

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 Sandwich

EPA NPDES Permit Number: MAR041155

Primary MS4 Program Manager Contact Information

Name: Sam Jensen, P.E.

Title: Assistant Town Engineer

Street Address Line 1: 16 Jan Sebastian Drive

Street Address Line 2: NA

City: Sandwich

State: MA

Zip Code: 02563

Email: sjensen@sandwichmass.org

Phone Number: (508) 833-8000

Stormwater Management Program (SWMP) Information

SWMP Location (web address): <https://www.sandwichmass.org/470/NPDES-Phase-2-MS4-Stormwater>

Date SWMP was Last Updated: 06/28/2019

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:

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:

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:

Upper and Lower Shawme Lakes are identified as impaired for Biological Nutrient Indicators (phosphorus), but a TMDL has not been established. It is the Engineering Department's understanding that there are currently no structural BMPs present addressing phosphorus at this location, and so no tracking or load reduction calculations have been prepared. The Town is voluntarily pursuing development of structural BMPs to address phosphorus loading to these water bodies and significant progress toward design and permitting is anticipated during Permit Year 4.

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:

The Solids, Oil and Grease (Hydrocarbons), or Metals category is included in the Town's SWMP and this reporting because the 303d list/MassDEP Integrated List of Impaired Waters includes water bodies in Sandwich listed as impaired for Mercury in Fish Tissue. It is understood that this is primarily due to bioaccumulation linked to atmospheric deposition from fossil fuel consumption. Solids, Oil and Grease (Hydrocarbons) as well as other metals are not known to be impairments of water bodies in Sandwich.

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 completed a comprehensive assessment of receiving waters, MS4 regulated outfalls, and interconnections. The SWMP and associated documents are being updated to reflect the findings. The SWMP update has been delayed due to COVID-19 related resource restrictions. It is anticipated that the SWMP update will be completed in permit Year 4. Additionally, the Town became aware that Upper Shawme Pond and Lower Shawme Pond are listed on the latest MassDEP Integrated List of Waters as Category 5 Nutrient/Eutrophication Biological Indicators and a study commissioned by the Town indicating elevated phosphorus levels in both. As a result, the Town is adding Upper Shawme Pond and Lower Shawme Pond to the list of impaired waters for phosphorus and is in compliance with the requirements of Appendix H starting in Year 3.

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:1.01 Stormwater Web Page

Message Description and Distribution Method:

The Town developed an educational and outreach web page on the Town's website dedicated to Stormwater with practical information on a variety of subject areas targeting several audiences.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Webpage traffic - There were 146 reported page views during permit year 3.

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:1.02 Resident Education Brochures/Pamphlets

Message Description and Distribution Method:

Display and distribute brochures/pamphlets at Town offices. Topic(s) include: Do Your Doody for Clean Water!, Going Green with Stormwater: Rain Gardens, Stormwater – What you can do as a citizen?, Stormwater Pollution Education: Fertilizing the Lawn, Town of Sandwich Homeowners Septic Maintenance Fact Sheet

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

-25 copies of each brochures/pamphlet were distributed to the Town Clerk and Town Offices

Message Date(s): January 2021 distribution

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:1.04 Developer Educational Message

Message Description and Distribution Method:

Poster "Stormwater and the Construction Industry" displayed in Town offices. Also distributed erosion control and stormwater best management practice documents to developers at Town offices. Developer education and outreach materials are also displayed on the Town's website dedicated to Stormwater.

Targeted Audience: Developers

Responsible Department/Parties: Engineering

Measurable Goal(s):

-Posters displayed
-25 each of "Stormwater – What you can do as a Developer?" pamphlets were distributed to the Town Offices and the Town Clerk

Message Date(s): Pamphlets distributed January 2021, posters on continuous display beginning December 2018; erosion control and BMP documents available on the website.

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: 1.05 Industrial Facilities Educational Brochures/Pamphlets

Message Description and Distribution Method:

Distributed brochures/pamphlets to Industrial Facilities at Town offices. Industrial Facilities education and outreach materials are also displayed on the Town's website dedicated to Stormwater.

Targeted Audience: Industrial Facilities

Responsible Department/Parties: Engineering

Measurable Goal(s):

-25 each of Stormwater Pollution Prevention for Industrial Sites pamphlets were distributed to the Town Offices and Town Clerk. Outreach materials are also displayed on the Town's website dedicated to

Stormwater.

Message Date(s): Pamphlets distributed 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:

BMP:1.06 Pet Waste Educational Message

Message Description and Distribution Method:

Develop annual message encouraging the proper management of pet waste, disseminate to dog owners at the time of pet license renewal email notification and reminders

Targeted Audience: Residents

Responsible Department/Parties: Engineering, Town Clerk

Measurable Goal(s):

E-mailed 2775 residents pet license renewal reminders with a link to the Pet Waste pamphlet and displayed outreach materials on the Town's website dedicated to Stormwater.

Message Date(s): Pet license reminders with a link to the Pet Waste pamphlet were e-mailed during 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:

BMP:1.07 Septic System Educational Message

Message Description and Distribution Method:

Develop annual message with information for owners of septic systems about proper maintenance in any catchment area that discharges to a water body impaired for bacteria. Disseminated by direct mailing.

Targeted Audience: Residents

Responsible Department/Parties: Engineering, Health Department

Measurable Goal(s):

Mailed 446 residents with septic systems in catchment areas that discharge to a water body impaired for bacteria an educational message and poster about the proper maintenance of septic systems.

Message Date(s): July 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:1.08 Think Blue Advertising Campaign

Message Description and Distribution Method:

The “Fowl Water” advertisement helps viewers visualize stormwater pollution from motor oil, pet waste, and trash become stormwater pollution. We selected Facebook and Instagram sponsored video and YouTube pre-roll advertisements because these channels offer superior “bang for the buck” to cable and broadcast television. They provide granular reporting that helps demonstrate what was accomplished.

Targeted Audience: Residents

Responsible Department/Parties: Engineering

Measurable Goal(s):

Facebook/Instagram Impressions: 7,440

YouTube Ad Impressions: 18,344

Spanish Language Impressions: 3,544

Total: 29,328

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:

This message is a voluntary addition made possible through the Cape Cod Stormwater Collaborative.

BMP:1.09 Proper Management of Pet Waste

Message Description and Distribution Method:

Develop annual message encouraging the proper management of pet waste, including noting any existing bylaw where appropriate, disseminate educational material to dog owners at the time of issuance or renewal of dog license, or other appropriate time.

Targeted Audience: Residents

Responsible Department/Parties: Engineering

Measurable Goal(s):

"Do Your Doody for Clean Water!" educational message was distributed to 212 subscribers via the Public

Works and Engineering News Flash feature through the Town website which email and texts subscribers.

Message Date(s): 6/22/2021

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:1.10 Spring Educational Message

Message Description and Distribution Method:

Distribute an educational messages each Spring (March/April) highlighting proper use and disposal of grass clippings and proper use of slow-release and phosphorus-free fertilizers.

Targeted Audience: Residents

Responsible Department/Parties: Engineering

Measurable Goal(s):

An educational message was distributed to 212 subscribers via the Public Works and Engineering News Flash feature through the Town website which email and texts subscribers.

Message Date(s): 3/17/2021

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:

Add an Educational Message

MCM2: Public Participation

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

The SWMP was publicly posted on the Town of Sandwich Engineering Department webpage with a message inviting comment and feedback.

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 Hazardous Waste Collection Day for residents was held April 17, 2021 in conjunction with the Cape Cod Cooperative Extension. The Town Spring clean up day originally scheduled for April 2021 was canceled due to COVID-19 concerns.

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:

Throughout Permit Year 3, the Town of Sandwich continued to improve system mapping with an emphasis on data regarding subsurface elements including pipes, buried structures, etc. Engineering Department staff work closely with DPW and contractors to characterize system elements and integrate the data into the Town's GIS using mobile app technology.

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.sandwichmass.org/DocumentCenter/View/7118/2021-Sandwich-Dry-Weather-Screening-Results?bidId=>

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

Number of outfalls screened: 82

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

Percent of outfalls screened: 100

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

Town of Sandwich Engineering Department staff performed initial dry weather screening to determine flowing status, and then the Town's consultant, Comprehensive Environmental Inc., performed follow-up testing of flowing outfalls. As of June 30, 2021, all outfalls have been assessed directly.

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: 0

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

Percent of total catchments investigated: 0

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

IDDE Progress

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

- ☒ 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: 0

Number of illicit discharges removed: 0

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**:

Employee IDDE training was conducted 4/05/2021. This was in-person training with instruction from staff at Comprehensive Environmental Inc.

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:

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:

Activity in this category is understandably low due to COVID-19 impacts, the locally depressed market for projects that would meet the criteria requiring as-built drawings, and also that the requirement for as-built drawings for smaller-scale projects was only recently promulgated.

Street Design and Parking Lots Report

Describe the status of the street design and parking lots assessment due in year 4 of the permit term, including any planned or completed changes to local regulations and guidelines:

The Town began procurement of Consulting services to advance this task during Permit Year 3.

Green Infrastructure Report

Describe the status of the green infrastructure report due in year 4 of the permit term, including the findings and progress towards making the practice allowable:

The Town began procurement of Consulting services to advance this task during Permit Year 3.

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 began procurement of Consulting services to advance this task during Permit Year 3.

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:

A total of 301 catch basins were identified with sumps 50% or more full during the course of the work. These were flagged for follow up inspection. No catch basins were identified with sumps 50% or more full during two consecutive inspection/cleaning events.

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:

Note: The Town's Consultant, Comprehensive Environmental, Inc., evaluated site conditions and permit requirements and determined that a SWPPP was not required for the Town's solid waste transfer station or DPW maintenance facility. This is due in part to the fact that neither facility discharges to any water of the United States.

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 advanced its voluntary program to improve water quality at various locations. For example, local funding was secured to advance design and permitting of structural BMPs targeting phosphorus loading to Upper and Lower Shawme Lakes. That work is anticipated to progress significantly during Permit Year 4. The Town also continued to pursue local, state, and federal funding for structural BMPs to continue the ongoing stormwater mitigation program addressing stormwater runoff to shellfish growing areas, bathing beaches, and other resource areas. This work is not required as part of the Town's MS4 permit and is Town-initiated.

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:

COVID-19 continued to impact the Town and its efforts to comply with the NPDES MS4 program although to a lesser extent than during Permit Year 2. The primary Permit Year 3 tasks were completed in a timely manner as detailed in this Annual Report. The BMPs most greatly affected by COVID-19 impacts include delay of the SWMP document update, delay of BMP 1.03 (educational public service announcement), cancelation of the Town's annual Spring Community Clean Up Day, and delay of regulatory programs that were postponed from prior years and finally adopted at May 2021 Town Meeting (as-builts, O&M requirements, etc.).

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:

Samuel Jensen, P.E.

Title:

Assistant Town Engineer

Signature:

Samuel Jensen

Digitally signed by Samuel Jensen
DN: cn=Samuel Jensen, o=Town of
Sandwich, Mass., ou=Engineering Dept.,
email=sjensen@townofsandwich.net, c=US
Date: 2021.09.28 08:15:05 -0400

Date:

09/28/21

*[Signatory may be a duly authorized
representative]*