

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: Town of West Bridgewater

EPA NPDES Permit Number: MAR041172

Primary MS4 Program Manager Contact Information

Name: John W. DeLano

Title: Conservation Agent/MS4 Coordinator

Street Address Line 1: 65 North Main Street

Street Address Line 2: N/A

City: West Bridgewater

State: MA

Zip Code: 02379

Email: jdelano@wbridgewater.com

Phone Number: (508) 894-4073

Stormwater Management Program (SWMP) Information

SWMP Location (web address): https://www.westbridgewaterma.org/departments/stormwater_illicit_discharge_program/west_bridgewater_stormwater_management_plan.php

Date SWMP was Last Updated: June 30, 2019

If the SWMP is not available on the web please provide the physical address:

N/A

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)			
<input checked="" type="checkbox"/> Bacteria/Pathogens	<input type="checkbox"/> Chloride	<input type="checkbox"/> Nitrogen	<input type="checkbox"/> Phosphorus
<input type="checkbox"/> Solids/ Oil/ Grease (Hydrocarbons)/ Metals			
TMDL(s)			
<i>In State:</i>	<input type="checkbox"/> Assabet River Phosphorus	<input checked="" type="checkbox"/> Bacteria and Pathogen	<input type="checkbox"/> Cape Cod Nitrogen
	<input 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:

Although we obtained funding for an in-house, full time GIS person for the FY21 starting July 1, 2019 we were not able to hire the person until December 2, 2019. The intent was to complete Phase I mapping of the stormwater system by June 30, 2020. Using the un-expended funds for the GIS person allocated for the period

of July through November, we were able to purchase our own GPS unit for more accurate, quicker mapping and immediate data downloads to our stormwater system. That unit was purchased and received in May 2020 and training started immediately on its use. Our goal is to complete the requirement by June 30, 2021. It seems reasonable to do this with our in-house ability. Due to COVID-19, all but essential personnel were prohibited from working at the town hall offices from late March to the beginning of June. The MS4 Coordinator and the GIS employee were not classified as essential workers and were not allowed to work in the Town Hall because of COVID-19. The town hall was closed to the public from March to beginning of June. The inefficiency of trying to work from home with the files stored at the town hall prohibited us from completing our goals. We are now holding weekly stormwater program meetings to plan and track our goals and progress. We hope by the end of the next reporting period we will be fulfilling our requirements or at least well along towards that end. As a result of the aforesaid, we were not able to complete all of the above requirements except for having our salt and sand storage covered by an enclosed shelter.

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:

As noted in the Two Year Requirement Optional Section, COVID-19 caused us problems in meeting our goals. We have prioritized 4 road sections of our stormwater system that discharge to impaired rivers. We need to locate all out-falls along the roads and log them into the stormwater mapping and/or confirm we have them all mapped at this time. We are doing accomplishing this during the current reporting period.

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:

.....

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:

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: 10

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: Do your “doody” - SCOOP THE POOP Flyer

Message Description and Distribution Method:

Do your “doody” - SCOOP THE POOP Flyer handed or sent out with dog license applications

Targeted Audience: Pet owners needing licenses for their dogs

Responsible Department/Parties: Town Clerk

Measurable Goal(s):

Insert the flyer in the applications for dog licenses to their owners in the town. About 1100 flyers were disseminated.

Message Date(s): 01-15-2020 to 06-30-2020

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:

BMP: Stormwater Tips for Developers

Message Description and Distribution Method:

Tips for Developers Posted on Stormwater & Illicit Discharge web page. Title: Best Management Practices to Lessen Development Stormwater Pollution

Targeted Audience: Developers and Builders

Responsible Department/Parties: Conservation Commission

Measurable Goal(s):

To provide a resource for Builders and Developers to understand why we have the Stormwater Bylaw and Regulations and to prevent pollution to our stormwater. To provide a resource for Builders and Developers to understand why we have the Stormwater Bylaw and Regulations. Not able to determine the actual number of

views.

Message Date(s): 09-30-2019 to 06-30-2020

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:

BMP: Stormwater Tips for Businesses

Message Description and Distribution Method:

Tips for Businesses Posted on Stormwater & Illicit Discharge web page. Title: Please Use Best Management Practices to Lessen Business/Commercial Stormwater Pollution Impacts to Our Waters

Targeted Audience: Businesses and Commercial Establishments

Responsible Department/Parties: Conservation Commission

Measurable Goal(s):

To provide a resource for Businesses and Commercial Establishments to understand why we have the Stormwater Bylaw and Regulations and help prevent pollution of our stormwater. Not able to determine the actual number of views.

Message Date(s): 09-26-2019 to 06-30-2020

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:

BMP: Best Management Practices for Builders & Developers

Message Description and Distribution Method:

Posted on Stormwater & Illicit Discharge web page. A resource for builders and developers to use good site practices to prevent stormwater pollution. The reading of this resource and an returning the accompanying affidavit will be worked into a condition of approval of the stormwater permit as a requirement for starting the work during the next reporting year.

Targeted Audience: Builders and Developers

Responsible Department/Parties: Conservation Commission

Measurable Goal(s):

To provide a resource for Businesses and Commercial Establishments to understand why we have the Stormwater Bylaw and Regulations and help prevent pollution of our stormwater. Not able to determine the

actual number of views. In the next reporting period we will be able to measure the goal by counting the returned affidavits.

Message Date(s): 11-05-2019

Message Completed for: Appendix F Requirements Appendix H Requirements

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

If yes, describe why the change was made:

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BMP: Stormwater Tips for Industries

Message Description and Distribution Method:

Posted on Stormwater & Illicit Discharge web page. A resource for Industries to use good site practices to prevent stormwater pollution.

Targeted Audience: Industrial Establishments

Responsible Department/Parties: Conservation Commission

Measurable Goal(s):

To provide a resource for Industrial Establishments to understand why we have the Stormwater Bylaw and Regulations and help prevent pollution of our stormwater. Not able to determine the actual number of views.

Message Date(s): 09-30-2019 to 06-30-2020

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:

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BMP: Stormwater Tips for Septic System Owners

Message Description and Distribution Method:

Posted on Stormwater & Illicit Discharge web page. A resource for owners of septic systems to use good maintenance practices to prevent their systems from causing stormwater pollution.

Targeted Audience: All owners of properties in the town since all have on-site septic systems.

Responsible Department/Parties: Conservation Commission

Measurable Goal(s):

To provide a resource for septic system owners to understand why maintaining their septic system can help prevent pollution of our stormwater. Not able to determine the actual number of views.

.....

Message Date(s): 09-30-2019 to 06-30-2020

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:

BMP: Stormwater Tips for Everyone

Message Description and Distribution Method:

Posted on Stormwater & Illicit Discharge web page. A Video resource for everyone to learn about how the surface of the soil above and below the ground can improve our stormwater runoff reaching our streams and wetlands.

Targeted Audience: All residents

Responsible Department/Parties: Conservation Commission

Measurable Goal(s):

To provide a resource for residents to understand how land usage can help prevent pollution of our stormwater. Not able to determine the actual number of views.

Message Date(s): 10-21-2019 to 06-30-2020

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:

BMP: Attention Permit Applicants

Message Description and Distribution Method:

A one page flyer informing applicants for permits or approvals that they should check with the Stormwater Authority before starting their work to determine if a Stormwater Management Permit is required too. Flyer was disseminated to Building Department, Board of Health, Planning Board and the Zoning Appeals Board. It seems as if the building department flyer is getting results due to the number of inquiries received.

Targeted Audience: All permit applicants

Responsible Department/Parties: Conservation Commission

Measurable Goal(s):

To provide a resource for applicants for any permit to understand the Stormwater permitting process. Not able to determine the actual number of views.

Message Date(s): December 2019 to 06-30-2020

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:

The flyer was developed to alert applicants that the town might require a stormwater permit for certain projects before the work for which they had applied for or received an approval from another department had been started.

BMP: West Bridgewater Rainwater Runoff Demonstration

Message Description and Distribution Method:

WB CTV filmed a rainwater runoff demonstration model built by the Conservation Agent to show the importance of landscaping residential lots with rain gardens. The YouTube video is available on demand.

Link is: https://www.youtube.com/watch?v=TEh-xPoUvA4&feature=youtu.be&fbclid=IwAR1JoMASaw6ijMh0aYfEq0AxwGg9yTknkwoDsTWNksIo4g_LSIykOSZWuGw

Targeted Audience: Residential lot owners

Responsible Department/Parties: Conservation Commission

Measurable Goal(s):

Education of landowners on the merits of retaining stormwater runoff on their lots to mitigate the rate, volume and quality of the stormwater getting into the town streets. 142 views.

Message Date(s): 01-09-2020 to 06-30-2020

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:

As a result of the demonstration model at the Conservation Commission's booth at the town's Annual Park Day event held on 09-08-2019, the WB CTV director wanted to video the demonstration for the residents. It was not a planned BMP but it was an opportunity to add to our education of the public goal.

BMP: 2019 Annual Park Day Celebration event

Message Description and Distribution Method:

Soak Up The Rain model for residential properties. WB CTV YouTube video segment of the model built by the conservation agent and demonstrated all during the day long event. (7hr event) Model demonstrated how landscaping features and rain gardens can mitigate the runoff from rain storms

Targeted Audience: All residents of the town and visitors from the region

Responsible Department/Parties: Conservation Commission

Measurable Goal(s):

Show a visual representation on how stormwater runoff can be easily controlled with landscaping features that can also enhance the beauty of the property. Thousands of attendees passed by the booth. Subsequent posted video of the event received 109 views.

Message Date(s): 09-08-2019 - Event Day. Video posted on 09-12-2019. <https://www.youtube.com/watch?v=P6XEjicPIQ4> (See 1:50 to 2:37)

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:

As a result of a desire to attract attendees to our Conservation Commission booth at the Annual Park Day event, a demonstration model was constructed for the event. The event was held on 09-08-2019, the WB CTV director video taped the demonstration for a subsequent replay of the event's highlights. The director was impressed enough to want the residents to see it in the highlight video. It was not a planned BMP but it was an opportunity to add to our goal of educating the public on mitigating the impacts of Stormwater runoff.

BMP:[Message name here]

Message Description and Distribution Method:

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

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:

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:

Our Year 1 Massachusetts Small MS4 General Permit Annual Report was posted on the town's Stormwater & Illicit Discharge Program web page. The page asks for public comment and questions to be directed to the West Bridgewater MS4 Coordinator and provides a telephone number for contacting the coordinator. In addition, the West Bridgewater Annual Town Report of the Town Officers and Committees for the year ending 12-31-2019 contained the FIRST EVER Annual Report of the Stormwater & Illicit Discharge Program. The report provided information about the program and who to contact with questions. See Page 110 of the report.

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:

We had planned for a Advertised Public Hearing on the Stormwater & Illicit Discharge Program to be held in late March or early April. Due to COVID-19 we were not able to do so. We will be scheduling a Public Hearing during the next reporting year.

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:

As noted earlier, the MS4 Coordinator and the GIS employee were not classified as essential workers and were not allowed to work in the Town Hall because of COVID-19. After the town allowed non-essential employees to return to work, our GIS employee has been out updating the map in the 4 priority areas we have identified. In addition, the GIS employee has developed site maps of our town owned facilities as part of the preparation of SWPPPs for each facility.

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: 0

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: 0

Below, report on the percent of catchments investigated to date.

Percent of total catchments investigated: 0

Optional: Provide any additional information for clarity regarding the catchment investigations below:

.....

IDDE Progress

If illicit discharges were found, please submit a document describing work conducted over this reporting period, and cumulative to date, including location source; description of the discharge; method of discovery; date of discovery; and date of elimination, mitigation, or enforcement OR planned corrective measures and schedule of removal.

- The illicit discharge removal report is attached to the email submission

C. 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: 0

Number of illicit discharges removed: 0

Estimated volume of sewage removed: 0 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: 0

Total number of illicit discharges removed: 0

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:**

On going training resource video posted on the Stormwater & Illicit Discharge Program web page for performing outfall inspections and water quality sampling. Video posted 09-24-2019.

A classroom PowerPoint presentation Titled: An Introduction to West Bridgewater's MS4. Training done on 01-15-2020 with the DPW staff.

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: 20

Number of inspections completed: 102

Number of enforcement actions taken: 0

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

If an inspection determined corrective action, the site supervisor was informed and the change made without the necessity of a written order.

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 a uniform requirement for projects, the West Bridgewater Stormwater Authority imposes as a standard condition of approval for all projects the following: Upon completion of all or part of the work covered by this Order, the Applicant or his/her assigned agents must submit the following to the Conservation Commission to request a Certificate of Compliance of any type:

{a} a written request for a Certificate of Compliance (MA DEP WPA Form 8A - Certificate of Compliance), to include the following applicable items: name, address and telephone number of the original applicant; the name, address and telephone number of the person making the request; the name, address, and telephone number of the buyer of the property; the name and location of the project; the project's DEP file number; and the date of recording of the Order at the Plymouth County Registry of Deeds, including the Book and Page numbers.

{b} an As-built Plan showing the details covered by this Order of Conditions, signed, dated and stamped by a Registered Professional Engineer or Surveyor. The plan must specify any ways that the completed project differs from the plans referenced in this Order. The As-built Plan must include at least the following where applicable: Location of all structures and pavements; Utilities infrastructure including elevations of all pipe inverts and outlets, pipe sizes, materials and slopes; drainage structures; topography, indicating limits of clearing, grading, distances to wetlands resource areas, boundaries, and buffer zones, and any areas of alterations within wetland resource areas; and wetland replication areas.

{c} a signed, stamped letter from a Registered Professional Engineer or Land Surveyor certifying that the project is significantly in compliance with this Order and detailing any changes, as required by 310 CMR10.05(9d).

In addition, on new construction projects related to construction phase erosion control, the following is a condition of approval: "During the construction term of this project there must be a designated Erosion Control Supervisor (ECS). The ECS is responsible for implementing the MA Stormwater Standards listed in paragraph 19. (1) a) through l) contained in Section C.-General Conditions -MA DEP Bureau of Resource Protection-Wetlands -WPA Form5 -Order of Conditions. In addition, the ECS is responsible for implementing the Construction Period Pollution Prevention Plan and Stormwater Management System

Operations & Maintenance Plan as submitted.

Lastly, for long term maintenance and operation of stormwater management systems, the following is a condition of approval on projects with parking lots and new roadways: Before a Certificate of Compliance has been issued for this project, a Stormwater Management Operation and Maintenance Supervisor (SMOMS) must be designated for this facility. The SMOMS is responsible for post-construction long-term pollution prevention by adhering to the Stormwater Management System Operations & Maintenance Plan as submitted.

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 West Bridgewater Planning Board has been made aware of the requirement the last reporting period. During the next reporting period, the Stormwater Authority will make it a priority to discuss this requirement with the Planning Board so they are prepared to evaluate the current design standards and determine where they can be changed to accomplish better stormwater management. The Conservation Commission is on-board with the idea to change the design requirements for roadways and parking lots to lessen the impacts of stormwater runoff. Once there is a mutual understanding by both regulatory boards to create a change, the local regulations or guidelines will be evaluated for likely changes. We will be working on this goal during the ensuing reporting period.

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 West Bridgewater Planning Board has been made aware of the requirement the last reporting period. During the next reporting period, the Stormwater Authority will make it a priority to discuss this requirement with the Planning Board so they are prepared to evaluate the current design standards and determine where they can be changed to accomplish better stormwater management through Green Infrastructure practices. The Conservation Commission is on-board with the idea to change the design requirements for roadways, parking lots, and landscaping to lessen the impacts of stormwater runoff. Once there is a mutual understanding by the town regulatory boards and the town administration to create a change, the local regulations or guidelines will be evaluated for likely changes. We will be working on this goal during the ensuing reporting period.

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 DPW has been notified of this requirement and a few ideas have been discussed. We are working on this goal during this reporting period.

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: 200

Number of catch basins cleaned: 200

Total volume or mass of material removed from all catch basins: 28 cubic yards

Below, report on the total number of catch basins in the MS4 system.

Total number of catch basins: 1,454

If applicable:

Report on the actions taken if a catch basin sump is more than 50% full during two consecutive routine inspections/cleaning events:

We have low lying basins which are at the end of hill intersections and we do these every year instead of every three years.

Street Sweeping

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

Number of miles cleaned: 72

Volume of material removed: 70 cubic yards

Weight of material removed: 104 tons

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: 0

Describe any corrective actions taken at a facility with a SWPPP:

[Empty text box for corrective actions]

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):

[Empty text box for website information]

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:

[Empty text box for monitoring description]

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:

[Empty text box for additional information]

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:

Please see the above stated COVID-19 reasons for not completing some of our requirements.

[Empty text box for COVID-19 impacts]

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:

[Empty text box for providing additional details on activities planned for permit year 3]

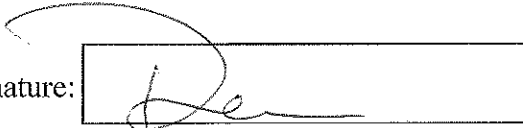
Part V: Certification of Small MS4 Annual Report 2020

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]