

**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>

<b>Impairment(s)</b>			
<input type="checkbox"/> Bacteria/Pathogens	<input type="checkbox"/> Chloride	<input type="checkbox"/> Nitrogen	<input checked="" type="checkbox"/> Phosphorus
<input type="checkbox"/> Solids/ Oil/ Grease (Hydrocarbons)/ Metals			
<b>TMDL(s)</b>			
<i>In State:</i>	<input type="checkbox"/> Assabet River Phosphorus	<input checked="" type="checkbox"/> Bacteria and Pathogen	<input type="checkbox"/> Cape Cod Nitrogen
	<input checked="" type="checkbox"/> Charles River Watershed Phosphorus	<input type="checkbox"/> Lake and Pond Phosphorus	
<i>Out of State:</i>	<input type="checkbox"/> Bacteria/Pathogens	<input type="checkbox"/> Metals	<input type="checkbox"/> Nitrogen
			<input type="checkbox"/> Phosphorus
<input type="button" value="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:

The Hopedale Notice of Intent (NOI) was submitted on May 3, 2019. With the reporting period for Year 1 tasks being May 1, 2018 through June 30, 2019, little time was left for the Town to complete the required Year 1 Tasks. Due to this, these Year 1 tasks have been pushed out to the Year 2 reporting period (July 1,

2019 through June 30, 2020). It is important to note that although behind, the Town of Hopedale is committed to completing Year 2 tasks.

The catchment investigation procedures were incorporated into the IDDE Plan, and are only referenced in the SWMP, as the IDDE Plan is a standalone document.

### 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:

Catch basin cleanings and street sweepings are properly stored at the Highway Department with hay bales enclosing the cleanings/sweepings to ensure that they do not discharge to receiving waters. The Town is exploring options on where their cleanings/sweepings can be brought and disposed of properly. By the end of the reporting period, the Town of Hopedale had completed approximately 70% of their catch basin inspections and cleanings. The Town is expecting to complete all catch basin inspections and cleanings by the end of October 2020.

Due to COVID-19, spring training for the IDDE program was not completed, as gatherings indoors were considered unsafe. The Town is committed to completing this annual task and will resume when gatherings are considered safe.

### **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:

The estimated phosphorus removal associated with existing BMPs has not yet been calculated. As the Town moves forward in developing their Phosphorus Control Plan, they will track and estimate the amount of phosphorus removed from existing BMPs, including reporting on BMP type, total area treated, design storage volume, and the estimated phosphorus removed in mass per year.

As stated above, because of group restrictions and over all concern of safety due to COVID-19, IDDE training has not been held. The Town is committed to this training and will organize a session when they are able to.

### **Charles River Watershed Phosphorus TMDL**

- Completed Legal Analysis

*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 Charles River Watershed Phosphorus TMDL Legal Analysis is expected to be completed by June 30, 2021, when the Town of Hopedale focuses on Year 2 tasks.

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

As stated above, the Hopedale Notice of Intent (NOI) was submitted on May 3, 2019. With the reporting period for Year 1 tasks being May 1, 2018 through June 30, 2019, little time was left for the Town to complete the required Year 1 Tasks. Because of this, the Year 1 tasks were pushed out to the Year 2 reporting period (July 1, 2019 through June 30, 2020). It is important to note that although behind, the Town of Hopedale is committed to completing Year 2 tasks, as well as future years within the MS4 Permit. Below is a description of all tasks completed to date, along with what is planned for the next reporting period.

In September 2019, Weston & Sampson completed GPS survey work to update and modify current stormwater system mapping, which was included in the Town's Stormwater Management Plan (SWMP), which was completed in December of 2019. In June of 2020, Hopedale developed their IDDE Plan. The IDDE Plan includes procedures for screening and sampling outfalls and investigating catchments. Each catchment has been prioritized for future investigation. The Catchment Prioritization and Ranking is attached to the submission email.

A bylaw and accompanying rules and regulations for stormwater management have been drafted along with an IDDE Bylaw, but final drafts have not been approved. This is due to COVID-19 disrupting the finalization process. The Town is meeting October 7, 2020 to discuss next steps. Written procedures for site inspections, enforcement of sediment and erosion control measures and site plan review are included under these bylaws.

An implementation plan was created by Weston & Sampson for the Town of Hopedale to help manage the tasks and level of effort for the full MS4 permit period.

By the end of the reporting period, the Town of Hopedale had completed approximately 70% of their catch basin inspections and cleanings. The Town is expecting to complete all catch basin inspections and cleanings by the end of October 2020. Street Sweeping continues to occur at least 3 times a year - once in the fall and twice in the spring. The Town currently stockpiles the cleanings and sweepings at the Highway Department with hay bales enclosing the cleanings/sweepings to ensure that they do not discharge to receiving waters. Hopedale is currently exploring options on where they can bring their cleanings and sweepings to be properly disposed of.

The Town will continue to progress through Year 2 tasks this current reporting period.

The Town will continue public education initiatives for annual requirements for proper disposal of grass clippings and encourage proper use of slow-release and phosphorus-free fertilizers, proper management of pet

waste, proper septic system maintenance, and proper disposal of leaf litter. The Town will be distributing their next annual message this October to encourage proper disposal of leaf litter. It is anticipated that either these will be posted on the Town's website, fliers will be distributed, or will be available in pamphlet form at Town Hall.

The Town of Hopedale will also review existing stormwater-regulatory mechanisms, and identify changes required to implement the Phosphorus Control Plan in its entirety. The Town plans to complete the legal analysis for the Phosphorus Control Plan by June 30, 2021.

Mapping updates will also be implemented to depict open channel conveyances, interconnections with neighboring MS4 communities, Town-owned stormwater treatment structures, refined catchment delineations, drainage infrastructure tributary to previously mapped outfalls, and establish connectivity of drainage structures.

Hopedale plans to develop written operation and maintenance (O&M) procedures for permitted-owned facilities and activities. This will include a complete inventory of municipal equipment, facilities and other Town-owned property. The Town plans to complete these O&M procedures by June 30, 2021. The Town will also develop a Catch Basin Optimization Plan to optimize cleaning to ensure that no catch basin sump is more than 50% full.

Stormwater pollution Prevention Plans (SWPPP) will be developed for the Highway Department Facility, the Wastewater Treatment Facility and the Water Treatment Facility by June 30, 2021.

Training for IDDE and for each SWPPP will be conducted for each at least once per reporting period.

Finally, the SWMP will be updated to reflect the status of activities completed during Year 2, such as regulatory updates implemented, good housekeeping/pollution prevention procedures developed for municipal activities and facilities, drainage mapping updates, new outfalls and/or interconnections identified along with receiving water and any associated impairments; and the legal analysis for authority to implement the Town's Phosphorus Control Plan.

### 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 Town has been actively working to locate and map drainage infrastructure. Changes will continue to be made to the list of receiving waters and outfalls as additional data is collected regarding outfall ownership, outfall drainage location, and drainage system configuration as part of a comprehensive drainage mapping effort. No new applicable impairments or TMDLs have been identified as part of this effort. The list of updated outfalls, receiving waters and impairments included in the Town's Stormwater Management Plan will reflect those changes.

The updates will continue to be incorporated into the Town's SWMP.

## 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: Brochures/Pamphlets**

Message Description and Distribution Method:

To encourage proper disposal of dog waste, signs have been placed throughout the town to inform dog owners to properly dispose of dog waste. There is also a message on the Board of Health's web page. In addition to this, two separate fliers are on the Town Website.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Place signs in residential areas to inform the public on cleaning up after their dog. The signs and online information inform the public that dog waste can impact water quality.

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: Brochures/Pamphlets**

Message Description and Distribution Method:

To encourage proper septic system maintenance by septic system owners, a flyer was placed on the Town's web page under the stormwater tab.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

To inform the public about septic system maintenance.

Message Date(s): Year-Round

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 NOI discusses distributing a flyer and recording the list of recipients. It was thought that if it was on the Town's website, this information would be readily available to anyone wanting information on septic systems.

### **BMP: Newspaper Articles/Press Releases/Meetings**

Message Description and Distribution Method:

Information was included on the Town's website regarding Hopedale's stormwater management program specifically targeting residents and how they can impact stormwater and receiving water quality.

Targeted Audience: Residents

Responsible Department/Parties: Highway Department

Measurable Goal(s):

To inform the community, educational information regarding how stormwater can impact receiving water quality was placed on the Town's web page under the stormwater tab.

Message Date(s): Year-Round

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 NOI discusses submitting an article for publication in the Town newspaper. It was thought that if it was on the Town's website, this information would be readily available to the public at any time.

### **BMP: Newspaper Articles/Press Releases/Meetings**

Message Description and Distribution Method:

Information was included on the Town's website regarding Hopedale's stormwater management program specifically targeting businesses, institutions. and commercial facilities and how they can impact stormwater and receiving water quality.

Targeted Audience: Businesses, institutions and commercial facilities

Responsible Department/Parties: Highway Department

Measurable Goal(s):

To inform the community, educational information regarding how stormwater can impact receiving water quality was placed on the Town's web page under the stormwater tab.

Message Date(s): Year Round

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 NOI discusses submitting an article for publication in the Town newspaper. It was thought that if it was on the Town's website, this information would be readily available to the public at any time.

### **BMP:Leaf Litter Flyer**

Message Description and Distribution Method:

Information was provided to the community about proper disposal of leaf litter and the effects of proper disposal to help minimize contamination of stormwater runoff to protect water resources.

Targeted Audience: Residents

Responsible Department/Parties: Highway Department

Measurable Goal(s):

To inform the community, educational information regarding how improper leaf disposal can impact receiving water quality was placed on the Town's web page under the stormwater tab.

Message Date(s): October

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:Lawn and Garden Tips to Help Curb Stormwater Pollution**

Message Description and Distribution Method:

Information was provided to the community on how to dispose of grass clippings as well as understanding fertilizers and the impacts to receiving waters these items can cause.

Targeted Audience: Residents

Responsible Department/Parties: Highway Department

Measurable Goal(s):

To promote awareness on grass clippings and fertilizer and the impacts to receiving waters.

Message Date(s): April/May

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:**

The Stormwater Management Program (SWMP) was developed at the end of December of 2019 and was posted on the Town's web page for the public to read and provide 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:**

The Town currently holds a Household Hazardous Waste Day every year. During this reporting period, the Household Hazardous Waste Day was held on October 26, 2019. This event allows residents to bring oil, gasoline, gasoline mixtures, auto batteries, pesticides, paint thinners, spent antifreeze, oil-based paints and stains, photo chemicals, pool chemicals, household chemicals, and aerosols to the Hopedale Recycling Center. The Town will continue to hold a Household Hazardous Waste Day. The Town works with a contracted waste hauler and the Board of Health to sponsor this program.

The Town also has its own recycling center that is open on Saturdays. The recycling center accepts grass clippings, leaves, brush, dismantled oil tanks, heaters, washing machines, dryers, air conditioners, propane tanks, swing sets, television sets and stereos.

## 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:

During the reporting period, the Town developed an inventory of their outfalls, and updated their existing drainage mapping outfall locations as required in Year 1 of the Permit. The Town plans to meet the Year 2 mapping requirements this reporting period and will include the above requirements.

### **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:

No catchment investigations were completed during this reporting period. The Town plans to complete catchment investigations this reporting period.

**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:

No illicit discharges were identified, removed or planned to be removed during this reporting period.

**Employee Training**

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

Because of COVID-19, no training has been conducted during this reporting period. Due to group restrictions and overall concerns of safety, training has not been held. The Town is committed to completing this task and will organize a session when it is safe to do so.

*Below, report on the construction site plan reviews, inspections, and enforcement actions completed **during this reporting period.***

Number of site plan reviews completed: 0

Number of inspections completed: 0

Number of enforcement actions taken: 0

*Optional:* Enter any additional information relevant to construction site plan reviews, inspections, and enforcement actions:

The Town developed a bylaw and accompanying rules and regulations which govern site inspections and enforcement of sediment and erosion control measures. The Bylaw has not been finalized and is in draft form. During the drafting period, the Town shut down due to COVID-19. The Town plans to revisit and finalize the Bylaw.

## **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 shown above, Hopedale has updated their bylaws and regulations to be consistent with permit requirements, but have yet to be adopted. These bylaws and accompanying rules and regulations include the submission of as-built drawings and ensure long term operation and maintenance of completed construction sites.

### **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:

The Town plans to have this completed in Year 5 in compliance with the Permit.

### **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:

The Town plans to have this completed in Year 5 in compliance with the Permit.

### **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:

The Town plans to have this completed in Year 5 in compliance with the Permit.

## **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:

No corrective actions were taken at facilities that require a SWPPP, as no SWPPPs were developed in Year 2. Required SWPPPs for municipal waste handling facilities will be developed in Year 3.

**Additional Information**

**Monitoring or Study Results**

*Results from any other stormwater or receiving water quality monitoring or studies conducted during the reporting period not otherwise mentioned above, where the data is being used to inform permit compliance or permit effectiveness must be attached.*

- Not applicable
- The results from additional reports or studies are attached to the email submission
- The results from additional reports or studies can be found at the following website(s):

If such monitoring or studies were conducted on your behalf or if monitoring or studies conducted by other entities were reported to you, a brief description of the type of information gathered or received shall be described below:

### **Additional Information**

*Optional:* Enter any additional information relevant to your stormwater management program implementation during the reporting period. Include any BMP modifications made by the MS4 if not already discussed above:

### **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:

As stated in earlier sections of this annual report, the Town focused on completing all Year 1 tasks before moving on to Year 2 tasks. Unfortunately, COVID-19 has put a halt on the IDDE Training for this Reporting Period. A training session has not be able to be held due to the restrictions of gathering groups.

It should also be noted that the Town is in the process of enacting updated bylaws related to IDDE and Stormwater. COVID-19 unfortunately halted progress. The Town plans to adopt these bylaws by June 30, 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:

## 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:

Christopher Nadeau

Title:

Highway Department Superintende

Signature:



Date:

9-29-2020

*[Signatory may be a duly authorized representative]*