

Year 3 Annual Report
Massachusetts Small MS4 General Permit
Reporting Period: July 1, 2020-June 30, 2021

Please DO NOT attach any documents to this form. Instead, attach all requested documents to an email when submitting the form

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, 2020 and June 30, 2021 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 (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)			
<input checked="" type="checkbox"/> Bacteria/Pathogens	<input checked="" type="checkbox"/> Chloride	Nitrogen	<input checked="" type="checkbox"/> Phosphorus
Solids/ Oil/ Grease (Hydrocarbons)/ Metals			
TMDL(s)			
<i>In State:</i>	Assabet River Phosphorus	<input checked="" type="checkbox"/> Bacteria and Pathogen	Cape Cod Nitrogen
	Charles River Watershed Phosphorus	Lake and Pond Phosphorus	
<i>Out of State:</i>	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.

Year 3 Requirements

- Inspected and screened all outfalls/interconnections (excluding Problem and Excluded outfalls)
- Updated outfall/interconnection priority ranking based on the information collected during the dry weather inspections as necessary
- Post-construction bylaw, ordinance, or other regulatory mechanism was updated and adopted consistent with permit requirements

Optional: If you would like to describe progress made on any incomplete requirements listed above, provide any additional information, and/or if any of the above year 3 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:

-Dry Weather Outfall Screening: The Town initially identified 1033 outfalls and 44 interconnections in its GIS mapping. After several site inspections, it was determined that many of these outfalls were actually culverts and a desktop exercise using the Town's roadway and culvert mapping layers was performed to re-designate the mislabeled outfalls as culverts as appropriate. This reduced the number of outfalls to 821. The Town has attempted to inspect all 865 known stormwater outfalls and interconnections within the urbanized area during dry weather. 87 of these could not be found or accessed. The upgradient catch basin or manhole was inspected for 54 of the 87 not found/accessed outfalls. The remaining 33 not found/accessed will be revisited when vegetation is down in Year 4 to again attempt to find the outfall. If it still cannot be located, proxy inspections of the closest upgradient structure will be performed.

-Updated Outfall Priority Ranking: A new prioritization table and map was created.

-Post-Construction Bylaw and Regulations: The Town updated its Stormwater Management and Erosion

Control Regulations to meet the requirements of the MS4 Permit. The amended regulations were approved on May 11, 2021.

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 website:
- × Properly stored and disposed of catch basin cleanings and street sweepings so they did not discharge to receiving waters
- × Provided training to employees involved in IDDE program within the reporting period
- × All curbed roadways were swept at least once within the reporting period
- × Updated system map due in year 2 as necessary
- × 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, provide any additional information, and/or if any of the above annual 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:

Street Sweeping frequency - Every road is swept at least twice per year. Main Street Business District is swept at least 3 times per week.

Stormwater BMPs - 4 oil/water/sand separators were inspected. 3 were found to be in need of maintenance and were cleaned and vacuumed on 6/30/2021. The other was vacuumed out. The Town is working on inspecting its remaining stormwater BMPs.

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

** 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:

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

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 is part of the Greenscapes North Shore Coalition, a collaborative of municipalities and partner organizations, focusing on stormwater and watershed related issues. Specifically, Greenscapes provides outreach and education to support municipal compliance with the MS4 Stormwater and other water-related regulatory requirements. Greenscapes coalition distributed a graphic with natural alternatives to harsh road salt that was sent in a February newsletter and distributed a video 'More Isn't Always Better' relating to salt use in February 2021.

A Salt Reduction Plan was prepared in June 2021 and will be fully implemented by the end of Year 5. The Town of Andover is working to incorporate a bylaw under Part II: By-Laws, Article XII Miscellaneous Bylaws that outlines regulations governing salt storage at commercial and industrial properties. The updated Stormwater Management and Erosion Control Regulations amended 5/11/2021 require new development or redevelopment projects discharging to a chloride impaired waterbody to include measures in their O&M Plan to minimize salt usage or to use alternative deicing materials and practices.

The Town tracks salt use by date and truck load. The Town used 5,493.2 tons of solid sodium chloride this reporting period.

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)

Potential structural BMPs

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.

- The BMP information is attached to the email submission
- The BMP information can be found at the following website:

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:

Street Sweeping - Every road is swept at least twice per year. Main Street Business District is swept at least 3 times per week.

Potential structural BMPs - Town-owned BMPs have been inventoried. Phosphorus loads and removals from existing BMPs have not yet been calculated. These estimates will be performed in conjunction with the development of a Phosphorus Source Identification Plan in Year 4.

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 Final 2016 Integrated List of Waters wincluded the following new or removed impairments and/or TMDLs in Andover since the NOI was submitted:

- Rogers Brook (MA83-04) covered under existing TMDL for E.Coli (previously only fecal coliform) and turbidity impaired was removed.
- Shawsheen River (MA83-18) covered under existing TMDL for E.Coli (previously only fecal coliform) and mercury in fish tissue impairment removed
- Shawsheen River (MA83-19) covered under existing TMDL for E.Coli (previously only fecal coliform) and DO impairment removed
- Unnamed Tributary to Meadow Brook, known as "Pinnacle Brook" (MA83-15) covered under existing TMDL for E.Coli (previously only fecal coliform)

The Town also updated its list of outfalls and receiving waters as new outfalls were found during the dry weather screening. The inspection results are attached to this annual report and a list and updated prioritization are also kept with the Town's IDDE Plan.

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: Yard Waste

Message Description and Distribution Method:

Recycling and Trash Guide posted on website, available for pickup at Library, Water Treatment Plant, Town Offices and the Municipal Services Building, and mailed upon request. The Recycle Guide is also handed out with recycle bins for new residents. The Recycling and Trash Guide also contains tips to keep storm drains clean, including no dumping, proper disposal of yard wastes, fertilizer and pesticide use, car washing, and septic tank pumping. A NC Clean Water Education Partnership post with infographics on handling yard waste was reposted on the Town's Facebook page on 7/22/2020. Messages on the Town's leaf collection program were posted on Facebook and Twitter on 10/5/2020, 10/14/2020, and 10/29/2020.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

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: Rain Barrels

Message Description and Distribution Method:

Targeted Audience:

Responsible Department/Parties: DPW

Measurable Goal(s):

Posted on Facebook

Message Date(s): 8/5/2020, 8/8/2020

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:

To raise awareness of runoff and options for keeping it on site.

BMP: Reduce Water Waste

Message Description and Distribution Method:

Andover DPW released a message on sprinklers and turning them to spray landscapes instead of hardscapes on Twitter and Facebook on 8/10/2020.

Targeted Audience: Residents

Responsible Department/Parties: DPW

Measurable Goal(s):

Posted on Twitter and Facebook

Message Date(s): 8/10/2020

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:

To promote conservation of water and raise awareness of where it goes when it hits an impervious surface.

BMP: Pet Waste Outreach

Message Description and Distribution Method:

Pet waste literature is distributed with dog license paperwork when issued and made available at the Town Clerk's office for distribution to residents who visit the Town Office to purchase dog licenses. The literature is posted on the Town website. Scoop the poop signage with pet bylaw information is posted at public parks. A 'Scoop the poop' message was posted on the DPW's Facebook feed on 8/19/2020. DPW retweeted a BWSC tweet on the harms of dog waste on 10/16/2020. A reminder that new dog licenses are required was posted on Facebook and Twitter on 1/11/2021 with a link to the Town's by-law and Scoop the Poop flyer. The Scoop the

Poop flyer was again posted on Facebook on 3/4/2021, 3/23/2021, and 6/18/2021.

Targeted Audience: Residents

Responsible Department/Parties: DPW

Measurable Goal(s):

Continuously available on website; Posted on Social Media

Message Date(s): Continuously available, 8/19/2020, 10/16/2020, 1/11/2021, 3/4/2021, 3/23/2021, 6/18/2021

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: Stormwater Drain Outreach

Message Description and Distribution Method:

A message on clearing catch basins of leaves and debris with contact information for DPW for potentially clogged storm drains was posted on Facebook and Twitter on 9/29/2020. A message on proper disposal of face masks and other PPE was posted on Facebook and Twitter on 12/10/2020. A message on adopting storm drains was posted on Facebook and Twitter on 12/18/2020. A "Help the Melt" message was tweeted on 12/24/2020.

Targeted Audience: Residents

Responsible Department/Parties: DPW

Measurable Goal(s):

Posted on Social Media

Message Date(s): Continuously available; 9/29/2020, 12/10/2020, 12/18/2020, 12/24/2020

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: National Public Works Week

Message Description and Distribution Method:

A message on National Public Works Week was posted on Facebook on 5/17/2021. The message outlines the

work Public Works performs to help maintain a community's strength by working together to provide an infrastructure of services in transportation, water, wastewater, stormwater management, public parks and grounds, forestry management, vehicle and equipment maintenance, and solid waste services.

Targeted Audience: Residents

Responsible Department/Parties: DPW

Measurable Goal(s):

Posted on Facebook

Message Date(s): 5/17/2021

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:

To raise awareness of public works duties for maintaining various infrastructure.

BMP: Greenscapes Coalition Videos for Residents

Message Description and Distribution Method:

The Town is a member of the Greenscapes Coalition and contains a link to the Greenscapes website on its Stormwater Management webpage. Greenscapes messages for residents released during this reporting period included two versions of a video titled 'What Not to Flush,' a video titled 'The World Beneath Our Feet' (about grass growth with various fertilizers) a video titled 'Crumpled Watershed Activity' (to demonstrate concept of watershed and what runoff could collect), a video titled 'Groundwater Exploration Activity' (to demonstrate how behaviors on land can affect water quality) , a salt smart video titled 'More Isn't Always Better', a video titled 'Fowl Water' by ThinkBlueMA, a webinar titled 'Pesticides 101', and social media posts on pet waste, proper septic maintenance, sustainable landscaping and yard maintenance, keeping storm drains clear, and salt alternatives

Targeted Audience: Residents

Responsible Department/Parties: Greenscapes Coalition and ThinkBlueMA

Measurable Goal(s):

Reported by Greenscapes:

What Not to Flush (version 1) - 200 views on Vimeo, 1343 people reached on Facebook

What Not to Flush (version 2) - 14 views on Youtube, 15 views on Vimeo

The World Beneath Our Feet - 76 views on Vimeo, 200 people reached on Facebook

Crumpled Watershed Activity - 13 views on Youtube, 18 views on Vimeo

Groundwater Exploration Activity - 106 views on Youtube, 8 views on Vimeo

Salt Smart - 10 people reached on Greenscapes Facebook

Fowl Water Video - 678,448 impressions in Greenscapes region

Reported by Greenscapes:

What Not to Flush (version 1) - posted by Greenscapes on April 21, 2020

What Not to Flush (version 2) - posted by Greenscapes on Youtube November 23, 2020

Message Date(s): The World Beneath Our Feet - posted by Greenscapes on May 26, 2020
 Crumpled Watershed Activity - posted by Greenscapes on Youtube November 23, 2020
 Salt Smart - posted on Greenscapes social media Feb. 11, 2021
 Fowl Water Video - advertisement run from May 17 to June 2, 2021

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: Greenscapes Coalition Messages for Industry

Message Description and Distribution Method:

The Town is a member of the Greenscapes Coalition and receives their educational messages and newsletters. Distribution of a one page "brochure" designed for industrial audiences that details BMPs for industrial sites, and the importance of keeping waste like salts, heavy metals, oils and other hazardous materials out of our surface waters. the brochure is available on the Greenscapes website and was sent to municipal staff in the Greenscapes newsletter.

Targeted Audience: Industrial facilities

Responsible Department/Parties: Greenscapes Coalition

Measurable Goal(s):

Link to Greenscapes Coalition on Town website.

Message Date(s): Posted on Greenscapes website. Sent to municipal staff October 1, 2020

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: Greenscapes School Program - Keeping Water Clean

Message Description and Distribution Method:

Distribution of virtual classroom materials that engage 5th grade students in several activities/experiments designed to raise their stormwater and water conservation awareness. Students learn what a watershed is, what stormwater, groundwater and wastewater are, how they can negatively or positively affect those water systems and how they can become better stewards of their watershed(s). Materials include 3 "chapters" of watershed learning in the form of powerpoints, videos, hands-on experiments, quizzes and more. All materials are available on the Greenscapes website and were shared directly with 5th grade educators throughout the region.

Targeted Audience: Residents

Responsible Department/Parties: Greenscapes Coalition

Measurable Goal(s):
Sent to 113 teachers in the Greenscapes region

Message Date(s): Sent to teachers on January 29, 2021 and resent on February 22, 2021

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:
The Keeping Water Clean program is normally conducted in person at individual schools.

BMP:Annual Water Quality Report

Message Description and Distribution Method:
The annual Water Quality Report made available in May 2021 includes the following messages:
-Stormwater management tips on lawn care, recycling, auto care, pet waste
-Water conservation tips on lawn care and gardening

Targeted Audience: Residents, Businesses, institutions and commercial facilities

Responsible Department/Parties: DPW

Measurable Goal(s):
Distributed to all water customers.

Message Date(s): May 2021

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:
The annual water report is provided to all Town water customers allowing for wide distribution of various messages geared towards promoting good water quality.

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:**

SWMP Plan for Download - The Town has posted the SWMP Plan on Town website.

Greenscapes provided information to school teachers to incorporate into the classroom as outlined under MCM1.

Watershed Organization Involvement - Conservation Director has partnered with the Shawsheen River Watershed Association (SRWA) and the Shawsheen Greenway/Andover Trails collective, and the Merrimack River Watershed Council. Conservation Director meets with Watershed groups and discusses stormwater concerns. Volunteers from the Shawsheen River Watershed Association and other groups check outfalls into the river and work to pinpoint areas not in compliance. These areas are investigated by the Conservation staff.

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

Optional: Provide additional status information regarding your map:

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 outfall screening data is attached to the email submission
- The outfall screening data can be found at the following 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:

Outfall inspections continued into July 2021 this year. To date, the Town attempted to inspect all 865 known stormwater outfalls (includes 1 new outfall located during inspections) and interconnections within the urbanized area during dry weather. Note that some culverts originally mapped as outfalls were also inspected during this time, but are not included in these numbers as they were removed as outfalls through a desktop exercise to differentiate outfalls from culverts. Of the 865 stormwater outfalls and interconnections that were attempted to be inspected, 766 outfalls were located, 12 were determined to not be an outfall (e.g., inlet or culvert not removed through desktop exercise), and 87 could not be found or accessed. Proxy inspections of the closest upgradient structure were performed for 54 of the 87 outfalls that could not be found or accessed. The remaining 33 require another visit when the vegetation is down during Year 4. Flows were found at 145 outfall/proxy structure locations. Results of inspections are attached.

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 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 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:

Outfall discharges that exceeded the Permit requirements for likely sewage input are considered high priority for further investigation.

Employee Training

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

IDDE and SWPPP training was performed on 6/24/2021 and included background information on stormwater pollution, MS4 requirements, illicit discharge program requirements and investigations, general good housekeeping practices, and the SWPPP for the DPW facility. Attendees included members from Highway Department, Engineering Department, Facilities Department, and Water and Sewer Division.

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

Number of site plan reviews completed:

Number of inspections completed:

Number of enforcement actions taken:

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

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

As-built Drawings

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

Number of as-built drawings received:

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

Street Design and Parking Lots Report

Describe the status of the street design and parking lots assessment due in year 4 of the permit term, including any planned or completed changes to local regulations and guidelines:

N/A, to be completed during Permit Year 4.

Green Infrastructure Report

Describe the status of the green infrastructure report due in year 4 of the permit term, including the findings and progress towards making the practice allowable:

N/A, to be completed during Permit Year 4.

Retrofit Properties Inventory

Describe the status of the inventory, due in year 4 of the permit term, of permittee-owned properties that could be modified or retrofitted with BMPs to mitigate impervious areas and report on any properties that have been modified or retrofitted:

The Town completed an inventory of its permittee-owned properties. Merrimack Valley Planning Commission (MVPC) is working on identifying properties and retrofit opportunities for these facilities. This will be completed in Permit Year 4.

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:

Removed surface debris around catch basin grates.

Three formal written SWPPP inspections were performed in Permit Year 3, however, informal inspections are performed routinely by staff as part of operations when the facility is open.

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 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:

COVID-19 Impacts

Optional: If any of the above year 3 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 4 requirements summarized below. (Note: impaired waters and TMDL requirements are not listed below)

Yes, I agree

- Develop a report assessing current street design and parking lot guidelines and other local requirements within the municipality that affect the creation of impervious cover
- Develop a report assessing existing local regulations to determine the feasibility of making green infrastructure practices allowable when appropriate site conditions exist
- Identify a minimum of 5 permittee-owned properties that could potentially be modified or retrofitted with BMPs to reduce impervious areas

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)

Provide any additional details on activities planned for permit year 4 below:

Part V: Certification of Small MS4 Annual Report 2021

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]