

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: <https://www.epa.gov/tmdl/region-1-impaired-waters-and-303d-lists-state>

Impairment(s)

Bacteria/Pathogens
 Chloride
 Nitrogen
 Phosphorus
 Solids/ Oil/ Grease (Hydrocarbons)/ Metals

TMDL(s)

In State:

Assabet River Phosphorus
 Bacteria and Pathogen
 Cape Cod Nitrogen
 Charles River Watershed Phosphorus
 Lake and Pond Phosphorus

Out of State:

Bacteria/Pathogens
 Metals
 Nitrogen
 Phosphorus

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's engaged an MS4 consultant to performed SWPPP inspections of the DPW facility in PY7. They completed inspections in Q4 of 2024 and Q1 and Q2 of 2025. The consultant is under contract to complete all SWPPP inspections in PY8.

Bacteria/ Pathogens (Combination of Impaired Waters Requirements and TMDL Requirements as Applicable)

Annual Requirements

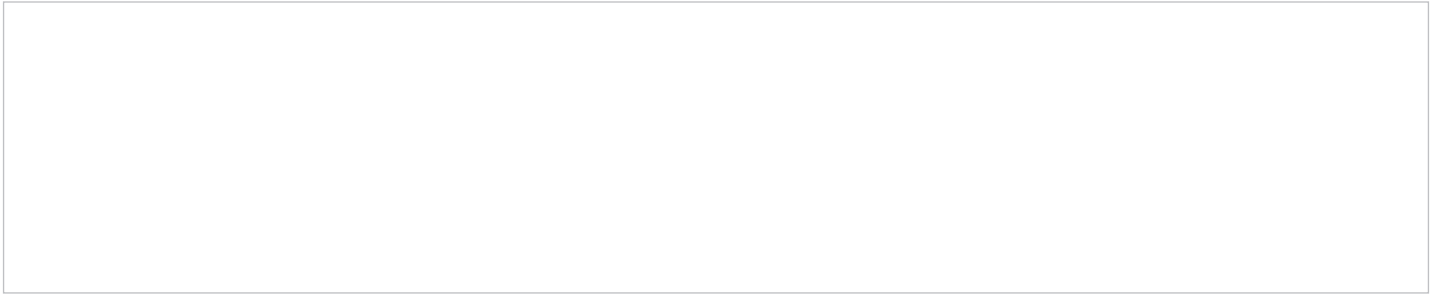
*Public Education and Outreach**

- 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:

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 Massachusetts 2022 Integrated List of Waters (303d) was approved by the EPA on May 24, 2023. The SWMP was updated in PY7 to reflect the current Integrated List of Waters (303d).

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: Develop an Education and Outreach Plan

Message Description and Distribution Method:

The Town posts information and links on its Stormwater webpage. This page provides general information about stormwater pollution and includes a bulleted list of best management practices, such as:

- Keeping trash out of catch basins
- Sweeping impervious surfaces
- Picking up pet waste
- Limiting fertilizer use
- Avoiding dumping materials into storm drain systems

The page also includes contact information for reporting illegal dumping and links to additional stormwater resources. In addition, the Town maintains a Facebook page with approximately 7,300 followers. The page is used to share reminders about street sweeping, trash and recycling schedules, hazardous waste disposal, and curbside leaf pickup. It also features educational messages and water quality alerts.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Post educational messages on the Town website and Facebook page; maintain educational content throughout the Permit term.

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: Street Sweeping

Message Description and Distribution Method:

The Town of Winthrop's Facebook page noted when the town was conducting street sweepings throughout the Town.

The Town of Winthrop conducts Street Sweeping operations on the last full week of the month (last week with a Friday) from April through October between 7:00 AM and 4:00 PM on the day of a street's trash collection. If there is a holiday on the week sweeping would normally occur, sweeping is done a week early. Town ordinance prohibits parking in a manner that impedes the street sweeper. Violation of the street sweeping ordinance carries a \$40.00 fine, and your vehicle can be towed.

Targeted Audience: Residents, Businesses

Responsible Department/Parties: Department of Public Works

Measurable Goal(s):

Post educational messages on the Town website and Facebook page; maintain educational content throughout the Permit term.

Message Date(s): 09/18/24; 03/10/25; 05/15/25

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: Yard Waste and Curbside Leaf-Green Waste**Message Description and Distribution Method:**

The Town of Winthrop's Facebook page noted when the Town was conducting leaf pick-up, noting 2024/2025 curbside leaf pick-up will be on (various dates) and that leaf pick-up will begin at 7:00 AM. Grass and leaves only, no branches and no plastic bags.

Targeted Audience: Residents, Businesses

Responsible Department/Parties: Department of Public Works

Measurable Goal(s):

Post education messages on the Town website and Facebook page; maintain education content throughout the Permit term.

Message Date(s): 11/18/24; 12/10/24; 06/10/25

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: Leaf Cleaning Education

Message Description and Distribution Method:

Facebook Post: Happy Fall! Welcome to Leaf Season

This post discusses how fallen leaves can clog drains, create slippery road conditions, and contribute to localized flooding. It also provides information for residents and businesses on how to properly collect leaves and where to bring bagged leaves for disposal.

Targeted Audience: Residents and Businesses

Responsible Department/Parties: Department of Public Works

Measurable Goal(s):

To educate residents and businesses about the impacts of fallen leaves on stormwater systems and public safety, and to encourage proper leaf disposal practices to prevent clogged drains and localized flooding.

Message Date(s): 10/22/24; 11/05/24

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: Adopt A Tree

Message Description and Distribution Method:

The Town hosted an Adopt-a-Tree event to encourage residents and local businesses to take an active role in expanding and caring for the community's urban forest. Participants were invited to "adopt" a young tree, committing to nurture it through regular watering, mulching, and monitoring during its critical early growth stages.

Targeted Audience: Residents and Businesses

Responsible Department/Parties: Town of Winthrop

Measurable Goal(s):

The goal of the program is to increase the Town's tree canopy by nurturing young trees in a way that improves their chances of survival and helps them reach their full potential.

Message Date(s): 02/27/25; 03/04/25

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: Green Day Recycling

Message Description and Distribution Method:

Electronics Recycling Event

The Town hosted an Electronic Recycling Event open to both residents and local businesses, providing a convenient and responsible way to dispose of used electronics. Participants were able to drop off items such as computers, monitors, printers, phones, and other outdated or broken electronic devices. In some cases, participants received a small cash incentive for their recyclables, encouraging greater community participation.

This initiative plays a vital role in protecting the environment by preventing harmful electronic waste from entering landfills. Electronics often contain toxic materials like lead, mercury, and cadmium, which can leach into soil and water if not properly handled. Recycling these items ensures that valuable materials, such as metals and plastics, are recovered and reused, reducing the need for raw resource extraction and minimizing greenhouse gas emissions.

Targeted Audience: Residents and Businesses

Responsible Department/Parties: Town of Winthrop

Measurable Goal(s):

The goal of this initiative is to reduce the amount of electronic waste entering landfills by providing residents and businesses with a convenient and responsible way to recycle used electronics. By diverting e-waste from the waste stream, the program helps prevent the release of hazardous materials—such as lead, mercury, and cadmium—into the environment

Message Date(s): 06/25/25

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: Coastal Resilience and Relocation Community Event

Message Description and Distribution Method:

The Town hosted a Coastal Resilience and Relocation event designed to bring together community members to discuss the growing impacts of flooding and climate change on coastal neighborhoods. This interactive event provided a space for residents, local leaders, and environmental experts to share experiences, explore adaptation strategies, and begin shaping a shared vision for social and environmental preparedness.

Participants engaged in conversations about sea level rise, storm surge risks, and the long-term sustainability of vulnerable areas. The event also introduced potential relocation planning tools and resilience-building measures, such as green infrastructure, flood-proofing techniques, and community-based emergency response planning.

Targeted Audience: Residents

Responsible Department/Parties: Winthrop Citizens Advisory Commission on Climate

Measurable Goal(s):

The goal of this initiative is to engage community members in meaningful dialogue about the impacts of flooding and climate change on coastal areas, while collaboratively developing a shared vision for social and environmental preparedness.

Message Date(s): 05/07/25

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 Winthrop posts its Stormwater Management Plan on its stormwater webpage and at the DPW for public review and comment. In PY7, no comments were received.

The "SeeClickFix" app is live for the Town of Winthrop. Through this app, the public can report stormwater issues directly to the DPW.

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:

The Town of Winthrop updates its storm sewer system infrastructure attributes and map during capital projects, and as new information is discovered through catchment investigations and other related efforts.

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:

100 percent of outfalls have been screened in past permit years with 3 outfalls screened in PY7 as part of ongoing catchment investigations.

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:

[Empty rectangular box]

Employee Training

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

Town of Winthrop staff involved in facility and infrastructure maintenance have been informed about the Town’s Stormwater Program through outreach described in MCM #1. Opportunistic trainings also occur regularly during DPW staff meetings.

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: 0

Number of inspections completed: 0

Number of enforcement actions taken: 0

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

No projects exceeding one acre of disturbance of common scheme were under construction during PY7.

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: 0

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

[Empty rectangular box]

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:

Street Design and Parking Lot Report has engaged a consultant to complete this work in PY8.

Green Infrastructure Report

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

Green Infrastructure Report has engaged a consultant to complete this work in PY8.

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):

The Town identified six (6) Permittee-owned properties that could be modified or retrofitted with BMPs to mitigate effects of impervious areas.

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.

No properties have been modified or retrofitted to date.

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:

If necessary, schedule adjustments will be made to prioritize catch basins located in known problem areas (e.g., low spots) and near active construction sites. If inspections and maintenance activities indicate excessive sediment and debris accumulation, defined as the sump being more than 50% full during two consecutive routine inspections or cleanings, those catch basins will be flagged for more frequent cleaning.

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:

A consulting firm was engaged to complete SWPPP inspections as of Q4, 2024 and completed the remaining Q1 and Q2 inspections in 2025.

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:

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: Title:

Signature: Date:

[Signatory may be a duly authorized representative]