

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>

<u>Impairment(s)</u>			
<input checked="" type="checkbox"/> Bacteria/Pathogens	<input type="checkbox"/> Chloride	<input type="checkbox"/> Nitrogen	<input checked="" type="checkbox"/> Phosphorus
<input checked="" type="checkbox"/> Solids/ Oil/ Grease (Hydrocarbons)/ Metals			
<u>TMDL(s)</u>			
<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
			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:

Some plans and procedures, SWPPPs and other requirements were developed as stand-alone documents and were not amended to the SWMP.

Annual Requirements

- Provided an opportunity for public participation in review and implementation of SWMP and complied with State Public Notice requirements
- Kept records relating to the permit available for 5 years and made available to the public
- The SSO inventory has been updated, including the status of mitigation and corrective measures implemented
 - This is not applicable because we do not have sanitary sewer
 - This is not applicable because we did not find any new SSOs
 - The updated SSO inventory is attached to the email submission
 - The updated SSO inventory can be found at the following website:
- Properly stored and disposed of catch basin cleanings and street sweepings so they did not discharge to receiving waters
- Provided training to employees involved in IDDE program within the reporting period
- All curbed roadways were swept at least once within the reporting period
- Updated outfall and interconnection inventory and priority ranking as needed

Optional: If you would like to describe progress made on any incomplete requirements listed above, provide any additional information, and/or if any of the above annual requirements could not be completed due to the impacts of COVID-19, please identify the requirement that could not be completed, any actions taken to attempt to complete the requirement, and reason the requirement could not be completed below:

Bacteria/ Pathogens (Combination of Impaired Waters Requirements and TMDL Requirements as Applicable)

Annual Requirements

*Public Education and Outreach**

- Annual message was distributed encouraging the proper management of pet waste, including noting any existing ordinances where appropriate
- Permittee or its agents disseminated educational material to dog owners at the time of issuance or renewal of dog license, or other appropriate time
- Provided information to owners of septic systems about proper maintenance in any catchment that discharges to a water body impaired for bacteria

** Public education messages can be combined with other public education requirements as applicable (see Appendix H and F for more information)*

Optional: If you would like to describe progress made on any incomplete requirements listed above or provide any additional details, please use the box below:

Town is 100% sewerred and there are no known septic systems.

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:

During the permit term, stormwater tree trenches were installed on Chandler Street (1), Mangano Court (1), Piermont Street (5), and Downey Street (1) in conjunction with road reconstruction, as well as stormwater tree trenches on Katherine Road (2). In total, 10 stormwater tree trenches were installed during the permit year.

Solids, Oil and Grease (Hydrocarbons), or Metals

Annual Requirements

Good Housekeeping and Pollution Prevention for Permittee Owned Operations

- Increased street sweeping frequency of all municipal owned streets and parking lots to a schedule that targets areas with potential for high pollutant loads
- Prioritized inspection and maintenance for catch basins to ensure that no sump shall be more than 50 percent full; Cleaned catch basins more frequently if inspection and maintenance activities indicated excessive sediment or debris loadings

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:

See comments under MCM 6: Good Housekeeping regarding catch basin inspection and maintenance

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 legal analysis was begun in permit year 2 and will be completed in permit year 3.

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

Part III: Receiving Waters/Impaired Waters/TMDL

Have you made any changes to your lists of receiving waters, outfalls, or impairments since the NOI was submitted?

- Yes
 No

If yes, describe below, including any relevant impairments or TMDLs:

The number of outfalls listed was corrected to be consistent with IDDE reporting. One interconnection with Waltham was added to the list of interconnections. These changes do not change the overall area contributing to the Charles River 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:Public Service Announcements

Message Description and Distribution Method:

Utilize the public cable access channel, the Town's web-site and/or social media, to air the public service announcement provided by various watershed organizations and others to provide information to residents regarding stormwater management.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Town stormwater video posted and played on local cable access station

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:Web-page/Social Media

Message Description and Distribution Method:

Provide stormwater educational information on the Town's website addressing lawns/grounds maintenance, use of salts/de-icing materials, permit requirements and other relevant practices:

<http://www.watertowndpw.org/161/Stormwater-Management>

During the permit term, additional information was posted to the web-site, including green infrastructure in Watertown, stormwater permitting

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

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:

BMP:Special Events/Festivals/Fairs

Message Description and Distribution Method:

Continue participation in the annual Faire on the Square including staffing a table to educate residents on the Town's stormwater system

Targeted Audience: Residents

Responsible Department/Parties: DPW, SAC

Measurable Goal(s):

Continue to staff a table annually and track the number of residents reached

Message Date(s): Faire on the Square Table (September 28, 2019); approximately 100 residents reached

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:School Curricula/Programs

Message Description and Distribution Method:

Continue to participate in the 7th grade "Building Cities of the Future" project at local middle schools

Note: Due to COVID-19, the 7th grade program did not proceed, however the Town Engineer made a presentation about the Town's stormwater program to a group of High School 9th graders and this is being reported this term

Targeted Audience: Residents

Responsible Department/Parties: SAC

Measurable Goal(s):

Track number of students reached (approximately 20 students)

Message Date(s): February 27, 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:Tax Bill Newsletter Insert

Message Description and Distribution Method:

Provide educational messaging in the quarterly tax bill newsletter/insert at least once per year

Targeted Audience: Residents

Responsible Department/Parties: DPW, Town Manager's Office

Measurable Goal(s):

Monitor number of messages: The newsletter is included with the tax bills for about 10,000 properties

Autumn 2019: Reminder that only rain should go in the storm drain; do not rake leaves into storm drains; link to yard waste calendar
Spring 2020: information regarding the proper use and disposal of grass clippings and encouraging the proper use of slow-release and phosphorus-free fertilizers, with link to yard waste calendar and soil testing site
Summer 2020: information about the proper management of pet waste, including referral to Animal Control Ordinance

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:Newspaper Articles

Message Description and Distribution Method:

Provide information to residents using newspapers

- 1. Press release regarding catch basin cleaning explaining why it is performed and a reminder to never place pet waste, leaves, litter, or pollutants down the storm drain: <http://www.watertownmanews.com/2019/09/06/dpw-cleaning-catch-basins-around-watertown-this-month/>
- 2. Self-guided stormwater walk including information about catch basins, outfalls, green infrastructure, foam and other stormwater issues in Town: <http://www.watertownmanews.com/2020/05/11/a-self-guided-stormwater-walk-designed-by-a-river-conservation-group/>

Targeted Audience: Residents

Responsible Department/Parties: DPW

Measurable Goal(s):

The site receives about 4,000 user views a week.

Message Date(s): 9/6/19 and 5/11/20

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:Automotive Brochure

Message Description and Distribution Method:

Flyer containing information about BMPs for the automotive industry mailed to gas stations and businesses listed as "automotive" in the yellow pages (car dealerships, auto repair shops, auto dealerships and fleet services).

Targeted Audience: Industrial facilities

Responsible Department/Parties: DPW

Measurable Goal(s):

Number of businesses reached (22)

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:Dumpster Maintenance Brochure

Message Description and Distribution Method:

Includes methods of preventing stormwater pollution through dumpster maintenance. Information to be provided by the Health Department during grease trap inspections and in response to complaints

Targeted Audience: Businesses, institutions and commercial facilities

Responsible Department/Parties: DPW, Health Department, Zoning Enforcement

Measurable Goal(s):

The Health Department performed 155 grease trap inspections during the permit year.

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:

BMP:Construction Site Impacts Brochure

Message Description and Distribution Method:

Brochure targeting developers and contractors explaining the impacts of construction on stormwater runoff, best management practices for construction sites, and permit requirements. Hard copies of the brochure are available at the DPW and Building Departments and on-line at: <https://www.watertowndpw.org/DocumentCenter/View/955/ConstructionBrochure?bidId=>

Targeted Audience: Developers (construction)

Responsible Department/Parties: DPW, Building Department

Measurable Goal(s):

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:

BMP:Watertown's Guide to the Planting Strip Brochure

Message Description and Distribution Method:

Brochure including planting and maintenance information for the planting strip (area between sidewalk and curb). Reminds residents to fertilize with organic, slow release fertilizer and compost where possible. Distributed to residents as part of capital projects and available on the Town's web-site at: <http://www.watertowndpw.org/DocumentCenter/View/667/Residential-Planting-Strip-Info>

Targeted Audience: Residents

Responsible Department/Parties: DPW

Measurable Goal(s):

Number of brochures distributed (about 100)

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: Winter Maintenance and De-icing Brochure**Message Description and Distribution Method:**

Contains information about environmentally responsible de-icing and impacts to aquatic life. The brochure is distributed as part of capital projects and during enforcement of the commercial snow and ice removal ordinance.

Targeted Audience: Residents, businesses and commercial facilities

Responsible Department/Parties: DPW, Zoning Enforcement

Measurable Goal(s):

Number of brochures distributed (about 200)

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:

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 Advisory Committee (SAC) met six times during the permit term. The SWMP was discussed at each meeting, and in greater detail during the February 19, 2020 meeting.

The intent was to place review of the SWMP as a formal agenda item at the March meeting, but the SAC meetings were canceled for the remainder of the permit term due to COVID.

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:**

As discussed further in the Town's SWMP:

The SAC held six public meetings during the reporting period. Meetings were advertised in accordance with State Open Meeting Laws. Meetings from March 2020 to June 2020 were cancelled due to COVID.

The Town was unable to obtain resident volunteers for storm drain stenciling; DPW staff stenciled approximately 150 catch basins.

Sixteen rain barrels were sold to residents.

Mercury disposal opportunities, curbside CRT collection, tire collection events (January only) continued.

The planned stormwater tour was not held during permit year 2 due to COVID, but will be rescheduled. In lieu of a physical tour, the Town provided information about a self-guided tour that was posted on the Watertown News web-site:

<http://www.watertownmanews.com/2020/05/11/a-self-guided-stormwater-walk-designed-by-a-river-conservation-group/>

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:

System mapping was completed during the previous permit term and includes outfalls, catch basins, drainage structures and piping. The system map is a living document that is updated in conjunction with the Town's IDDE program. When inconsistencies between the system map and field investigations are identified, the system map is updated as-needed.

During this permit year, the Town continued transferring data to an ArcGIS platform to assist in data analysis and to make updating the map more efficient. The data includes water, sewer, and drain information as well as IDDE manhole inspection and testing results since September 2015.

The Town also began mapping municipally-owned stormwater treatment structures, but this process is not complete. There are minimal open channel conveyances in Watertown.

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.watertownpw.org/181/Illicit-Discharge-Detection-Elimination->

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.watertownpw.org/181/Illicit-Discharge-Detection-Elimination->

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:

Investigations in outfalls 6, 8, 11, 18, 20, 99, 109, and BEL continued during the permit year.

Additional investigations in drainage areas 1, 4, 7, 9, 12, 17, 37 and 38 were performed during the permit year.

Catchments investigations are reported based on the percent of system-wide key junction manholes inspected during the reporting period and to-date (June 2006 to present).

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:

Employee Training

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

an in-person training was not held due to COVID. Instead, staff were provided copies of the presentation and a link to an on-line video on how to identify illicit discharges for self-study.

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: 11

Number of inspections completed: 41

Number of enforcement actions taken: 0

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

During the permit year, 9 residential and 2 commercial/industrial Stormwater Management and Erosion and Sediment Control permits were issued.

At a minimum, the inspections are performed: upon installation of erosion and sediment controls; upon installation of sub-surface infiltration systems; and upon submission of as-built plans.

The Town took no formal enforcement action during the permit term, but notified permittees of any violations that could result in enforcement. All issues were addressed without formal enforcement.

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 Town's current Stormwater Management and Erosion Control Rules and Regulations require an as-built plan within one-year following completion of the work. Also required is a long-term Operations and

Maintenance Plan.

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:

To be completed by the end of year 4.

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:

To be completed by the end of 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:

In 2017, the Town completed a Green Infrastructure Planning report, with funding from EPA/MassDEP through the 604(b) funding program. The report identified 22 potential projects on Town-owned properties to mitigate impervious areas. The report is available at:

<http://www.watertownpw.org/163/Green-Infrastructure-Grants>

Two projects from this list (Beacon Park and Common Street corridor) have been completed and one additional project (Common Street/Spring Street intersection bioretention area) is under construction.

The rebuilding of the Cunniff and Hosmer Schools, beginning construction in permit year 3, includes tree trenches and bioretention areas.

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:

During Permit Year 2, the Town began collecting catch basin cleaning information using GIS. Information including depth of sediment, depth to pipe, and depth to bottom of structure were also collected.

The Town developed a draft Catch Basin Optimization Plan, which is being reviewed and updated. Many of the catch basins identified as greater than half-full appear to be better classified as gutter inlets. The Town will use information from Permit Year 3 catch basin cleaning as a second data set to refine and finalize the Optimization Plan.

Street Sweeping

*Report on street sweeping completed **during this reporting period** using one of the three metrics below.*

- Number of miles cleaned:
- Volume of material removed: [Select Units]
- Weight of material removed:

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:

There are four facilities in Town that require SWPPPs (Watertown DPW, Ridgelawn Cemetery, Recycling Center & Howard Street laydown area). Draft SWPPPs were prepared during the permit term and will be finalized in Year 3. In addition to inspections performed to develop the draft SWPPPs, four additional inspections (one per location) were performed in June 2020.

In developing the draft SWPPPs, several actions have already been taken:

Increase sweeping of rear DPW space to weekly.

Increase sweeping of Ridgelawn Cemetery near laydown area to weekly.

Increase sweeping of Howard Street to weekly.

Flow pattern and drainage modifications at Howard Street laydown area to reduce discharges to the MS4.

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:

In addition to impacts noted above, due to COVID-19 there were impacts to the IDDE program due to the inability to gain access to buildings for dye testing, beginning in March 2020 and continuing through the end of the permit year. Manhole inspection and testing were also impacted in late March 2020, but were able to resume in late May.

COVID-19 limited the Town's ability to provide employee training that takes place in the spring. Instead of an in-person meeting, participants were provided a copy of the presentation and links to pertinent training videos for self-instruction.

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)

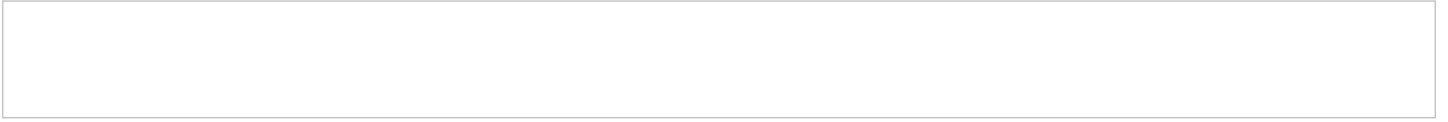
Yes, I agree

- 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.

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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

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