

Year 7 Annual Report
Massachusetts Small MS4 General Permit
Reporting Period: July 1, 2024-June 30, 2025

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, 2024 and June 30, 2025 unless otherwise requested.

Part I: Contact Information

Name of Municipality or Organization: Town of Hingham

EPA NPDES Permit Number: MAR041038

Primary MS4 Program Manager Contact Information

Name: Ashley Broyer

Title: DPW Superintendent

Street Address Line 1: 25 Bare Cove Park Drive

Street Address Line 2:

City: Hingham

State: MA

Zip Code: 02043

Email: broyera@hingham-ma.gov

Phone Number: (781) 741-1430

Stormwater Management Program (SWMP) Information

SWMP Location (publicly available web address): <https://www.hingham-ma.gov/330/Stormwater>

Date SWMP was Last Updated: June 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)			
<input checked="" type="checkbox"/> Bacteria/Pathogens	<input type="checkbox"/> Chloride	<input type="checkbox"/> Nitrogen	<input type="checkbox"/> Phosphorus
<input checked="" type="checkbox"/> Solids/ Oil/ Grease (Hydrocarbons)/ Metals			
TMDL(s)			
<i>In State:</i>	<input type="checkbox"/> Assabet River Phosphorus	<input checked="" type="checkbox"/> Bacteria and Pathogen	<input type="checkbox"/> Cape Cod Nitrogen
	<input type="checkbox"/> Charles River Watershed Phosphorus	<input type="checkbox"/> Lake and Pond Phosphorus	
<i>Out of State:</i>	<input type="checkbox"/> Bacteria/Pathogens	<input type="checkbox"/> Metals	<input type="checkbox"/> Nitrogen
			<input type="checkbox"/> Phosphorus
<input type="button" value="Clear Impairments and TMDLs"/>			

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

Year 7 Requirements

- ☐ Completed catchment investigations associated with Problem Outfalls
- ☐ Completed catchment investigations where information gathered on the outfall/interconnection indicated sewer input

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 10 with information from completed catchment investigations
- ☐ 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:

The Town continues to prioritize the drainage network mapping update efforts with the goal of completion in Permit Year 8. Catchment investigations are performed opportunistically throughout the Town with additional efforts anticipated, if funding is available.

The Town opportunistically trains staff on illicit discharge identification and reporting while implementing infrastructure related operations and maintenance throughout the course of the year.

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 F and H 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:

Brochures related to pet waste management and septic system maintenance were placed in the Town Hall and Conservation offices during the Permit Year. Pet waste management information is displayed on the Town's DPW Stormwater website.

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:

☒ 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 Town prioritizes enhanced street sweeping activities within downtown area and Transfer Station facility to satisfy the increased sweeping frequencies. The Town sweeps the downtown area at least seasonally for a total of four times per year and the remainder of the Town at least once a year. The Town does not apply sand to roads during winter road maintenance activities.

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

Part III: Receiving Waters/Impaired Waters/TMDL

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

☒ Yes

☐ No

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

The Town evaluated the "Final Massachusetts Integrated List of Waters for the Clean Water Act 2022 Reporting Cycle" as reported in previous years.

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: 3

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:Stormwater Website

Message Description and Distribution Method:

The Town maintains a website designed to educate people about what stormwater is and the effects of stormwater pollution on waterbodies. The website provides an overview of how runoff can pick up and transport pollutants into waterways. The page emphasizes that storm drains are commonly discharged without being treated, so pollutants pick up by runoff can have large impacts on waterbodies. The website also includes rotating educational messages on a flash screen about best practices for managing pet waste, lawn and garden management, motor oil/chemical spill cleanup, and pool/spa management to prevent pollutants from entering the storm network.

Targeted Audience: Residents

Responsible Department/Parties: DPW

Measurable Goal(s):

Promote stormwater awareness by posting relevant stormwater information. Track hits with the goal of increasing website traffic annually.

Message Date(s): On-going

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:Social Media Posts: Information/Best Practices Impacting Stormwater

Message Description and Distribution Method:

The Town uses a public facebook page to distribute information to the general public. Permit Year 7 postings included the following informative/interactive messages:

1. Posting with hazardous waste collection information and links (August 4, 2024).
2. Posting informing readers of the responsibilities of the DPW including drainage network inspections and maintenance (August 11, 2024).

3. SepticSmart posting with best practices for owning a septic system (September 16, 2024).
4. Postings throughout the month of November in preparation for America Recycles Day on November 15th. Posting include recycling/storage/disposal tips along with public outreach asking residents what recycling or waste management ideas they would like in town including an email and meeting links (Daily posts from November 1st through the 15th).
5. Posting informing residents of best practices for ice and snow melt management (February 25, 2025)
6. Postings for Cleaner Greener Hingham Day for neighborhood cleanups to occur on May 4th (March 24, 2025 and April 3, 2025).

Targeted Audience: Residents

Responsible Department/Parties: Various Town Departments

Measurable Goal(s):

Promote stormwater awareness and public engagement by communicating key stormwater information, best practices, regulations, and upcoming activities with the goal of public education and participation.

Message Date(s): On-going

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: Local Cable TV Access Programming

Message Description and Distribution Method:

The Town provides citizens with access to public, educational, and government channels through Comcast and Verizon. The government channel in particular is used to broadcast live coverage of Board/Commission meetings. The channel also provides bulletin board notifications of Town news and announcements, Stormwater infrastructure and water quality have been discussed at several of the Board/Commission meetings.

Targeted Audience: Local Cable Subscribers

Responsible Department/Parties: Various Town Departments, Boards, Commissions

Measurable Goal(s):

Promote stormwater awareness to general public.

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:

Add an Educational Message

MCM2: Public Participation

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

The Town of Hingham had their latest SWMP available at the Department of Public Works and on their website for public viewing and 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:**

The Town continues to operate their illicit stormwater discharge hotline at (781) 804-2437. Calls and requests that require immediate attention are put into the Town's work order system allowing the Town to track the status of their response to the call. During PY7, there were no calls received.

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: 0

Number of SSOs removed: 0

MS4 System Mapping

Percent of Phase II map complete: 80

Optional: Provide additional status information regarding your map:

The Town continues to prioritize MS4 System Map updates to include new information as it is identified. The Town is actively undertaking extensive mapping update efforts including field verification of previously mapped structures and connectivity with the goal of completion in Permit Year 8.

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:

The Town previously evaluated historical data for dry weather outfall screening and identified approximately 170 outfalls that meet the MS4 General Permit requirement Part 2.3.4.7.b.iv for dry weather screening. The Town conducted outfall inspections during PY3 through PY6 and completed the inspection/re-inspection of all outfalls during PY6.

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: 0

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

The Town continues to prioritize the drainage network mapping update efforts with the goal of completion in Permit Year 8. Catchment investigations are performed opportunistically throughout the Town with additional efforts anticipated, if funding is available.

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: 1

Total number of illicit discharges removed: 1

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:**

The DPW provides opportunistic and on job training to employees related to illicit discharge identification and internal reporting procedures, good housekeeping, and pollution prevention.

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

Number of site plan reviews completed: 32

Number of inspections completed: 28

Number of enforcement actions taken: 5

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

As-built Drawings

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

Number of as-built drawings received: 18

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

Street Design and Parking Lots Report

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

The Town anticipates conducting a review of guidelines and regulations as staffing allows. Recommended updates may be implemented, if approved.

Green Infrastructure Report

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

The Town anticipates conducting a review of guidelines and regulations as staffing allows. Recommended updates may be implemented, if approved.

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):

- Bathing Beach Parking Lot, 95 Otis St
- Town of Hingham Police Department, 212 Central Ave
- South Shore Country Club, 274 South St
- Hingham Public Library, 66 Leavitt St
- Hingham Town Hall, 210 Central St

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 and the type of BMP(s) implemented. 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.

Additional Town-owned properties suitable for retrofits will be added to the retrofit properties inventory as they are identified.

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: 1,250

Number of catch basins cleaned: 1,250

Total volume or mass of material removed from all catch basins: 281.88 tons

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

Total number of catch basins:

If applicable:

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

If necessary, schedule adjustments will be made to prioritize catch basins located at known problem areas (low spots, etc.) and near construction activities. If inspection and maintenance activities indicated excessive sediment and debris loading (sump >50% full during two consecutive routine inspection/cleanings, these catch basins will be cleaned more frequently. Where necessary, street sweeping will be utilized to aid in minimizing catch basin sediment loading. Additionally, the Town staff responds to calls where basement flooding has occurred to clean nearby catch basins immediately. A list of known annual issues related to blockages and repairs is maintained, and the majority of the list has been addressed.

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: [Select Units]
- ☒ Weight of material removed:

Stormwater Pollution Prevention Plan (SWPPP)

Below, report on the number of site inspections for facilities that require a SWPPP completed **during this reporting period**.

Number of site inspections completed:

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

Additional Information

Monitoring or Study Results

Results from any other stormwater or receiving water quality monitoring or studies conducted during the reporting period not otherwise mentioned above, where the data is being used to inform permit compliance or permit effectiveness must be attached.

- ☒ Not applicable
- ☐ The results from additional reports or studies are attached to the email submission
- ☐ The results from additional reports or studies can be found at the following publicly available website(s):

If such monitoring or studies were conducted on your behalf or if monitoring or studies conducted by other entities were reported to you, a brief description of the type of information gathered or received shall be described below:

Additional Information

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.

The Town completed a Stormwater Management Plan including a stormwater related Capital Improvement Plan during Permit Year 6. The Stormwater Management Plan was developed to provide the Town with information to understand the condition of their drainage infrastructure, support and inform future capital improvement planning efforts and regulatory compliance costs, supplement resiliency planning, and provide proactive approaches toward suitability and holistically manage their drainage infrastructure.

The Town provides educational fliers in their lobby and at the Conservation office.

Year 8

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 8 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 8 below:

Part V: Certification of Small MS4 Annual Report 2025

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:

Tom Mayo

Title:

Town Administrator

Signature:



Date:

9/25/25

[Signatory may be a duly authorized representative]