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 Sharon

EPA NPDES Permit Number: MAR041061

Primary MS4 Program Manager Contact Information

Name: Peter O'Cain | Title: Town Engineer

Street Address Line 1: 217 Rear South Main Street

Street Address Line 2:

City: Sharon | State: MA | Zip Code: 02067

Email: pocain@townofsharon.org | Phone Number: 781-784-1525

Stormwater Management Program (SWMP) Information

SWMP Location (publicly available web address): https://www.townofsharon.net/sites/sharonma/files/pages/swmp_master_document_0.pdf

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

- [x] Updated inventory of all permittee owned facilities as necessary
- [x] O&M programs for all permittee owned facilities have been completed and updated as necessary
- [x] Implemented all maintenance procedures for permittee owned facilities in accordance with O&M programs
- [x] Implemented program for MS4 infrastructure maintenance to reduce the discharge of pollutants
- [x] 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*

- [x] Annual message was distributed encouraging the proper management of pet waste, including noting any existing ordinances where appropriate
- [x] Permittee or its agents disseminated educational material to dog owners at the time of issuance or renewal of dog license, or other appropriate time
- [x] 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:

Phosphorus (Combination of Impaired Waters Requirements and TMDL Requirements as Applicable)

Annual Requirements

Public Education and Outreach*

- [x] 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
- [x] Distributed an annual message in the summer (June/July) encouraging the proper management of pet waste, including noting any existing ordinances where appropriate
- [x] 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:

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: 17

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: Maintain Educational Website

Message Description and Distribution Method:

Maintained a comprehensive educational website to serve the Neponset Stormwater Partnership service area as a primary resource for key information for all four target audiences.

Targeted Audience: Residents, Businesses, Industry and Developers

Responsible Department/Parties: Neponset Stormwater Partnership

Measurable Goal(s):

Achieve at least 500 unique site visits every year.

This year, there were 4,116 unique site visitors and 6,321 page views.

Message Date(s): Ongoing since May 1, 2018

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: Operate Stormwater Hotline

Message Description and Distribution Method:

Operated a regional "stormwater hotline" to field questions and problem reports regarding stormwater from across the region. Reports were collected via a website form hosted at yourcleanwater.org, via email submissions to stormwater@neponset.org, and phone calls to 781-575-0354 x 300. Responses to reports included answers to questions, additional information or follow up investigation, and/or referral of inquiries/ reports to the appropriate municipalities. Anonymity of inquiries was maintained as requested.

Targeted Audience: Residents, Businesses, Industry, and Developers

Responsible Department/Parties: Neponset Stormwater Partnership

Measurable Goal(s):

Provide immediate answers to inquiries generated by regionalized outreach activities.

Message Date(s): Ongoing since May 1, 2018

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: Distribute Pet Waste Information with Dog Licenses

Message Description and Distribution Method:

Educational "rack cards" regarding proper pet waste disposal were printed and provided to town clerks' offices in member towns to distribute with dog licenses, either in person or via mail. The number of rack cards distributed correlated to the number of dogs licensed per town to ensure all dog owners received the information. In towns where online renewal is available, online graphics that link to the pet waste page of the NSP website were provided.

Targeted Audience: Residents

Responsible Department/Parties: Neponset Stormwater Partnership

Measurable Goal(s):

Participation by 100% of Town Clerks to reach 80% of dog owners annually with pet waste management information. Over the 5-year permit period achieve a reduction in the number of pet waste bags found when cleaning catch basins in the member communities that track this information.

A total of 7,100 cards were requested by Town Clerks and distributed accordingly. A graphic with a link to a "Pet Waste" focused webpage on the YourCleanWater.org website was included for online renewals in the Town of Sharon. These methods are estimated to have reached the entire population of dog owners in the Town of Sharon.

Message Date(s): Materials were distributed to Town Clerks in November and December 2022 and disseminated to dog owners as licenses were issued throughout the year.

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

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

If yes, describe why the change was made:

BMP: Summer Pet Waste Campaign

Message Description and Distribution Method:

Prepared one paid Facebook/Instagram ad campaign about the proper disposal of pet waste. Additionally, the same messaging was shared as a social media post to the Neponset River Watershed Association's social media accounts including Facebook, Instagram, and Twitter. The Town of Sharon was asked to share/retweet it on their own social media accounts where available. Additionally, the Town of Sharon was tagged on it's town accounts (where available) for ease in distribution. Below highlights the days posted, content, and reach. (Note that Twitter posts were shortened to meet character requirements.)
The social media post read as follows on July 12, 2022: "Pet waste contains bacteria and parasites that get washed to the nearest waterway when it rains.
Every time you walk your dog, please:
- carry a bag to pick up pet waste,
- dispose of waste in a trash can,
- never toss anything down a storm drain!
Learn more about keeping your local waterways clean at yourcleanwater.org"

The Town of Sharon reshared the social media posts on the Town's Facebook and Twitter account. Additionally, the paid Facebook ad campaign reached 7,098 Sharon residents.

Targeted Audience: Residents, Business, and Industry

Responsible Department/Parties: Neponset Stormwater Partnership

Measurable Goal(s):

Participation by the Town of Sharon and reach at least 1,000 people in the NSP region through social media.

Message Date(s): July 5 through July 29, 2022.

Message Completed for: Appendix F Requirements [x] Appendix H Requirements [x]

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

If yes, describe why the change was made:

BMP: Fall Leaf Waste Campaign

Message Description and Distribution Method:

Prepared one paid Facebook/Instagram ad campaign about the proper disposal of leaf waste. Additional social media materials were posted to the Neponset River Watershed Association's social media accounts including Facebook, Instagram, and Twitter. The Town of Sharon was asked to share/retweet it on their own social media accounts where available. Additionally, the town was tagged on their respective social media accounts (where available) for ease of distribution. Below highlights the days posted, content, and reach. (Note that Twitter posts were shortened to meet character requirements.) The following social media messages were posted throughout the campaign period:
• The October 5, 2022, social media post reached 539 on Facebook, 837 on Twitter, and 79 on Instagram. The post read as follows: "Cleaning out your catch basins of leaves and other debris can reduce flooding in your neighborhood and keep trash from entering our waterways. For more tips on managing your yard waste visit: https://yourcleanwater.org/yard-waste-disposal/"

• The October 11, 2022 social media post reached 143 on Facebook, 198 on Twitter, and 86 on Instagram. The post read as follows: "You've raked your leaves! Now what? Know how to properly dispose of yard waste in your town by following this link! Properly disposing of leaves can reduce water pollution and prevent flooding. https://yourcleanwater.org/yard-waste-disposal/"
• The October 17, 2022, social media post reached 534 on Facebook, 1,145 on Twitter, and 89 on Instagram. The post read as follows: "Don't forget to add leaves to your compost! Composting with leaves contribute to healthy nutrient rich soil. Many composting companies have started servicing towns and cities within the watershed and do leaf pick-up during the fall months! For more information on proper leaf and yard waste disposal visit: https://yourcleanwater.org/yard-waste-disposal/ "
• The October 25, 2022 social media post reached 1,124 on Facebook, 1,123 on Twitter, and 148 on Instagram. The post read as follows: "As leaves and grass clippings decay, they release nutrients that can cause harm to our waterways. If the decay happens in water, such as a slow-flowing stream, it also uses up oxygen in the water and suffocates organisms that need it. If you are concerned about improper leaf disposal in your neighborhood please feel free to report it anonymously to our Stormwater Hotline by either visiting https://yourcleanwater.org/report/ or calling us at 781-575-0354 x 300"

The Town of Sharon shared the Facebook and Twitter post from 10/24 on their official Town account. The paid Facebook/Instagram social media campaign reached 6,962 Sharon residents.

Targeted Audience: Residents, Businesses, Industry

Responsible Department/Parties: Neponset Stormwater Partnership

Measurable Goal(s):

Participation by the Town of Sharon and reach to at least 1,000 people in the NSP region through social media.

Message Date(s): October 2022; Walpole May 8 through June 2, 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: Spring Fertilizer and Grass Clipping Campaign

Message Description and Distribution Method:

Prepared one paid Facebook/Instagram ad campaign directed at the proper disposal of leaf waste. Additional social media materials were posted to the Neponset River Watershed Association's social media accounts including Facebook, Instagram, and Twitter. The Town of Sharon was asked to share/retweet it on their own social media accounts where available. Additionally, the town was tagged on their social media accounts (where available) for ease of distribution. Below highlights the days posted, content, and reach. (Note that Twitter posts were shortened to meet character requirements.) The social media post on April 10, 2023 reached 1,006 on Facebook, 467 on Twitter, and 205 on Instagram. The post read as follows: "Please don't 'P' on your lawn! We know better! Adding fertilizer with phosphorous (P) is illegal in Massachusetts without a soil test stating it is necessary. UMass Amherst offers convenient soil testing options. For more information regarding testing and application visit: https://yourcleanwater.org/lawn/" A second post regarding fertilizer use

was also shared across NepRWA's social media platforms on April 20, 2023. Similarly with the intent that town's had multiple options for sharing/retweeting.. The fertilizer and lawn care section of the NSP website was included in the post. Below highlights the days posted, content, and reach. Please note that Twitter posts were shortened in order to meet character requirements, however the content was similar to what is described below. The social media post reached 2,258 on Facebook, 955 on Twitter, and 195 on Instagram. The post read as follows: "Be careful where you put your lawn fertilizer! Rain or irrigation runoff can wash fertilizer into ponds and streams - and harm fish and wildlife, cause smelly algae blooms, and affect our drinking water. Learn more about how to protect our waterways at: https://yourcleanwater.org/lawn/"

The Town of Sharon shared the social media post from 4/20 on the Town's Facebook page. The paid Facebook/Instagram social media campaign reached 7,471 Sharon residents

Targeted Audience: Residents, Businesses, Industry

Responsible Department/Parties: Neponset Stormwater Partnership

Measurable Goal(s):

Participation by the Town of Sharon and reach to at least 1,000 people in the NSP region through social media.

Message Date(s): April 10 – May 6, 2023

Message Completed for: Appendix F Requirements [x] Appendix H Requirements [x]

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

If yes, describe why the change was made:

BMP: School Outreach Program

Message Description and Distribution Method:

During the 2022-2023 school year all lessons took place in person. The program focused on drinking water, stormwater infrastructure, local water resources, wastewater systems, water conservation, and stormwater pollution prevention techniques, and the curriculum aligned with the MA 5th grade science curriculum standards. Information was presented using a PowerPoint presentation, a groundwater model, and an enviroscape model. The program was delivered at the individual classroom level by a watershed educator over the course of two visits. Each visit took 45-60 minutes. The educator also provided teachers with followup materials to share with students and families.

Targeted Audience: Residents

Responsible Department/Parties: Neponset Stormwater Partnership

Measurable Goal(s):

Reach at least 80% of households with 5th grade children in participating communities, and 100% positive feedback from participating classroom teachers.

Message Date(s): September 2022 through June 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: Regional Education Mailing

Message Description and Distribution Method:

An educational mailing was prepared and distributed to all residential and business addresses in Sharon and other local communities totaling 112,889 mailing addresses in all. The mailing was an 11x6 postcard that highlighted general stormwater pollution prevention tips. The mail piece referenced key information on fertilizer, lawn maintenance, methods to reduce stormwater runoff, pet waste management, and septic system maintenance, and referred readers to additional information available at the NSP website and the stormwater hotline.

Targeted Audience: Residents and Businesses

Responsible Department/Parties: Neponset Stormwater Partnership

Measurable Goal(s):

Reach 100% of addresses in participating towns, including those who do not use social media or follow town government communication channels.

Message Date(s): June 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: Outreach to Septic System Owners

Message Description and Distribution Method:

Prepared five social media posts directed at septic system owners in the Town of Sharon and local communities. The campaign was designed to coordinate with the U.S. EPA's SepticSmart Week in the month of September and included EPA developed graphics. NepRWA's shared the campaign on Facebook, Twitter, and Instagram and tagged available municipal social media accounts for ease of sharing within each community. Below highlights the days posted, content, and reach. Please note that for Instagram posts a photo was used in lieu of a video, however the videos were linked in the description.

• The September 19, 2022, social media post reached 737 accounts on Facebook and 107 on Instagram. The post read as follows: "Sept 19-23 is the U.S. Environmental Protection Agency #SepticSmartWeek A septic system is an underground wastewater treatment structure that treats wastewater from bathrooms, showers, kitchens and laundry. Maintain your septic system to save thousands of dollars in repairs AND help keep our groundwater clean. Do your part to be #SepticSmart For more information visit: https://yourcleanwater.org/septic-systemmaintenance/"

• The September 20, 2022, social media post reached 693 accounts on Facebook and 121 on Instagram. The post read as follows: "A septic system is an underground wastewater treatment structure that treats wastewater from bathrooms, showers, kitchens and laundry. Maintain your septic system to save thousands of dollars in repairs AND help keep our groundwater clean. Do your part to be #SepticSmart Don't overload the commode! A toilet is not a trash can and putting unnecessary items down the toilet can ruin your septic system."
• The September 21, 2022, social media post reached 429 accounts on Facebook and 70 on Instagram. The post read as follows: "A septic system is an underground wastewater treatment structure that treats wastewater from bathrooms, showers, kitchens and laundry. Maintain your septic system to save thousands of dollars in repairs AND help keep our groundwater clean. Do your part to be #septicsmart Learn the importance of testing your well water and its relationship with your septic tank with this helpful video."
• The September 22, 2022, social media post reached 695 accounts on Facebook and 88 on Instagram The post read as follows: "A septic system is an underground wastewater treatment structure that treats wastewater from bathrooms, showers, kitchens and laundry. Maintain your septic system to save thousands of dollars in repairs AND help keep our groundwater clean. Do your part to be #SepticSmart Learn more about septic drainfields, including how it works, and how to protect it in this short video."
• The September 23, 2022, social media post reached 1,184 accounts on Facebook and 79 on Instagram. The post read as follows: "A septic system is an underground wastewater treatment structure that treats wastewater from bathrooms, showers, kitchens and laundry. Maintain your septic system to save thousands of dollars in repairs AND help keep our groundwater clean. Do your part to be #SepticSmart Don't strain your drain! Running water in multiple areas around the home at once can be overwhelming on your septic system. Try to conserve water as much as possible. It's good for the environment and for your wallet!" Additionally, 35 written letters were mailed to new owners of homes with septic systems within participating towns along with an informational rack card. 700 rack cards were distributed to 7 of the top real estate agencies within the watershed to distribute to homeowners purchasing a home on septic systems.

Targeted Audience: Septic System Owners

Responsible Department/Parties: Neponset Stormwater Partnership

Measurable Goal(s):

Participation by the Town of Sharon and reach to at least 1,000 people in the NSP region through social media.

Message Date(s): September 19-23, 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: "Problem Area" Outreach

Message Description and Distribution Method:

Maintain a list of "problem areas" relying on the knowledge of Town officials as well as communications via the stormwater hotline. Address these "problem areas" with methods designed to correct stormwater pollution problems.

Targeted Audience: Residents, Businesses, Industry, Developers

Responsible Department/Parties: Neponset Stormwater Partnership

Measurable Goal(s):

Respond to identified "problem areas" with methods designed to correct specific pollution-generating behaviors.

Message Date(s): 2022/2023

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: Storm Drain Marking

Message Description and Distribution Method:

This program consists of providing volunteers with all materials and information they need to mark storm drains and draw public attention to their function. Aluminum medallions are attached to the curb or pavement adjacent to storm drains using construction adhesive. The medallions have one of 3 messages "No Dumping, Only Rain in the Drain," "Drains to Neponset," or "No Dumping, Drains to Ocean." Volunteers are assigned areas that have been identified by NepRWA or Municipal Staff as high traffic and/or problem areas. Records of which catch basins have been marked are maintained by the NSP in a GIS database.

A total of 52 storm drain markers were applied in Sharon.

Targeted Audience: Residents, Businesses, and Institutions

Responsible Department/Parties: Neponset Stormwater Partnership

Measurable Goal(s):

Regularly distribute drain marking kits to interested volunteers.

Message Date(s): Ongoing throughout year

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

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

If yes, describe why the change was made:

BMP: Regional Water Quality Forum

Message Description and Distribution Method:

Organized a public presentation on data from the 2022 Volunteer Water Quality Monitoring Program (Public Participation BMP 2). The presentation covered the results from the 2022 sampling season and how they fit into the broader context of long-term water quality trends in the watershed. Also discussed were remaining challenges facing various waterways in the Watershed, and actions individuals can take to address those challenges. Due to COVID protocols, the event was held in a hybrid model, both in person at the Canton Library and live via Zoom. Additionally, a recording of the presentation was posted to the NepRWA website and YouTube. Results from 2021 water quality season were also used to generate a Boston Harbor report card (with the Charles River Watershed Association, Mystic River Watershed Association, and EPA). River segments were graded on how well they met bacteria swimming and boating standards. An event was held July 15, 2022 with all 3 watershed associations, with remarks from US Senator Ed Markey, as well as EPA Region 1 Deputy Director of Water Thelma Murphey, MassDEP Commissioner Martin Suuberg, MWRA Exec. Director Fred Laskey, and Mashpee Wampanoag Tribal Member Hartman Deetz.

Targeted Audience: Residents

Responsible Department/Parties: Neponset Stormwater Partnership

Measurable Goal(s):

Deliver detailed site-specific water quality data to interested residents and local officials in addition to general "state of the watershed" information for broader audiences.

Message Date(s): Regional Forum: February 6, 2023
Report Card Event: July 15, 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: Regional Water Quality Data Reports and Press

Message Description and Distribution Method:

Organized data from the 2021 (May-October 2021) and 2022 (May-October 2022) Volunteer Water Quality Monitoring Programs (Public Participation BMP 2) into town-specific reports and press releases. These materials were provided to the Town of Sharon to aid in the dissemination of the results of the water quality monitoring program to residents and/or the media. Years are offset, as data collected in 1 year (e.g. 2021) are analyzed and reported in the following year (i.e. 2022).

Targeted Audience: Residents, Businesses, Institutions

Responsible Department/Parties: Neponset Stormwater Partnership

Measurable Goal(s):

Produce materials to the Town of Sharon to use in disseminating the results of this year's water quality monitoring program

Message Date(s): Reports for the 2021 Water Year: Completed November 2022; Reports for the 2022 Water Year: Completed June 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: Educational Outreach Evaluation

Message Description and Distribution Method:

Conducted a survey that was included in the general mailer (BMP: Regional Education Mailing) to over 112K residents to determine the extent of the public's knowledge regarding stormwater pollution prevention and the impact of the outreach campaigns thus far. The survey also served as an educational opportunity, as information on why a particular answer was correct was revealed after the user submitted their responses. The survey was also advertised via social media channels. The intent is to repeat this survey regularly and monitor results over time.

Targeted Audience: Residents, Businesses, Institutions

Responsible Department/Parties: Neponset Stormwater Partnership

Measurable Goal(s):

Produce results to compare future surveys against. In the results, determine the number of respondents who recall seeing previous NSP outreach materials, and quantify the correct responses to basic stormwater pollution prevention questions.

Message Date(s): June 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: Stormwater Education Presentations

Message Description and Distribution Method:

Delivered several stormwater-related presentations to various groups of residents. At these events, residents received basic information on stormwater pollution and tips to prevent it around their own residences and places of business. At some presentations, residents were also educated on stormwater utility programs and how they can help to provide the funding needed for stormwater system management, upgrades, and enhancements.

Targeted Audience: Residents, Businesses, Developers and Industry

Responsible Department/Parties: Neponset Stormwater Partnership

Measurable Goal(s):
Present pertinent stormwater-related information to gathered groups as the opportunity arises.

Message Date(s): Throughout the Permit Year

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

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

If yes, describe why the change was made:

BMP: Developer/Construction Outreach

Message Description and Distribution Method:
Prepared and provided a construction-focused stormwater pollution prevention brochure for Building Departments and Conservation Commissions to distribute with permits involving earth work related activities, or display with online permit applications. Additionally, in cooperation with the Pioneer Valley Planning Commission and the Center for Watershed Protection, NepRWA coordinated the development of four training workshops for the developer/construction community. The workshops were promoted on NepRWA's Facebook and Twitter accounts, through the NSP network, and through statewide organizations. The trainings were held live online, and edited as an on-demand series, which is available through the NSP website. These trainings were made possible through an MS4 Municipal Assistance Grant provided through MassDEP.

Targeted Audience: Developer and Construction

Responsible Department/Parties: Neponset Stormwater Partnership

Measurable Goal(s):
Provide construction-focused stormwater pollution prevention information to companies who engage in land disturbing activities in Sharon.

Message Date(s): Outreach distributed Spring 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: Industrial Outreach

Message Description and Distribution Method:
Prepared and provided stormwater best management practice information to over 1000 industrial facilities in

participating towns.

Targeted Audience: Industry

Responsible Department/Parties: Neponset Stormwater Partnership

Measurable Goal(s):
Provide industrial land use-focused stormwater pollution prevention information to all industrial properties in participating towns as determined by GIS

Message Date(s): Outreach distributed on Spring 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:

Stormwater Information is posted to our website as well as LMAC and conservation commission involvement.

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.

[x] 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: 0

Number of SSOs removed: 0

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: 0

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

Percent of outfalls screened: 100

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: 0

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

Percent of total catchments investigated: 100

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: 0

Number of illicit discharges removed: 0

Estimated volume of sewage removed: 0 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: 0

Total number of illicit discharges removed: 0

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:

Kevin M. Davis was Stormwater Inspector certified by NPDES

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: 45

Number of inspections completed: 809

Number of enforcement actions taken: 1

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): May 2022

Website of ordinance or regulatory mechanism: https://ecode360.com/SH3206

As-built Drawings

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

Number of as-built drawings received: 32

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:

Added additional agents to the Conservation Commission in order to facilitate oversight of various constructions sites.

Green Infrastructure Report

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

We started obtaining quotes and preliminary designs for Green Infrastructure opportunities in the Town of Sharon.

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):

Sharon DPW - 217 South Main Street
Deborah Sampson Park - 30 East Foxboro Street
Town Hall - 90 South Main Street
Community Center - 219 Massapoag Avenue
Memorial Park Beach - 82 Gunhouse 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: 1,828

Number of catch basins cleaned: 1,828

Total volume or mass of material removed from all catch basins: 1,800 cubic yards

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

Total number of catch basins: 2,717

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: 106
- ( ) Volume of material removed: [Select Units]
- ( ) 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: 9

Describe any corrective actions taken at a facility with a SWPPP:

Loose debris clean up, secured hazardous locations, and general safety measures taken

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 [x]

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:

Implementation of additional BMPs and enhancing GIS stormwater information above and beyond the requirements.

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:	Peter O'Cain	Title:	Town Engineer
Signature:	Peter M. O'Cain	Date:	08/30/2023

[Signatory may be a duly authorized representative]

APPENDIX A

TRAINING

- Training Certifications

THIS CERTIFICATE ACKNOWLEDGES THAT

KEVIN DAVIS

HAS SUCCESSFULLY COMPLETED STORMWATER PERMIT INSPECTOR TRAINING INCLUDING BUT NOT LIMITED TO FEDERAL, STATE, AND LOCAL GOVERNMENT STANDARDS FOR THE SIX MINIMUM CONTROL MEASURES AND INSPECTIONS OF MUNICIPAL, CONSTRUCTION, INDUSTRIAL, AND COMMERCIAL ACTIVITY.

IN RECOGNITION FOR HAVING SUCCESSFULLY COMPLETED ALL REQUIREMENTS OF THE CSI-MS4 COURSE, NATIONAL STORMWATER CENTER AWARDS THE BEARER A FIVE YEAR CERTIFICATION AND 1.6 CONTINUING EDUCATION UNITS.

THIS CERTIFICATION INDICATES THAT THE SERVICES CONDUCTED ARE BEING PERFORMED BY A PROFESSIONAL WHO HAS MET THE ESTABLISHED STANDARDS OF KNOWLEDGE, EXPERIENCE, AND COMPETENCE REQUIRED IN THE FIELD OF STORMWATER INSPECTIONS.

Betty J. Stahm, Director of Operations	12483	April 21, 2023
	Certificate Number	Date

NATIONAL STORMWATER CENTER®

Certified Stormwater Inspector

Kevin Davis

Successfully completed stormwater permit inspector training including federal, state, and local government standards, for Municipal, Construction, Industrial, and Commercial Activities. This certification indicates that services conducted are performed by a professional who has met the established standards of knowledge, experience, and competence required in the field of stormwater inspections.

Betty J. Stahm, Director of Operations
National Stormwater Center

Expiration Date: April 2028

This detachable certificate and ID card is for your records and should be kept in a safe location. It is your responsibility to ensure that your certification is kept current and that you meet the requirements for recertification before the expiration date.

APPENDIX B

CHARTS AND TABLES

- BMP Phosphorus Chart
- BMP Implementation Report and Schedule

Phosphorus & BMPs

No.	Location	BMP Description	BMP Type	Estimated Design Storage Volume (ft^3)	Estimated Phosphorus Removed (lb/ac/yr)
38	Richards Ave	Detention Basin	Structural BMP	40000	3.386592287
90	Maskwonicut St	Detention Basin	Structural BMP	18000	3.229758035
27	Pheasant Wood Rd	Detention Basin	Structural BMP	13000	1.034264463
17R	Old Wolomolopoag St	Detention Basin	Structural BMP	9000	0.56140303
13	Ginger Way	Detention Basin	Structural BMP	14000	1.240153092
74	Aspen Rd	Detention Basin	Structural BMP	16000	5.148015132
6	Bramble Ln	Detention Basin	Structural BMP	10000	1.360279522
12	Mink Trap Ln	Proprietary Treatment Devices	Structural BMP	9000	2.196003306
229	Lakeview St	Retention & Detention Basin	Structural BMP	50000	7.362851593
100	Gavins Pond Rd	Retention & Detention Basin	Structural BMP	24000	3.528180126
15	Red Fox Run	Retention & Detention Basin	Structural BMP	11000	1.49532865
36	Cottage St	Infiltration Structures / Detention & Retention Basin	Structural BMP	60000	4.552342967
19	Flintlock Rd	Retention Basin	Structural BMP	11000	7.661199421
1	Bella Rd	Drainage Swale / Dentention	Structural BMP	52000	1.152388228
11	Woods Way	Retention Basin	Structural BMP	10000	0.697809621
6	Chive Dr	Detention Basin	Structural BMP	11000	0.808442298
9	Chippewa Ln	Retention Basin	Structural BMP	9000	0.556014609
9R	Lu Stubbs Ln	Detention Basin	Structural BMP	10000	0.950199027
30	Gavins Pond Rd	Retention Basin	Structural BMP	30000	3.528180126
233	Furnace St	Retention / Detention Basin	Structural BMP	13000	1.33187359
12	Burnt Bridge Rd	Retention Basin	Structural BMP	10000	1.174719266
2	Massasoit Rd	Detention Basin	Structural BMP	10000	0.382803264

TOWN OF SHARON
DEPARTMENT OF PUBLIC WORKS

217 REAR SOUTH MAIN STREET, P.O. BOX 517
SHARON, MASSACHUSETTS 02067
TEL: (781) 784-1525 FAX: (781) 784-1508

BUILDING ENGINEERING/GIS FORESTRY OPERATIONS WATER

BMP and LID Report

In the completed Year 5 Annual Report, we listed multiple permittee-owned properties that presented BMP retrofit opportunities or areas for structural BMP installation. The significance of these BMPs is to have stormwater infrastructure systems to reduce the discharge of illicit pollutants into our stormwater and to mitigate impervious areas. We have continued our BMP list efforts and implementation schedules in the town to add to our Green Infrastructure.

Our completion of Low Impact Development on Memorial Park Beach is on track for 2024. It will be successful in the natural mitigation of pollutants discharging into the most significant water body in town, Lake Massapoag. The planting of various native shrubs and perennials is located 50 feet north of the start of the shore. It is located on an incline adjacent to the parking lot. This area allows runoff from the parking lot to flow down to the planted area and continues the runoff path in an existing direction towards the lake. The natural, native rain garden controls stormwater runoff without impervious infrastructure and reduces the discharge of illicit pollutants into the Lake and connected waterbodies. The planted area adds to the native vegetation and the town's beautification.

Figure 1

Figure 2