

Year 3 Annual Report

Massachusetts Small MS4 General Permit

Reporting Period: July 1, 2020-June 30, 2021

****Please DO NOT attach any documents to this form. Instead, attach all requested documents to an email when submitting the form****

Unless otherwise noted, all fields are required to be filled out. If a field is left blank, it will be assumed the requirement or task has not been completed. Please ONLY report on activities between July 1, 2020 and June 30, 2021 unless otherwise requested.

Part I: Contact Information

Name of Municipality or Organization:

EPA NPDES Permit Number:

Primary MS4 Program Manager Contact Information

Name:

Title:

Street Address Line 1:

Street Address Line 2:

City:

State:

Zip Code:

Email:

Phone Number:

Stormwater Management Program (SWMP) Information

SWMP Location (web address):

Date SWMP was Last Updated:

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

Part II: Self-Assessment

First, in the box below, select the impairment(s) and/or TMDL(s) that are applicable to your MS4. Make sure you are referring to the most recent EPA approved Section 303(d) Impaired Waters List which can be found here: <https://www.epa.gov/tmdl/region-1-impaired-waters-and-303d-lists-state>

Impairment(s)

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

TMDL(s)

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

Clear Impairments and TMDLs

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

Year 3 Requirements

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

Optional: If you would like to describe progress made on any incomplete requirements listed above, provide any additional information, and/or if any of the above year 3 requirements could not be completed due to the impacts of COVID-19, please identify the requirement that could not be completed, any actions taken to attempt to complete the requirement, and reason the requirement could not be completed below:

As reported in the Permit Year 1 annual report, Webster has completed a significant effort to locate, inventory, and screen MS4 outfalls. The Town has visited all MS4 outfall locations and attempted to inventory and screen them. By the end of Permit Year 1, 80% of the known MS4 outfalls had been successfully screened for dry weather flow, with a portion of outfalls remaining unscreened because they require more extensive effort to locate, access, or otherwise complete screening. In Permit Year 3, two new outfalls were added to the Town's GIS mapping after completing field investigations and construction of a detention basin at a new water treatment plant. The Town has contracted with a consultant to complete water quality screening of the remaining outfalls that could not previously be located, accesses, or were added to the mapping. However, due to limited Highway Department staff availability, wet conditions in summer 2021, and a large backlog of work for Highway Department staff due to COVID-19, the Town was unable to complete the investigations to locate and access the remaining outfalls in Permit Year 3. This work is ongoing in Permit Year 4. Since no additional investigations were completed in Permit Year 3, no updates were required to the outfall/interconnection inventory.

Webster's current Stormwater Management Bylaw, Chapter 570 of the Town's General Bylaws, and associated Regulations are in the process of being updated to meet the more stringent post-construction requirements of the 2016 Small MS4 General Permit. The updated code is anticipated to be adopted in 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 "Municipal Good Housekeeping and Pollution Prevention Program" (updated in Permit Year 3) includes maintenance procedures for Town facilities and MS4 infrastructure, which are implemented to the maximum extent practicable.

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:

Disseminating information about proper pet waste management during dog license renewals was not completed during Permit Year 3. However, a Think Blue Massachusetts brochure entitled "Do Your 'Doody' for Clean Water", which highlights proper management of pet waste, is included on the Town's Stormwater Management webpage and is readily available to residents. The Town anticipates providing additional pet waste materials in Permit Year 4.

Nitrogen (Combination of Impaired Waters Requirements and TMDL Requirements as Applicable)Annual Requirements*Public Education and Outreach**

- ☒ Distributed an annual message in the spring (April/May) that encourages the proper use and disposal of grass clippings and encourages the proper use of slow-release fertilizers
- ☒ Distributed an annual message in the summer (June/July) encouraging the proper management of pet waste, including noting any existing ordinances where appropriate
- ☐ Distributed an annual message in the fall (August/September/October) encouraging the proper disposal of leaf litter

** Public education messages can be combined with other public education requirements as applicable (see Appendix H and F for more information)*

Good Housekeeping and Pollution Prevention for Permittee Owned Operations

- ☒ Increased street sweeping frequency of all municipal owned streets and parking lots subject to Permit part 2.3.7.a.iii.(c) to a minimum of two times per year (spring and fall)

Potential structural BMPs

Any structural BMPs listed in Table 3 of Attachment 1 to Appendix H already existing or installed in the regulated area by the permittee or its agents was tracked and the nitrogen removal by the BMP was

- ☐ estimated consistent with Attachment 1 to Appendix H. The BMP type, total area treated by the BMP, the design storage volume of the BMP and the estimated nitrogen 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:

Public Education and Outreach: The Town maintains a webpage dedicated to the compost facility, where residents can dispose of brush, leaves, and grass clippings, and a Facebook post advertised this information in Spring 2021. However, a targeted message was not distributed during Permit Year 3 regarding proper disposal of leaf litter. The Town will distribute this message in Permit Year 4.

Good Housekeeping - Street Sweeping: The Town's typical street sweeping program includes cleaning all streets in the spring and fall, as well as increased as needed sweeping in heavily trafficked areas.

Potential Structural BMPs: The Town has identified two municipal stormwater BMPs that were installed since the General Permit issuance date. The Town will estimate these items in Permit Year 4 using available drainage design plans, stormwater reports, and applicable EPA guidance.

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:

Webster's NOI listed receiving waters and impairments based on the water quality limited waters in the 2014 303(d) Integrated List. The Town has evaluated changes to the impairments and/or receiving waters based on the final 2016 303(d) Integrated List and the analysis is included in the Town's Permit Year 2 Annual Report and SWMP.

During Permit Year 3, two outfalls were added to the stormwater GIS mapping. These modifications did not add, remove, or change any receiving waters as listed in the NOI and Permit Year 2 receiving water update.

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:Education and Outreach to Residents (Conservation Commission Webpage)

Message Description and Distribution Method:

A brochure entitled "Lawn Care Tips: 'Green the grass, not the water'" is available on the Conservation Commission webpage and describes proper lawn care and fertilizing procedures.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Visitors to the Conservation Commission webpage are able to view and download this educational brochure.

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:Public Education and Outreach to Residents (Health Department Webpage)

Message Description and Distribution Method:

The Health Department webpage includes information about septic systems and provides a link to EPA's SepticSmart website, which provides resources for homeowners to learn about septic system operation and maintenance.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

All visitors to the Health Department webpage are able to view these resources.

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:Public Education and Outreach to Residents (Stormwater Management Webpage)

Message Description and Distribution Method:

The Town's Stormwater webpage contains links to the following public education and informational materials for residents:

- "Do your Doody for Clean Water" (located under the 'Learn More' tab)
- "Think Blue Massachusetts"
- "After the Storm - A Citizen's Guide to Understanding Stormwater"
- "MassDEP Stormwater Information"
- "FEMA for Kids"
- "EPA Environmental Kids Club"
- "NOAA for Kids - The Ocean"
- The Town's Stormwater Management Plan
- Stormwater Management By-Law
- Stormwater Permit Application
- Wetlands Protection By-Law
- Permit Year 1 and Permit Year 2 Annual Reports

The webpage also includes EPA's video "The Scoop on Stormwater" and additional text explaining what stormwater is, why stormwater management is important, the difference between stormwater and wastewater, and information on harmful stormwater pollutants, including grass clippings, leaves, motor oil, and other household items.

Targeted Audience: Residents

Responsible Department/Parties: Planning

Measurable Goal(s):

All visitors to the Town's Stormwater Management Page can view and download these materials. In 2021, the webpage had almost 400 page views, an increase from 2020.

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:Public Education and Outreach to Businesses, Institutions, & Commercial (Stormwater Webpage)

Message Description and Distribution Method:

The Town's Stormwater page contains links to the following public education materials for businesses:

- "Put Waste in its Place for Clean Water in Webster"

- "Keep Pollution at Bay- One Parking Lot at a Time"

Targeted Audience: Businesses, Institutions, and Commercial Facilities

Responsible Department/Parties: Planning

Measurable Goal(s):

All visitors to the Town's Stormwater Management Page can view these materials. In 2021, the webpage had almost 400 page views, an increase from 2020.

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:Public Education and Outreach to Developers (Stormwater Management Webpage)

Message Description and Distribution Method:

The Town's Stormwater page contains links to the following public education materials for developers:

- "Stop Erosion in its Tracks to Keep Our Waters Clean"

- "Plan Ahead to Prevent Pollution: Tips to Reduce Stormwater Runoff During Construction"

Targeted Audience: Developers (Construction)

Responsible Department/Parties: Planning

Measurable Goal(s):

All visitors to the Town's Stormwater Management Page can view these materials. In 2021, the webpage had almost 400 page views, an increase from 2020.

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:Public Education and Outreach to Industrial Facilities (Stormwater Management Webpage)

Message Description and Distribution Method:

The Town's Stormwater page contains links to the following public education materials for industrial facilities:

- "Put Hazards in Their Place: Safe Storage and Handling Tips for Chemicals and Hazardous Materials"

- "Gas, Oil, and Grease...Oh My! Do Your Part to Stop Spills and Leaks at the Source"

Targeted Audience: Industrial Facilities

Responsible Department/Parties: Planning

Measurable Goal(s):

All visitors to the Town's Stormwater Management Page can view these materials. In 2021, the webpage had almost 400 page views, an increase from 2020.

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:Public Education and Outreach to Residents (Social Media)

Message Description and Distribution Method:

The Town posted on their Facebook page a reminder to clean up pet waste and on restricted pet areas within the Town public spaces. The message was also posted to a separate Residents Forum on Facebook on the same day. The Town also posted on their Facebook about proper disposal of yard waste at the compost facility.

Targeted Audience: Residents

Responsible Department/Parties: Planning

Measurable Goal(s):

The pet waste messaging received 42 Likes, 1 comment, and 9 shares on the town page and 27 likes and 4 shared on the Residents Forum page.

The compost facility messaging received 1 share on the Town's page.

Message Date(s): Pet Waste Messaging - April 10th, 2021
Compost Facility Messaging - April 6, 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 Town's SWMP was posted on the Town's website and available for public review and comment. Along with the link to the SWMP is a link to the Department Contact Form and a phone number to contact.

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:**

The Town's annual Earth Day Clean-Up was held on April 24th, 2021.

The Town allowed residents to bring Christmas trees to the Compost Facility from December 29, 2020 through January 15th, 2021 and posted this information on their Facebook and Twitter pages.

The Town sold stickers for the Compost Facility, allowing residents to bring leaves, grass, brush, and sticks to the facility with a sticker. The Town advertised this information on their Facebook page in Spring 2021.

The Town posted a flyer on the Health Department webpage with information about the NEDT Collection Center which accepts Household Hazardous Waste for residents in Webster.

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:

Known municipal BMPs and two new outfalls have been added to the Phase I mapping and to the Town's ArcGIS Online mapping.

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 reported in the Permit Year 1 annual report, Webster has completed a significant effort to locate, inventory, and screen MS4 outfalls. The Town had visited all MS4 outfall locations and attempted to inventory and screen them. At that time, 80% of the known MS4 outfalls had been successfully screened for dry weather flow, with a portion of outfalls remaining unscreened because they require more extensive effort to locate, access, or otherwise complete screening. In Permit Year 3, two new outfalls were added to the Town's GIS mapping after completing field investigations and construction of a detention basin at a new water treatment plant. The Town has contracted with a consultant to complete water quality screening of the remaining outfalls. However, due to limited Highway Department staff availability, significant wet weather conditions in summer 2021, and a large backlog of work for Highway Department staff due to COVID-19, the Town was unable to complete the investigations to locate and access the remaining outfalls within Permit Year 3. This work is ongoing in Permit Year 4.

Catchment Investigations

If conducted, please submit all data collected during this reporting period as part of the dry and wet weather investigations. Also include the presence or absence of System Vulnerability Factors for each catchment.

- ☒ No catchment investigations were conducted
- ☐ The catchment investigation data is attached to the email submission
- ☐ The catchment investigation data can be found at the following website:

*Below, report on the number of catchment investigations completed **during this reporting period**.*

Number of catchment investigations completed this reporting period:

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

Percent of total catchments investigated:

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

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:**

A refresher training on proper outfall investigation procedures was completed on June 2, 2021. The Town's stormwater consultant provided the training to key Highway Department staff .

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

Number of site plan reviews completed: 12

Number of inspections completed: 50

Number of enforcement actions taken: 5

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

The number of enforcement actions taken was estimated. The Town will confirm the number completed if possible and provide it in the updated SWMP.

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: 2

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

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:

Preparation for the Street Design and Parking Lots Report has not yet begun as this requirement is due in Permit Year 4.

Green Infrastructure Report

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

Preparation for the Green Infrastructure Report has not yet begun as this requirement is due in Permit Year 4.

Retrofit Properties Inventory

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

Preparation for the Retrofit Properties Inventory has not yet begun as this requirement is due in Permit Year 4.

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:

Note that the quantities reported are estimated. If catch basins are noted to be over 50% full they are cleaned and drainage piping is checked for blockages.

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:

No corrective actions were noted in the March and June 2021 SWPPPs for the DPW facility.

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:

Street sweeping and catch basin cleaning: Typical Highway Department operations remained impacted in Permit Year 3 by COVID-19, including atypical work schedules. These impacts reduced the Town's routine street sweeping and catch basin cleaning operations. The Town anticipates increasing sweeping operations and cleaning more catch basins upon return of normal operational conditions.

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:

The Town acknowledges the General Permit Year 4 requirements and will complete as many activities as possible based on funding and staff availability.

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:

Timothy Bell

Title:

Acting Town Administrator

Signature:

Date:

*[Signatory may be a duly authorized
representative]*