

Year 5 Annual Report

Massachusetts Small MS4 General Permit

Reporting Period: July 1, 2022-June 30, 2023

*****Please DO NOT attach any documents to this form. Instead, attach all requested documents to an email when submitting the form. Also ensure any websites included on this form are to publicly accessible sites*****

Unless otherwise noted, all fields are required to be filled out. If a field is left blank, it will be assumed the requirement or task has not been completed. Please ONLY report on activities between July 1, 2022 and June 30, 2023 unless otherwise requested.

Part I: Contact Information

Name of Municipality or Organization: Town of Belmont

EPA NPDES Permit Number: MAR041074

Primary MS4 Program Manager Contact Information

Name: Jay Marcotte

Title: Director of Public Works

Street Address Line 1: Homer Municipal Building

Street Address Line 2: 19 Moor Street, 1st Floor

City: Belmont

State: MA

Zip Code: 02478

Email: jmarcotte@belmont-ma.gov

Phone Number: (617) 993-2680

Stormwater Management Program (SWMP) Information

SWMP Location (publicly available web address): <https://www.belmont-ma.gov/stormwater-management-program-swmp>

Date SWMP was Last Updated: September 2023

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

Part II: Self-Assessment

First, in the box below, select the impairment(s) and/or TMDL(s) that are applicable to your MS4. Make sure you are referring to the most recent EPA approved Section 303(d) Impaired Waters List which can be found here: <https://www.epa.gov/tmdl/region-1-impaired-waters-and-303d-lists-state>

Impairment(s)

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

TMDL(s)

- In State:**
☐ Assabet River Phosphorus
 ☒ Bacteria and Pathogen
 ☐ Cape Cod Nitrogen
☒ Charles River Watershed Phosphorus
 ☐ Lake and Pond Phosphorus
Out of State:
☐ Bacteria/Pathogens
 ☐ Metals
 ☐ Nitrogen
 ☐ Phosphorus

Clear Impairments and TMDLs

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

Annual Requirements

- ☒ Provided an opportunity for public participation in review and implementation of SWMP and complied with State Public Notice requirements
☒ Kept records relating to the permit available for 5 years and made available to the public
☒ The SSO inventory has been updated, including the status of mitigation and corrective measures implemented
 - ☐ This is not applicable because we do not have sanitary sewer
 - ☐ This is not applicable because we did not find any new SSOs
 - ☒ The updated SSO inventory is attached to the email submission
 - ☐ The updated SSO inventory can be found at the following publicly available website:

- ☒ Updated system map due in year 2 as necessary
☒ Provided training to employees involved in IDDE program within the reporting period
☒ Properly stored and disposed of catch basin cleanings and street sweepings so they did not discharge to receiving waters
☒ All curbed roadways were swept at least once within the reporting period
☒ Enclosed all road salt storage piles or facilities and implemented winter road maintenance procedures to minimize the use of road salt
☒ Implemented SWPPPs for all permittee owned or operated maintenance garages, public works yards, transfer stations, and other waste handling facilities

- ☒ 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:

All incomplete requirements from Year 4 were completed during Year 5, including the Retrofit Properties Inventory, Street Design & Parking Lot Guidelines Review, Green Infrastructure Report, and Phosphorus Source Identification Report.

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 H and F for more information)*

Optional: If you would like to describe progress made on any incomplete requirements listed above or provide any additional details, please use the box below:

The DPW has also installed signage in public parks and open spaces encouraging residents to properly dispose of pet waste.

Chloride

Annual Requirements

Public Education and Outreach

- ☐ Included an annual message in November/ December to private road salt applicators and commercial industrial site owners on the proper storage and application rates of winter deicing material, along with the steps that can be taken to minimize salt use and protect local waterbodies

The following type(s) of salt were applied **during this reporting period (year 5):**

- ☐ Sodium chloride
- ☐ Calcium chloride
- ☐ Potassium chloride

☐ Magnesium chloride

☐ Brine solution

Total amount of salt applied **during this reporting period**
(year 5) including units:

0

Optional: If you would like to describe progress made on any incomplete requirements listed above or provide any additional details, please use the box below:

The Chloride impairment is new as of 2022 per the 2018/2020 MA Integrated List of Waters (finalized Feb 2022). The Town intends to develop a Salt Reduction Plan during Year 6.

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

- Completed the evaluation of all permittee owned properties identified as presenting retrofit opportunities or areas for structural BMP installation under permit part 2.3.6.d or identified in the Phosphorus Source Identification Report, including: *(select the items of the evaluation that have been completed below)*
 - ☒ Next planned infrastructure, resurfacing, or redevelopment activity planned for the property (if applicable) OR planned retrofit date
 - ☐ Estimated cost of redevelopment or retrofit BMPs
 - ☐ Engineering and regulatory feasibility of redevelopment or retrofit BMPs
- ☒ Completed a listing of planned structural BMPs and a plan and schedule for implementation
 - ☐ The BMP list and implementation schedule is attached to the email submission
 - ☒ The BMP list and implementation schedule can be found at the following publicly available website:

<https://www.belmont-ma.gov/stormwater-management-program-swmp>

- 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.belmont-ma.gov/sites/g/files/vyhlf6831/f/uploads/06-26-23_pcp_draft.pdf

Total estimated phosphorus removed in **lbs/year** from the installed BMPs: 0.57

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 reported amount for phosphorus removed of 0.57 lb/yr is for the portion of the Town within the Charles River watershed and includes only Town-owned structural BMPs. Privately-owned structural BMPs are not included in this amount. This information is provided in the Town's Phase I Phosphorus Control Plan. The Town also developed the Phosphorus Source Identification Report for both Charles and Mystic Watersheds during Year 5.

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.belmont-ma.gov/stormwater-management-program-swmp>

- ☐ Prioritized inspection and maintenance for catch basins to ensure that no sump shall be more than 50 percent full; Cleaned catch basins more frequently if inspection and maintenance activities indicated excessive sediment or debris loadings

Optional: If you would like to describe progress made on any incomplete requirements listed above or provide any additional details, please use the box below:

The contractor used for catch basin cleaning will be required to note the percent fill of all catch basins in the upcoming year.

Street sweeping schedule is discussed in the Street Sweeping SOP and the Charles River Phase I PCP

Charles River Watershed Phosphorus TMDL

- ☒ Completed the written Phase 1 Phosphorus Control Plan (PCP), including: *(select the items in the Phase 1 PCP that have been completed)*
- ☒ Planned nonstructural controls
- ☒ Planned structural controls

- ☒ O&M program for structural controls
- ☒ Implementation schedule
- ☒ Cost of implementation

The Phase 1 PCP: (*select one of the following options*)

- ☐ is attached to the email submission
- ☒ can be found at the following publicly available website:

https://www.belmont-ma.gov/sites/g/files/vyhlf6831/f/uploads/06-26-23_pcp_draft.pdf

Below, calculate your current phosphorus export rate by first filling out the individual phosphorus loading components (labeled [A], [B], [C], and [D]) and then computing your current phosphorus export rate using the equation provided.

Baseline phosphorus export reduction required from PCP Area, as identified in Appendix F (**lbs/year**) [A]:

445

- ☒ Documented the nonstructural control measures implemented during **this reporting period** and their phosphorus reduction

total phosphorus reduction from all nonstructural controls this reporting period (**lbs/year**) [B]:

0.36

- ☐ No nonstructural control measures were implemented
- ☐ The above referenced nonstructural control measures information is attached to the email submission
- ☒ The above referenced nonstructural control measures information can be found at the following publicly available website:

https://www.belmont-ma.gov/sites/g/files/vyhlf6831/f/uploads/06-26-23_pcp_draft.pdf

- ☒ Documented the structural control measures implemented during **this reporting period and all previous years**, including location, phosphorus reduction in mass/year, and date of last completed maintenance and inspection for each control

total phosphorus reduction from all structural controls installed this reporting period and all previous years (**lbs/year**) [C]:

0

- ☒ No structural control measures were implemented
- ☐ The structural control measures information is attached to the email submission
- ☐ The structural control measures information can be found at the following publicly available website:

Phosphorus load increase due to development incurred since 2005 in **lbs/year** [D]:

0

Current phosphorus export rate from the PCP Area in **lbs/year** [=A-(B+C)+D from above]:

445

I certify under penalty of law that all source control and treatment Best Management Practices being claimed for phosphorus reduction credit have been inspected, maintained and repaired in accordance

- ☒ with manufacturer or design specification. I certify that, to the best of my knowledge, all Best Management Practices being claimed for a phosphorus reduction credit are performing as originally designed.
- ☒ All municipally owned and maintained turf grass areas are being managed in accordance with Massachusetts Regulation 331 CMR 31 pertaining to proper use of fertilizers on turf grasses

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:

An inventory of existing structural controls in the Charles River watershed has been developed and continues to be updated. All existing structural controls are privately-owned/maintained. The Town has calculated treatment credit for most of the privately-owned BMPs as documented in the Phase I PCP, but the credit is not reported here because inspection/maintenance has not been confirmed/documentated yet - the Town is working on developing a process for this.

NON-TRADITIONAL AND TRANSPORTATION MS4s ONLY- municipalities please skip this section:

Describe the planned phosphorus reduction activities on site and coordination progress with the applicable municipality:

NA

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:

Per the Final MA Integrated List of Waters for the 2018/2020 Reporting Cycle, the Alewife Brook was updated from MA71-04 to three new segments including MA71-20 (Alewife Brook), MA71-21 (Little River), and MA71-22 (Little River). Four impairments were added to Alewife Brook MA71-20 (Chloride, copper in sediment, lead in sediment, and water chestnut (non-pollutant)) and two were removed (copper and lead). Three impairments were changed (total phosphorus and DO covered under an Alternative Restoration Plan and e. Coli TMDL established)

One impairment was added to Little Pond MA71024 (water chestnut (non-pollutant))

Two impairments were added to Spy Pond MA71040 (Curly-leaf pondweed and water chestnut (both nonpollutants))

Two impairments were added to Beaver Brook MA72-28 (Chloride and water chestnut (non-pollutant)) and one was removed (non-native aquatic plants).

Winn Brook MA71-09 changed from Category 5 to Category 4a (e. coli TMDL established).

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: Pet Waste Removal

Message Description and Distribution Method:

An educational flyer about pet waste disposal is distributed once per year with the Town's water/sewer bill. Also a message from the Belmont Board of Health encouraging residents to pick up their pet waste and outlining the health/environmental consequences of leaving it be can be found on the Town Clerk's website.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Annual Distribution with summer water/sewer bill (June/July). Also maintain public access to this information by keeping it posted on the Town website and ensuring new owners are aware of town regulations regarding pet waste.

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: Yard Waste Disposal

Message Description and Distribution Method:

An educational flyer about yard waste/leaf litter is distributed once per year with the Town's water/sewer bill. Also a message is distributed annually with the trash/recycling calendar with information regarding proper disposal of yard waste, hazardous waste, used oil, etc.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Annual Distribution to Residents with fall water/sewer bill (August/September/October)

Message Date(s): December 2022

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

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

If yes, describe why the change was made:

BMP: Septic System Maintenance

Message Description and Distribution Method:

An educational flyer about septic system maintenance is distributed to Owner's of properties with septic systems. Also a message from the Belmont Board of Health detailing septic systems and encouraging residents to maintain their septic systems can be found on the Health Department's website.

Targeted Audience: Residents

Responsible Department/Parties: Health Department, DPW

Measurable Goal(s):

Annual Distribution to Residents. Maintain public access to this information by keeping it posted on the Health Department website.

Message Date(s): January 2023

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

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

If yes, describe why the change was made:

BMP:Fertilizers

Message Description and Distribution Method:

An educational flyer about fertilizers is distributed once per year with the Town's water/sewer bill.

Targeted Audience: Residents

Responsible Department/Parties: DPW

Measurable Goal(s):

Annual Distribution to Residents with spring water/sewer bill (April/May)

Message Date(s): April 2023

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

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

If yes, describe why the change was made:

Add an Educational Message

MCM2: Public Participation

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

The Town's SWMP and Phase I Phosphorus Control Plan are available for public review on the stormwater web page.

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

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

The Town of Belmont has a Stormwater working group consisting of residents that cooperate with the OCD and DPW. This group has helped spread awareness of stormwater BMPs, assisted with educational message distribution, and supported the MVP program.

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: 2

Number of SSOs removed:

MS4 System Mapping

Optional: Provide additional status information regarding your map:

The Town of Belmont has 100% of the drainage system (piping, manholes and catch basins) mapped in GIS.

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:

Complete outfall inventory/ranking is provided with the SWMP/IDDE Plan

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: 35

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

The Town reviewed the status of IDDE catchment investigations during Year 5. A total of 11 catchments (35%) are considered to have dry weather investigations complete per Permit requirements but this does not include wet weather screening/sampling which is not yet complete.

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: 2

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: 12

Total number of illicit discharges removed: 12

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

Illicit discharge at 58 Van Ness Rd was eliminated on 11/4/2022 and illicit discharge at Oliver Rd/Staunton Rd manhole was eliminated 11/11/2022.

Employee Training

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

An employee training regarding the IDDE program and SSOs was conducted during this reporting period on April 4, 2023, and is intended to be held annually in the future for DPW Employees.

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:

Site plan reviews included 6 residential and 1 commercial property.

MCM5: Post-Construction Stormwater Management in New Development and Redevelopment**Ordinance or Regulatory Mechanism**

Date update was completed (due in year 3):

Website of ordinance or regulatory mechanism:

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 identified potential updates to rules and regulations regarding street design and parking lots to be implemented in future years. These recommendations include improving requirements for parking lots to be consistent with low-impact development, allow for use of stormwater BMPs in curb design, and incorporate stormwater treatment to reduce phosphorus loading in the ROW.

Green Infrastructure Report

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

The Green Infrastructure Report was completed in Year 5. Potential updates were identified to improve Belmont's current regulations to promote green infrastructure practices.

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 Retrofit Property Inventory was developed during Year 5. Top 5 sites include: 95 Washington Street (W L Chenery Middle School), 10 Claflin Street (Claflin Street Parking Lot), 121 Orchard Street (Roger E Wellington Elementary School), 90 White Street (Daniel Butler Elementary School), 310 Trapelo Road (Pequossette Park/ VFW Post 1272 Parking Lot)

Below, list all properties that have been modified or retrofitted with BMPs to mitigate impervious area that were inventoried as part of 2.3.6.d of the permit. Non-MS4 owned properties that have been modified or retrofitted with BMPs to mitigate impervious area may also be listed, but must be indicated as non-MS4.

Two parcels, the Viglirolo Skating Rink and Belmont Public Library, are currently being redeveloped and will include stormwater retrofits (currently in design)

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:

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:

Additional Information

Monitoring or Study Results

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

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

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

Additional Information

Optional: Enter any additional information relevant to your stormwater management program implementation during the reporting period. Include any BMP modifications made by the MS4 if not already discussed above. If any of the above year 5 requirements could not be completed due to the impacts of COVID-19, please identify the requirement that could not be completed, any actions taken to attempt to complete the requirement, and reason the requirement could not be completed below:

Activities Planned for Next Reporting Period

Please confirm that your SWMP has been, or will be, updated to comply with all applicable permit requirements including but not limited to the year 6 requirements summarized below. (Note: impaired waters and TMDL requirements are not listed below)

Yes, I agree ☒

Annual Requirements

- Annual report submitted and available to the public
- Annual opportunity for public participation in review and implementation of SWMP
- Keep records relating to the permit available for 5 years and make available to the public
- Properly store and dispose of catch basin cleanings and street sweepings so they do not discharge to

receiving waters

- Annual training to employees involved in IDDE program
- Update inventory of all known locations where SSOs have discharged to the MS4
- Continue public education and outreach program
- Update outfall and interconnection inventory and priority ranking and include data collected in connection with the dry weather screening and other relevant inspections conducted
- Implement IDDE program
- Review site plans of construction sites as part of the construction stormwater runoff control program
- Conduct site inspection of construction sites as necessary
- Inspect and maintain stormwater treatment structures
- Log catch basins cleaned or inspected
- Sweep all curbed streets at least annually
- Continue investigations of catchments associated with Problem Outfalls
- Implemented SWPPPs for all permittee owned or operated maintenance garages, public works yards, transfer stations, and other waste handling facilities
- Review inventory of all permittee owned facilities in the categories of parks and open space, buildings and facilities, and vehicles and equipment; update if necessary
- Review O&M programs for all permittee owned facilities; update if necessary
- Implement all maintenance procedures for permittee owned facilities in accordance with O&M programs
- Implement program for MS4 infrastructure maintenance to reduce the discharge of pollutants
- Enclose all road salt storage piles or facilities and implemented winter road maintenance procedures to minimize the use of road salt
- Review as-built drawings for new and redevelopment to ensure compliance with post construction bylaws, regulations, or regulatory mechanism consistent with permit requirements
- Inspect all permittee owned treatment structures (excluding catch basins)
- Identify additional permittee-owned properties that could potentially be modified or retrofitted with BMPs to reduce impervious areas so that the permittee maintains a minimum of 5 sites in their inventory, until such a time when the permittee has less than 5 sites remaining

Provide any additional details on activities planned for permit year 6 below:

Part V: Certification of Small MS4 Annual Report 2023

40 CFR 144.32(d) Certification

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, I certify that the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Name:

Patrice Garvin

Title:

Town Administrator

Signature:

Date:

9/29/23

[Signatory may be a duly authorized representative]

Note: When prompted during signing, save the document under a new file name.

Annual Report Submission

Please submit the form electronically via email to both EPA and MassDEP by clicking on one of the links below or using the email addresses listed below. Please ensure that all required attachments are included in the email and not attached to this PDF.

EPA: stormwater.reports@epa.govMassDEP: Stormwater.DEP@mass.gov

Paper Signature:

If you did not sign electronically above, you can print the signature page by clicking the button below.

[Print Signature Page](#)

Optional: If you did not sign electronically above, you may lock the form by clicking the "Lock Form" button below which will prompt you to save the locked version of the form. Save this locked version under a new file name.

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