

Year 5 Annual Report

Massachusetts Small MS4 General Permit

Reporting Period: July 1, 2022-June 30, 2023

*****Please DO NOT attach any documents to this form. Instead, attach all requested documents to an email when submitting the form. Also ensure any websites included on this form are to publicly accessible sites*****

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, 2022 and June 30, 2023 unless otherwise requested.

Part I: Contact Information

Name of Municipality or Organization: Town of Duxbury

EPA NPDES Permit Number: MAR041034

Primary MS4 Program Manager Contact Information

Name: Peter Buttkus

Title: DPW Director

Street Address Line 1: Town Hall

Street Address Line 2: 878 Tremont Street

City: Duxbury

State: MA

Zip Code: 02332

Email: Email: buttkus@town.duxbury.ma.us

Phone Number: (781) 934-1100

Stormwater Management Program (SWMP) Information

SWMP Location (publicly available web address): https://www.town.duxbury.ma.us/sites/duxburyma/files/news/duxbury_swmp_6-2019_0.pdf

Date SWMP was Last Updated: Jun 30, 2023

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.

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 publicly available website:

- ☒ Updated system map due in year 2 as necessary
☒ Provided training to employees involved in IDDE program within the reporting period
☒ Properly stored and disposed of catch basin cleanings and street sweepings so they did not discharge to receiving waters
☒ All curbed roadways were swept at least once within the reporting period
☒ 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 or provide any additional details, please use the box below:

Bacteria/ Pathogens (Combination of Impaired Waters Requirements and TMDL Requirements as Applicable)

Annual Requirements

*Public Education and Outreach**

- ☒ Annual message was distributed encouraging the proper management of pet waste, including noting any existing ordinances where appropriate
- ☒ Permittee or its agents disseminated educational material to dog owners at the time of issuance or renewal of dog license, or other appropriate time
- ☒ Provided information to owners of septic systems about proper maintenance in any catchment that discharges to a water body impaired for bacteria
 - ☐ This is not applicable because there are no septic systems present

** 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:

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:

Based on dry weather screening completed in Year 5, the number of outfalls was adjusted to total 135.

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: WaterSmart Regional Program: School Program on Stormwater and Conservation Messaging

Message Description and Distribution Method:

Groundwater model, watershed model and cleaning dirty water taught through in person educational school programs to elementary school students and parent volunteers. Environmental Educator Brian Taylor created a series of videos that teachers used with their students. The teachers also had the Watershed Jeopardy game to play with the kids. All of the teachers were also given a packet of supplemental materials to go with the program. A press release also went out to the town, The Globe, the Patriot Ledger, Wicked Local, and the Duxbury Clipper.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

There were 300 students who participated in the program in 3 school visits. In a sample survey, 85% of the students and 80% of the parents reported having a greater understanding of where their water comes from AFTER the program, 85% of the students and 80% of the parents reported having a greater understanding of the importance of conserving water AFTER the program, and 80% of the students and 80% of the parents reported having a greater understanding of how pollutants and runoff affect the quality of water AFTER the program. There were 450 views on the school program web page which has the virtual videos.

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: WaterSmart Regional Program: Regional Rain Barrel Sale

Message Description and Distribution Method:

Education about water conservation and the reduction of stormwater from impervious surfaces. A press release went out to the town, The Globe, the Patriot Ledger, Wicked Local, and the Duxbury Clipper.

Targeted Audience: Residents

Responsible Department/Parties: North and South Rivers Watershed Association, The Town of Duxbury

Measurable Goal(s):

There were 7,618 web page views. Facebook posts were made on the NSRWA page and What's Up in Duxbury page. There was a \$50 boost of the Facebook ad targeted to Duxbury that resulted in 8,114 people reached and 366 engagements. Information about the sale went out in the NSRWA E-newsletter to 11,246 subscribers. There were 115 rain barrels sold with 0 sold to residents of Duxbury.

Message Date(s): Ongoing, 2022 - March 1, 2023

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: WaterSmart Regional Program: Gardening Green Expo

Message Description and Distribution Method:

Regional event for WaterSmart South Shore Communities that provides information on how residents can reduce stormwater pollution from better landscaping practices. This year, the Gardening Green Expo was a series of 5 Zoom seminars and a live event on Saturday with 4 live lectures. The Zoom lectures were headlined by renowned author Doug Tallamy. The live event featured local experts, services, vendors, and environmental organizations. The NSRWA took orders for rain barrels and had downloadable water-saving plant lists.

Targeted Audience: Residents

Responsible Department/Parties: North and South Rivers Watershed Association, The Town of Duxbury

Measurable Goal(s):

There were 1,048 webinar and live attendees. The NSRWA also had a drawing for signed books, gift certificates, a rain barrel, gift baskets, and more, and 173 people registered for that drawing. The NSRWA put the speaker videos online and we had 4,381 web page views and 799 YouTube views. The event was also promoted on Facebook and Instagram. It was posted on the NSRWA Facebook page with 438 engagements, 25 comments, and 112 shares. There was also a \$50 Facebook ad targeted to Duxbury with a reach of 3,612 people and 223 engagements.

Message Date(s): Ongoing, March 13 - 18, 2023

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: WaterSmart Regional Program MS4 Messages on Fertilizer

Message Description and Distribution Method:

A fertilizer message was posted on the NSRWA Facebook page in June 2023. It was also posted to the What's Up in Duxbury Facebook page. The fertilizer Facebook post was boosted in June with a \$50 ad targeted to Duxbury that ran through June 24, 2023.

Targeted Audience: Residents

Responsible Department/Parties: North and South Rivers Watershed Association, The Town of Duxbury

Measurable Goal(s):

That boosted ad had a reach of 5,608 people and 178 engagements as of June 22, 2023. There were also 10 page views on the Know Before You Mow! web page, 70 page views on the Best Mowing Practices web page, and 153 page views on the Stormwater web page.

Message Date(s): Ongoing, May 25, 31 & June 24, 2023

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: WaterSmart Regional Program MS4 Messages on Grass Clippings

Message Description and Distribution Method:

A grass clippings message was posted on the NSRWA Facebook page in June 2023 with 265 engagements. It was also posted on the What's Up in Duxbury Facebook page. The grass clippings Facebook post was boosted with a \$50 ad targeted to Duxbury that ran through July 7, 2023.

Targeted Audience: Residents

Responsible Department/Parties: North and South Rivers Watershed Association, The Town of Duxbury

Measurable Goal(s):

As of June 22, 2023, the ad had a reach of 1,417 people and 53 engagements. There were also 10 page views on the Know Before You Mow! web page, 70 page views on the Best Mowing Practices web page, and 153 page views on the Stormwater web page.

Message Date(s): Ongoing, May 25 - June 22, 2023

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: WaterSmart Regional Program: Pet Waste Education

Message Description and Distribution Method:

Printed Scoop It cards, web article, press release, and social media posts for June 2023. Pet waste Scoop It cards were distributed to the town clerk's office (100), the Duxbury Animal Hospital (100), and the Standish Humane Society (100). An article was written on The Problem of Dog Waste on the South Shore. This was sent to the Globe, the Patriot Ledger, Wicked Local, and the Duxbury Clipper. It was posted on the NSRWA Facebook page with 1,062 engagements. A \$50 ad was targeted to Duxbury and ran through July 13, 2023.

Targeted Audience: Residents

Responsible Department/Parties: North and South Rivers Watershed Association, The Town of Duxbury

Measurable Goal(s):

As of June 22, 2023, it had a reach of 780 people and 158 engagements. There were also 88 page views on The Problem of Dog Waste on the South Shore web page, 318 page views on the Pet Waste Education page, 346 page views on the Addressing the Elephant in the Room - Dog Waste on the South Shore web page.

Message Date(s): Ongoing, June 13 - 22, 2023

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: WaterSmart Regional Program: Septic Maintenance

Message Description and Distribution Method:

Maintenance of septic systems, corresponding with SepticSmart week in September. A press release to went out to the town, The Globe, the Patriot Ledger, Wicked Local, and the Duxbury Clipper.

Targeted Audience: Residents

Responsible Department/Parties: North and South Rivers Watershed Association, The Town of Duxbury

Measurable Goal(s):

A Facebook ad was posted in September with a reach of 581 people, 9 comments, and 23 shares. A \$50 Facebook ad was targeted to Duxbury with a reach of 3,517 people and 110 engagements.

Message Date(s): September - October 12, 2022

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: WaterSmart Regional Program: Leaf Litter

Message Description and Distribution Method:

Educational messaging "HELP KEEP STORM DRAINS CLEAN – ADOPT A STORM DRAIN NEAR YOU!", "Don't blow, sweep or dump leaf litter and yard waste into streets or storm drains" and other social media posts for October 2022. A message about leaf litter was posted on the NSRWA Facebook page in October 2022.

Targeted Audience: Residents

Responsible Department/Parties: North and South Rivers Watershed Association, The Town of Duxbury

Measurable Goal(s):

The HELP KEEP STORM DRAINS CLEAN message had a reach of 1,452 people, 49 comments, and 199 shares. The Facebook post was boosted with a \$50 ad targeted to Duxbury with a reach of 4,651 people and 186 engagements. There were also 81 page views on the Best Mowing Practices web page, and 125 page views on the Stormwater web page.

Message Date(s): October 17, 2022

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: WaterSmart Regional Program: Proper Sediment and Erosion Control Management

Message Description and Distribution Method:

Provided by Health and Planning departments at permit request; A brochure entitled Construction Stormwater Pollution Prevention Guide was created and delivered to the Health and Planning departments. These brochures will be handed to the person when they receive their permit.

Targeted Audience: Developers (Construction)

Responsible Department/Parties: North and South Rivers Watershed Association, The Town of Duxbury

Measurable Goal(s):

There were 500 distributed to the town of Duxbury initially, and the NSRWA is currently replenishing Duxbury's supply.

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: WaterSmart Regional Program: Public Art Raffle with Survey

Message Description and Distribution Method:

The "What Can You Do to Help Keep Stormdrains Clean?" campaign raised awareness of the fact that storm drains empty unfiltered water into our local rivers and streams. A press release, posts, and an e-news story were used to educate the public. The NSRWA provided handcrafted metal garden fish stakes to be raffled in each town and online. Everyone who entered the drawing had to answer the question "What can you do to help keep stormdrains clean?"

Targeted Audience: Residents

Responsible Department/Parties: North and South Rivers Watershed Association, The Town of Duxbury

Measurable Goal(s):

There were 341 web page views, 214 entries and we selected 12 winners. The post on Facebook received 116 engagements, 14 comments, and 12 shares. A \$50 ad targeted to Duxbury had a reach of 1,433 people and 110 engagements. The NSRWA also did a radio interview on WATD about keeping storm drains clean.

Message Date(s): October 20, 2022

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: WaterSmart Regional Program: Proper Management of Waste Materials and Dumpsters

Message Description and Distribution Method:

Web page, social media post, educational video, and Free Dumpster Maintenance and Waste Materials Checklist. The NSRWA created a Best Practices Checklist for Proper Management of Waste Materials and Dumpsters. This downloadable file was posted on a WaterSmart website page with 63 views. The NSRWA also created an educational video that was posted on the associations website and Facebook page. Additionally, it was posted on 9 South Shore business and industry Facebook groups, with a combined reach of 10,600+ and was run on the Duxbury Business Networking Facebook page.

Targeted Audience: Businesses, Institutions, Commercial Facilities and Industrial Facilities

Responsible Department/Parties: North and South Rivers Watershed Association, The Town of Duxbury

Measurable Goal(s):

A \$50 ad targeted to Duxbury had a reach of 3,591 people and 3,032 engagements with 2,339 thru plays.

Message Date(s): 2022 - April 5, 2023

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: WaterSmart Regional Program: Parking Lot Maintenance

Message Description and Distribution Method:

Web page, social media post, educational video, and Free Parking Lot Maintenance Checklist; The NSRWA created a Best Practices Checklist for Parking Lot Maintenance. This downloadable file was posted on a WaterSmart website page with 52 views. The NSRWA created an educational video that was posted on the associations website and Facebook page. Additionally, posted on 9 South Shore business and industry Facebook groups, with a combined reach of 10,600+ and run on the Duxbury Business Networking Facebook page.

Targeted Audience: Businesses, Institutions, Commercial Facilities & Industrial Facilities

Responsible Department/Parties: North and South Rivers Watershed Association, The Town of Duxbury

Measurable Goal(s):

A \$50 ad targeted to Duxbury had a reach of 3,650 people and 2,930 engagements with 2,085 thru plays.

Message Date(s): 2022 - April 26, 2023

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: WaterSmart Regional Program: Low Impact Development Information

Message Description and Distribution Method:

Reduction of impervious surfaces, use of alternatives to paving, decentralized approach to stormwater, rain gardens, swales, bioretention;

Targeted Audience: Developers (Construction)

Responsible Department/Parties: North and South Rivers Watershed Association, The Town of Duxbury

Measurable Goal(s):

This deliverable will be completed in the Summer of 2023. The NSRWA plans on creating a brochure to be handed out with permits, and a poster with a QR code for all town departments who issue permits.

Message Date(s): 2023

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 of Duxbury posted the SWMP online for public review and comment. Hard copies of the SWMP are also available at the Town Hall.

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 is a member of the North and South River Watershed Association. This organization hosts volunteer clean-up days, citizen science programs, and other educational opportunities for residents within the North and South Rivers Watershed.

Duxbury is also a member of the South Shore Recycling Cooperative (SSRC). Additionally, Duxbury has continued to host paint collection days four times a year.

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:***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 above referenced outfall screening data is attached to the email submission
- ☐ The above referenced outfall screening data can be found at the following publicly available 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:***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 publicly available 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 publicly available 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 digital recording of an IDDE training was sent to the Town in August 2023. A digital version was preferred to fulfill summer scheduling accommodations.

MCM4: Construction Site Stormwater Runoff Control

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

Number of site plan reviews completed:

Number of inspections completed:

Number of enforcement actions taken:

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

MCM5: Post-Construction Stormwater Management in New Development and Redevelopment**Ordinance or Regulatory Mechanism**

Date update was completed (due in year 3):

Website of ordinance or regulatory mechanism:

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:

Street Design and Parking Lots Report

Below, describe any changes made or planned to be made to local regulations and guidelines based on the report completed in Year 4:

The Town has not made any changes.

Green Infrastructure Report

Below, describe progress towards making green infrastructure practices allowable based on the report completed in Year 4:

The Town has not made any changes.

Retrofit Properties Inventory

Below, list remaining permittee-owned properties that could be modified or retrofitted with BMPs to mitigate impervious areas (must maintain a minimum of 5 sites in inventory until less than 5 sites remain):

1. DPW Facility
2. Chandler Elementary School
3. Duxbury Free Library
4. Duxbury Town Hall
5. Senior Center

Below, list all properties that have been modified or retrofitted with BMPs to mitigate impervious area that were inventoried as part of 2.3.6.d of the permit. Non-MS4 owned properties that have been modified or retrofitted with BMPs to mitigate impervious area may also be listed, but must be indicated as non-MS4.

The Town has not made any changes.

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:

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 publicly available 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. If any of the above year 5 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 6 requirements summarized below. (Note: impaired waters and TMDL requirements are not listed below)

Yes, I agree ☒

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)
- Identify additional permittee-owned properties that could potentially be modified or retrofitted with BMPs to reduce impervious areas so that the permittee maintains a minimum of 5 sites in their inventory, until such a time when the permittee has less than 5 sites remaining

Provide any additional details on activities planned for permit year 6 below:

Part V: Certification of Small MS4 Annual Report 2023

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]*