

# 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: MassBay Community College

EPA NPDES Permit Number: MAR043003

### Primary MS4 Program Manager Contact Information

Name: Joseph DeLisle

Title: Director of Facilities

Street Address Line 1: 50 Oakland Street

Street Address Line 2: NA

City: Wellesley Hills

State: MA

Zip Code: 02481

Email: jdelisle@massbay.edu

Phone Number: (781) 239-2571

### Stormwater Management Program (SWMP) Information

SWMP Location (publicly available web address): <https://www.massbay.edu/facilities>

Date SWMP was Last Updated: June 30, 2022

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:

### 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]:**

0

- ☐ 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]:**

0

- ☒ 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]:

0

- ☒ 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:

Note, MassBay Community College is a non-traditional entity. Please see below.

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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:

MassBay reached out to the Town of Wellesley on May 30, 2023 to coordinate on PCP implementation. MassBay and Wellesley anticipate coordinating further during Year 6.

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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:



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

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

☐ Yes

☒ No

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

## Part IV: Minimum Control Measures

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

### MCM1: Public Education

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

*Below, report on the educational messages completed **during this reporting period**. For the measurable goal(s) please describe the method/measures used to assess the overall effectiveness of the educational program.*

#### **BMP:Brochure**

Message Description and Distribution Method:

Made a trifold brochure available in the Student Union area. The brochure contained general information on stormwater and water quality impacts.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Make one public educational message available during the school year.

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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[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**:

SWMP Plan for Download - MassBay has posted the SWMP Plan on its website along with contact information to allow for public comment.

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**:

### **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:*

MassBay has completed all mapping requirements under the 2016 Permit. Catch basins, manholes, outfalls, pipe connectivity, interconnections with other MS4s, structural stormwater BMPs, and receiving waterbodies, along with catchment delineations, have been mapped.

#### **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:

Outfalls were screened during previous permit years; no additional outfalls were screened during Year 5. As/if additional outfalls are located, they are screened during dry weather for potential illicit discharges.

### **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:

MassBay is assessing catchment investigation status during Year 6. Many catchments do not have Key Junction Manholes and/or System Vulnerability Factors; and thus inspections are complete as outfalls have been screened during dry weather.

### **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**:

An on-site IDDE training session was held on December 8, 2022 with applicable college staff. This session also provided training on Stormwater Pollution Prevention Plan (SWPPP) implementation and its inspections at the facility.

### **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:

As noted in the NOI, MassBay Community College has no regulatory authority, and thus no bylaws, ordinances, or other legal regulatory mechanisms will be enacted or updated under the 2016 MS4 Permit.

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

**Ordinance or Regulatory Mechanism**

Date update was completed (due in year 3):

As noted in the NOI, MassBay Community College has no regulatory authority, and thus no bylaws, ordinances, or other legal regulatory mechanisms will be enacted or updated under the 2016 MS4 Permit.

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: 0

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

Not Applicable. As noted in the College's NOI, MassBay is not responsible for this item as there are no subdevelopers constructing within the MassBay campus and all projects are for the college itself. MassBay and DCAMM are jointly responsible for long-term operation and maintenance.

**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:

As noted in the College's NOI, this item is not applicable.

**Green Infrastructure Report**

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

As noted in the College's NOI, this item is not applicable.

**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):

As noted in the NOI, the entire campus is owned by MassBay Community College. Instead of identifying 5 facilities, MassBay attempted to identify 5 areas on campus suitable for structural BMP modification or retrofit. Due to limited drainage infrastructure onsite, most of which already flows to a BMP, only 4 locations were identified. Locations are as follows:

The existing BMP known as "Swale-1", is a small grassed swale east of Oakland Street. This swale accepts stormwater from a small section of the schools drainage system. This swale provides very little storage and currently acts only as a conveyance swale. Recommend extending the swale to the southeast, replacing the existing stone headwall with a precast concrete headwall, excavating the swale 1' deeper, raising the outlet structure, and installing check dams.

The existing BMP known as "Swale-2", is a medium sized swale between Oakland Street and the student parking lot. This swale accepts stormwater from a large section of the schools drainage system. Areas of erosion are present throughout the swale. Recommend changing swale construction to a 3-bay bioretention swale, reshaping the side slopes to be 3:1, installing check dams, installing new precast concrete headwalls at the inlet and outlet locations, and adding a catch basin on the parking lot curb line with outlet into the swale.

The existing BMP known as "Swale-3", is a small swale down gradient of Swale-2. This swale does not provide storage, limiting its removal potential and has no defined outlet location. Recommend installing a new precast concrete headwall and a plunge pool with a level spreader. Location is limited in space due to the proximity to the property line.

This area, north of the student parking lot, is currently wooded and the location of existing outfall OF-39. This outfall accepts water from a single catch basin in the center of the parking lot. Recommend the installation of an infiltration basin with sediment forebay to treat the water currently discharging from outfall OF-39.

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: 46

Number of catch basins cleaned:

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

*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:

All catch basins and yard drains were inspected and cleaned; none were more than half full.

### **Street Sweeping**

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

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

### **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:

Not applicable, no corrective actions have been taken to date.

## **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:

MassBay reached out to the Town of Wellesley on May 30, 2023 to coordinate on PCP implementation. MassBay and Wellesley anticipate coordinating further during Year 6.

## 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.

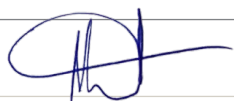
Name:

Marcus Edward

Title:

Vice President for  
Finance & Administration

Signature:



Date:

9/22/2023

*[Signatory may be a duly authorized  
representative]*