standard specifications for the design, bid, and build of construction projects. Version 8 is the most recent standard specifications and was put into effect on January 2, 2018. These standard specifications are provided to project designers working on DCAMM projects and are available to other state agencies upon request.</p> <p>https://www.mass.gov/news/announcing-revised-dcamm-construction-specifications-v8</p>	Developers (construction)	This meets Appendix H requirements.

MCM 2: Public Involvement and Participation

DCAMM is a non-traditional MS4 community used as state offices; therefore, opportunities for public involvement are minimal.

MCM 3: Illicit Discharge Detection and Elimination (IDDE)

BMP Categorization	Permit Year 2
Storm sewer system map	<p>Mapping in Year 2 included Phase I mapping, and portions of Phase II mapping.</p> <p>The three MS4 properties connect to the City of Boston, or City of Chelsea stormwater systems. Open channel conveyances were not identified. The interconnection with the city systems was estimated at the most downstream catch basin and drainage features.</p> <p>Site-specific Site Plans were developed.</p> <p>The following elements of the Phase I mapping have been completed:</p> <ul style="list-style-type: none">• Outfalls and receiving waters• Interconnections• Municipally-owned stormwater treatment structures• Waterbodies identified by name and indication of all use impairments• Initial catchment delineations <p>The three MS4 properties do not have combined stormwater and sanitary sewer.</p>
Screening of Outfalls/Interconnections	Screening at the interconnections is on hold until the initial dry weather inspections can be completed, anticipated for fall of 2020.
Catchment Investigations	Catchment investigations (if needed) at the interconnections is on hold until the initial dry weather inspections can be completed, anticipated for fall of 2020.
IDDE Progress	Illicit discharges were not identified in Year 2. Dry weather inspections and the catchment investigations are scheduled for Year 3.
Employee training	Examples of illicit discharges were included in the educational material provided to the Facilities maintenance staff. A formal illicit discharge training is scheduled for Year 3.

MCM 4: Construction Site Stormwater Runoff Control

DCAMM has standard specifications for the design, bid, and build of construction projects that includes stormwater management.

Version 8 is the most recent standard specifications and was put into effect on January 2, 2018. These standard specifications are provided to project designers working on DCAMM projects and are available to other state agencies upon request.

<https://www.mass.gov/news/announcing-revised-dcamm-construction-specifications-v8>

Number of site plan reviews completed: 0

Number of inspections completed: 0

Number of enforcement actions taken: 0

MCM 5: Post-Construction Stormwater Management in New Development and Redevelopment

BMP Categorization	Permit Year 2
As-built plans for on-site stormwater control	<p>Minor Construction Projects in Permit Year 2 at the three MS4 Facilities are noted below (if applicable). Future inspections will include post-construction stormwater control observations that will be reported in Year 3:</p> <p>STATE HOUSE: Localized ongoing construction around the State House for a water and sewer project.</p> <p>HURLEY: Localized life safety project that included installing steel panels on concrete guardrails; the project used the parking garage as a staging area.</p> <p>MITC Construction projects at MITC were not reported.</p>
Street Design and Parking Lots Report	Deliverables are scheduled to be completed in Year 4.
Green Infrastructure Report	Deliverables are scheduled to be completed in Year 4.
Retrofit Properties Inventory	Deliverables are scheduled to be completed in Year 4.

MCM 6: Municipal Good Housekeeping and Pollution Prevention

BMP Categorization	Permit Year 2			
Catch basin cleaning	BMP	Massachusetts Information Technology Center	Charles F. Hurley Building	State House
	Number of catch basins inspected	0	0	0
	Number of catch basins cleaned	0	0	0
	Total volume or mass of material removed from all catch basins	0	0	0
	Total number of catch basins	6	38	35
Street Sweeping program	<p>Number of miles cleaned: 0 - DCAMM is a non-traditional MS4 community; therefore, street sweeping is not required. At the State House, as part of general housekeeping as a publicly accessed Facility, the on-property streets are reportedly swept frequently, and the covers of the catch basins are also reportedly cleaned frequently.</p>			

BMP Categorization	Permit Year 2
O&M Procedures and Inventory of Permittee-Owned Properties	Permittee-owned properties have been inventoried and O&M procedures are located in the SWMP.
Stormwater Pollution Prevention Plan (SWPPP)	DCAMM does not have facilities that would require a SWPPP.
Road salt use optimization program	DCAMM is initiating an evaluation of opportunities to optimize the use of road salt.
Inspections and maintenance of stormwater treatment structures	DCAMM developed a BMP Manual for use at regulated properties which establishes a schedule for inspections and maintenance of applicable stormwater treatment structures. Inspections were not performed in Year 2. Dry Weather inspections are planned for fall 2020.

Part V: Additional Information

No monitoring or studies were performed at DCAMM's regulated small MS4 properties in Permit Year 2.

COVID-19 Impacts

COVID-19 impacts have been identified within specific sections of the annual report.

Activities for the Next Reporting Cycle

DCAMM will continue to implement activities as described in the approved Notice of Intent and indicated above.

Part VI: 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: Susan Ruch

Title: Director of Environmental Services

Signature:



Date: September 28, 2020