

**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:

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 (publicly available 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.

### 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:

As noted in last year's Annual Report, Hopedale's Notice of Intent (NOI) was submitted on May 3, 2019. With the reporting period for Year 1 tasks being May 1, 2018 through June 30, 2019, little time was left for the Town to complete the required Year 1 Tasks. Due to this, Year 1 tasks were pushed out to the Year 2 reporting period (July 1, 2019 through July 30, 2020). As a continued result, Year 2 tasks were pushed out to the Year 3 reporting period (July 1, 2020 through June 30, 2021), Year 3 tasks were pushed out to the Year 4 reporting period (July 1, 2021 through June 30, 2022), and Year 4 tasks were pushed out to the Year 5 reporting period (July 1, 2022 through June 30, 2023). It is important to continue to note that although behind, the Town of Hopedale is committed to completing Year 5 tasks and will continue to remain transparent with EPA as they work to achieve compliance with the permit requirements.

Catch basin cleanings and street sweepings are properly stored at the Highway Department with hay bales enclosing the cleaning/sweepings to ensure that they do not discharge to receiving waters. Numerous waste disposal facilities were contacted, with none of them accepting new catch basin cleanings and street sweepings. The Town will continue to explore options on proper disposal methods for their cleaning/sweepings.

## **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:

Due to the COVID-19 pandemic, the Town of Hopedale has continued to place and maintain all public education and outreach messages on the Town website under the Stormwater tab to provide accessible information for public viewing. Hard copies of all public education and outreach messages can be made available, if requested.

During this permit period, a tri-fold brochure on the impacts of dog waste and surface water quality was provided to the Town for distribution at Town Hall.

## 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)

#### *Structural BMPs*

Completed the evaluation of all permittee owned properties identified as presenting retrofit

- opportunities or areas for structural BMP installation under permit part 2.3.6.d or identified in the Phosphorus Source Identification Report, including: *(select the items of the evaluation that have been completed below)*

- Next planned infrastructure, resurfacing, or redevelopment activity planned for the property (if applicable) OR planned retrofit date
- Estimated cost of redevelopment or retrofit BMPs
- Engineering and regulatory feasibility of redevelopment or retrofit BMPs

Completed a listing of planned structural BMPs and a plan and schedule for implementation

- The BMP list and implementation schedule is attached to the email submission
- The BMP list and implementation schedule can be found at the following publicly available website:

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.

- No BMPs were installed
- The above referenced BMP information is attached to the email submission
- The above referenced BMP information can be found at the following publicly available website:

Total estimated phosphorus removed in **lbs/year** from the installed BMPs: 0

*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:

Due to the COVID-19 pandemic, the Town of Hopedale has continued to place and maintain all public education and outreach messages on the Town website under the Stormwater tab to provide accessible information for public viewing. Hard copies of all public education and outreach messages can be made available, if requested.

The Town of Hopedale has completed the Phosphorus Source Identification Report required in Permit Year 4, which can be viewed here: <https://www.hopedale-ma.gov/stormwater-0>. The Town of Hopedale will focus on Year 5 tasks in Permit Year 6. This will include completing the evaluation of all permittee owned properties identified as presenting retrofit opportunities or areas for structural BMP installation under permit part 2.3.6.d or identified in the Phosphorus Source Identification Report, as well as completing a listing of planned structural BMPS and a plan and schedule for implementation.

### **Solids, Oil and Grease (Hydrocarbons), or Metals**

#### Annual Requirements

##### *Good Housekeeping and Pollution Prevention for Permittee Owned Operations*

- Increased street sweeping frequency of all municipal owned streets and parking lots to a schedule that targets areas with potential for high pollutant loads
  - The street sweeping schedule is attached to the email submission
  - The street sweeping schedule can be found at the following publicly available website: <https://www.hopedale-ma.gov/stormwater-0>

Prioritized inspection and maintenance for catch basins to ensure that no sump shall be more than 50

- percent full; Cleaned catch basins more frequently if inspection and maintenance activities indicated excessive sediment or debris loadings

*Optional:* If you would like to describe progress made on any incomplete requirements listed above or provide any additional details, please use the box below:

The 2018/2020 Final 303(d) List of Impairments lists the Mill River and its tributaries as having a metal impairment. No specific metal is listed, so the Town is focusing on Cadmium, Copper, Iron, Lead, and Zinc, as discussed in the MS4 Permit. As stated in the Street Sweeping Standard Operating Procedure (SOP), priority roads and parking lots will be identified on the basis of pollutant load reduction potential, inspections, known pollutant loads, catch basin cleaning or inspection results, land use, proximity to impaired/TMDL waters, or other relevant factors. The Street Sweeping SOP was created with the Town's Operation and Maintenance Plan and notes that street sweeping is to be conducted three (3) times per year in the downtown area and rural uncurbed roadways are to be swept a minimum of once (1) per year. However, the Town has been consistently sweeping all municipal streets and parking lots three (3) times per permit year. The Street Sweeping Schedule is attached to this email submission.

The Catch Basin Cleaning Optimization Plan is still being developed, as the Town continues to collect data from their annual catch basin cleanings and inspections. Once the Town has more data, the Optimization Plan

will be updated and inspection and maintenance of prioritized catch basins will be implemented.

## Charles River Watershed Phosphorus TMDL

Completed the written Phase 1 Phosphorus Control Plan (PCP), including: (*select the items in the Phase 1 PCP that have been completed*)

- Planned nonstructural controls
- Planned structural controls
- O&M program for structural controls
- Implementation schedule
- Cost of implementation

The Phase 1 PCP: (*select one of the following options*)

- is attached to the email submission
- can be found at the following publicly available website:

*Below, calculate your current phosphorus export rate by first filling out the individual phosphorus loading components (labeled [A], [B], [C], and [D]) and then computing your current phosphorus export rate using the equation provided.*

Baseline phosphorus export reduction required from PCP Area, as identified in Appendix F (**lbs/year**) **[A]**:

Documented the nonstructural control measures implemented during **this reporting period** and their phosphorus reduction

total phosphorus reduction from all nonstructural controls this reporting period (**lbs/year**) **[B]**:

- No nonstructural control measures were implemented
- The above referenced nonstructural control measures information is attached to the email submission
- The above referenced nonstructural control measures information can be found at the following publicly available website:

Documented the structural control measures implemented during **this reporting period and all previous years**, including location, phosphorus reduction in mass/year, and date of last completed maintenance and inspection for each control

total phosphorus reduction from all structural controls installed this reporting period and all previous years (**lbs/year**) **[C]**:

- No structural control measures were implemented
- The structural control measures information is attached to the email submission
- The structural control measures information can be found at the following publicly available website:

Phosphorus load increase due to development incurred since 2005 in **lbs/year [D]:** 0

Current phosphorus export rate from the PCP Area in **lbs/year [=A-(B+C)+D** from above]: 0

I certify under penalty of law that all source control and treatment Best Management Practices being claimed for phosphorus reduction credit have been inspected, maintained and repaired in accordance

with manufacturer or design specification. I certify that, to the best of my knowledge, all Best Management Practices being claimed for a phosphorus reduction credit are performing as originally designed.

All municipally owned and maintained turf grass areas are being managed in accordance with Massachusetts Regulation 331 CMR 31 pertaining to proper use of fertilizers on turf grasses

*Optional:* If you would like to describe progress made on any incomplete requirements listed above or provide any additional details, please use the box below:

The Town defined the scope of the Charles River Watershed Phosphorus Control Plan in Permit Year 5, which is the entire area within the jurisdiction within the Charles River Watershed. The entire portion of the town that is within the Charles River watershed is urbanized and the Town will implement the PCP within that entire area. Tasks described under "Charles River Watershed Phosphorus TMDL" will be completed during Year 6 of the permit.

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***NON-TRADITIONAL AND TRANSPORTATION MS4s ONLY- municipalities please skip this section:***

Describe the planned phosphorus reduction activities on site and coordination progress with the applicable municipality:

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*Optional:* Use the box below to provide any additional information you would like to share as part of your self-assessment:

As noted in last year's Annual Report, Hopedale's Notice of Intent (NOI) was submitted on May 3, 2019. With the reporting period for Year 1 tasks being May 1, 2018 through June 30, 2019, little time was left for the Town to complete the required Year 1 Tasks. Due to this, Year 1 tasks were pushed out to the Year 2 reporting period (July 1, 2019 through July 30, 2020). As a continued result, Year 2 tasks were pushed out to the Year 3 reporting period (July 1, 2020 through June 30, 2021), Year 3 tasks were pushed out to the Year 4 reporting period (July 1, 2021 through June 30, 2022) and Year 4 tasks were pushed out to the Year 5 reporting period (July 1, 2022 through June 30, 2023). It is important to continue to note that although behind, the Town of Hopedale is committed to completing Year 5 tasks and will continue to remain transparent with EPA as they work to achieve compliance with the permit requirements.

The Town has completed catch basin inspection and cleanings within the MS4. Street Sweeping continues to occur at least 3 times a year - once in the fall and twice in the spring. The Town currently stockpiles the

cleanings and sweepings at the Highway Department with hay bales and tarps enclosing the cleanings/sweepings to ensure that they do not discharge to receiving waters. Silt fencing also surrounds the site to further mitigate stormwater runoff. Hopedale is currently exploring options on where they can bring their cleanings and sweepings to be properly disposed of.

The Town defined the scope of the Charles River Watershed Phosphorus Control Plan in Permit Year 5, which is the entire area within the jurisdiction within the Charles River Watershed. The entire portion of the town that is within the Charles River watershed is urbanized and the Town will implement the PCP within that entire area.

The Town focused on IDDE catchment investigations during this Permit Year. The Town prioritized the 24 catchments that had previously been identified to have dry weather flow. All results of screening/sampling are attached to this email submission.

The Town developed a report assessing current street design and parking lot guidance and other local requirements within the municipality that affect the creation of impervious cover. Anticipated date for these updates is scheduled for June 2025.

The Town developed a report assessing local regulations to determine the feasibility of making green infrastructure practices allowable when appropriate site conditions exist. Anticipated date for these updates is scheduled for June 2025.

The Town identified a minimum of 5 permittee-owned properties that could potentially be modified or retrofitted with BMPs to reduce impervious cover.

The Town will continue public education initiatives for annual requirements for proper disposal of grass clippings and proper use of slow-release and phosphorus-free fertilizers, proper management of pet waste, proper septic system maintenance, and proper disposal of leaf litter. The Town's Stormwater tab can be found at the following link: <https://www.hopedale-ma.gov/stormwater-0>

The Town of Hopedale will focus on Year 5 tasks in Permit Year 6. This will include evaluating permittee owned properties for retrofit potential, developing a BMP implementation schedule, tracking installed structural BMPs, developing Phase 1 of the PCP, and calculating the Town's current phosphorus export rate.

## Part III: Receiving Waters/Impaired Waters/TMDL

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

- Yes
- No

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

The Town has been actively working to locate and map all drainage infrastructure. Changes will continue to be made to the list of receiving waters and outfalls as additional data is collected regarding ownership, outfall drainage location, and drainage system configuration as part of the comprehensive drainage mapping effort. The list of updated outfalls, receiving waters, and impairments included in the Town's SWMP reflects all changes.

## 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:** 15

*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: Low Impact Development Practices Flier**

Message Description and Distribution Method:

Distribute Think Blue brochure titled "Slow the Flow" about the benefits of adopting low impact development practices such as disconnecting impervious surfaces. A flier was posted to the Stormwater page on the Town's website.

Targeted Audience: Businesses, Institutions, and Commercial Facilities

Responsible Department/Parties: Highway Department, Conservation Commission

Measurable Goal(s):

To inform the public about low impact development practices.

Message Date(s): Permit Year 5

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 NOI discusses distributing a brochure about the benefits of adopting low impact development practices and having the Chamber of Commerce track the number of brochures distributed. However, it was decided that it would have more visibility on the Town's website, and the information would be readily available to anyone wanting information on low impact development practices.

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#### **BMP: Septic System Maintenance Flier**

Message Description and Distribution Method:

To encourage proper septic system maintenance by septic system owners, a flier was posted to the Stormwater page on the Town's website.

Targeted Audience: Residents

Responsible Department/Parties: Board of Health

**Measurable Goal(s):**

To inform the public about septic system maintenance using the EPA brochure titled "Be Septic Smart".

Message Date(s): Permit Year 5

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 NOI discusses distributing a flier and recording the list of recipients. Instead, with its location on the Town's website, the information is now readily available to anyone wanting information on septic systems.

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**BMP: Leaf Litter Flier**

Message Description and Distribution Method:

Information was provided to the community about proper disposal of leaf litter and the effects of proper disposal to help minimize contamination of stormwater runoff to protect water resources. The flier was posted to the Stormwater page on the Town's website.

Targeted Audience: Residents

Responsible Department/Parties: Highway Department

**Measurable Goal(s):**

To inform the community, educational information regarding how improper leaf disposal can impact receiving water quality.

Message Date(s): October through November

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: Lawn and Garden Tips to Help Curb Stormwater Pollution Flier**

Message Description and Distribution Method:

Information was provided to the community on how to dispose of grass clippings as well as understanding how fertilizers can impact receiving waters. A flier was posted to the Stormwater page on the Town's website.

Targeted Audience: Residents

Responsible Department/Parties: Highway Department

## Measurable Goal(s):

To promote awareness of the impact that grass clippings and fertilizers have on receiving waters.

Message Date(s): April through May

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: Reducing Stormwater Runoff During Construction Flier**

## Message Description and Distribution Method:

Information was provided to the community on how to reduce stormwater runoff during construction. A flier was posted to the Stormwater page on the Town's website.

Targeted Audience: Developers (construction)

Responsible Department/Parties: Highway Department & Planning Board

## Measurable Goal(s):

To inform Developers during the construction phases of their projects, educational information was provided to assist with how to secure the site to reduce stormwater runoff.

Message Date(s): Permit Year 5

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: Spill Prevention for Industrial Facilities Flier**

## Message Description and Distribution Method:

Information was provided on the Town's web page on spill prevention. A flier was posted to the Stormwater page on the Town's website.

Targeted Audience: Industrial Facilities

Responsible Department/Parties: Highway Department & Board of Health

## Measurable Goal(s):

To inform industrial facilities on how to best prevent spills and reduce polluted runoff.

Message Date(s): Permit Year 5

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: Safe Storage and Handling Tips for Chemicals and Hazardous Materials Flyer**

Message Description and Distribution Method:

Information was provided on the Town's web page regarding the responsibilities Industrial Facilities have in order to prevent harmful chemicals and hazardous materials from interacting with stormwater. A flier was posted to the Stormwater page on the Town's website

Targeted Audience: Industrial Facilities

Responsible Department/Parties: Highway Department & Planning Board

Measurable Goal(s):

To inform industrial facilities on the proper ways to store and handle chemicals and hazardous materials to prevent interaction with stormwater.

Message Date(s): Permit Year 5

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: Salt & Sand Usage Flier**

Message Description and Distribution Method:

Information was provided on the Town's website to inform the community that the use of salt and sand can pollute waterways.

Targeted Audience: Businesses/Institutions/Commercial Facilities, Residents, Industrial Facilities, Developers

Responsible Department/Parties: Highway Department

Measurable Goal(s):

To inform the community on the effects of salt and sand usage on local waterways and how to best use salt and sand during the winter months.

Message Date(s): November to March

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: "Put Waste in its Place" Flyer**

Message Description and Distribution Method:

Information was provided on proper management practices for commercial dumpsters to prevent stormwater pollution. This flyer was placed on the Stormwater tab of the Town's website.

Targeted Audience: Businesses, Commercial Facilities

Responsible Department/Parties: Highway Department

Measurable Goal(s):

To inform commercial facilities and business owners on best practices for their dumpsters and how they can pollute stormwater.

Message Date(s): Permit Year 5

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

Message Description and Distribution Method:

A flyer containing tips for business owners to prevent polluted runoff, prevent parking lot flooding, and keep parking lots clean was placed on the Town's website during the Permit Year.

Targeted Audience: Businesses, Commercial Facilities

Responsible Department/Parties: Highway Department

Measurable Goal(s):

To inform commercial facilities and businesses on best practices for keeping parking lots clean.

Message Date(s): Permit Year 5

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: "Stop Erosion in its Tracks to Keep Our Waters Clean"**

Message Description and Distribution Method:

A flyer containing information about erosion and sedimentation controls was placed and maintained on the Town's Stormwater tab throughout the Permit Year.

Targeted Audience: Developers (construction)

Responsible Department/Parties: Highway Department

Measurable Goal(s):

To inform construction developers on erosion and sediment controls and why they are necessary

Message Date(s): Permit Year 5

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: "Gas, Oil, Gease... Oh My!" Flyer**

Message Description and Distribution Method:

A flyer containing tips on best practices for preventing leaks and cleaning up spills and why they are necessary was placed and maintained on the Town's Stormwater tab on their website.

Targeted Audience: Industrial Facilities

Responsible Department/Parties: Highway Department

Measurable Goal(s):

To inform industrial facilities about the importance of preventing spills and leaks in industrial facilities and their effects on stormwater.

Message Date(s): Permit Year 5

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: "My Rain Garden" Coloring Book**

Message Description and Distribution Method:

A FEMA-developed coloring book designed to help teachers and young students learn more about how rain gardens can help make homes and communities safer was placed and maintained on the Town's Stormwater tab.

Targeted Audience: Residents

Responsible Department/Parties: Highway Department

Measurable Goal(s):

To inform younger students about the importance of rain gardens and managing stormwater

Message Date(s): Permit Year 5

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: "Do Your Doody" Flyer**

Message Description and Distribution Method:

A flyer containing information on the importance of picking up pet waste and its impacts on stormwater quality was placed and maintained on the Town's website during the Permit Year.

Targeted Audience: Residents

Responsible Department/Parties: Highway Department

Measurable Goal(s):

To inform residents on the importance of proper pet waste management.

Message Date(s): Permit Year 5

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: "Dog Waste and Surface Water Quality" Brochure**

Message Description and Distribution Method:

Tri-fold pet waste brochure was provided to the Town for distribution at Town Hall specifically for pet owners registering their dogs to the Town of Hopedale. The brochure outline the importance of managing dog waste properly to help maintain surface water quality.

Targeted Audience: Residents

Responsible Department/Parties: Board of Health & Highway Department

Measurable Goal(s):

To inform residents on the importance of proper pet waste management.

Message Date(s): Permit Year 5

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:

To emphasize the importance of proper dog waste management

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[Add an Educational Message](#)

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### **MCM2: Public Participation**

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

The Stormwater Management Program (SWMP) Plan was developed in December 2019 and posted on the Town's Stormwater web page. It has been updated and reposted in June every year for the public to read and provide comment. Annual Reports are available and included in the SWMP. The Town of Hopedale will continue to update and post the SWMP and the Annual Report to the Town's web page for public review and comment. The SWMP is available for review on the Town's website year-round. Hard copies can be made available, if requested.

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 Recycling Center closed in November 2022. However; the Recycling Center was in operation

every Saturday until its closure, collecting grass clippings, leaves, brush, propane tanks, dismantled oil tanks, heaters, washing machines, dryers, air conditioners, TVs, and stereo sets. The Recycling Center was operated by the Board of Health and all items collected were hauled away via a third party for proper disposal.

The Town began a Leaf Collection Program which lasted from the first week of November 2022 through the second week of December 2022. Residents were informed to rake leaves to the edge of their property lines and the Town, utilizing their leaf collection truck, would come and pick up the piles for proper disposal. Residents were asked to keep sidewalks clear of leaves and piles away from stormwater catch basins. The leaf piles collected were then brought to the Highway Department's designated leaf stockpile for proper disposal.

## **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:*

Stormwater infrastructure was updated as the Town added and removed areas to the map based on infrastructure ownership. Updates included open channel conveyances, interconnections with neighboring MS4 communities, Town-owned stormwater treatment structures, refined catchment delineations, drainage infrastructure tributary to previously mapped outfalls, and establishing connectivity of drainage structures.

### **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:

All outfalls and interconnections were screened, inspected, and sampled during dry weather conditions in Permit Year 4. Sampling data was provided with the Year 4 Annual Report.

### **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:

Per the permit, the Town is only reporting catchment investigations as complete where outfalls/interconnections have been screened during dry weather, where key junction manholes in these catchments have been screened, where wet weather sampling has been completed, and where all results indicate no evidence of likely sewer input based on field observations and sampling. Many outfalls in Hopedale have at least one SVF, therefore wet weather outfall/interconnection sampling must be conducted for catchment investigations to be considered complete.

IDDE investigations were completed for all catchments where flow was observed during dry weather outfall screening completed during Permit Year 4. Twenty-four (24) catchments were observed to have flow during dry weather screening. Those catchments underwent IDDE investigations, which included sandbagging, as needed, to isolate flow. Any flowing outfalls were traced upstream to track and identify the source of the flow. All town-owned structures, where flowing, were screened for the sampling parameters required by the MS4 permit as well as their corresponding catchment discharge location identified within the 2018/2020 Final 303(d) List of Impairments. Catchment investigation data is attached to this email submission.

### **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:

No illicit discharges were found during this round of IDDE catchment investigations; however, the Town will continue IDDE investigations, with CCTV and dye testing as needed, during Permit Year 6.

## **Employee Training**

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

IDDE and Good Housekeeping Pollution Prevention Training was conducted on June 26, 2023. Training was provided to the Highway Department, Sewer Department, Water Department, and Board of Health Members. Eleven (11) employees were in attendance.

## **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:

Two site plan reviews that met the 3/4 acre disturbance threshold were completed during this reporting period. These facilities have not yet been installed. There were no site inspections or enforcement actions that were completed during this reporting period for projects that met the 3/4 acre disturbance threshold.

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

### Ordinance or Regulatory Mechanism

Date update was completed (due in year 3): May 2021

Website of ordinance or regulatory mechanism:

[https://www.hopedale-ma.gov/sites/g/files/vyhlif711/f/news/hopedale\\_stormwater\\_management\\_rules\\_and\\_regulations\\_03.19.21\\_0.pdf](https://www.hopedale-ma.gov/sites/g/files/vyhlif711/f/news/hopedale_stormwater_management_rules_and_regulations_03.19.21_0.pdf)

### As-built Drawings

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

Number of as-built drawings received: 0

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

No as-built drawings were submitted during the reporting period.

### 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 completed the Street Design and Parking Lots Report in Permit Year 5. The Town will seek to implement the recommended changes from this report by the end of June 2025 (Permit Year 7).

### Green Infrastructure Report

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

The Town completed the Green Infrastructure Report in Permit Year 5. The Town will seek to implement the recommended changes from this report by the end of June 2025 (Permit Year 7).

### **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):

The Town completed the BMP Retrofit Inventory Report in Permit Year 5. The following 5 properties were identified as viable potential BMP locations:

- 1) Hopedale Community House
- 2) Hopedale Town Park
- 3) Hopedale Highway Department
- 4) Bancroft Memorial Library, Police Department, Town Hall
- 5) 70 Dutcher Street

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.

### **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: 850

Number of catch basins cleaned: 850

Total volume or mass of material removed from all catch basins: 250 cubic yards

*Below, report on the total number of catch basins in the MS4 system.*

Total number of catch basins: 892

*If applicable:*

Report on the actions taken if a catch basin sump is more than 50% full during two consecutive routine inspections/cleaning events:

The number of Town owned catch basins is updated each year with mapping updates/improvements.

The Town is now using an iPad to track all cleanings to ensure that all catch basins are inspected and cleaned as necessary. This information will help the Town to develop their Catch Basin Optimization Plan.

## **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:

The Town of Hopedale continues to work on stormwater pollution prevention at each facility. The facilities with SWPPPs are the Greene Street Water Treatment Plant, the Highway Department facility, the Hopedale Wastewater Treatment Facility, and the Recycling Center. Quarterly inspections at each of the four (4) facilities occurred during the reporting period. The Recycling Center was shut down in November 2022 due to lack of funding and has since been taken out of operations. Therefore, only two (2) site inspections were conducted before its shutdown. Moving forward, the Recycling Center will not be included in future reports, bringing the total number of facilities with a SWPPP to three (3).

## **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:

No additional stormwater or receiving water quality monitoring or studies were conducted during the reporting period to inform permit compliance or permit effectiveness.

## **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:

As noted in last year's Annual Report, Hopedale's Notice of Intent (NOI) was submitted on May 3, 2019. With the reporting period for Year 1 tasks being May 1, 2018 through June 30, 2019, little time was left for the Town to complete the required Year 1 Tasks. Due to this, Year 1 tasks were pushed out to the Year 2 reporting period (July 1, 2019 through July 30, 2020). As a continued result, Year 2 tasks were pushed out to the Year 3 reporting period (July 1, 2020 through June 30, 2021), Year 3 tasks were pushed out to the Year 4 reporting period (July 1, 2021 through June 30, 2022) and Year 4 tasks were pushed out to the Year 5 reporting period (July 1, 2022 through June 30, 2023). It is important to continue to note that although behind, the Town of Hopedale is committed to completing Year 5 tasks and will continue to remain transparent with EPA as they work to achieve compliance with the permit requirements.

## **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:

As stated throughout this Annual Report, Hopedale is a year behind. Only some of the items listed above will be able to be completed during the next reporting period. The Town of Hopedale is committed to completing all future tasks required by the permit.

The Town of Hopedale has also initiated efforts to adopt a Stormwater Enterprise Fund to support future MS4 permit compliance needs and will continue to evaluate and pursue its adoption during the following permit years.

## Part V: Certification of Small MS4 Annual Report 2023

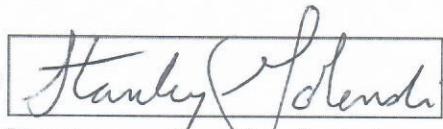
### **40 CFR 144.32(d) Certification**

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: Stanely Golenski

Title: Highway Superintendent

Signature:



Date:

9/27/23

*[Signatory may be a duly authorized representative]*