

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: Town of Holliston

EPA NPDES Permit Number: MAR041122

Primary MS4 Program Manager Contact Information

Name: Sean Reese

Title: Director of Public Works

Street Address Line 1: 730 Washington Street

Street Address Line 2: na

City: Holliston

State: MA

Zip Code: 01746

Email: reeses@holliston.k12.ma.us

Phone Number: (508) 429-0615

Stormwater Management Program (SWMP) Information

SWMP Location (web address): <https://www.townofholliston.us/dpw/pages/stormwater-illicit-discharge-plans>

Date SWMP was Last Updated: September 2021

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

-Dry Weather Outfall Screening: The Town has attempted to inspect 490 stormwater outfalls and interconnections within the urbanized area during dry weather. In most cases where an outfall could not be found, the location was revisited again when there was less vegetation. In the event it still could not be located, or was inaccessible, the upgradient catch basin or manhole was inspected for dry weather flows. Ten of the 490 locations that could not be found did not have an upgradient proxy structure and will be revisited in 2021.

-Updated Outfall Priority Ranking: The outfall priority ranking was updated as the investigations were performed with priority placed on revisiting outfalls with signs of illicit discharges to collect additional information for prioritization of drainage areas for catchment investigations. A new prioritization table and map was created.

-Post-Construction Bylaw and Regulations: The Town updated its Stormwater Management and Land

Disturbance Regulations, Subdivision Regulations and Special Permit and Site Plan Review Regulations to meet the requirements of the MS4 Permit. The updated regulations were adopted on May 20, 2021.

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:

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:

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:

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

The MS4 Permit requires the Town to reduce phosphorus loads to the Charles River, a portion of which comes from existing privately developed properties that discharge to the Town's MS4 or directly to surface waters. These existing private properties are currently not subject to stormwater permits and are not regulated to reduce their share of phosphorus contributions to TMDL waters. Instead, the Town is responsible for achieving phosphorus reductions from these private developments because these developments are located within Holliston's MS4. The Town supports exploring a state or federal level stormwater permit for existing large commercial, industrial, and institutional properties located within the Charles River watershed to help mitigate impacts from development per EPA's August 13, 2020 stakeholder letter.

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 2016 Integrated List of Waters was finalized and includes the following new impairments and/or TMDLs in Holliston:

- Bogastow Brook (MA72-16) has a TMDL for E.Coli (previously just fecal coliform)
- Chicken Brook (MA72-34) is impaired for E.Coli
- Hopping Brook (MA72-35) is impaired for E.Coli

An updated list of outfalls and receiving waters is ongoing as outfall inspections are performed and will be included in the Town's updated SWMP Plan and IDDE Plan, which includes a detailed list of each outfall by ID and receiving water.

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 Education

Message Description and Distribution Method:

The Think Blue Do Your Doody flyer was provided at the Town Clerk's counter, copies were distributed to dog owners by the Town Clerk during dog licensing in April, copies are posted by the Recreation Department at Pleasure Point, Stoddard Park, Mission Springs and Weston Pond, copies are posted by the Trails Committee along the Upper Charles Trail, and a copy is posted at the Board of Health information kiosk in Town Hall. The "Pet Waste on Bathing Beaches: Guidelines for Pet Owners (MA Dept. of Public Health)" flyer was also posted at the Board of Health information kiosk in Town Hall and in the two public bathing areas at Stoddard Park and Pleasure Point beaches on Lake Winthrop. Other permanent signage about pet waste is also posted in those two public bathing beaches. Additionally, the Town follows the Think Blue campaign on Facebook, which provides additional pet waste tips.

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:Rain Barrel Program

Message Description and Distribution Method:

The Town hosted a rain barrel event on 5/8/2021 and offered 100 rain barrels at a 60% off retail price. A flyer was included with water bills and posted on the Town's website that outlined benefits of rain barrels, specifics on the rain barrels being offered by the Town, and instructions on how to purchase one.

Targeted Audience: Residents

Responsible Department/Parties: DPW

Measurable Goal(s):

Number of rain barrels purchased and distributed (105 barrels)

Message Date(s): 5/8/2021

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:

To help promote and improve residential stormwater management.

BMP: Curbside Food Waste Compost Message

Message Description and Distribution Method:

Two flyers describing the curbside food waste composting were posted on the Town's website and posted at various locations around Town. Additional public outreach took place while securing Select Board approval for the initiative by placing lawn signs at several locations.

Targeted Audience: Residents

Responsible Department/Parties: DPW

Measurable Goal(s):

167 households participating in the curbside food waste program.

Message Date(s): October 2020, January 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:

To promote awareness of green solutions and reduce waste.

BMP: Green Grass and Clear Water Message

Message Description and Distribution Method:

Two flyers "Be a Leaf Hero" and "Green Grass & Clear Water" were posted on the Town's website and posted at the Town Hall, the Board of Health PSA area, the Town Clerk's counter, and at the Town Meeting.

Targeted Audience: Residents, Businesses, institutions and commercial facilities

Responsible Department/Parties: DPW, Board of Health, Town Clerk

Measurable Goal(s):

50 flyers at Town Hall, the Board of Health, and the Town Clerk's counter. 100 flyers at the Town Meeting.

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: Waste Disposal Outreach

Message Description and Distribution Method:

The Town posted the Household Hazardous Waste Day pamphlet on the Town's website, the Facebook page, and it was read at all Select Board meetings in June. Flyers were placed around Town at a local hardware store, the Town Clerk's office, the Board of Health, and at Town meetings. The Town also participates in the Charles River Household Hazardous Waste Consortium.

Targeted Audience: Residents and Business, institutions and commercial facilities

Responsible Department/Parties: DPW, Planning Board, Board of Health

Measurable Goal(s):

Number of flyers (200 flyers).

Message Date(s): 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:

BMP: Pollution Prevention Outreach

Message Description and Distribution Method:

The Town has a webpage dedicated to Stormwater Management educational materials. The webpage can be linked from the DPW website where the SWMP and IDDE Plan are made available online. A Stormwater Management fact sheet and Stormwater Management Helpful Hints fact sheet are available and contain information on: erosion, hazardous waste collection; outside water use, septic management, pet waste management, and water conservation. The Town also posts a "Take the Stormwater Runoff Challenge" word

puzzle and a brochure on water efficient landscaping. A "Clean Water begins with you. Let's Think Blue!" poster is displayed in Town Hall.

Targeted Audience: Residents, Businesses, institutions and commercial facilities

Responsible Department/Parties: DPW, Planning Board, Conservation Commission, Technology Dept.

Measurable Goal(s):

Continued webpage maintenance updates and display of materials in Town Hall.

Message Date(s): Continuous posting

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 and the Construction Industry Outreach

Message Description and Distribution Method:

The Town has a webpage dedicated to Stormwater Management educational materials. The webpage can be linked from the DPW website where the SWMP and IDDE Plan are made available online. A "Stormwater Management and the Construction Industry" brochure is available and contains information on planning and implementing erosion and sediment control practices and maintaining construction BMPs.

Targeted Audience: Developers (construction)

Responsible Department/Parties: DPW, Planning Board, Conservation Commission, Technology Dept.

Measurable Goal(s):

Continuous webpage maintenance updates.

Message Date(s): Continuous posting.

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:Swimming Pool Outreach

Message Description and Distribution Method:

The "Swimming Pools and Surface Water Quality: Best Practices Guide for Swimming Pool Owners in the

Wachusett Watershed (Mass. DCR) is posted at the Board of Health information kiosk in Town Hall.

Targeted Audience: Residents

Responsible Department/Parties: DPW, Planning Board, Conservation Commission

Measurable Goal(s):

Distribution of flyers through public office.

Message Date(s): Continuous posting.

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: Follow Think Blue Campaign on Facebook

Message Description and Distribution Method:

The Town follows the state Think Blue campaign on its Facebook page. The Think Blue campaign provides tips for residents (pet waste, yard waste, lawn care, lawn watering, chemical disposal, care care, infiltration, septic systems and pool care), businesses (waste and material storage, infiltration, snow and ice removal, outdoor cleaning, landscaping, irrigation, fleet care), developers (permitting, LID, pre-construction planning, erosion control, site maintenance) and industrial facilities (permitting, equipment maintenance, site landscaping, irrigation, waste disposal, chemical storage, spill prevention/response and snow and ice removal) to prevent stormwater pollution.

Targeted Audience: Residents, Businesses, institutions and commercial facilities, industrial

Responsible Department/Parties: DPW, Planning Board, Conservation Commission, Technology Dept.

Measurable Goal(s):

631 Facebook reaches.

Message Date(s): Continuous posting.

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 System Maintenance

Message Description and Distribution Method:

In addition to following Think Blue pollution prevention tips, the EPA's "A Homeowner's Guide to Septic Systems" is available in the public information slot in Town Hall. The Board of Health also has a link to MassDEP's website for tips on caring for your septic system.

Targeted Audience: Residents, Business, institutions and commercial facilities, industrial facilities

Responsible Department/Parties: DPW, Planning Board, Board of Health

Measurable Goal(s):

Distribution of brochure through Town Hall and tips through website.

Message Date(s): Continuous posting.

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: Local Coverage of Conservation Commission Meetings**Message Description and Distribution Method:**

Local coverage of Conservation Commission meetings is provided through newspaper articles/press releases twice monthly. Since April 2020, all board meetings have been remote and are being covered by HCAT and being recorded and posted. Stormwater topics and water quality protection are often discussed at these meetings.

Targeted Audience: Residents

Responsible Department/Parties: Conservation Commission, Planning Board, Technology Dept.

Measurable Goal(s):

Broadcast public meetings.

Message Date(s): Twice monthly

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:**

SWMP Plan for Download - The Town has posted the SWMP Plan on Town website along with contact information to allow for public comment.

The Town's policy for handling stormwater complaints or inquiries is to send it to the department that has jurisdiction over the project or issue.

River and Pond Cleanups - The Parks and Recreation Department does seasonal debris cleanup annually at both park areas on Lake Winthrop (Stoddard Park and Pleasure Point) using lifeguards and camp counselors. They also employ benthic mats for weed control and rake and re-position periodically.

Annual household hazardous waste collection day provided in July 2020 with 277 cars/residents participating. Clean Harbors Environmental Services conducted the event and disposed of materials collected (e.g., solvents, aerosols, pesticides, paints, motor oil, lead acid batteries, etc.). Approximately 1500 gallons/lbs were collected.

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:**

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 Town has mapped all known outfalls and receiving waters/waterbodies, open channel conveyances, stormwater BMPs, and completed initial catchment delineations. Additionally, most of the known catch basins, manholes, and piping have been mapped which is not required until Year 10. Interconnections along state owned portions of Route 16 and Route 126 have been mapped where mapping of state infrastructure was readily available. The Town expects that MassDOT will lead the effort to map additional interconnections along state owned roads as part of their TS4 Permit.

Some data gaps in the mapping were identified and are being investigated/reconciled as part of the ongoing outfall and catchment investigations. Any changes in locations and/or new infrastructure will be incorporated into the map as the investigations are completed.

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:

As of June 30, 2021, the Town attempted to inspect all 490 stormwater outfalls/interconnections within the urbanized area during dry weather to investigate for potential illicit discharges. Of the 490 outfalls/interconnections inspected, 34 are believed not to exist (e.g., no evidence of outfall or upgradient drainage infrastructure), 54 were identified to be something other than an outfall (e.g., inlet or culvert pipe), 358 were found and screened, 34 were not found/accessible and inspected through an upgradient proxy structure, and 10 could not be found or inspected by proxy (6 of these were open drainage that couldn't be found and 4 were collapsed headwalls with no upgradient drainage infrastructure found). These will be reinspected during Year 4 while investigating and mapping identified infrastructure data gaps.

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:

Employee Training

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

IDDE and SWPPP training was performed on 2/23/2021 and included background information on stormwater pollution, MS4 requirements, illicit discharge program requirements and investigations, the SWPPPs for the DPW Garage and Town Recycling Center (potential pollution sources, BMPs, inspections and general good housekeeping practices). The SWPPP Attendees included members from the DPW, Highway Department, and the Town Planner.

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:

37 inspections were performed by third party inspectors and provided to the Town for review. 30 inspections were performed by the Conservation Commission.

Of the enforcement actions taken, 1 was through the Planning Board and addressed a Superior Court temporary restraining order and injunction. The others were for minor deficiencies (e.g., erosion controls).

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:

The Town's existing bylaw and regulations require the permittee to submit as-built drawings of all structural stormwater controls and treatment best management practices at the completion of the project. Stormwater Management and Operation and Maintenance Plan are also required under the regulations.

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:

N/A, to be completed during future permit years.

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:

N/A, to be completed during future permit years.

Retrofit Properties Inventory

Describe the status of the inventory, due in year 4 of the permit term, of permittee-owned properties that could be modified or retrofitted with BMPs to mitigate impervious areas and report on any properties that have been modified or retrofitted:

The Town designed a parking lot retrofit and septic upgrade at Town Hall that is to be implemented in FY22. The historic Mudville neighborhood will be getting a roadway facelift, including a retrofit of drainage, with activities planned for FY21 and FY22. A new drinking water treatment plant with stormwater BMPs will be constructed at well site #5 in FY21 and FY22.

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: 1,500

Number of catch basins cleaned: 1,375

Total volume or mass of material removed from all catch basins: 275 cubic yards

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

Total number of catch basins: 2,100

If applicable:

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

During Permit Year 3, the Town developed a GIS-based catch basin inspection and cleaning program to help

track the amount of sediment accumulation in each basin. The data will be used to evaluate trends and optimize catch basin 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:
- ☐ 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:

The Town hires a consultant to perform formal, written quarterly SWPPP inspections. The Permit Year 3 contract was not executed until January 2021 because Town meeting was pushed out due to COVID-19. Town personnel perform informal inspections when on-site. No corrective actions were taken at the facility this 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):

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

Additional Information

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

COVID-19 Impacts

Optional: If any of the above year 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:

Catch basin cleaning was impacted in 2020 by staffing shortages due to COVID-19. Highway was closed down several times with staff cases.

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:

Travis Ahern

Title:

Town Administrator

Signature:



Date:

9-28-21

[Signatory may be a duly authorized representative]