

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: City of Watertown

EPA NPDES Permit Number: MAR041083

Primary MS4 Program Manager Contact Information

Name: Matthew Shuman

Title: Town Engineer

Street Address Line 1: 124 Orchard St.

Street Address Line 2: N/A

City: Watertown

State: MA

Zip Code: 02472

Email: mshuman@watertown-ma.gov

Phone Number: (617) 972-6420

Stormwater Management Program (SWMP) Information

SWMP Location (web address): <https://www.watertowndpw.org/DocumentCenter/View/1068/Watertown-Final-SWMP-with-Appendices---September-2020?bidId=>

Date SWMP was Last Updated: Sep 1, 2020

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

Hard copy also available at the Watertown Library

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:

During the third permit year, the Town participated in an EPA-led technical assistance program focused on reducing nutrients in the Mystic River Watershed. As part of the program, consultants reviewed and advised participating communities' stormwater regulatory documents and provided feedback and suggested language for strengthening them.

The Town subsequently engaged a consultant to assist with updating its adopted regulatory documents and formed a working group consisting of several Town staff and a resident member. The Town completed a draft document in July 2021 that was then sent to legal counsel for review. The Town's Stormwater Ordinance will remain unchanged; all necessary changes will be made in the Rules and Regulations. The updated Rules and Regulations (<https://www.watertownpw.org/DocumentCenter/View/956/Stormwater-Rules-and-Regulations-Adopted?bidId=>) were promulgated in September 2021 (permit year 4).

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:

The Town's stormwater tree trenches and bioswales were inspected during the permit year. Oil/water separators were cleaned. The Town did not inspect two infiltration systems in the municipal parking lot and four drywells at the Police Station. The Town expects to inspect all BMPs in permit year 4.

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:

Town is 100% sewerred and there are no known septic systems.

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:

During the permit term, 19 stormwater tree trenches were installed as part of roadway reconstruction. In addition, 8 drywells were installed. Two drywells were installed by DCR on Town property (to be owned and maintained by the Town).

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:

See comments under MCM 6: Good housekeeping regarding catch basin inspection and maintenance.

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:

Part III: Receiving Waters/Impaired Waters/TMDL

Have you made any changes to your lists of receiving waters, outfalls, or impairments since the NOI was submitted?

☐ Yes

☒ No

If yes, describe below, including any relevant impairments or TMDLs:

Part IV: Minimum Control Measures

Please fill out all of the metrics below. If applicable, include in the description who completed the task if completed by a third party.

MCM1: Public Education

Number of educational messages completed **during this reporting period:**

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:Tax Bill Newsletter

Message Description and Distribution Method:

Provide educational messaging in the quarterly tax bill newsletter/insert at least once per year.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

The newsletter is included with the tax bills for about 10,000 properties. It is also available on-line (<https://www.watertown-ma.gov/DocumentCenter>, under Town Manager).

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:Provide permit information to developers/contractors

Message Description and Distribution Method:

Meet with prospective developers to discuss Town stormwater requirements

Targeted Audience:

Responsible Department/Parties: DPW

Measurable Goal(s):

Information packet sent to developers and contractors that have received a Stormwater Management and Erosion Control Permit within the last 3 years (100 recipients). The packet contained links to: permit application; permit checklists; DPW requirements for as-builts; 2021 road moratorium listing; Construction Site Impacts and Erosion Control brochure; Low Impact Development information; parking lot maintenance information; and information regarding required inspections during construction.

Message Date(s): April 15, 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:Web Page

Message Description and Distribution Method:

Provide stormwater educational information on the Town's website addressing lawns/grounds maintenance, use of salts/de-icing materials, permit requirements and other relevant practices:

<http://www.watertowndpw.org/161/Stormwater-Management>

During the permit term, additional information was posted to the web-site, including green infrastructure in Watertown and stormwater permitting.

Targeted Audience: Businesses, institutions and commercial and industrial facilities

Responsible Department/Parties: DPW

Measurable Goal(s):

The Town will begin collecting additional data related to page visits and views during permit year 4.

Message Date(s): Year-round

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:School Curricula/Programs

Message Description and Distribution Method:

Working with the Mystic River Watershed Association, there was a one hour virtual stormwater education programs for all 5th grade students.

Targeted Audience: Residents

Responsible Department/Parties: DPW

Measurable Goal(s):

Over 150 students and 10 teachers participated in the program.

Message Date(s): March 24-26, 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:

Due to COVID, the 7th grade "Building Cities of the Future" program was not held this permit year.

BMP:Newspaper Articles/Press Releases**Message Description and Distribution Method:**

Provide information to residents using press releases and newspapers

Press release regarding catch basin cleaning explaining why it is performed and a reminder to never place pet waste, leaves, litter or pollutants down the storm drain: <https://www.watertownmanews.com/2020/09/21/stormwater-catch-basin-cleaning-beginning-this-week/>

Targeted Audience: Residents

Responsible Department/Parties: DPW

Measurable Goal(s):

The site receives about 4,000 user views per week

Message Date(s): September 21, 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 Stormwater Advisory Committee (SAC) met four times during the permit year (<https://www.watertown-ma.gov/451/Stormwater-Advisory-Committee>). The SWMP was discussed at each meeting and in greater detail during the January 21, 2021 meeting.

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:**

Mercury disposal opportunities, curbside CRT collection continued.

Catch basin stenciling was not performed during permit year 3, but will be performed in permit year 4.

Grease trap inspections were limited during permit year 3 due to COVID.

The planned stormwater tour was not held during permit year 3 due to COVID.

Tire collection events did not occur due to COVID.

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:

System mapping was completed during the previous permit term and includes outfalls, catch basins, drainage structures and piping. The system map is a living document that is updated in conjunction with the Town's IDDE program. When inconsistencies between the system map and field investigations are identified, the system map is updated as-needed.

During this permit year, the Town began a vehicular-based GIS survey of Town streets and right-of-ways. The program will identify all catch basins, access covers, and other castings. In the future this data will be compared with the existing GIS drainage layers and the layer will be updated as necessary.

The Town also continued mapping municipally-owned stormwater treatment structures during the permit year. Where as-builts are available, the Town began incorporating private drainage connections to the MS4 into 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:

<https://www.watertowndpw.org/181/Illicit-Discharge-Detection-Elimination->

*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:

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:

<https://www.watertowndpw.org/181/Illicit-Discharge-Detection-Elimination->

*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:

Investigations continued in outfalls 6, 8, 11, 18, 20, 99, 109 and BEL during the permit year.

Additional investigations were performed in outfalls 5, 13, 14, 15, 16, 31, 32, 33, and 35.

Catchments investigations are reported based on the percent of system-wide key junction manholes inspected during the reporting period and to-date (June 2006 to present).

During the permit year, as noted in the quarterly reports, the following catchment areas were considered clear and investigations deemed complete: 9, 31, 34, 35, 36, 37 and 38.

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:

<https://www.watertowndpw.org/181/Illicit-Discharge-Detection-Elimination->

*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:

Total numbers are reported since June 2006. The Town continues to work on identifying sources of illicit discharge, so they may be removed, as reported in the Town's IDDE quarterly reports.

Employee Training

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

IDDE training was provided to DPW staff at a Supervisor's meeting on October 5, 2020. Training was also provided to selected staff from other departments at our weekly coordination meeting on June 17, 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: 27

Number of inspections completed: 73

Number of enforcement actions taken: 0

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

During the permit year, 20 residential, 3 commercial/industrial, 3 driveway/parking lot and 1 erosion and sediment control only (no creation of impervious area) permits were issued.

At a minimum, construction inspections are performed: upon installation of erosion and sediment controls; upon installation of sub-surface infiltration systems; and upon submission of as-built plans.

The Town took no formal enforcement action during the permit term, but notified permittees of any violations that could result in enforcement. All issues were addressed without formal enforcement.

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: 12

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

The Town's current Stormwater Management and Erosion Control Rules and Regulations require an as-built plan within one-year following completion of the work. Also required is a long-term Operations and Maintenance Plan.

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:

As part of the Town's Phosphorus Control Plan Legal Analysis, the Town's Stormwater Management and Erosion and Control Ordinance, Stormwater Management and Erosion and Sediment Control Rules and Regulations, Curb and Sidewalk Ordinance, and Zoning Ordinance (sections related to Site Plan Review and

Subdivisions) were reviewed. Part of the review focused on impervious area management, parking areas and sidewalks, as well as streets and driveways.

As a result of the review, the Town's Stormwater Management and Erosion Control Rules and Regulations were modified to require:

- that appropriate measures to reduce stormwater runoff have been provided through better design practices, such as removing extraneous parking, reconfiguring required parking, minimizing the use of impervious materials, and providing enhanced vegetation.

The Town's Complete Streets Policy, which applies to "all transportation infrastructure and street design and construction projects requiring funding or approval from the Town of Watertown, as well as approved private developments" also requires that projects "include elements such as street trees, street furniture, rain gardens, and other green infrastructure."

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:

As part of the Town's Phosphorus Control Plan Legal Analysis, the Town's Stormwater Management and Erosion and Control Ordinance, Stormwater Management and Erosion and Sediment Control Rules and Regulations, Curb and Sidewalk Ordinance, and Zoning Ordinance (sections related to Site Plan Review and Subdivisions) were reviewed. In general, green roofs, infiltration practices, and water harvesting devices are allowable and encouraged when appropriate site conditions exist.

A number of recommendations were made to strengthen language with regards to implementation of green infrastructure, low impact development and BMPs. The recommendations were prioritized into low, medium, and high priority. No high priority recommendations were made.

The Town's Stormwater Management and Erosion Control Rules and Regulations were modified to clarify that:

- rainwater storage/harvesting for non-potable use is an allowable stormwater management method;
- low impact development techniques shall be used for runoff reduction, including (but not limited to): porous pavement, green roofs, rain gardens, bioretention areas and rainwater harvesting and reuse;
- low impact strategies shall be implemented for water quality control, including (but not limited to): soil decompaction and amendments, grading to direct runoff towards pervious surfaces, and minimizing impervious surfaces.
- measures shall be taken to disconnect roof runoff and paved areas from direct discharge to drainage systems; and
- the use of retention or biofiltration is the preferred method of water quality treatment

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:

In 2017, the Town completed a Green Infrastructure Planning report, with funding from EPA/MassDEP through the 604(b) funding program. The report identified 22 potential projects on Town-owned properties to mitigate impervious areas. The report is available at:

<http://www.watertowndpw.org/163/Green-Infrastructure-Grants>

Three projects from this list (Beacon Park, Common Street corridor, and Common Street/Spring Street intersection bioretention area) have been completed.

The rebuilding of the Cunniff and Hosmer Schools began construction in permit year 3 and includes tree trenches and bioretention areas.

During the third permit year, the Town participated in the Town participated in an EPA-led technical assistance program focused on reducing nutrients in the Mystic River Watershed. As part of the program, partners from UNH provided a schematic design for the installation of three media filter boxes at DPW, as replacement for the bioretention area designed as part of the 604(b) grant. Construction funds were allocated in the Town's FY'22 budget and installation is anticipated in the fall of 2022.

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:

During Permit Year 3, the Town continued collecting catch basin cleaning information using GIS. Information including depth of sediment, depth to pipe, and depth to bottom of structure were also collected.

The Town finalized its Catch Basin Optimization Plan. Approximately 600 catch basins were found to have sumps greater than 50% full.

The Town rebid its drainage structure cleaning contract during the permit year. During permit year 4, the

Town will perform a fall supplemental cleaning of the catch basins that were found to have sumps greater than 50% full in permit year 3. Continuing thereafter, all catch basins will be cleaned in the spring with a supplemental cleaning in the fall for catch basins that are found to have sumps greater than 50% full.

Street Sweeping

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

- ☐ Number of miles cleaned:
- ☐ Volume of material removed: [Select Units]
- ☒ Weight of material removed:

Stormwater Pollution Prevention Plan (SWPPP)

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

Number of site inspections completed:

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

Corrective actions were taken as needed based on the quarterly inspections. Example actions include: replacing a dumpster cover that was missing at Ridgelawn Cemetery, BMP maintenance at each site, and more frequent street sweeping on Howard Street.

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:

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:

Michael Driscoll

Title:

Town Manager

Signature:

Date:

*[Signatory may be a duly authorized
representative]*