

**Year 3 Annual Report**  
**Massachusetts Small MS4 General Permit**  
**Reporting Period: July 1, 2020-June 30, 2021**

*\*\*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, 2020 and June 30, 2021 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 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			
<b>TMDL(s)</b>			
<i>In State:</i>	<input type="checkbox"/> Assabet River Phosphorus	<input 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
<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 3 Requirements

- Inspected and screened all outfalls/interconnections (excluding Problem and Excluded outfalls)
- Updated outfall/interconnection priority ranking based on the information collected during the dry weather inspections as necessary
- Post-construction bylaw, ordinance, or other regulatory mechanism was updated and adopted consistent with permit requirements

*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 3 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:

Ayer DPW hired SDE Consultant to perform dry weather outfall screening. Results are in the SWMP.

The updated Outfall/Interconnection Priority Ranking is in the SWMP.

Ayer utilized valuable consultant assistance through its membership in the Central MA Regional Stormwater Coalition (CMRSWC) to complete: its bylaw and regulation updates. Ayer formed a work group consisting of members from DPW, Conservation, Resident, Planning Board, and Consultant to prepare revised Bylaws and Regulations. The Town Engineer led the group and provided updates at Select Board Meetings and presented at Town Meeting.

### 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:

<https://www.ayer.ma.us/stormwater-department/pages/stormwater-management-program-swmp>

- 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 system map due in year 2 as necessary
- Enclosed all road salt storage piles or facilities and implemented winter road maintenance procedures to minimize the use of road salt
- Implemented SWPPPs for all permittee owned or operated maintenance garages, public works yards, transfer stations, and other waste handling facilities
- Updated inventory of all permittee owned facilities as necessary
- O&M programs for all permittee owned facilities have been completed and updated as necessary
- Implemented all maintenance procedures for permittee owned facilities in accordance with O&M programs
- Implemented program for MS4 infrastructure maintenance to reduce the discharge of pollutants
- Inspected all permittee owned treatment structures (excluding catch basins)

*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:

A comment period for the SWMP was provided on the Town website in June 2021. The Town did not receive any comments.

One SSO occurred in the reporting period, details are in the SWMP (IDDE Plan).

Catch basin cleanings and street sweepings were properly stored at the DPW yard. All roadways were swept in accordance with the SWMP.

Annual IDDE training was sponsored by CMRSWC and given by its Consultant Fuss & O'Neill.

**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:

Ayer is a member of CMRWSC and 220 messages were distributed to the Towns, see further details in MCM 1 section. The Town also distributed messaging on its own.

Additionally, Ayer, through the CMRSWC, was included in a Think Blue MA educational campaign called "Fowl Water", geared toward motor oil, pet waste, and trash. Results are attached to this report.

**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:

An annual message re: grass clippings and encouraging the proper use of slow-release and phosphorus-free fertilizers was not distributed. This message was missed. A message will be distributed in Year 4.

An annual message regarding pet waste was distributed in October 2020.

There are no structural BMPs in the regulated area so no phosphorus removal is estimated. However, the Town tracks phosphorus concentrations in 6 ponds as discussed in the "Monitoring and Study Results" section of this report.

## **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:

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

The Town's membership in CMRSWC sees continued benefits. Over the past year, CMRSWC assisted with training, bylaw updates, messaging, status of industry regulations (e.g., updates to Mass. Stormwater Standards).

The Town received an Asset Management Planning grant through the Clean Water SRF program. The total project cost is \$121,250 and the grant is for \$72,750. The scope involves creating a Stormwater Asset Management Plan for Ayer including inventory, condition, and a proactive program based on risk.

The Town will be utilizing \$25,000 voted at 2020 Town Meeting to revisit implementing a Stormwater Utility (one was approved in 2011 and rescinded in 2015).

### 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 most up-to-date approved Integrated List of Waters (303d List) is for Year 2016. Additionally, the draft 2018/2020 303d list is available and utilized. The NOI was based on the 2014 Integrated List of Waters and the SWMP was previously updated to the 2016 list. Changes from the 2016 Report to the 2018/2020 Draft Report are:

1. For Bowers Brook, "Fish, other aquatic life and wildlife" was added as a Uses Attained.
2. Flannagan Pond added two new impairments such as, "(Curly-leaf Pondweed\*)" and "(Fanwort\*)".
3. Sandy Pond was originally identified as a Category 3 and is now identified as a Category 4c with the Impairments of "(Fanwort\*)" and "(Non-Native Aquatic Plants)".
4. Spectacle Pond added impairments "(Curly-leaf Pondweed\*)", "(Fanwort\*)", and "(Water Chestnut\*)".
5. Grove Pond added impairments "(Curly-leaf Pondweed\*)" and "(Fanwort\*)".
6. James Brook added the impairment "Dissolved Oxygen".
7. Nashua River segment MA81-05 changed its impairment from 2016 "Benthic Macroinvertebrates" to "(Water Chestnut\*)" in 2020. And the segment MA81-06 added the impairments "(Curly-leaf Pondweed\*)", "(Fanwort\*)", and "(Water Chestnut\*)".
8. Plow Shop Pond has added the impairment "(Fanwort\*)".

## 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: Pet Waste**

Message Description and Distribution Method:

Web Page - Distribute educational announcement related to effects of pet waste on water quality to web page, eblast, and social media.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Created one announcement via social media. 22 Likes, 0 Comments, and 2 Shares.

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: Leaf Disposal**

Message Description and Distribution Method:

Web Page - Distribute one educational announcement related to effects of not disposing of leaves properly on water quality to web page, eblast, and social media.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Created one announcement via social media. 7 Likes, 0 Comments, and 2 Shares.

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: N/A**

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:

**BMP: Septic Maintenance**

Message Description and Distribution Method:

Web Page - Distribute educational announcement related to effects of septic maintenance on water quality to web page, eblast, and social media.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Created one announcement via social media. 2 Likes, 0 Comments, and 0 Shares.

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: Household Hazardous Waste**

Message Description and Distribution Method:

Web Page - Distribute educational announcement related to disposing of hazardous waste in garages and basements at Devens Regional Household Hazardous Products Collection Center to web page, eblast, and social media.

Targeted Audience: Residents

Responsible Department/Parties: DPW

Measurable Goal(s):

Created two announcement via social media.  
1st Post: 0 Likes, 1 Comment, and 1 Share.  
2nd Post: 5 Likes, 0 Comments, and 0 Shares.

Message Date(s): July 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:

Continued working with Conservation Administrator to implement "enhanced" public education messaging in FY20 and continuing in FY21. Enhance messaging consisted of social media messages distributed each month and geared towards activities that could impact stormwater in the respective season.

**BMP: Dog License**

Message Description and Distribution Method:

Web Page - Distribute educational announcement related to the issuance or renewal of dog license.

Targeted Audience: Dog Owners

Responsible Department/Parties: DPW

Measurable Goal(s):

Created one announcement via social media. 12 Likes, 0 Comments, and 2 Shares.

Message Date(s): November 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:

Continued working with Conservation Administrator to implement "enhanced" public education messaging in FY20 and continuing in FY21. Enhance messaging consisted of social media messages distributed each month and geared towards activities that could impact stormwater in the respective season.

### **BMP: O&M of Private Drainage**

Message Description and Distribution Method:

Web Page - Distribute one educational announcement related to O&M of private drainage to web page, eblast, and social media.

Targeted Audience: Businesses, institutions and commercial facilities

Responsible Department/Parties: DPW

Measurable Goal(s):

Create one announcement via social media.

Message Date(s): September 2021

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:

Note: this message was distributed outside the reporting year. The CMRSWC messaging also covers this topic.

### **BMP: Proper use of slow release and phosphorus free fertilizer and grass clippings disposal**

Message Description and Distribution Method:

Web Page - Distribute one educational announcement related to grass clippings and proper use of slow-release and phosphorus-free fertilizer.

Targeted Audience: Residents, businesses, institutions and commercial facilities

Responsible Department/Parties: DPW

Measurable Goal(s):

Create one announcement via social media.

Message Date(s): September 2021

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:

Note: this message was distributed outside the reporting year. The CMRSWC messaging also covers this topic.

**BMP: Web Links to Bylaw and NPDES CGP (MCM 1, BMP 7 in SWMP)**

Message Description and Distribution Method:

Web Page - Created web links and brief overview of Town Stormwater Bylaws, Regulations, and EPA CGP.

Targeted Audience: Developers (construction)

Responsible Department/Parties: DPW

Measurable Goal(s):

Developers indicated Town website hard to navigate for permits/info. Information we posted was helpful, however.

Message Date(s): September 2021

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:

Note: this message was created outside the reporting year.

**BMP: Think Blue Massachusetts**

Message Description and Distribution Method:

Think Blue Massachusetts "Fowl Water" video (<http://www.thinkbluemassachusetts.org/>)  
Advertisement on Facebook & YouTube. Video available on the Think Blue Massachusetts website.

Targeted Audience: Businesses, institutions and commercial facilities; Residents; Developers; Industrial

Responsible Department/Parties: Massachusetts Statewide Municipal Stormwater Coalition

Measurable Goal(s):

Over 7,445 social media impressions, including approximately 806 impressions for the Spanish language video.

Message Date(s): May 17, 2021 - June 4, 2021

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: Central Massachusetts Regional Stormwater Coalition - Social Media Messaging**

Message Description and Distribution Method:

Our community is a member of the Central Massachusetts Regional Stormwater Coalition (CMRSWC). In November 2020, CMRSWC contracted Capital Strategic Solutions (CSS) to assist with messaging requirements for MCM 1. A CMRSWC Facebook page and Instagram account were created, to supplement CMRSWC's existing Twitter account. Weekly messages were distributed through social media to target audiences consisting of residents, developers, businesses, institutions, commercial and industrial facilities located in CMRSWC communities. Topics on ways to reduce water pollution included: proper disposal of hazardous wastes, how to prepare for winter conditions, proper car washing techniques, septic system maintenance, yard maintenance, pet waste disposal, etc.

Targeted Audience: residents, developers, businesses, institutions, commercial and industrial facilities

Responsible Department/Parties: CMRSWC

Measurable Goal(s):

By June 2021, 220 post had been added to the CMRSWC Facebook and Instagram pages with over 2,500 impressions on Facebook and over 2,200 impression on Instagram with over 1,000 engagements. CMRSWC's twitter account had over 3,000 posts with 492,400 impressions. CMRSWC's tweets had over 2,000 engagements. CMRSWC's social media posts were shared by numerous municipalities, organizations, and the EPA.

Message Date(s): Nov 2020 - June 2021

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:

Social media messaging is a new service being provided to CMRSWC member communities in Year 3 and, therefore, would not have previously been identified on municipality's NOIs.

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:**

Annual review for public comment on the SWMP was available on the Town's webpage from June 14 to 25, 2021. Notification of the availability to comment was distributed via the Town's web and social media and announced at the June 15, 2021 Select Board meeting. No comments were received.

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:**

Please note: The CMRWSC messaging encompassed the Town's requirements for the reporting period; however, the Town still continued to distribute its own messages as well.

Other public involvement and participation opportunities conducted during the reporting period include maintaining the Stormwater Hotline, promoting Devens regional household hazardous waste collection, and mercury waste collection boxes. The Town Engineer gave a presentation to the Board of Selectman on June 15, 2021 on the MS4 permit activities conducted in Year 3 and anticipated in Year 4. The town rescheduled the annual earth day cleanup, "A Cleaner Ayer" from April 2020 to October 3, 2020 due to COVID-19 and also held a Spring Town-Wide Cleanup on May 1, 2021.

### **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**

*Optional: Provide additional status information regarding your map:*

The Systemwide Map for stormwater was updated with minor changes. The map will be updated with outfall field work results, and information regarding the 2020 Integrated List of Waters (303d List).

#### **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. Please also include the updated inventory and ranking of outfalls/interconnections based on monitoring results.*

No outfalls were inspected

- The outfall screening data is attached to the email submission
- The outfall screening data can be found at the following website:

<https://www.ayer.ma.us/stormwater-department/pages/stormwater-management-program-swmp>

*Below, report on the number of outfalls/interconnections screened **during this reporting period**.*

Number of outfalls screened:

*Below, report on the percent of outfalls/interconnections screened **to date**.*

Percent of outfalls screened:

*Optional: Provide additional information regarding your outfall/interconnection screening:*

The Ayer DPW retained SDE consultants for IDDE Dry Weather Monitoring. IDDE Dry Weather Sampling began on July 1, 2020. Flow was observed at 4 outfalls.

### **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.*

- No catchment investigations were conducted
- 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:*

### **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.*

- No illicit discharges were found
- 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:

It should be noted illicit discharges related to an oil release and pet waste occurred in 2017. The oil release has been managed by a private party in accordance with the Massachusetts Contingency Plan (MCP). Notices were distributed in the problem neighborhood and no pet waste issues were identified in the problem neighborhood during the reporting period.

### **Employee Training**

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

Employees involved in the IDDE program participated in annual IDDE training provided virtually by Central Massachusetts Regional Stormwater Coalition on May 26, 2021. A summary and recording of the training is available on the CMRSWC website.

### **MCM4: Construction Site Stormwater Runoff Control**

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

Number of site plan reviews completed:

Number of inspections completed:

Number of enforcement actions taken:

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

The Town expects the number of reviews to increase with the Bylaw changes implemented in Year 3.

## **MCM5: Post-Construction Stormwater Management in New Development and Redevelopment**

### **As-built Drawings**

*Below, report on the number of as-built drawings received during this reporting period.*

Number of as-built drawings received:

*Optional:* Enter any additional information relevant to the submission of as-built drawings:

As-builts for a portion of Pingry Hill and Riley Jayne Farm Subdivisions

### **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:

Not started, expect to coordinate effort with CMRSWC.

### **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:

Not started, expect to coordinate effort with CMRSWC.

### **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:

Not started, expect to coordinate effort with CMRSWC.



## 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:

Per the Optimization Plan, the contributing drainage area will be investigated for sources which will be addressed. If no sources are found, the frequency of inspection and cleaning will be increased.

Please note a combined total of 200 tons of material was removed from catch basin cleaning AND street sweeping.

### **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:

### **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 during this reporting period.

## **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):

<https://www.ayer.ma.us/stormwater-department/pages/stormwater-management-program-swmp>

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:

Water Quality of Long Pond, Sandy Pond, Balch Pond, Grove Pond, Flannagan Pond, and Pine Meadow Pond is monitored by the DPW three (3) times per year in accordance with the "Biological Survey, Assessment and Management Recommendations for Ayer Ponds" by Geosyntec Consultants (2015). Basic field parameters are collected and lab samples for Total Phosphorus, Ammonia Nitrogen, and Chlorophyll-a.

### **Additional Information**

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

The Town approved a local wetlands bylaw at the October 2020 Town Meeting. The Bylaw has stricter requirements than the WPA. The Ayer Conservation Commission is presenting a Fertilizer Bylaw at Fall Town Meeting. The Bylaw will help reduce nutrient loading to waterways.

### **COVID-19 Impacts**

*Optional:* If any of the above year 3 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 utilization of Zoom and other video conferencing platforms has helped the Town continue functioning through COVID-19 restrictions. The Town did not see any significant impacts to its stormwater budget for the past fiscal year.

### **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 4 requirements summarized below. (Note: impaired waters and TMDL requirements are not listed below)

Yes, I agree

- Develop a report assessing current street design and parking lot guidelines and other local requirements within the municipality that affect the creation of impervious cover
- Develop a report assessing existing local regulations to determine the feasibility of making green infrastructure practices allowable when appropriate site conditions exist
- Identify a minimum of 5 permittee-owned properties that could potentially be modified or retrofitted with BMPs to reduce impervious areas

### **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 curbed streets at least annually
- Continue investigations of catchments associated with Problem Outfalls
- Implemented SWPPPs for all permittee owned or operated maintenance garages, public works yards, transfer stations, and other waste handling facilities
- 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
- Review O&M programs for all permittee owned facilities; update if necessary
- Implement all maintenance procedures for permittee owned facilities in accordance with O&M programs
- Implement program for MS4 infrastructure maintenance to reduce the discharge of pollutants
- Enclose all road salt storage piles or facilities and implemented winter road maintenance procedures to minimize the use of road salt
- Review as-built drawings for new and redevelopment to ensure compliance with post construction bylaws, regulations, or regulatory mechanism consistent with permit requirements
- Inspect all permittee owned treatment structures (excluding catch basins)


Provide any additional details on activities planned for permit year 4 below:

## Part V: Certification of Small MS4 Annual Report 2021

### 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:	Dan Van Schalkwyk, P.E.	Title:	Town Engineer
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Signature:	Daniel Van Schalkwyk  <small>Digitally signed by Daniel Van Schalkwyk Date: 2021.09.27 14:11:34 -04'00'</small>	Date:	09/27/21
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*[Signatory may be a duly authorized representative]*