

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>

Impairment(s)

- Bacteria/Pathogens Chloride Nitrogen Phosphorus
 Solids/ Oil/ Grease (Hydrocarbons)/ Metals

TMDL(s)

- In State:* Assabet River Phosphorus Bacteria and Pathogen Cape Cod Nitrogen
 Charles River Watershed Phosphorus Lake and Pond Phosphorus
- Out of State:* Bacteria/Pathogens Metals Nitrogen Phosphorus

Clear Impairments and TMDLs

Next, check off all requirements below that have been completed. **By checking each box you are certifying that you have completed that permit requirement fully.** If you have not completed a requirement leave the box unchecked. Additional information will be requested in later sections.

Year 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:

The Town attempted to screen all of their 474 outfalls and were able to complete 386 screenings. Eight-eight outfalls were not screened due to accessibility issues. The DPW will conduct screenings on the remaining outfalls during Permit Year 4. The priority rankings will be updated once all screenings are complete.

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 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:

Approximately 70% of municipally-owned treatment structures were inspected during this permit year. The remaining 30% of treatment structures were not inspected due to COVID-19 related staffing constraints.

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:

3,139 educational messages were issued through Viewpoint during dog licensing.

Nitrogen (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) that encourages the proper use and disposal of grass clippings and encourages the proper use of slow-release 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)

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:

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:

A catch basin cleaning SOP was adopted in 2020, resulting in electronic tracking of maintenance work and proper scheduling for basins found to be 50% capacity that need frequent inspections and maintenance. This enhanced maintenance cycle started in the Fall of 2020.

Curbed roadways were swept 4 times in downtown Franklin during this permit year in support of Appendix H.V.2.a.ii requirements.

Charles River Watershed Phosphorus TMDL

Completed the funding source assessment

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 funding source assessment was completed in June 2021.

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 Town evaluated the "Massachusetts Year 2016 Integrated List of Waters" and noted the following change has been made to the Town's waterbody impairments:

- Mine Brook (MA72-14) - Escherichia coli has been added as an impairment. The inclusion of this impairment does not change any Appendix F or Appendix H requirements that are currently being completed by the Town as part of the Charles River Escherichia coli impairments.

No other changes related to receiving waters/impaired or TMDL waters/outfalls have been made during this reporting period.

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:1A - Brochures for Residents

Message Description and Distribution Method:

The Stormwater Division website, located on the DPW website, includes general educational information about stormwater pollution and the importance of keeping stormwater clean. The page contains links to various flyers and brochures that were updated this permit year. The following flyers/brochures with messaging directed toward residents are available on the website: general stormwater informational mailer, pet waste flyer, and septic system care flyer. A "Smart Yard Care" brochure was linked in the August 2020 Town of Franklin Newsletter.

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:[1B - Displays for Businesses, Institutions, and Commercial Facilities]

Message Description and Distribution Method:

One hundred and twenty-two flyers were mailed via USPS to industrial facilities on 6/2/2021 describing best management practices to prevent spills and leaks from entering storm drain systems. "Rain Flowing Down the Drain in Franklin", which is a general stormwater message developed by Think Blue Massachusetts geared toward industrial stormwater audiences.

Spill Prevention, Industrial Materials Handling, and Industrial Fleet Management.

Flyers are available to the DBA license application in Viewpoint. Two-hundred and ninety-four flyers were viewed during this Permit Year.

Targeted Audience: Businesses, Institutions, and Commercial Facilities

Responsible Department/Parties: GIS Manager and DPW Stormwater Division

Measurable Goal(s):

Update posters and displays with appropriate non-residential stormwater pollution control messages annually. The Town Hall/DPW did not maintain flyers for distribution because offices were closed due to COVID-19 impacts.

Message Date(s): Ongoing

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:[1C: Brochures for Developers

Message Description and Distribution Method:

Brochures educating construction developers about soil erosion controls were distributed with the online Soil Erosion and Sediment Control Plan permits application Viewpoint Cloud. Eleven brochures were viewed during this Permit Year.

Targeted Audience: Developers (Construction)

Responsible Department/Parties: GIS Manager and DPW Stormwater Division

Measurable Goal(s):

Preparation and distribution of stormwater messages targeting the development community every 2 years.

Message Date(s): Ongoing

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:[1D - Brochures for Industrial Facilities

Message Description and Distribution Method:

The Stormwater Division website, located on the DPW website, includes general educational information about stormwater pollution and the importance of keeping stormwater clean. The page contains links to various flyers and brochures that were updated this permit year. The following flyers/brochures with messaging directed toward industrial facilities are available on the website: industrial spill prevention, industrial materials handling, and industrial fleet management.

Targeted Audience: Industrial Facilities

Responsible Department/Parties: GIS Manager and DPW Stormwater Division

Measurable Goal(s):

Preparation and distribution of stormwater messages targeting industrial operations every 2 years.

Message Date(s): Ongoing

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:

Flyers were previously posted at the Town Hall/DPW prior to COVID-19. Messaging delivery methods were shifted to the Stormwater Division website due to access restrictions to Town offices.

BMP:1E: Website Updates for General Public

Message Description and Distribution Method:

The Stormwater Division website, located on the DPW website, includes links to download the MS4 General Permit Notice of Intent and latest Stormwater Management Plan revisions. The Town updated this website during Permit Year 3 to include an impervious area map, updated flyers and brochures, a rain barrel information page, and a Stormwater Utility informational packet.

The Town's July 2020 newsletter contained a message regarding the Town's Recycling Center hours, as well as a link to the Town's Waste Management Program Guide.

The Town posted a #ThinkBlueMassachusetts contest to their Instagram account on July 16, 2020 notifying followers about an upcoming stormwater awareness campaign. The post received 16 "likes". A follow up message was posted on July 20, 2020 to notify the public that the campaign started that day and to tag the Town in stormwater related photos for a chance to win an Amazon gift card. This post was viewed 310 times.

The Town's August 2020 newsletter contained a flyer under the topic "Smart Yard Care" called "Creating a Healthy Yard". The flyer described proper yard waste disposal procedures. The same newsletter contained links to a #ThinkBlueFranklin contest where residents were invited to share photos of storm drains and the Town after a rain event (stormwater focused).

The Town posted a #ThinkBlueFranklin contest flyer on their website on August 11, 2020 reminding the public about an ongoing contest to promote stormwater awareness. The post received no "likes".

The flyer On November 4, 2020 the Town posted a picture to their Department of Public Works Facebook page showing equipment spreading an appropriate mix of substrate to support a rain garden. The post was "liked" 1 time.

On March 2, 2021 the Town posted a rain barrel message to their Facebook page informing the public that their rain barrel program was open and rain barrels were available for purchase. The post received 20 "likes".

The Town posted a message informing residents of the Stormwater Division's stormwater related art contest geared toward kids aged 5-17 on their Facebook page on March 30, 2021. The post received 19 "likes".

The Town's April 2021 newsletter contained information about the Town's rain barrel program.

On June 2, 2020 the Town posted a flyer showing silt fencing to their Department of Public Works Facebook page to educate the public about stormwater pollution generated from construction sites. The post contained a link to the Think Blue Massachusetts campaign. The post was "liked" 4 times.

On June 3, 2021, the Town posted flyers to their Department of Public Works Facebook page describing the impacts oil and grease have on waterbodies and how to prevent spills. The post was "liked" 1 time.

On June 9, 2021, the Town posted a YouTube video created by Think Blue Massachusetts called "Fowl Water" that describes ways the public can take steps to reduce polluted stormwater runoff and the impacts of stormwater runoff to waterbodies. The post was "liked" 4 times.

Targeted Audience: General Public

Responsible Department/Parties: GIS Manager and DPW Stormwater Divisio

Measurable Goal(s):

Promote stormwater awareness by linking key stormwater information, regulations, and activity updates with a goal to increase website hits.

Message Date(s): Ongoing

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:

Messaging has been expanded to the Town newsletter and social media to reach a wider audience. The community Facebook page "All About Franklin" has 15,000 followers, the DPW Facebook page has 2,682 followers, the Town of Franklin Facebook page has 1,986 followers, the Town of Franklin Instagram page has 1,535 followers, the Town of Franklin Twitter account has 3,691 followers, and the Town newsletter is distributed to 4,000+ community members.

BMP:1F - Special Events for General Public

Message Description and Distribution Method:

The Town posted a link to the DPW Facebook page to a presentation conducted by the Stormwater Division

on 5/12/2021. The PowerPoint presentation, which is 12 pages long, describes actions undertaken by the Town to protect and improve stormwater quality and is designed to inform the public about why stormwater quality is important, types of stormwater pollution, and ways they can contribute to improving stormwater quality.

2,641 Facebook users currently "follow" the Franklin DPW Facebook page.

A water quality presentation was held at the Grove Street Water Treatment Plant on June 12, 2021. Approximately 50 residents attended.

Targeted Audience: General Public

Responsible Department/Parties: GIS Manager and DPW Stormwater Division

Measurable Goal(s):

Provide annual hands-on stormwater education event and track attendance.

Message Date(s): Facebook post: 5/12/2021; Grove Street Water Quality Presentation: 6/12/2021

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:1G - Brochures for Dog Owners and Residents

Message Description and Distribution Method:

Brochures educating dog owners about proper pet waste management are distributed during the on-line dog registration process in Viewpoint Cloud. 3,139 messages were distributed during this permit term.

The August 2020 Town newsletter contained a link to the pet waste message "Scoop the Poop". The newsletter is distributed to +4,000 residents via email.

These messages meets permit requirements for enhanced BMPs under Appendix F.A.III

Targeted Audience: Residents

Responsible Department/Parties: GIS Manager, DPW Stormwater Division, and Town Clerk

Measurable Goal(s):

Update and disseminate pet waste messaging annually during the dog licensing process and provide messaging at select public locations.

Message Date(s): Ongoing, August 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:

[Empty text box for describing changes]

BMP:1H - Brochures for Septic Tank Owners

Message Description and Distribution Method:

A "Septic Smart" week was posted on the Town Department of Public Works Facebook page on 9/15/2020. The post contained a graphic developed by EPA describing ways to protect your septic system, septic system maintenance, and the potential effects of septic systems to groundwater quality. The post was "liked" 3 times.

The October 2020 Town newsletter contained a septic system message informing septic system owners on ways to maintain their septic system. The newsletter is distributed to +4,000 residents via email.

The Town posted a flyer to their Facebook page on 6/12/2021 explaining how stormwater can be polluted by failing septic systems, including ways to identify failing septic systems. 2,641 Facebook users currently "follow" the Town's DPW Facebook page.

These messages meets permit requirements for enhanced BMPs under Appendix F.A.III.

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:

MCM2: Public Participation

Describe the opportunity provided for public involvement in the development of the Stormwater Management Program (SWMP) **during this reporting period:**

The Town of Franklin posted their MS4 General Permit Notice of Intent and Permit Year 2 and 3 SWMP updates to the Stormwater Division web page on the Town website. DPW contact information, including email and the DPW address, were provided for public comment. No comments were received during this permit year.

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:**

A stormwater information presentation was conducted at Grove Street Water Treatment Plant on 6/12/2021. This event was open to the public. Approximately 50 residents attended the event.

Earth Day Clean up was an event held by the Town on 4/24/2021 to provide the public with an opportunity to participate in picking up litter and debris that can affect stormwater quality. Over 200 members of the community participated in the event.

The Town's April 2021 newsletter contained information about a Stormwater Division art contest geared toward different age groups in the Town's school system to produce posters with various stormwater themes.

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 MS4 System Mapping progress is ongoing. The map contains all permit required elements. Routine spatial corrections were conducted and several culverts were added and/or adjusted to the GIS database.

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:

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 Town attempted to screen all remaining outfalls during this permit year; however 88 outfalls were not screened due to accessibility issues and staffing constraints. The remaining 88 outfalls will be attempted to be screened during Permit Year 4.

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:

The Town completed key junction manhole inspections of known key junction manholes in 6 catchments. No illicit discharges were identified during the inspections. Catchment investigations will be marked complete once all of the requirements of Part 2.3.4.8.c.i are met.

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:

[Empty rectangular box]

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:

[Empty rectangular box]

Employee Training

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

The DPW and Transfer Station staff received SWPPP training on 9/15/2020, an SPCC training was conducted with DPW staff on 4/12/2021, and IDDE/Good Housekeeping/Pollution Prevention training was conducted with DPW staff on 6/23/2021.

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:

[Empty rectangular box]

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:

To be conducted in Permit Year 4

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 conducted in Permit 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 conducted in Permit 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:

To be conducted in Permit Year 4

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:

A catch basin cleaning SOP was adopted in 2020, resulting in electronic tracking of maintenance work and proper scheduling for basins found to be 50% capacity that need frequent inspections and maintenance. This enhanced maintenance cycle started in the Fall of 2020.

If necessary, schedule adjustments will be made to prioritize catch basins located at known problem areas (low spots) and near construction activities. If inspections and maintenance activities indicate excessive sediment and debris loading (i.e. the sump is more than 50% full during two consecutive routine inspections/cleanings), these catch basins will have more frequent cleaning.

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: [Select Units]

Stormwater Pollution Prevention Plan (SWPPP)

*Below, report on the number of site inspections for facilities that require a SWPPP completed **during this reporting period.***

Number of site inspections completed:

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

No corrective actions were identified during this permit year.

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:

- The Town swept the downtown area 4 times during this permit year in response to increased traffic volumes in support of Appendix H.V.2.a.ii requirements.
- The Town has been active in educating residents, businesses, and industries about the need for a stormwater utility and is hoping to vote on implementing the utility after the November 2021 election.

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:

Physical copies of brochures/flyers were not available for distribution because Town offices were closed. Message delivery was shifted to electronic methods. Outfall inspections were not 100 % completed due to staffing constraints related to COVID-19, but they are underway as of the submittal of this report and are anticipated to be completed during Permit 4.

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:

Title:

Signature:

Date:

[Signatory may be a duly authorized representative]