

**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 Scituate

EPA NPDES Permit Number: MAR041060

**Primary MS4 Program Manager Contact Information**

Name: Sean McCarthy Title: Engineering Supervisor

Street Address Line 1: 600 Chief Justice Cushing Highway

Street Address Line 2:

City: Scituate State: MA Zip Code: 02066

Email: smccarthy@scituatema.gov Phone Number: 781-545-8732

**Stormwater Management Program (SWMP) Information**

SWMP Location (publicly available web address): <https://www.scituatema.gov/department-of-public-works/pages/ms-4-permit>

Date SWMP was Last Updated: Jan 1, 2019

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>

<b>Impairment(s)</b>			
<input checked="" type="checkbox"/> Bacteria/Pathogens	<input type="checkbox"/> Chloride	<input type="checkbox"/> Nitrogen	<input checked="" type="checkbox"/> Phosphorus
<input checked="" type="checkbox"/> Solids/ Oil/ Grease (Hydrocarbons)/ Metals			
<b>TMDL(s)</b>			
<b>In State:</b>	<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	
<b>Out of State:</b>	<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:

<https://www.scituatema.gov/departments-of-public-works/pages/ms-4-permit>

- ☒ 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:

### **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:

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

#### Annual Requirements

##### *Public Education and Outreach\**

- ☒ Distributed an annual message in the spring (April/May) encouraging the proper use and disposal of grass clippings and encouraging the proper use of slow-release and phosphorus-free fertilizers

- ☒ Distributed an annual message in the summer (June/July) encouraging the proper management of pet waste, including noting any existing ordinances where appropriate
  - ☒ Distributed an annual message in the fall (August/September/October) encouraging the proper disposal of leaf litter
- \* Public education messages can be combined with other public education requirements as applicable (see Appendix H and F for more information)*

*Good Housekeeping and Pollution Prevention for Permittee Owned Operations*

- ☒ Increased street sweeping frequency of all municipal owned streets and parking lots subject to Permit part 2.3.7.a.iii.(c) to a minimum of two times per year (spring and fall)

*Structural BMPs*

- ☐ Installed a structural BMP as a demonstration project within the drainage area of the water quality limited water or its tributaries. The type of BMP installed is (e.g. *biofiltration*):

- ☒ 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:

<https://www.scituatema.gov/departments-of-public-works/pages/ms-4-permit>

Total estimated phosphorus removed in **lbs/year** from the installed BMPs: 11.61

*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:

Town will be working on a retrofit concept for Town Hall in permit year 8, which is located within a phosphorus impaired watershed.

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

Annual Requirements

*Good Housekeeping and Pollution Prevention for Permittee Owned Operations*

- ☒ Increased street sweeping frequency of all municipal owned streets and parking lots to a schedule that targets areas with potential for high pollutant loads
  - ☐ The street sweeping schedule is attached to the email submission
  - ☒ The street sweeping schedule can be found at the following publicly available website:

[https://www.scituatema.gov/sites/g/files/vyhlf11836/f/pages/street\\_sweeping\\_zones.pdf](https://www.scituatema.gov/sites/g/files/vyhlf11836/f/pages/street_sweeping_zones.pdf)

- ☒ 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:

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

The sweeping schedule is repeated in September thru November.

### **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: 18

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:1.01 School Program**

Message Description and Distribution Method:

School Program: Stormwater and Conservation Messaging - Groundwater model, watershed model, cleaning dirty water, and more, taught to elementary school students and parent volunteers in school program  
School curriculum, programs, press release, social media posts, survey

Targeted Audience: Residents

Responsible Department/Parties: North and South Rivers Watershed Association as part of the WaterSmart reg

Measurable Goal(s):

School programs are in-person. We have a series of videos and the Watershed Jeopardy game that the teachers use before our live visit. The curriculum consists of 6 hands-on educational activity stations, plus a packet of supplemental materials to go with the program. There were 231 students who participated in the program in 4 school visits. In a sample survey, 85% of the students and 90% of the parents reported having a greater understanding of where their water comes from AFTER the program, 85% of the students and 85% of the parents reported having a greater understanding of the importance of conserving water AFTER the program, and 85% of the students and 85% of the parents reported having a greater understanding of how pollutants and runoff affect the quality of water AFTER the program. A press release went out to the town, The Globe, the Patriot Ledger, Wicked Local, and the Scituate Mariner. There were 680 views on the school program web page which has the virtual videos. The program was also posted on the NSRWA Facebook page and the Scituate Monthly Our Town Facebook page.

Message Date(s): Spring 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:

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#### **BMP:1.02 Regional Rain Barrel Sale**

**Message Description and Distribution Method:**

Regional Rain Barrel Sale - Education about water conservation and the reduction of stormwater from impervious surfaces. Press release, social media posts, flyer, web page, E-newsletter

Targeted Audience: Residents

Responsible Department/Parties: North and South Rivers Watershed Association as part of the WaterSmart reg

**Measurable Goal(s):**

A press release went out to the town, The Globe, the Patriot Ledger, Wicked Local, and the Scituate Mariner. There were 8,320 web page views. A \$50 boost was made on the NSRWA Facebook page that had a reach of 14,537 people and 1,131 engagements. It was posted on the Scituate Monthly Our Town Facebook page. Posts were also made on Instagram. Information about the sale went out in the NSRWA E-newsletter to 12,500+ subscribers. There were 92 rain barrels sold with 6 sold to residents of Scituate. The Town of Scituate/Water Resources Commission also held its own rain barrel sale & distribution in April 2025. Numbers ordered unknown.

Message Date(s): April 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:

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**BMP:1.03 Gardening Green Expo****Message Description and Distribution Method:**

Gardening Green Expo - Regional event for WaterSmart South Shore Communities that provides information on how residents can reduce stormwater from better landscaping practices. Special event, festival, fairs, E-newsletter

Targeted Audience: Residents

Responsible Department/Parties: North and South Rivers Watershed Association as part of the WaterSmart reg

**Measurable Goal(s):**

Gardening Green Expo was a virtual and live event this year. We had 5 Zoom lectures with 403 attendees. The featured speaker was renowned author Doug Tallamy. The live event at Kennedy's Country Gardens had 4 live speakers, 19 exhibitors/vendors, and 400 attendees. There were multiple posts on the NSRWA Facebook and Instagram pages. There was a \$50 boosted Facebook ad that resulted in 5,844 people reached, and 617 engagements. There were 11 posts on Instagram with 2,338 total views. There have been 7,533 web views and 539 YouTube views to date. It also ran in our E-news three times to 12,500+ subscribers. Our prize drawing had 110 entries, 7 from Scituate.



Message Date(s): March 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:

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### **BMP:1.04 Greenscape Guide**

Message Description and Distribution Method:

Greenscapes Guide - Digital download of landscaping techniques that reduce stormwater pollutants (fertilizers, pesticides, herbicides). Brochures and pamphlets, social media posts, E-newsletter

Targeted Audience: Residents

Responsible Department/Parties: North and South Rivers Watershed Association as part of the WaterSmart reg

Measurable Goal(s):

The downloadable Greenscapes Guide was promoted online and on the NSRWA Facebook page. Posts were also made on Instagram. The web page has had 1,021 views to date. The post had a reach of 17,874 people and 703 engagements. It was also promoted on the Scituate Monthly Our Town Facebook page. There was a \$50 boost of the Facebook ad targeted to Scituate that started on June 21 and will run through July 21. To date, that post resulted in 3,033 people reached, and 98 engagements. It was also run on Instagram with 225 views. There were 139 downloads so far, with 13 from Scituate. We also ran an E-news story to 12,500+ subscribers on Fertilizer with a Greenscapes Guide download on April 18 with 217 clicks.

Message Date(s): Spring 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:

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### **BMP:1.05 MS-4 Messages Fertilizers**

Message Description and Distribution Method:

MS4 Message - Fertilizer message on best practices and fertilizer alternatives. Social media posts, E-newsletter, E-newsletter

Targeted Audience: Residents

Responsible Department/Parties: North and South Rivers Watershed Association as part of the WaterSmart reg

Measurable Goal(s):

A fertilizer message was posted on the NSRWA Facebook page in April. A \$50 boost was made on the ad and had a reach of 107,341 people and 1,400 engagements. It was also posted to the Scituate Monthly Our Town Facebook page. It ran on Instagram with 268 views. There were also 9 page views on the Know Before You Mow! web page, 124 page views on the Best Mowing Practices web page, and 889 page views on the Stormwater web page. We also ran an E-news story to 12,500+ subscribers on Fertilizer with a Greenscapes Guide download on April 18 with 217 clicks.

Message Date(s): April 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:

This educational BMP was added since the NOI was submitted to better reach and inform residents about fertilizers in spring.

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**BMP:1.05 MS-4 Messages - Grass Clippings**

Message Description and Distribution Method:

MS4 Message - Grass Clippings message on best practices for lawn mowing and disposing of grass clippings  
Social media posts, web page, E-newsletter

Targeted Audience: Residents

Responsible Department/Parties: North and South Rivers Watershed Association as part of the WaterSmart reg

Measurable Goal(s):

The grass clipping message will be sent out in our E-newsletter to 12,500+ people in July. That story will link to our Greenscapes page, which has had 1,021 views to date. The message was posted on the NSRWA Facebook page and on the Scituate Monthly Our Town Facebook page. The NSRWA post had a reach of 4,553 people and 412 engagements to date. It was also posted on Instagram with 322 views and on LinkedIn.

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:

This educational BMP was added since the NOI was submitted to better reach and inform residents about grass clippings in summer.

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**BMP:1.06 Pet Waste Education**

## Message Description and Distribution Method:

Pet Waste Education - Messages on proper disposal of pet waste. Brochures and pamphlets, social media posts, press release, E-newsletter.

Targeted Audience: Residents

Responsible Department/Parties: North and South Rivers Watershed Association as part of the WaterSmart reg

## Measurable Goal(s):

Pet waste Scoop It cards were distributed to the town clerk's office (300) and Driftway Animal Hospital (150). A post was created and posted on the NSRWA Facebook page and on the Scituate Monthly Our Town Facebook page. As of June 20, the NSRWA post had 16,902 people reached and 1,143 engagements. There was a \$50 boost of the Facebook ad targeted to Scituate that started on June 3 and will run through July 3. As of June 20 it had a reach of 3,405 people and 301 engagements. A press release went out on June 3 on the dog waste problem on the South Shore. This was sent to the town, The Globe, the Patriot Ledger, Wicked Local, and the Scituate Mariner. The pet waste message was sent out in our E-newsletter to 12,500+ people, and had 89 clicks. It was also posted on Instagram with 549 views and on LinkedIn. The web page had 851 views.

Message Date(s): March 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:1.07 Septic Maintenance**

## Message Description and Distribution Method:

Septic Maintenance - Maintenance of septic systems, corresponding with SepticSmart week in September. Press release, social media posts, web page, brochures and pamphlets, E-newsletter

Targeted Audience: Residents

Responsible Department/Parties: North and South Rivers Watershed Association as part of the WaterSmart reg

## Measurable Goal(s):

A press release to went out to the town, The Globe, the Patriot Ledger, Wicked Local, and the Scituate Mariner. A post was made on the NSRWA Facebook page in September. That post had a reach of 643 people and 2 engagements. There have been 616 web page views to date. It also ran in our E-news to 12,500+ subscribers, with 109 clicks.

Message Date(s): September 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:

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**BMP:1.09 Leaf Litter**

Message Description and Distribution Method:

MS4 Message - Leaf Litter message in October on proper disposal of lawn waste and leaves. Social media posts

Targeted Audience: Residents

Responsible Department/Parties: North and South Rivers Watershed Association as part of the WaterSmart reg

Measurable Goal(s):

A message about leaf litter was posted on the NSRWA Facebook page in October. The message had a reach of 1,244 people, and 11 engagements. The message was also posted on the Scituate Monthly Our Town Facebook page. There were also 124 page views on the Best Mowing Practices web page, and 889 page views on the Stormwater web page.

Message Date(s): 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:

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**BMP:1.10 Proper Sediment and erosion Control Management**

Message Description and Distribution Method:

Proper Sediment and Erosion Control Management - Sediment and erosion control message provided by departments at permit request. Brochures and pamphlets

Targeted Audience: Developers

Responsible Department/Parties: North and South Rivers Watershed Association as part of the WaterSmart reg

Measurable Goal(s):

A brochure entitled Construction Stormwater Pollution Prevention Guide was created and delivered to the Building department. These brochures will be handed to the person when they receive their permit. There

were 750 distributed to the town of Scituate initially, and we replenished their supply with 200 brochures.

Message Date(s): 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:

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**BMP:Amazing Book contest**

Message Description and Distribution Method:

Press release, social media posts, web page

Targeted Audience: Residents

Responsible Department/Parties: North and South Rivers Watershed Association as part of the WaterSmart reg

Measurable Goal(s):

We held a book contest with education on how to prevent stormwater. The prizes were books on wastewater, conservation, and our relationship to water. There were 6 multiple choice questions on stormwater, and the correct answers were sent to the registrants in their entry confirmation. The contest was posted on the NSRWA Facebook page in December. The post had a reach of 1,818 people and 8 engagements. The Facebook post was boosted with a \$50 ad with a reach of 3,194 people and 290 engagements. There were 240 web page views and 114 entries, with 14 entries from Scituate.

Message Date(s): December 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:

Additional messaging provided to further engage the public

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**BMP:1.08 & 1.11 Proper Management of Waste Materials and Dumpsters**

Message Description and Distribution Method:

Proper Management of Waste Materials and Dumpsters - Messaging on proper Dumpster maintenance and Free Dumpster Maintenance Checklist. Web page, social media posts, educational video, checklist

Targeted Audience: Businesses, Institutions, Commercial Facilities and Industrial Facilities

Responsible Department/Parties: North and South Rivers Watershed Association as part of the WaterSmart reg

Measurable Goal(s):

We created a Best Practices Checklist for Proper Management of Waste Materials and Dumpsters. This downloadable file was posted on a WaterSmart web page with 135 views and 18 downloads. We also created an educational video that was posted on our website and Facebook page. The video was posted on 15 South Shore business and industry Facebook groups, with a combined reach of 27,764 people. It was posted on the Scituate Monthly Our Town Facebook page. It was also run on LinkedIn with 21 views.

Message Date(s): 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:

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### **BMP:1.13 & 1.15 Parking Lot Maintenance**

Message Description and Distribution Method:

Parking Lot Maintenance - Messaging on parking lot maintenance and Free Parking Lot Maintenance Checklist. Press release, social media posts, web page, brochures and pamphlets

Targeted Audience: Businesses, Institutions, Commercial Facilities & Industrial Facilities

Responsible Department/Parties: North and South Rivers Watershed Association as part of the WaterSmart reg

Measurable Goal(s):

We created a Best Practices Checklist for Parking Lot Maintenance. This downloadable file was posted on a WaterSmart website page with 210 views and 6 downloads. We also created an educational video that was posted on our website and Facebook page. It was posted on 15 South Shore business and industry Facebook groups, with a combined reach of 27,764. It was posted on the Scituate Monthly Our Town Facebook page. It was also run on LinkedIn with 24 views.

Message Date(s): 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:

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### **BMP:1.14 Low Impact Development Information**

**Message Description and Distribution Method:**

Low Impact Development Information Targeted to Developers - Reduction of impervious surfaces, use of alternatives to paving, decentralized approach to stormwater, rain gardens, swales, bioretention  
Social media posts, web page, brochures and pamphlets

Targeted Audience: Developers

Responsible Department/Parties: North and South Rivers Watershed Association as part of the WaterSmart reg

**Measurable Goal(s):**

A brochure on Low Impact Development was created and delivered to the Building department in Scituate. They received 750 in the initial delivery. These will be handed out with permits. This year they received 200. The web page had 103 views. It was also posted on the NSRWA Facebook page on June 20 with 659 views to date.

Message Date(s): 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:

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**BMP:Ice Melt****Message Description and Distribution Method:**

Ice Melter - Messaging on proper use of ice melters and safe alternatives. Website post, video, E-news story, press release, social media posts

Targeted Audience: Businesses, Institutions, Commercial Facilities and Industrial Facilities, Residents

Responsible Department/Parties: North and South Rivers Watershed Association as part of the WaterSmart reg

**Measurable Goal(s):**

We ran a story on Better Ways to Melt Ice and Snow. This was sent to 12,500+ recipients of our E-newsletter, posted on social media, and sent to the town, The Globe, the Patriot Ledger, Wicked Local, and the Scituate Mariner. The web page had 1,506 views. The Facebook post had 581 views, and Instagram had 300 views. We also ran On the Road with Salt by Trillium Studies on Facebook, which had a reach of 772 people and 10 engagements. Make Your Own Salt Brine was posted on Facebook with 25,883 views and 191 engagements, and on Instagram with 382 views and 16 engagements.

Message Date(s): Winter 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:

Additional messaging provided to further engage the public

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### **BMP:Tool Media Kit**

Message Description and Distribution Method:

Town Media Kit - Including all messages above. Multi-media, social media, print materials, website

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

Responsible Department/Parties: North and South Rivers Watershed Association as part of the WaterSmart reg

Measurable Goal(s):

We created the WaterSmart Toolkit and Calendar. The calendar shows what months we run each campaign. The folders are listed with the months before the campaign name. These are provided to the town to get more coverage for each of the messages. The campaigns can be used in town emails, newsletters, statements, websites, or social media. The additional metrics will be tracked by the town.

Message Date(s): 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:

Additional tools to help the Town support the public outreach messaging

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Add an Educational Message

### **MCM2: Public Participation**

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

The annual report is posted on the Town of Scituate website for review and comment. Annually a public presentation is made to the select board and other financial committees outlining the requirements of the upcoming year to support the funding.

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



Describe any other public involvement or participation opportunities conducted **during this reporting period**:

### **MCM3: Illicit Discharge Detection and Elimination (IDDE)**

#### **Sanitary Sewer Overflows (SSOs)**

*Check off the box below if the statement is true.*

☐ This SSO section is NOT applicable because we DO NOT have sanitary sewer

*Below, report on the number of SSOs identified in the MS4 system and removed **during this reporting period**.*

Number of SSOs identified:

Number of SSOs removed:

#### **MS4 System Mapping**

Percent of Phase II map complete:

*Optional: Provide additional status information regarding your map:*

Updating to the stormwater mapping is being continuously updated with handheld GPS units. This includes adding stormwater components and confirming piping and outfalls. In addition, mapping updates are done during catchment investigations. In permit year 8, a more focused mapping update will occur to meet the year 10 deadline.

#### **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: 100

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

Outfall screenings were completed in Permit Year 4.

### **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:

<https://www.scituatema.gov/departments-of-public-works/pages/ms-4-permit>

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

Number of catchment investigations completed this reporting period: 21

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

Percent of total catchments investigated: 8

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

Due to complicated drainage networks and outdated mapping, catchment investigations were slowed, but are continuing throughout the year as weather permits. All problem catchments investigations were completed in this permit year.

### **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:**

Employee Training occurred on Jan 23, 2025. Topics included SWPPP and SPCCP inspection and reporting at the Highway Department and the Transfer Station.

### **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: 39

Number of inspections completed: 92

Number of enforcement actions taken: 6

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

Inspections are performed by the Planning Department, Conservation Commission and/or outside consultants. If an incident occurs, Corrective Action is issued within 24 hrs of incident. Repeat offenders are fined (6).

### **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:

Site plan asbuilts for both residential and commercial properties are required to close out the project. This includes Certificates of Compliance from the conservation Commission.

**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:

Working with the Planning Department and Conservation Commission to include some of the recommendations from the combined Green Code Audit in revised Stormwater Regulations to be finalized by the end of 2025.

**Green Infrastructure Report**

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

Working with the Planning Department and Conservation Commission to include some of the recommendations from the combined Green Code Audit in revised Stormwater Regulations to be finalized by the end of 2025.

**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):

A retrofit inventory was done to identify and prioritize permittee-owned properties for retrofitting. The following properties were assessed and remain on the list:

- 1 - Scituate Public Works/Grounds
- 2 - Scituate Town Hall - PLANNED FOR DESIGN IN PERMIT YEAR 8
- 3 - Scituate Harbor Parking - PRELIMINARY DESIGN (ON THE GROUND SURVEY & STORMWATER/FLOODING CALCULATIONS)
- 4 - Scituate Library
- 5 - Conservation Park

- 6 - Cedar Point Intersection Park
- 7 - Old Oaken Bucket Water Treatment Plant
- 8 - Greenbush Field
- 9 - Scituate Harbor Community Center - MOVING THRU PERMITTING PHASE
- 10 - Hatherly School
- 11 - Scituate Maritime Center
- 12 - Scituate Recreation Department
- 13 - Scituate Fire Department

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.

A retrofit inventory was done to identify and prioritize permittee-owned properties for retrofitting. The following properties were assessed and retrofitted in permit year 6:

- 1-Wampatuck School - CONSTRUCTED

## 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:

Number of catch basins cleaned:

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:

Routine maintenance of all catch basins in Town is managed by the Highway Department and cleaned by a contractor. There are known and tracked areas in Town subject to coastal overwash. Catch Basins and storm piping in these areas are cleaned more frequently based upon storm overwash (typically, in the winter months).

### 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:  tons

**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:

Spill grooves under fuel storage tank cleaned. Trench drains cleaned at entrance to tunnel.  
Hydrodynamic separator pumped following inspection.

**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.

## 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:

Update to Stormwater Regulations currently underway following Order of Compliance Issued Aug. 2025. Public Workshop and hearings to be held. Update expected to be completed by Dec 2025. (Post Construction Regulation)



## 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.

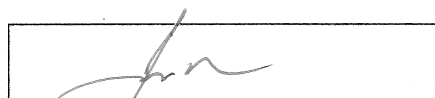
Name:

James Boudreau

Title:

Town Administrator

Signature:



Date:

9/26/25

*[Signatory may be a duly authorized representative]*