

# 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 Wrentham

EPA NPDES Permit Number: MAR041175

#### Primary MS4 Program Manager Contact Information

Name: Michael Lavin

Title: Superintendent of Public Works

Street Address Line 1: 360 Taunton Street

Street Address Line 2: PO Box 658

City: Wrentham

State: MA

Zip Code: 02093

Email: mlavin@wrentham.ma.us

Phone Number: (508) 384-5477

#### Stormwater Management Program (SWMP) Information

SWMP Location (web address): <http://wrentham.ma.us/files/Wrentham%20Website%20Files/Stormwater%20Management/Storm%20Water%20Management%20Plan%20for%20MS4.pdf>

Date SWMP was Last Updated: Jun 30, 2019

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

N/A

## Part II: Self-Assessment

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

### Impairment(s)

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

### TMDL(s)

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

Clear Impairments and TMDLs

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

### Year 3 Requirements

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

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

The Town was awarded an MVP Action Grant to develop Green Infrastructure and Low Impact Development (GI/LID) regulations and a Green Infrastructure Master Plan. These items are anticipated to be complete by June 30th of 2022.

### 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 is working on a draft of the Operations and Maintenance of Buildings and Facilities SOP which is nearly complete. The Town completed the SWPPP for the DPW facility and plans to be implementing those procedures in Year 4.

Due to the financial and staffing restrictions brought about by COVID-19, the Town did not complete all catch basin inspections/cleanings this year. Wrentham has historically contracted this work but due to the two-fold increase of contractor pricing, the Town DPW had to take on this task and was not able to accomplish as much. Through COVID, the Town DPW staff worked a rotating schedule, thus greatly reducing capacity.

## **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:

Annual message regarding the proper disposal of leaf litter was displayed at Wrentham Day, September 11th 2020, for the public to both read and take home with them.

The Town currently sweeps streets around Lake Pearl, Lake Archer, and Mirror Lake twice per year. The Town is aware of the required twice annual sweeping in the Stop River watershed and plans to increase sweeping frequency on its streets in that watershed in Year 4.

**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:

### **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:

The Stop River (MA72-09) was incorrectly listed as impaired for E.coli, Organic Enrichment (sewage) Biological Indicators, and water temperature on the NOI. The correct impairments from the latest Integrated List of Waters for the Stop River (MA72-09) are Ambient Bioassays (Chronic Aquatic Toxicity), Dissolved Oxygen, and Total Phosphorus.

## 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: Think Blue Residents Pet Waste Flyer**

Message Description and Distribution Method:

A flyer describing the negative effects of pet waste on water quality will be distributed with each dog license renewal.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Number of flyers distributed, measured as number of dog licenses renewed: 2,147 dog licenses were issued this year

Dog licenses are posted to the Town website and the second page of the application document is the Pet Waste Flyer.

In addition, the Pet Waste Flyer was sent to every household as an insert with the 2021 Census.

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:

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#### **BMP: Think Blue Parking Lot Infographic**

Message Description and Distribution Method:

A flyer describing ways that businesses can reduce stormwater pollution will be posted on the the town website. Tips include frequently sweeping parking lots, keeping trash barrels covered, and maintaining stormwater structures frequently. A link to the flyer will be shared on the Town's social media once a year.

The parking lot infographic was not posted to the Town's social media during year 3.

Targeted Audience:

Responsible Department/Parties: Town Clerk/Executive Assistant to the Town Administrator

Measurable Goal(s):

Number of post views, shares, and likes

Message Date(s): Annually in the spring

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:

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### **BMP: Think Blue Developers Sediment Control Flyer**

Message Description and Distribution Method:

A flyer describing the importance of erosion controls for construction sites will be distributed with every approved construction permit.

Targeted Audience: Developers (construction)

Responsible Department/Parties: Planning and Community Development

Measurable Goal(s):

Number of flyers distributed, measured as number of construction permits issued per year.

Message Date(s): Rolling throughout the year.

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 sediment control flyer was not distributed with approved construction permits this year. An educational sediment control brochure is posted on the Town website. <https://www.wrentham.ma.us/files/Wrentham%20Website%20Files/Stormwater%20Management/Sedimentation%20Prevention.pdf>

The sediment control flyer and similar educational materials were posted to the Think Blue Massachusetts Facebook page several times during Year 3.

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### **BMP: Think Blue Developers Sediment Control Press Release**

Message Description and Distribution Method:

A press release about the importance of erosion control on construction sites to prevent stormwater pollution will be posted on the Town's website.



The sediment control press release was not posted to the Town's website during year 3.

Targeted Audience: Developers (construction)

Responsible Department/Parties: Town Clerk

Measurable Goal(s):

Number of views measured as number of unique page visits

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:

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### **BMP: Think Blue Residents Pet Waste Social Media Post**

Message Description and Distribution Method:

A social media post will be shared on the Town's Facebook page annually in the summer. The social media post reminds residents to pick up dog waste to keep water clean and provides a link to the Think Blue Massachusetts website.

Targeted Audience: Residents

Responsible Department/Parties: Executive Assistant to the Town Administrator

Measurable Goal(s):

Number of post views, shares, and likes.

Message Date(s): Annually in the summer

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:

See pet-waste flyer

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### **BMP: Think Blue Business Waste Disposal Social Media Post**

Message Description and Distribution Method:

A social media post will be shared on the Town's Facebook page annually in the fall. The social media post reminds business owners to keep dumpsters covered to keep water clean and provides a link to the Think Blue Massachusetts website.

The business waste disposal social media post was not posted to the Town's social media during year 3.

Targeted Audience: Businesses, institutions and commercial facilities

Responsible Department/Parties: Executive Assistant to the Town Administrator

Measurable Goal(s):

Number of post views, shares, and likes.

Message Date(s): Annually in the fall

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:

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### **BMP: Think Blue Materials Handling Flyer**

Message Description and Distribution Method:

A flyer describing ways that industrial site owners can reduce stormwater pollution will be distributed to every industrial facility with a NPDES permit. Tips include how to properly store and dispose of hazardous materials and how to minimize leaks and spills.

Targeted Audience: Industrial facilities

Responsible Department/Parties: DPW Operations

Measurable Goal(s):

Number of flyers distributed, measured as number of facilities with NPDES permits.

Message Date(s): Annually in the spring

Message Completed for: Appendix F Requirements ☐ Appendix H Requirements ☐

Was this message different than what was proposed in your NOI? Yes ☒ No ☐

If yes, describe why the change was made:

Flyers were not distributed

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### **BMP: Think Blue Fleet Maintenance Press Release**

Message Description and Distribution Method:

A press release about the importance of maintaining vehicles and equipment on industrial sites to prevent

stormwater pollution from oil, gasoline, and grease will be posted on the Town's website.

Targeted Audience: Industrial facilities

Responsible Department/Parties: Town Clerk

Measurable Goal(s):

Number of views, measured as number of unique page visits.

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:

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### **BMP: Think Blue Landscaping Infographic**

Message Description and Distribution Method:

A flyer describing lawn and garden tips to reduce stormwater pollution will be posted on the Town website. The link to the flyer will be shared on social media twice a year (once in the spring and once in the fall). The flyer discusses proper disposal of yard waste (grass clippings and leaf litter) and fertilizer use.

Targeted Audience: Residents and Businesses/institutions/commercial facilities

Responsible Department/Parties: Town Administrator

Measurable Goal(s):

Number of post views, shares, and likes.

Message Date(s): Twice a year in the spring and in the fall

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:

The Town displayed the flyer at Wrentham Day on September 11 for the public to read/take away. The Town only distributed this flyer once during Year 3.

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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 is posted on the Town website and an email address is provided below the link where the public can submit comments and questions regarding the SWMP.

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 held household hazardous waste collection days in October 2020 and May 2021.

The Wrentham Conservation Commission (ConCom) along with the DPW organized several conservation park clean-ups during the weekend of May 15-16, 2021. While picking up trash, members of the community were asked to look for downed trees or anything that may hinder visitors from moving freely through the park and report back to ConCom. There was also an Earth Day clean-up held during Year 3.

## MCM3: Illicit Discharge Detection and Elimination (IDDE)

### Sanitary Sewer Overflows (SSOs)

Check off the box below if the statement is true.

☐ This SSO section is NOT applicable because we DO NOT have sanitary sewer

Below, report on the number of SSOs identified in the MS4 system and removed **during this reporting period.**

Number of SSOs identified:

Number of SSOs removed:

### MS4 System Mapping

*Optional:* Provide additional status information regarding your map:

The Town plans on making updates to its mapping during the next fiscal year as funding allows.

### Screening of Outfalls/Interconnections

*If conducted, please submit any outfall monitoring results from this reporting period. Outfall monitoring results should include the date, outfall/interconnection identifier, location, weather conditions at time of sampling, precipitation in previous 48 hours, field screening parameter results, and results from all analyses. Please also include the updated inventory and ranking of outfalls/interconnections based on monitoring results.*

- ☐ No outfalls were inspected
- ☒ The outfall screening data is attached to the email submission
- ☐ The outfall screening data can be found at the following website:

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

Number of outfalls screened:

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

Percent of outfalls screened:

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

The Town has completed their outfall investigations. No outfalls were found to have evidence of likely sewer input. Two of 237 outfalls had visual evidence of potential illicit discharge and zero had olfactory evidence of illicit discharge. The results of the screening indicated that three outfalls could be moved from low to high priority ranking for catchment investigations.

### **Catchment Investigations**

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

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

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

Number of catchment investigations completed this reporting period:

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

Percent of total catchments investigated:

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

The Town plans to commence catchment investigations now that outfall screening is complete.

### **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**:

DPW Director Michael Lavin did a ride-along with Fuss & O'Neill scientists who are in contract for outfall inspections and sampling.

### **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:

There were no erosion controls detected on site at 473 East Street. Site owner/Developer was directed to install erosion controls. Erosion controls were added and the issue was resolved.

## **MCM5: Post-Construction Stormwater Management in New Development and Redevelopment**

### **As-built Drawings**

*Below, report on the number of as-built drawings received **during this reporting period**.*

Number of as-built drawings received:

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

The Town received as-built drawings with nine streets that were accepted during 2021. These were part of a common development plan and are summarized here as one as-built 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:

The Town is aware that the Street Design and Parking Lots Report is due in Year 4. The Town is planning on completing the parking lot report as time and budget allows.

### **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 has received a MVP grant to complete the Green Infrastructure Report and Retrofit Properties Inventory. The Town has hired a consultant to work on this project during 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:

The Town has received a MVP grant to complete the Green Infrastructure Report and Retrofit Properties Inventory. The Town has hired a consultant to work on this project during 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:

If a catch basin sump is more than 50% full during two consecutive routine inspections or cleaning events, the finding will be documented, the contributing drainage area will be investigated for sources of excessive sediment loading, and to the extent practicable, contributing sources will be addressed. If no contributing sources are found, the inspection and cleaning frequency will be increased.

**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:

**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:

Progress was delayed in completing some of the year 3 requirements due to staffing and financial constraints as a result of COVID-19. The Town chose to focus its limited resources on completing its IDDE requirements for the Year 3 deadline. The Town is working with its consultant to meet its permit requirements, and will continue these efforts as its limited staff and financial resources allow.

**Activities Planned for Next Reporting Period**

Please confirm that your SWMP has been, or will be, updated to comply with all applicable permit requirements including but not limited to the year 4 requirements summarized below. (Note: impaired waters and TMDL requirements are not listed below)

Yes, I agree ☒

- Develop a report assessing current street design and parking lot guidelines and other local requirements within the municipality that affect the creation of impervious cover
- Develop a report assessing existing local regulations to determine the feasibility of making green infrastructure practices allowable when appropriate site conditions exist
- Identify a minimum of 5 permittee-owned properties that could potentially be modified or retrofitted with BMPs to reduce impervious areas

#### Annual Requirements

- Annual report submitted and available to the public
- Annual opportunity for public participation in review and implementation of SWMP
- Keep records relating to the permit available for 5 years and make available to the public
- Properly store and dispose of catch basin cleanings and street sweepings so they do not discharge to receiving waters
- Annual training to employees involved in IDDE program
- Update inventory of all known locations where SSOs have discharged to the MS4
- Continue public education and outreach program
- Update outfall and interconnection inventory and priority ranking and include data collected in connection with the dry weather screening and other relevant inspections conducted
- Implement IDDE program
- Review site plans of construction sites as part of the construction stormwater runoff control program
- Conduct site inspection of construction sites as necessary
- Inspect and maintain stormwater treatment structures
- Log catch basins cleaned or inspected
- Sweep all curbed streets at least annually
- Continue investigations of catchments associated with Problem Outfalls
- Implemented SWPPPs for all permittee owned or operated maintenance garages, public works yards, transfer stations, and other waste handling facilities
- Review inventory of all permittee owned facilities in the categories of parks and open space, buildings and facilities, and vehicles and equipment; update if necessary
- Review O&M programs for all permittee owned facilities; update if necessary
- Implement all maintenance procedures for permittee owned facilities in accordance with O&M programs
- Implement program for MS4 infrastructure maintenance to reduce the discharge of pollutants
- Enclose all road salt storage piles or facilities and implemented winter road maintenance procedures to minimize the use of road salt
- Review as-built drawings for new and redevelopment to ensure compliance with post construction bylaws, regulations, or regulatory mechanism consistent with permit requirements
- Inspect all permittee owned treatment structures (excluding catch basins)

Provide any additional details on activities planned for permit year 4 below:



## Part V: Certification of Small MS4 Annual Report 2021

### **40 CFR 144.32(d) Certification**

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, I certify that the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Name:

Title:

Signature:

Date:

*[Signatory may be a duly authorized  
representative]*