

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:

<http://www.ci.fitchburg.ma.us/463/Stormwater-Management-Program>
- 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:

The IDDE program is primarily implemented by an engineering consultant for the City of Fitchburg, who completes IDDE training regularly. The sewer department for the City also receives training on IDDE and conducted a training session for a new member during the reporting period. Due to COVID-19 gathering restrictions and limited staffing, IDDE and Pollution Prevention training for other City employees was delayed and will be conducted as a virtual training session in 2020.

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:

The Pet Waste pamphlet is posted on the City’s Stormwater website. Due to COVID-19, City offices are not open to the public and permitting has been recently converted to an online system; therefore no pamphlets were physically provided to applicants. The City is working toward implementing Pet Waste messaging being automatically sent with online dog licenses for Year 3.

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:

Structural BMPs have been identified and mapped. Analysis of phosphorus removal to be completed in 2020.

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

As part of the Massachusetts Vulnerability Preparedness Program, Fitchburg has received an Action Grant to design improvements to John Fitch Highway. Improvements include the design of green infrastructure and other stormwater BMP's to improve water quality in the receiving water body (Baker Brook) and reduce

flooding, and other roadway work to improve traffic flow and facilitate improved pedestrian access. The City will estimate the phosphorus removal of these BMP's both during design and after they are constructed.

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:

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: Construction Pollution Prevention Fact Sheet

Message Description and Distribution Method:

"Plan Ahead to Prevent Pollution" Fact Sheet from "Think Blue" Massachusetts". A fact sheet on how to prevent pollutants from construction activities from entering stormwater systems and waterways. Distributed by posting on City web page.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

The IT Department has the ability to monitor web traffic and downloads from the City web page. Although there were 258 views of the City's stormwater web page by 173 unique people, there were 0 reported downloads of this fact sheet during the permit term. This indicates poor visibility to the public, and will be addressed by additional advertising via social media in the upcoming permit term.

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:

Web traffic monitoring was substituted for a Survey Monkey/Doodle Poll to measure effectiveness of message. The change was made because there was concern over how to effectively poll visitors to the web page, and a potential lack of responses.

BMP: Pet Waste Fact Sheet and Flier

Message Description and Distribution Method:

Fact sheet on Pet Waste and impacts on waterways. Fact sheet covers hazards of pet waste and proper disposal methods. Distributed by posting on City web page.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

The IT Department has the ability to monitor web traffic and downloads from the City web page. Although there were 258 views of the City's stormwater web page by 173 unique people, there were 0 reported downloads of this fact sheet during the permit term. This indicates poor visibility to the public, and will be addressed by additional advertising via social media in the upcoming permit term.

Message Date(s): June 30, 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:

This BMP was not originally included in the NOI and was added as part of Bacteria / Pathogen and Phosphorus Requirements of Appendix H. In addition, web traffic monitoring was substituted for a Survey Monkey/Doodle Poll to measure effectiveness of message. The change was made because there was concern over how to effectively poll visitors to the web page, and a potential lack of responses.

BMP: Lawn and Garden Care Fact Sheet

Message Description and Distribution Method:

Fact sheet from "Think Blue Massachusetts" regarding proper lawn and garden maintenance and how to limit pollutants from lawn maintenance activities from entering stormwater systems and waterways. Distributed by posting on City web page.

Targeted Audience: Residents

Responsible Department/Parties: DPW Engineering

Measurable Goal(s):

The IT Department has the ability to monitor web traffic and downloads from the City web page. Although there were 258 views of the City's stormwater web page by 173 unique people, there were 0 reported downloads of this fact sheet during the permit term. This indicates poor visibility to the public, and will be addressed by additional advertising via social media in the upcoming permit term.

Message Date(s): June 30, 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:

This BMP was not originally included in the NOI and was added as part of Phosphorus Requirements of Appendix H. In addition, web traffic monitoring was substituted for a Survey Monkey/Doodle Poll to measure effectiveness of message. The change was made because there was concern over how to effectively poll visitors to the web page, and a potential lack of responses.

BMP: Parking Lot Stormwater Runoff Fact Sheet

Message Description and Distribution Method:

Fact sheet on best practices to reduce pollution from runoff occurring in parking lots. Distributed by posting on City web page.

Targeted Audience: Businesses, institutions and commercial facilities

Responsible Department/Parties: DPW Engineering

Measurable Goal(s):

The IT Department has the ability to monitor web traffic and downloads from the City web page. Although there were 258 views of the City's stormwater web page by 173 unique people, there were 0 reported downloads of this fact sheet during the permit term. This indicates poor visibility to the public, and will be addressed by additional advertising via social media in the upcoming permit term.

Message Date(s): June 30, 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:

This BMP was originally included in the NOI under Permit year to begin in 2019. However, web traffic monitoring was substituted for a Survey Monkey/Doodle Poll to measure effectiveness of message. The change was made because there was concern over how to effectively poll visitors to the web page, and a potential lack of responses.

BMP: Tips for Creating a Healthy Yard Fact Sheet**Message Description and Distribution Method:**

Fact sheet on healthy yard maintenance including organic practices and information on fertilizer, pesticides and herbicides.

Distributed by posting on City web page.

Targeted Audience: Residents

Responsible Department/Parties: DPW Engineering

Measurable Goal(s):

The IT Department has the ability to monitor web traffic and downloads from the City web page. Although there were 258 views of the City's stormwater web page by 173 unique people, there were 0 reported downloads of this fact sheet during the permit term. This indicates poor visibility to the public, and will be addressed by additional advertising via social media in the upcoming permit term.

Message Date(s): June 30, 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:

This BMP was not originally included in the NOI and was added as part of Phosphorus Requirements of

Appendix H. In addition, web traffic monitoring was substituted for a Survey Monkey/Doodle Poll to measure effectiveness of message. The change was made because there was concern over how to effectively poll visitors to the web page, and a potential lack of responses.

BMP: Tips for Septic System Owners Fact Sheet

Message Description and Distribution Method:

EPA fact sheet on the proper septic system maintenance.
Distributed by posting on City web page.

Targeted Audience: Residents

Responsible Department/Parties: DPW Engineering

Measurable Goal(s):

The IT Department has the ability to monitor web traffic and downloads from the City web page. Although there were 258 views of the City's stormwater web page by 173 unique people, there were 0 reported downloads of this fact sheet during the permit term. This indicates poor visibility to the public, and will be addressed by additional advertising via social media in the upcoming permit term.

Message Date(s): June 30, 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:

This BMP was not originally included in the NOI and was added as part of Bacteria / Pathogen and Phosphorus Requirements of Appendix H. In addition, web traffic monitoring was substituted for a Survey Monkey/Doodle Poll to measure effectiveness of message. The change was made because there was concern over how to effectively poll visitors to the web page, and a potential lack of responses.

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:**

Consistent with the City's approved NOI, the draft SWMP was posted to the City web page with the public encouraged to submit comments to DPW Engineering. The City also provided stormwater MS4 program updates at multiple City Council meetings, including a Finance Committee during which the City's stormwater budget was discussed. The DPW was originally planning to hold a SWMP public meeting in the last quarter of the permit year but was unable to do so due to COVID-19 gathering restrictions.

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:

During the reporting period, the City undertook the Municipal Vulnerability Preparedness (MVP) Planning Grant process and held one workshop with key City stakeholders and two public listening sessions to gain input on various climate-change related topics, including stormwater. A recording of one of the listening sessions is posted on the City's web page for viewing. Stormwater-related topics that were discussed included water quality issues, flooding issues, and climate-change issues.

In addition, the City conducted a third consecutive year of its Rain Barrel Purchase Program. The City's DPW Engineering Division, DPW Wastewater Division, and Conservation Commission partnered with the 'Great American Rain Barrel Company' to facilitate a City-subsidized rain barrel purchase program. In the program's inaugural year, the City sold a total of 98 rain barrels. In the program's second year, the City sold a total of 44 rain barrels. This year the City sold 129 rain barrels. During the previous permit term, the vendor provided a display/demonstration rain barrel to a local school (McKay Arts Academy, a Pre-K to 8th Grade School) for educational purposes. Additionally, the vendor provided a second display/demonstration rain barrel to the City for use in promoting the program in advance of its third year. This program continues to be a key development and networking tool to help grow 'green infrastructure' in the City into other forms that will serve to help attenuate and infiltrate stormwater runoff on private properties.

And finally, the City actively pursued partnerships with several groups on various stormwater topics, including:

-Central MA Regional Stormwater Coalition (CMRSWC): Fitchburg is an active member, with its Civil Engineer sitting on the Steering Committee.

-Nashua River Watershed Association (NRWA): Partnered with NRWA on a recent Municipal Vulnerability Preparedness Action Grant application. Fitchburg was awarded \$172,000 to design green infrastructure improvements for John Fitch Highway. Also continued partnership to perform monthly sampling of the North Nashua River just downstream from the City's East Wastewater Treatment Facility (WWTF) from April through October and tests for E. coli, dissolved oxygen, temperature, and conductivity. This information assists the City with monitoring its treated effluent from the WWTF.

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:

Many open channel conveyances have been mapped - it is anticipated that through catchment investigations additional open channel conveyances will need to be added to the 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:

<http://www.ci.fitchburg.ma.us/463/Stormwater-Management-Program>

*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:

<http://www.ci.fitchburg.ma.us/463/Stormwater-Management-Program>

*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:

Outfall Screening:

During the reporting period, the City worked with its stormwater consultant Arcadis to continue dry weather outfall/interconnection screening. Progress was limited due to COVID-19 concerns and associated budgetary

issues that prevented the City from hiring summer interns to help complete the work.

Catchment Area Investigations:

During the reporting period, the City worked with its stormwater consultant Arcadis to begin catchment area investigations and anticipates completion per the schedule laid out in the 2016 MS4 permit. The City is in the process of completing catchment area investigations in eight catchment areas. Again, progress was limited due to COVID-19 concerns and associated budgetary issues that prevented the City from hiring summer interns to help complete the work.

Combined Sewer Separation:

The City of Fitchburg maintains approximately 148 miles of sewer pipe in its wastewater collection system. Historically, nearly 20% of the system was combined (28.7 miles), with an additional 251 combination manholes located throughout the remaining area. In 2012, the City entered into a Consent Decree with the EPA to address violations of its NPDES wastewater discharge permit, which were largely due to the combined sewer areas, combination manholes, and excessive infiltration and inflow. Since then, the City has been aggressively tackling its obligations under the Consent Decree and has separated 19.7 miles of combined sewer main (67% complete) and 90 combination manholes (36% complete). During this reporting period, Weston & Sampson completed the design and permitting of the City's next combined sewer separation project that will target separation of 4,600 linear feet of combined sewer and rehabilitation/replacement of 18,000 linear feet of aging sanitary sewer. Construction is anticipated to begin late 2020.

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:

<http://www.ci.fitchburg.ma.us/463/Stormwater-Management-Program>

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:

The city has identified 3 illicit discharges during the reporting period, at 128 St. Joseph's Avenue, 403 Pratt

Road, and 129 Theresa Street. The City has redirected the illicit connection at 129 Theresa Street to the sanitary sewer during the reporting period, and plans to address the others during upcoming sewer separation work.

The City identified 4 illicit connections during the 2003 MS4 Permit that remain outstanding. Although the City's Wastewater Division plans to remove these connections, they consist of private wastewater infrastructure over which the City previously had no jurisdiction. The City has recently updated its stormwater and wastewater ordinances and now has the authority to enforce removal of these illicit connections, and they will be targeted during upcoming sewer separation work.

Employee Training

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

The DPW Commissioner, Assistant City Engineer, and Collections System crew have been briefed and trained on Illicit Discharges and the IDDE program. Facility managers received stormwater pollution prevention briefings during facility audits. In-person training was postponed due to COVID-19 gathering restrictions and will be conducted virtually in 2020.

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:

The City's updated stormwater ordinance and Rules and Regulations require the submission of as-built drawings, and require that an approved long-term operation and maintenance plan be recorded upon the deed of the applicable property.

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:

The City has updated its stormwater ordinance to comply with this requirement, and has developed a companion Stormwater Rules & Regulations document that is currently undergoing review by the City's Legal Department. These require the submission of as-built drawings, and require that an approved long term operation and maintenance plan be recorded upon the deed of the applicable property.

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:

This has not been started yet. The City will complete by the Year 4 due date

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:

This has not been started yet. The City will complete by the Year 4 due date.

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:

This has not been started yet. The City will complete by the Year 4 due date.

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:

If a catch basin sump is found to be more than 50% full during two consecutive routine inspections/cleanings, the Superintendent of Streets is notified and he or she will re-prioritize the subject area to receive more frequent cleanings.

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:

No corrective actions taken.

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:

N/A

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:

MCM1 - Public Education:

The Pet Waste pamphlet could not be distributed because City offices are not open to the public due to COVID-19. Permitting has been recently converted to an online system, and the City is planning to

automatically send the Pet Waste pamphlet out with online dog licenses for Year 3.

MCM2 - Public Participation:

The DPW was originally planning to hold a public meeting to gather public input on its SWMP in the last quarter of the permit year but was unable to do so due to COVID-19 gathering restrictions.

MCM3 - IDDE:

Facility managers received one-on-one pollution prevention training at their sites during facility audits this reporting period. In person IDDE and Good Housekeeping training was postponed due to COVID-19 gathering restrictions and is scheduled to be conducted virtually Fall 2020.

Progress on dry weather outfall screening and catchment area investigations were limited due to COVID-19 concerns and associated budgetary issues that prevented the City from hiring summer interns to help complete the work.

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)

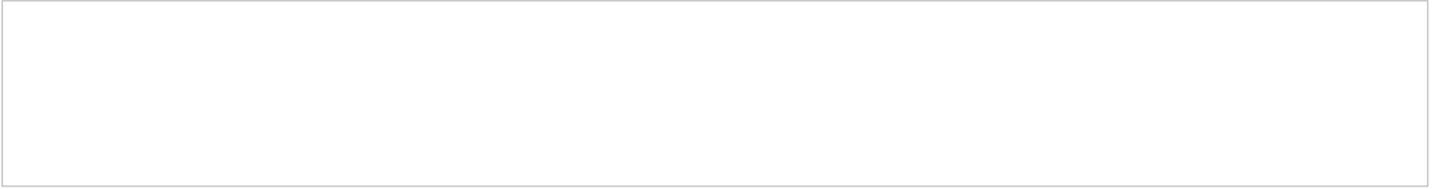
Yes, I agree

- 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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