

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:

EPA NPDES Permit Number:

Primary MS4 Program Manager Contact Information

Name:

Title:

Street Address Line 1:

Street Address Line 2:

City:

State:

Zip Code:

Email:

Phone Number:

Stormwater Management Program (SWMP) Information

SWMP Location (publicly available web address):

Date SWMP was Last Updated:

If the SWMP is not available on the web please provide the physical address:

Part II: Self-Assessment

First, in the box below, select the impairment(s) and/or TMDL(s) that are applicable to your MS4. Make sure you are referring to the most recent EPA approved Section 303(d) Impaired Waters List which can be found [here](#):

| | | | |
|---|---|---|--|
| Impairment(s) | | | |
| <input checked="" type="checkbox"/> Bacteria/Pathogens | <input type="checkbox"/> Chloride | <input type="checkbox"/> Nitrogen | <input type="checkbox"/> Phosphorus |
| <input 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 |
| 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 of Marblehead had four catchment's where dry weather outfall screening met the likely sewer indicator thresholds. One of the four catchments have been investigated. The remaining three catchments are slated for inspection in the Fall of 2025.

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:

Septic systems are not formally documented in Marblehead, and fewer than 1% of properties are served by septic systems.

When identified during home sales or inspections, property owners are provided with instructions on how to connect to the municipal sanitary sewer system. Additionally, educational materials about septic system maintenance and impacts are available through Greenscapes outreach resources, helping to raise awareness and promote responsible practices.

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

The Town began an SCM inventory process, implemented a robust IDDE program, and continued updating the enterprise Portal/AGOL in response to field investigation findings.

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:

According to the Final Massachusetts Integrated List of Waters for the Clean Water Act 2022 reporting cycle, Salem Sound and Marblehead Harbor all remained Category 5 waters. These waterbodies had previously been identified as Category 4A waters in 2016.

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: Public Presentation SWMP

Message Description and Distribution Method:

SWMP Presentation per public meeting regulations on 6/25/25 at Marblehead Select Board.
<https://marbleheadma.gov/wp-content/uploads/2025/03/2025-06-25-Select-Board-Agenda-Amended.pdf>.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Hybrid Meeting with all board members present, meeting was recorded.

Message Date(s):

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

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

If yes, describe why the change was made:

BMP: Newsletter - Flow and Go

Message Description and Distribution Method:

Sent quarterly newsletter in water and sewer bills with various topics. Topics included drinking water upgrades, storm drain library program, water/sewer requirements when selling property, new sewer metering program, backflow preventers, capital improvement projects, and I/I reduction.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

8,000 accounts approx 21,000 residents reached with the mailers each quarter.

Message Date(s):

Quarterly

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:*Pet Waste Flyers*

Message Description and Distribution Method:

Pet waste flyers were posted on utility poles in the Goldthwait Neighborhood and in the Winthrop/Conant Neighborhood in June 2025. These areas had been identified during catch basin cleaning as having pet waste bags disposed of in a concentrated area.

Targeted Audience: *Residents and pet owners*

Responsible Department/Parties: *DPW*

Measurable Goal(s):

Distributed 100 flyers

Message Date(s): *June 2025*

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:*Highway Message Boards*

Message Description and Distribution Method:

Highway message boards stated "CLEAN LEAVES FROM DRAINS & CATCH BASINS".

Targeted Audience: *Residents*

Responsible Department/Parties: *DPW & Police*

Measurable Goal(s):

Messages visible to motorists for approximately 20 days.

Message Date(s): *September-October 2024*

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:*Ongoing Outfall Signage Maintenance*

Message Description and Distribution Method:

Signage was maintained at the following outfalls: Riverhead, Stramskis, and Grace Olivers. The sign states "Caution: Water flowing from this drainage pipe may be unsafe for human contact. Do not play or swim near outlet flow".

Targeted Audience: *Resident, visitors, users of Marblehead waterways*

Responsible Department/Parties: *DPW*

Measurable Goal(s):

Signage is intended to be visible by the public year round at 3 outfall locations: Riverhead, Stramskis, and Grace Olivers

Message Date(s): *Continuous year round*

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:*Waterway Access Point Signage Installation & Maintenance*

Message Description and Distribution Method:

Educational material regarding stormwater, sewer, and public bathing beaches, was implemented at 10 public water access points: Devereux Beach, Crocker Park, Gas House Beach, Grace Olivers Beach, Stramski's Beach, Riverhead, Fort Beach Lane, Crowninshield Island, The Neck, and the Village St dock. Town staff from multiple departments implemented education and engagement materials including information on public bathing beaches, water quality, SSO notifications, and MS4 educational material.

Targeted Audience: *Resident, visitors, users of Marblehead waterways*

Responsible Department/Parties: *Water and Sewer Commission, Health Dept, DPW*

Measurable Goal(s):

Message boards are intended to be visible by the public year round at 10 locations.

Message Date(s): *Implemented in June 2025, ongoing*

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

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

If yes, describe why the change was made:

BMP: RESUMP Program

Message Description and Distribution Method:

The Marblehead Sump Redirection Program (RESUMP) is a public outreach and education program sponsored by the Marblehead Water and Sewer Commission. Private sump pumps directly discharging into the sanitary sewer are a common source of excess flow that may contribute to SSOs. The program encourages residents to check their sump pumps are discharging correctly and not into the sewer system. The program also provides opportunistic inspections of private sump pumps connected to the Town's drainage system.

Targeted Audience: *Residents, property owners, contractors, developers, and architects*

Responsible Department/Parties: *Water and Sewer Commission*

Measurable Goal(s):

Program data is available year round on the public website. Notice and cessation of SSO's published within 24 hours

Message Date(s): *July 1, 2024 - June 30, 2025*

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: Marblehead Sustainability Fair

Message Description and Distribution Method:

DPW and Water and Sewer Commission staff attended Sustainable Marblehead Sustainability Fair and provided information regarding MS4, sewer, water and waste management as it relates to the water cycle. This is a family-friendly educational activity.

Targeted Audience: *Residents*

Responsible Department/Parties: *DPW & Water and Sewer Commission*

Measurable Goal(s):

Distributed ~100 flyers, engaged with > 50 residents of all ages

Message Date(s): *September 28, 2024*

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: Sustainable Marblehead World Ocean's Day

Message Description and Distribution Method:

DPW staff attended Sustainable Marblehead World Ocean's Day featuring World Oceans Day Marblehead Proclamation, Family-friendly educational activities, Children's art and ocean games, and MS4 tabling info.

Targeted Audience: *Residents, visitors, public officials*

Responsible Department/Parties: *DPW*

Measurable Goal(s):

Information available 11am – 2 pm for distributing flyers and answering Q&A , engaged with ~10 residents

Message Date(s): *June 8, 2025*

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: School Program - Keeping Water Clean

Message Description and Distribution Method:

Salem Sound Outreach: Program engages 5th grade students in several activities designed to raise their stormwater and water conservation awareness. Students learn about watersheds, stormwater, ground water, wastewater, how we impact these systems, and how they should be protected/maintained. +

Targeted Audience: *Residents +*

Responsible Department/Parties: *Greenscapes Coalition*

Measurable Goal(s):

2,652 students, 112 teachers, and 126 parents.

Message Date(s): *September 2024 - June 2025*

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:Print Material/Magazine - Greenscapes Guide

Message Description and Distribution Method:

The Greenscapes Guide is a 26 page magazine that covers sustainable landscaping tips, stormwater management tips for homeowners, and ways to conserve water use. These guides are distributed at every school program Greenscapes conducted this year. A digital version can be found on our website, under Resources: <https://greenscapes.org/greenscapes-guide/>

+

Targeted Audience: Residents +

Responsible Department/Parties: Greenscapes Coalition

Measurable Goal(s):

2,562 copies distributed in schools. 200 copies handed to residents during various community events.

Message Date(s): Various dates between September 2024 - June 2025

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 Event - Salem Maritime Festival

Message Description and Distribution Method:

Salem Sound Outreach: Event attended by Greenscapes personnel where printed materials were provided.

Targeted Audience: Residents +

Responsible Department/Parties: Greenscapes Coalition

Measurable Goal(s):

130 residents

Message Date(s): August 3rd, 2024

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 Event - Beverly Harbor Fest

Message Description and Distribution Method:

Salem Sound Outreach: Event attended by Greenscapes personnel where printed materials were provided. Interactive storm water model was used to demonstrate stormwater runoff and how it contributes to polluted water ways.

+

Targeted Audience: *Residents +*

Responsible Department/Parties: *Greenscapes Coalition*

Measurable Goal(s):

200 Residents

Message Date(s): *September 14, 2024*

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 Event - Boxford Apple Festival

Message Description and Distribution Method:

Salem Sound Outreach: Event attended by Greenscapes personnel where printed materials were provided.

Targeted Audience: *Residents +*

Responsible Department/Parties: *Greenscapes Coalition*

Measurable Goal(s):

30 residents

Message Date(s): *September 21st, 2024*

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 Event - Salem State University Career Fair

Message Description and Distribution Method:

Salem Sound Outreach: Event attended by Greenscapes personnel where printed materials were provided. Students learned about stormwater management in Salem and surrounding areas.

Targeted Audience: *Residents +*Responsible Department/Parties: *Greenscapes Coalition*

Measurable Goal(s):

*50 Students*Message Date(s): *March 6, 2025*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 Event - Newburyport Living Green Expo

Message Description and Distribution Method:

Salem Sound Outreach: Greenscapes materials provided for residents for this event.

Targeted Audience: *Residents +*Responsible Department/Parties: *Greenscapes Coalition*

Measurable Goal(s):

*50 residents*Message Date(s): *May 18, 2025*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:

Message Description and Distribution Method:

Salem Sound Outreach: Event attended by Greenscapes personnel and Lake Attitash Association to showcase stormwater runoff with watershed model. Printed materials were provided to residents.

Targeted Audience: *Residents +*

Responsible Department/Parties: *Greenscapes Coalition*

Measurable Goal(s):

75 residents

Message Date(s): *April 12, 2025*

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: Media - "Fertilizer Use"

Message Description and Distribution Method:

Salem Sound Outreach: Social media content informing residents the impact fertilizer has on our waterways. Provides alternatives to chemical fertilizer and best application practices. The Town policy prohibits use of chemical based fertilizers on Town fields.

Targeted Audience: *Residents +*

Responsible Department/Parties: *Greenscapes Coalition*

Measurable Goal(s):

Facebook: reached 1.5k, 2 likes, 6 shares Instagram: reached 71, 8 likes, 1 share

Message Date(s): *July 30, 2024*

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:Media - "Scoon It"

Message Description and Distribution Method:

Salem Sound Outreach: Social media content informing residents the impact pet waste has on nearby watersheds.

Targeted Audience: *Residents +*

Responsible Department/Parties: *Greenscapes Coalition*

Measurable Goal(s):

Facebook: reached 22 Instagram: reached 21, 6 likes

Message Date(s): *August 31, 2024*

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: Media - "Septic SMART"

Message Description and Distribution Method:

Salem Sound Outreach: Social media content providing information on proper septic tank maintenance.

Targeted Audience: *Residents +*

Responsible Department/Parties: *Greenscapes Coalition*

Measurable Goal(s):

Facebook: reached 14 Instagram: reached 21, 1 like, 1 share

Message Date(s): *September 16, 2024*

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: Media - "Consider Native Plants"

Message Description and Distribution Method:

Salem Sound Outreach: Social media content sharing the benefits native species provide, requiring no fertilizer and less water.

+

Targeted Audience: *Residents* +

Responsible Department/Parties: *Greenscapes Coalition*

Measurable Goal(s):

Facebook: reached 164, 1 like, 1 share Instagram: reached 20, 3 likes

Message Date(s): *September 17, 2024*

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: Media - "Yard Waste Disposal"

Message Description and Distribution Method:

Salem Sound Outreach: Social media content sharing how to properly dispose of yard waste.

Targeted Audience: *Residents* +

Responsible Department/Parties: *Greenscapes Coalition*

Measurable Goal(s):

Facebook: reached 12, 3 likes Instagram: reached 79, 8 likes, 2 shares

Message Date(s): *October 25, 2024*

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: Media - "What is a Storm Drain"

Message Description and Distribution Method:

Salem Sound Outreach: Social media informing residents of what a storm drain is, what it does, and importance of keeping it cleared.

Targeted Audience: *Residents +*

Responsible Department/Parties: *Greenscapes Coalition*

Measurable Goal(s):

Facebook: reached 12 Instagram: reached 122, 8 likes, 1 shares

Message Date(s): *October 29, 2024*

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: Media - "Pet Waste in Storm Drains"

Message Description and Distribution Method:

Salem Sound Outreach: Social media content informing residents to never put used dog bags in storm drains.

Targeted Audience: *Residents +*

Responsible Department/Parties: *Greenscapes Coalition*

Measurable Goal(s):

Facebook: reached 20, 4 likes Instagram: reached 63, 5 likes, 1 share

Message Date(s): *October 3, 2024*

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: Media - "Drought Awareness"

Message Description and Distribution Method:

Salem Sound Outreach: Social media content to inform residents of current drought status and water conservation tips.

Targeted Audience: *Residents +*

Responsible Department/Parties: *Greenscapes Coalition*

Measurable Goal(s):

Facebook: reached 139, 3 shares Instagram: reached 288, 8 likes, 7 shares

Message Date(s): *November 13, 2024*

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: Media - "Save your Drain"

Message Description and Distribution Method:

Salem sound Outreach: Social media content reminding residents to never put oils, fats, or grease down their drains.

Targeted Audience: *Residents +*

Responsible Department/Parties: *Greenscapes Coalition*

Measurable Goal(s):

Facebook: reached 10 Instagram: reached 30, 5 likes

Message Date(s): *December 4, 2024*

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: Media - "Salt Goes Where Water Flows"

Message Description and Distribution Method:

Salem Sound Outreach: Social media content that provided the dangers of road salt. Post included environmental friendly options to reduce salt in local bodies of water.

Targeted Audience: *Residents +*

Responsible Department/Parties: *Greenscapes Coalition*

Measurable Goal(s):

Facebook: reached 21, 1 like, 2 shares Instagram: reached 164, 7 likes, 5 shares

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: Media - "Dumpster Maintenance"

Message Description and Distribution Method:

Salem Sound Outreach: Social media content explaining the importance of maintaining dumpsters to prevent stormwater pollution.

Targeted Audience: *Businesses, Residents*

Responsible Department/Parties: *Greenscapes Coalition*

Measurable Goal(s):

Facebook: reached 18, 1 like Instagram: reached 33, 4 likes

Message Date(s): *February 27, 2025*

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: Media - "Native Plants and Water Conservation"

Message Description and Distribution Method:

Salem Sound Outreach: Social media content sharing the benefits native species provide, requiring no fertilizer and less water.

Targeted Audience: *Residents +*

Responsible Department/Parties: *Greenscapes Coalition*

Measurable Goal(s):

Facebook: reached 19 Instagram: reached 48, 5 likes, 1 share

Message Date(s): *April 29, 2025*

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: Media - "What is MS4?"

Message Description and Distribution Method:

Salem Sound Outreach: Social media content providing information on MS4 and what it means.

Targeted Audience: *Residents +*

Responsible Department/Parties: *Greenscapes Coalition*

Measurable Goal(s):

Facebook: reached 1.5k, 2 likes, 8 shares Instagram: reached 20, 3 likes

Message Date(s): *June 30, 2025*

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: Public Event - Marblehead Farmer's Market

Message Description and Distribution Method:

Salem Sound Outreach: Event attended by Greenscapes personnel where printed materials were provided.

Targeted Audience: *Residents +*

Responsible Department/Parties: *Greenscapes Coalition*

Measurable Goal(s):

40 Residents

Message Date(s): *October 5, 2024*

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 Marblehead provided opportunities for public involvement in the development of the Stormwater Management Program (SWMP) during this reporting period.

The SWMP is maintained and posted on the Town's website, where it is accessible for public review. On June 25, 2025, the SWMP was presented to the Select Board during a public hearing, which was advertised in accordance with public meeting laws. Public comments were invited during the Select Board meeting, and an additional opportunity for feedback was made available through a comment submission platform on the Town's stormwater website.

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 Stormwater Management Program (SWMP) is available on the Town of Marblehead's website, where the public can review the document and submit comments via email.

Additionally, Drain Department contact phone number and email are provided, offering another avenue for residents to ask questions or share feedback.

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

Percent of Phase II map complete:

Optional: Provide additional status information regarding your map:

Mapping is continually updated as additional infrastructure is located or installed during catchment investigations or capital improvement activities.

To support ongoing mapping and asset management, the Department of Public Works (DPW) launched an Enterprise Portal/ArcGIS Online (AGOL) platform in 2024, finalized a catch basin investigation form in

Screening of Outfalls/Interconnections

If conducted, please submit any outfall monitoring results from this reporting period. Outfall monitoring results should include the date, outfall/interconnection identifier, location, weather conditions at time of sampling, precipitation in previous 48 hours, field screening parameter results, and results from all analyses. Please also include the updated inventory and ranking of outfalls/interconnections based on monitoring results.

- ☐ No outfalls were inspected
- ☒ The above referenced outfall screening data is attached to the email submission
- ☐ The above referenced outfall screening data can be found at the following publicly available website:

*Below, report on the number of outfalls/interconnections screened **during this reporting period**.*

Number of outfalls screened:

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

Percent of outfalls screened:

Optional: Provide additional information regarding your outfall/interconnection screening:

All of Marblehead's outfalls were screened during dry weather in previous permit years. 19 Outfalls were visually screened during catchment investigations in permit year 7.

Catchment Investigations

If conducted, please submit all data collected during this reporting period as part of the dry and wet weather investigations. Also include the presence or absence of System Vulnerability Factors for each catchment.

- ☐ No catchment investigations were conducted
- ☒ The catchment investigation data is attached to the email submission
- ☐ The catchment investigation data can be found at the following publicly available website:

*Below, report on the number of catchment investigations completed **during this reporting period**.*

Number of catchment investigations completed this reporting period:

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

Percent of total catchments investigated:

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

IDDE Progress

If illicit discharges were found, please submit a document describing work conducted over this reporting period, and cumulative to date, including location source; description of the discharge; method of discovery; date of discovery; and date of elimination, mitigation, or enforcement OR planned corrective measures and schedule of removal.

- ☐ No illicit discharges were found
- ☒ The illicit discharge removal report is attached to the email submission
- ☐ The illicit discharge removal report can be found at the following publicly available website:

*Below, report on the number of illicit discharges identified and removed, along with the volume of sewage removed **during this reporting period.***

Number of illicit discharges identified:

Number of illicit discharges removed:

Estimated volume of sewage removed: gallons/day

*Below, report on the total number of illicit discharges identified and removed to date. At a minimum, report on the number of illicit discharges identified and removed **since the effective date of the permit (July 1, 2018).***

Total number of illicit discharges identified:

Total number of illicit discharges removed:

Optional: Provide any additional information for clarity regarding illicit discharges identified, removed, or planned to be removed below:

The illicit discharge identified during PY7 was a spill. The town was unable to determine a volume of sewage removed.

Employee Training

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

During this reporting period, DPW, Water, Sewer, and Planning Department staff received stormwater training at an event held on December 16, 2024.

The training covered key topics including an introduction to the Illicit Discharge Detection and Elimination (IDDE) Program, identifying illicit discharges, pollution prevention in Marblehead, program updates, and general field safety. A total of 78 staff members attended and received training. Additionally, new staff member Caroline Dalton received IDDE training from Maggie Wheeler on May 15, 2025.

MCM4: Construction Site Stormwater Runoff Control

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

Number of site plan reviews completed:

Number of inspections completed:

Number of enforcement actions taken:

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

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

As-built Drawings

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

Number of as-built drawings received:

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

Street Design and Parking Lots Report

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

The Town received a grant for improvements at the intersection of Atlantic Avenue, Washington Street, Essex Street, and School Street (commonly known as "Five Corners").

The project includes green infrastructure enhancements for the School Street parking lot. The Town is currently in the process of procuring a consultant to begin design and implementation.

Green Infrastructure Report

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

The Town of Marblehead submitted a grant application in June 2024 requesting funding for a green infrastructure project.

The proposed project includes improvements to the School Street Parking Lot, identified in the Green Infrastructure Feasibility Report and the municipal property inventory, as well as drainage upgrades and green infrastructure enhancements at the Five Corners intersection (Atlantic Avenue, Washington Street, Essex Street, and School Street), located within the Riverhead Catchment Area.

The Town was awarded the grant and has successfully contracted the funding. While the project is still in the early stages, the Town is actively working on procuring a design consultant to begin planning and implementation.

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):

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.

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: 1634.000000

Number of catch basins cleaned: 1634.000000

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

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

Total number of catch basins:

If applicable:

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

Street Sweeping

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

- ☐ Number of miles cleaned:
- ☐ Volume of material removed:
- ☒ Weight of material removed:

Stormwater Pollution Prevention Plan (SWPPP)

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

Number of site inspections completed:

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

Inspection findings from quarterly site visits were fully addressed during this reporting period.

The Town completed opportunistic visual inspections of its facilities and made necessary adjustments, including regrading and cleanup of the DPW lower yard to better manage areas used for material storage.

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

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.

By the end of June 2025, two rail trail improvement projects were underway, covering approximately 1,000 linear feet. Both projects include enhancements to trail shoulders and adjacent areas. One of the projects also includes the installation of a rain garden, which is scheduled for completion later in 2025.

Additionally, a Town contractor completed a SWPPP site inspection and evaluation at the Marblehead Municipal Light Dept and the Parks Garage Facility. The Town contractor determined that these sites did not require SWPPPs.

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:

Stormwater Enterprise Vote at Town Meeting: In Permit Year 8, the Town will begin planning for an initial feasibility study for a Stormwater Enterprise, following the May 8, 2025 vote to successfully establish the fund (no funds allocated). The planning work to implement a Stormwater Enterprise Fund may take multiple years to implement and requires a subsequent approval at Town Meeting.

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:

Amy McHugh

Title:

Director

Signature:

Amy McHugh

Date:

9/29/25

[Signatory may be a duly authorized representative]