

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	Chloride	Nitrogen	<input checked="" type="checkbox"/> Phosphorus
	<input checked="" type="checkbox"/> 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:

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:

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:

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:

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
- × 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:

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:

As part of the development of its IDDE Program, the Town associated each outfall with a receiving waterbody based on a desktop review of GIS and available engineering plans. As evidence indicated, a subset of the Town's outfalls were designated as non-MS4.

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:1-1 Canton Stormwater Website

Message Description and Distribution Method:

Maintain Stormwater Management page (www.cantonstormwater.org) for the Town of Canton: Post SWMP, Links to Neponset Stormwater Partnership, and provide link and/or phone number to report stormwater complaints

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Post SWMP and links to Neponset Stormwater Partnership and link and/or phone number to report stormwater complaints.

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:1-2 Fall Leaf Litter Message, Businesses

Message Description and Distribution Method:

Distribute messaging on leaf litter (annually in September-October) for phosphorus reduction. This specific BMP is part of compliance with phosphorus impairments.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

At least 50 clicks or 75 businesses reached.

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:1-3 Fall Leaf Litter Message, Residents

Message Description and Distribution Method:

The posts were shared on the following social media accounts/groups: Canton Planning Board, Everything Canton, Canton Bulletin Board, and Canton Walk, Bike, Hike Committee. Flyers were shared with the Selectboard's Office and the Conservation Committee. Information was shared with a local newspaper, The Canton Citizen, for use as an online article and in an upcoming edition (approximately 1000 subscribers). Flyers were also shared with the Canton Association of Business and Industry for inclusion in their newsletter (approximately 90 subscribers). Copies of the flyer were also left at the Town Hall entryway for visitors to see and take.

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:1-4 Annual Pet Waste License Messaging

Message Description and Distribution Method:

Distribute annual messaging on pet waste to dog owners via dog license renewal. This specific BMP is a part of compliance with the bacteria and pathogen TMDL and phosphorus impairments. In this permit year, Canton distributed messaging developed by Neponset Stormwater Partnership about stormwater and dog waste on Facebook (Everything Canton and Canton Bulletin Groups), Twitter, and the Canton Citizen (local newspaper with approximately 3,000 subscribers).

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:1-5 Spring Grass Clipping/Fertilizer Message, Businesses

Message Description and Distribution Method:

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:1-6 Spring Grass Clipping/Fertilizer Message, Residents

Message Description and Distribution Method:

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Publish in the Canton Citizen (approximately 3,000 households in Canton), post on Town of Canton Facebook and Twitter.

Message Date(s): April, 2021

Message Completed for: Appendix F Requirements Appendix H Requirements X

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

If yes, describe why the change was made:

BMP:1-11 Septic System Maintenance Messaging

Message Description and Distribution Method:

Distribute septic system maintenance information. This BMP is part of compliance with the bacteria and pathogen TMDLs.

Targeted Audience: Residents/Septic System Owners

Responsible Department/Parties: Neponset Stormwater Partnership

Measurable Goal(s):

A rack card was designed and sent to 100% of addresses in the Town as a bill stuffer.

Message Date(s): March, 2021

Message Completed for: Appendix F Requirements Appendix H Requirements X

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

If yes, describe why the change was made:

BMP:1-16 Electronic Messaging Distribution (ABOVE MINIMUM REQUIREMENT)

Message Description and Distribution Method:

Distribute electronic messaging developed by Southeast Regional Stormwater Coalition. "Think Blue" educational campaign focused on stormwater pollution from motor oil, pet waste, and trash.

Targeted Audience: Residents, Businesses

Responsible Department/Parties: Southeastern Regional Stormwater Coalition/IT Manager

Measurable Goal(s):

Post link to "Think Blue" campaign on Town stormwater website. In total, 37,019 interactions with people in Canton via social media were recorded.

Message Date(s): May 17, 2021 - June 30, 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:

Above minimum requirement

BMP:1-17 School Education Program (ABOVE MINIMUM REQUIREMENT)

Message Description and Distribution Method:

Prepared a Zoom/Google Meet watershed education presentation for 5th grade students. Curriculum covered drinking water and stormwater infrastructure, local water resources, wastewater systems, water conservation, and stormwater pollution prevention techniques. Curriculum was designed and adapted with input from teachers in participating schools and aligned with the MA 5th grade science curriculum standards. The program was delivered at the individual classroom level over the course of two 60-minute online visits by a watershed educator.

Targeted Audience: Residents, Students

Responsible Department/Parties: Neponset Stormwater Partnership

Measurable Goal(s):

Reach at least 80% of households with 5th grade students and receive 100% positive feedback from participating classroom teachers. During the 2020-2021 school year a total of 118 classrooms (across the watershed, not only in Canton) representing over 2,000 families received digital visits from watershed educators. Feedback from teachers was overwhelmingly positive.

Message Date(s): 2020-2021 School Year

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:**

SWMP is publicly available every year, with an update posted on the Town website (www.cantonstormwater.org) by July 15. A note inviting comment on the SWMP is present on the website. Annual Reports are also posted yearly on the website. The Town website includes a link to the NSP website (www.yourcleanwater.org) and stormwater concern hotline: <https://yourcleanwater.org/report/>.

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:**

Held household hazardous waste day on 8/22/2020. 208 Vehicles counted dropping off waste.

Participated/Sponsored the following activities by the Neponset Stormwater Partnership:

River Clean Up Days: 9/28/20 - Approximately 300 volunteers working at 12 sites (throughout watershed, including in Canton) removed 10 tons of trash/debris. 4/17/21 - Approximately 400 volunteers working at 16 sites (throughout watershed, including in Canton) removed 28 tons of trash/debris.

Volunteer Water Quality Monitoring Program: Volunteer quality monitoring program consisting of 41 sites and approximately 60 volunteers. Program is operated under a DEP/EPA approved QAPP.

Regional Water Quality Forum: Conducted a virtual presentation on the results from the 2020 Volunteer Water Quality Monitoring Program. Presentation was also posted on Youtube and broadcast daily by Canton Community TV at 7:00 AM, 1:00 PM, and 7:00 PM daily from 1/21/21 – 1/27/21.

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:

<https://cantonshare.syncedtool.com/shares/folder/sOR5keG8BjZ/>

*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:

Following outfall screening, outfall rankings were reprioritized based on monitoring data.

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:

Employee Training

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

IDDE Training (11/19/21) - Town Engineer conducted environmental sampling/monitoring and field work safety training for Engineering Division staff.

IDDE Training (2/2/21) - Neponset Stormwater Partnership conducted IDDE awareness training with Canton Conservation Department staff.

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:

Construction site plan review, inspections, and enforcement actions conducted by the Canton Conservation Department.

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:

In progress. To be complete for Year 4 Annual Report.

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:

In progress. To be complete for Year 4 Annual Report.

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:

In progress. To be complete for Year 4 Annual Report.

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 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:

The attached report contains results from annual sampling performed by the Nesponset Stormwater Partnership Community Water Monitoring Network. Eight sites in Canton were sampled for Escherichia coli (E.coli), total phosphorus, pH, dissolved oxygen, and temperature once per month between May and October.

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:

Only 3 SWPPP inspections were performed at the Bolivar Street DPW Garage. This was due to an outbreak of COVID-19 within the Canton Highway Department and the public health measures associated with containing it.

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]