

**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>

<b>Impairment(s)</b>			
<input checked="" type="checkbox"/> Bacteria/Pathogens	<input type="checkbox"/> Chloride	<input type="checkbox"/> Nitrogen	<input checked="" type="checkbox"/> Phosphorus
<input type="checkbox"/> Solids/ Oil/ Grease (Hydrocarbons)/ Metals			
<b>TMDL(s)</b>			
<i>In State:</i>	<input type="checkbox"/> Assabet River Phosphorus	<input checked="" type="checkbox"/> Bacteria and Pathogen	<input type="checkbox"/> Cape Cod Nitrogen
	<input type="checkbox"/> Charles River Watershed Phosphorus	<input type="checkbox"/> Lake and Pond Phosphorus	
<i>Out of State:</i>	<input type="checkbox"/> Bacteria/Pathogens	<input type="checkbox"/> Metals	<input type="checkbox"/> Nitrogen
			<input type="checkbox"/> Phosphorus
<input type="button" value="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:

It was determined a SWPPP would not be required for the new DPW/Rec Department facility at 10 Great Meadow but one will be developed for the facility at 1-3 Great Meadow Road, which is planned for completion by late 2022.

### 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:

Updates to the Stormwater Bylaw were approved by Town Meeting in May 2021. It was still with the Attorney General's office by the end of the permit year.

## **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:

Reached out to all residents with possible septic systems and removed several from the list; all received information about the importance of maintenance.

## **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:

None of the recent stormwater upgrades could be categorised as the Best Management Practices listed in Appendix F Attachment 3, so Phosphorus removal was not tracked this year.

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

One sewer overflow happened when a pipe broke in November 2020. We have no estimate of the volume released as the flow had stopped when the remnants were observed.



### 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:

Vine Brook (MA83-06 in Burlington) now impaired for DO and TSS and not for Fecal coliform.

Long Meadow Brook (MA83-11 In Burlington) now has a TMDL for E. coli.

Sandy Brook (MA83-13 in Burlington) now has a TMDL for E.coli.

Shawsheen River (MA83-17 outside Burlington) now impaired for E. Coli and for DO.

Lubbers Brook (MA92-05 outside Burlington) now impaired for E. Coli and DO but not for non-native plants or siltation

Ipswich River (MA92-06 outside Burlington) now impaired for DO.

Maple Meadow Brook (MA92-04 outside Burlington) now impaired for DO.

The Mystic River Watershed, which extends into the southeastern portion of the Town of Burlington, received an Alternative TMDL for Phosphorus in 2020. Burlington was already listed as a municipality that discharges to waterbodies that are impaired due to phosphorus, or their tributaries.

## 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:(E) Stormwater Infiltration Program**

Message Description and Distribution Method:

Conduct program to encourage on-site stormwater infiltration and provide general stormwater facts to the public, using website, local media, social media, Town events.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Rain barrels:

Sold 25 rain barrels in 2021 before rain barrel company ran out of stock.

Conservation Tweeted about rain barrel sale on March 19, 2021

(5 retweets, 9 likes, 1622 impressions, 2 media views, 163 total engagements)

Conservation Retweeted BCAT's post about our rain barrel sale on March 10

(2 retweets, 4 likes)

Conservation Tweeted reminder on March 18 about rain barrel sale

(1 retweet, 2 likes, 2 comments, 187 impressions, 12 engagements)

Conservation posted on Facebook re availability of rain barrels on March 2.

(971 people reached, 37 engagements, 1 share, 1 like)

Conservation posted reminder on Facebook on April 7 to order rain barrels.

(117 people reached, 64 engagements, 3 shares, 3 likes.)

Conservation posted on Facebook that rain barrels were sold out on April 23.

(1154 people reached, 52 engagements, 2 shares.)

DPW reposted about rain barrels sold out on April 28.

(2 comments.)

Other education:

On behalf of the members of the Mystic River Watershed Stormwater Education Collaborative (MyWRA), Think Blue Massachusetts ran an educational advertising campaign from May 17th to June 4th, 2021.

Burlington garnered 9,817 impressions on Facebook/Instagram; 24,988 impressions on the YouTube ad in English and 4,276 impressions on the YouTube ad in Spanish.

At the request of MyWRA, Burlington Cable Access Television played the Think Blue Rubber Duckies PSA 40 times.

MyWRA, the stormwater coalition to which Burlington belongs, posted a report on what young people think

of stormwater pollution on their website in March 2021 which got 163 views.  
MyWRA posted a webinar about reducing stormwater pollution on April 28, 2021 that got 24 views.

Conservation posted on Facebook on December 21 encouraging residents to clear stormdrains ahead of snowstorm (75 people reached, 5 engagements, 2 likes, 1 share).

Similar post on February 8 (reached 175 people, 12 engagements, 4 likes, 3 shares).

DPW reposted Conservation post on February 9. (9 comments and 5 likes).

Conservation uploaded video about porous paving to YouTube channel on Oct 5. (2 views).

MyRWA shared social media post to facebook on Oct 19. (270 views)

Conservation retweeted Central Mass Stormwater coalition's tweet about rain and pollution on March 19.

Conservation posted on Facebook on April 22 encouraging residents to join Keep Massachusetts Beautiful. 44 people reached, 0 engagements.

Conservation retweeted on June 29 that trash in stormwater goes into waterways tweet by LennyTheLifeguard (1 retweet)

Conservation tweeted on July 6 and 7 about a water saving class using native plants (4 retweets, 5 likes (1 like for retweet), 212 Impressions, 4 engagements, 31 media views)

Conservation tweeted video on July 13 of Stormwater intern demonstrating the stormwater system in Burlington

(1 retweet, 4 likes, 817 Impressions, 23 engagements)

DPW posted about Conservation investigating the stormwater system on July 17.

(3 likes and 7 comments)

BCAT tweet about the stream cleaning team video on September 15, Conservation retweeted

(1 like, 5 retweets)

Conservation tweeted video on August 17 about Stream Cleaning Team in Burlington

(2 retweets, 9 likes)

Conservation retweeted Burlington Parks & Rec on August 19 tweet about keeping parks clean

(4 retweets of original and 7 likes)

Conservation retweeted BCAT's post on September 15 about stream-cleaning team in Burlington

(1 retweet, 5 likes)

Message Date(s): July, Aug, Sept 2020. March, April 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:

We are engaging more through social media than envisioned when NOI submitted.

**BMP:(K) Phosphorus Runoff Reduction - Grass**

## Message Description and Distribution Method:

Distribute annual message in Spring encouraging proper use of and disposal of grass clippings and proper use of slow-release and phosphorus-free fertilizer.

Targeted Audience: Residents

Responsible Department/Parties: DPW & Conservation

## Measurable Goal(s):

Conservation posted Mystic River WaterShed Association tip on Facebook on May 21 about keeping grass clippings out of stormdrains.

(1388 people reached, 45 engagements, 2 shares, 4 likes.)

Retweeted Central Mass Stormwater Coalition tweet about fertilizer on lawns and gardens on March 18.

MyRWA made social media post to Facebook page about grass clippings on 7/4/2020 that got 228 views.

MyRWA made social media post to Facebook page about replacing lawns on 7/15/2020 that got 368 views

Message Date(s): March, May 2021, July 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:(L) Phosphorus Reduction - Leaves**

## Message Description and Distribution Method:

Distribute annual message in Fall encouraging proper disposal of leaves.

Targeted Audience: Residents

Responsible Department/Parties: DPW & Conservation

## Measurable Goal(s):

Conservation tweeted on October 31 about raking leaves  
(3 retweets, 7 likes, 568 impressions, 34 engagements)

Conservation retweeted on November 6 about raking leaves  
(2 retweets, 4 likes, 1006 impressions, 23 engagements)

Conservation retweeted BCAT's tweet on October 29 about yard waste pickup

DPW posted on Facebook on March 17 about upcoming Spring Yard Waste Collection

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: (I) Dog Waste Reduction & (J) Owner Education**

Message Description and Distribution Method:

Distributed regulatory notice containing information about the importance of picking up dog waste to dog owners with new licences or renewals.  
Social media posts encouraging residents to pick up after their dogs.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Issued 1500 notices to dog owners.  
Conservation tweeted on August 5 clean water tip about scooping poop. Later retweeted (5 retweets, 4 likes, 662 impressions, 35 total engagements).  
Conservation retweeted Burlington Parks & Rec on Aug 19 tweet about keeping parks clean (4 retweets of original and 7 likes)  
Conservation posted MyRWA tip on facebook about scooping poop on June 15. (45 people reached. 1 engagement, 1 like). (MyRWA post on July 17, 2020 got 455 views and MyRWA post on June 22, 2021 got 298 views)  
Conservation posted an employee-made PSA about picking up after dogs on facebook on May 5. (69 people reached, 8 engagements, 1 share and 3 likes. YouTube video got 29 views).  
  
Conservation posted clean water tip re scooping poop on Facebook on August 5. (129 people reached, 8 engagements, 2 likes, 1 share)  
  
Still no dog poop bags in Erin Lane wetland following installation of dog waste signs in 2019.

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: (B) Salt/de-icing use and storage**

## Message Description and Distribution Method:

Develop and distribute salt/de-icing use and storage information.

Targeted Audience: Residents

Responsible Department/Parties: Conservation, DPW

## Measurable Goal(s):

Conservation posted MyRWA post about minimizing salt and de-icer use on Facebook on January 7. (33 people reached, 1 engagement) DPW reposted (3 comments, 9 reactions). Post to MyRWA Facebook page on December 30, 2020 got 1088 views.

Message Date(s): December 2020, January 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:

Comprehensive salt/de-icing materials use and storage brochure was distributed to commercial property owners in year 2. This was supplementing that message.

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 Stormwater Management Plan (SWMP) is posted in the stormwater management page (here: <https://www.burlington.org/329/Stormwater-Management-Program>), which is linked from both the Conservation and DPW pages. The Stormwater Management page had 145 page views between the inception of a new Town website in November 2020 and July 2021.

All documentation required in the SWMP, including all brochures produced for public education and outreach, the IDDE Plan and training materials, and all Operations and Maintenance Procedures and Standard Operating Procedures required for the Good Housekeeping MCM are available on the Stormwater management 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:**

Proposed changes to the Stormwater Bylaw went before Town Meeting in May 2021. The Conservation Department provided a video presentation describing the stormwater system and management in Burlington, which was available to Town Meeting members and interested members of the public. The video got 44 views on YouTube and was presented to 126 Town Meeting members.

Household Hazardous Waste Days were held on September 12, 2020 garnering 400 cars/households and on May 1, 2021, enticing 585 cars/households. No informational material was distributed this year due to Covid restrictions.

Rain Barrels were offered to residents. Supplies ran out so only 26 were sold in Spring 2021. Rain barrels were previously offered in 2019.

### **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:*

MS4 system mapping is about 95% complete.

#### **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:

All outfalls observed to have dry weather flow have been sampled, provided they were flowing at the time of sampling.

### **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:

Surface and mapping investigation following e. coli exceedences at 2 neighboring outfalls revealed that wildlife is accessing the stormwater system and likely contributing to the levels measured.

### **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:

### **Employee Training**

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

Four summer staff were trained in IDDE detection and stormwater screening and sampling procedures in June/July 2020.  
 Refresher IDDE/Good housekeeping training provided to 7 Parks & Rec maintenance employees on 10/14/20.  
 Refresher IDDE/Good housekeeping training provided to 18 DPW (7 Water & Sewer, 11 Highway) employees on 10/27/20.

### **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:

270 inspections were on 37+ properties with Stormwater/Erosion Control permits;  
 245 inspections of 59 properties with wetland permits.

### **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:

One set of as-built drawings was for a project permitted only under the Stormwater Bylaw. The other 9 were for projects permitted under the Wetlands Protection Act and Burlington Wetlands Bylaw with stormwater management regulated under the Burlington Erosion & Sedimentation Control Bylaw.

### **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:

Assessment not yet commenced. Will be done in 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:

Assessment not yet commenced. Will be done in 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:

Assessment not yet commenced. Will be done in 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:

419 catchbasins cleaned in 2020/21 by an outside contractor; 1,939 cleaned in-house. All were inspected in Year 3 but none yet observed to be more that 50% full during two consecutive inspection/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:

Inspector asked for accumulating sediment between jersey barrier and stormdrain to be removed in report issued on 09/29/20 and it was addressed by 01/02/20 and new hay bales were added.

## **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:

Stormwater management improvements in town include:  
 construction of a new DPW/Rec Department facility at 10 Great Meadow Road with deep-sump catch basins, stormceptors and infiltration units on a site that previously had no stormwater management;  
 replacement of a municipal parking lot at 61 Center Street with a reduction in impervious surface and installation of 2 new deep-sump catchbasins and a stormceptor;  
 reconstruction of a parking lot at 114 Winn Street (Marshall Simonds Middle School) including replacing barrel block structures with 4 deep-sump catchbasins and a reduction in impervious surface;  
 reconstruction of parking lots at 70 Mill Street (Rahanis Park) including managing stormwater from both lots in grassed swales and a reduction in impervious surface (since project ended after June 30, Phosphorus reduction will be reported in next annual report);  
 installation of 1500 feet of sidewalk on Terrace Hall Avenue, pitched to a grass-covered stone trench.

### **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]*