

Year 5 Annual Report

Massachusetts Small MS4 General Permit

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

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

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

Part I: Contact Information

Name of Municipality or Organization:

EPA NPDES Permit Number:

Primary MS4 Program Manager Contact Information

Name: Title:

Street Address Line 1:

Street Address Line 2:

City: State: Zip Code:

Email: Phone Number:

Stormwater Management Program (SWMP) Information

SWMP Location (publicly available web address):

Date SWMP was Last Updated:

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

Part II: Self-Assessment

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

Impairment(s)

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

TMDL(s)

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

Out of State: Bacteria/Pathogens Metals Nitrogen Phosphorus

Clear Impairments and TMDLs

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

Annual Requirements

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

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

- Updated inventory of all permittee owned facilities as necessary
- O&M programs for all permittee owned facilities have been completed and updated as necessary
- Implemented all maintenance procedures for permittee owned facilities in accordance with O&M programs
- Implemented program for MS4 infrastructure maintenance to reduce the discharge of pollutants
- Inspected all permittee owned treatment structures (excluding catch basins)

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

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

Annual Requirements

*Public Education and Outreach**

- Annual message was distributed encouraging the proper management of pet waste, including noting any existing ordinances where appropriate
- Permittee or its agents disseminated educational material to dog owners at the time of issuance or renewal of dog license, or other appropriate time
- Provided information to owners of septic systems about proper maintenance in any catchment that discharges to a water body impaired for bacteria
 - This is not applicable because there are no septic systems present

** Public education messages can be combined with other public education requirements as applicable (see Appendix H and F for more information)*

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

Phosphorus (Combination of Impaired Waters Requirements and TMDL Requirements as Applicable)

Annual Requirements

*Public Education and Outreach**

- Distributed an annual message in the spring (April/May) encouraging the proper use and disposal of grass clippings and encouraging the proper use of slow-release and phosphorus-free fertilizers
- Distributed an annual message in the summer (June/July) encouraging the proper management of pet waste, including noting any existing ordinances where appropriate
- Distributed an annual message in the fall (August/September/October) encouraging the proper disposal of leaf litter

** Public education messages can be combined with other public education requirements as applicable (see Appendix H and F for more information)*

Good Housekeeping and Pollution Prevention for Permittee Owned Operations

- Increased street sweeping frequency of all municipal owned streets and parking lots subject to Permit part 2.3.7.a.iii.(c) to a minimum of two times per year (spring and fall)

Structural BMPs

- Completed the evaluation of all permittee owned properties identified as presenting retrofit opportunities or areas for structural BMP installation under permit part 2.3.6.d or identified in the Phosphorus Source Identification Report, including: *(select the items of the evaluation that have been completed below)*

- Next planned infrastructure, resurfacing, or redevelopment activity planned for the property (if applicable) OR planned retrofit date
- Estimated cost of redevelopment or retrofit BMPs
- Engineering and regulatory feasibility of redevelopment or retrofit BMPs

- Completed a listing of planned structural BMPs and a plan and schedule for implementation
 - The BMP list and implementation schedule is attached to the email submission
 - The BMP list and implementation schedule can be found at the following publicly available website:

Schedule for implementation has not yet been determined. At least one structural BMP will be installed by the end of Permit Year 6.

- Any structural BMPs already existing or installed in the regulated area by the permittee or its agents was tracked and the phosphorus removal by the BMP was estimated consistent with Attachment 3 to Appendix F. The BMP type, total area treated by the BMP, the design storage volume of the BMP, and the estimated phosphorus removed in mass per year by the BMP were documented.

- No BMPs were installed
- The above referenced BMP information is attached to the email submission
- The above referenced BMP information can be found at the following publicly available website:

The Town of Chelmsford does not currently have any impaired water bodies with an approved TMDL for phosphorus. The Town does have direct discharges to water bodies that are impaired for phosphorus or that are tributary to water bodies that are impaired for phosphorus without an approved TMDL. Appendix H requires the Town to track and estimate the amount of phosphorus removed by structural BMPs installed as a result of the retrofit inventory conducted as a part of the Phosphorus Source Identification Report. As required by the permit, at least one structural BMP must be installed by the end of Permit Year 6. Appendix H does not require permittees to estimate the amount of phosphorus removed by existing structural BMPs -- that is only a requirement for permittees discharging to a waterbody with an existing TMDL for phosphorus and therefore not applicable to Chelmsford. However, once the Town begins installation of structural BMPs as identified in their Phosphorus Source Identification Report, the Town will track and estimate the phosphorus removed by each BMP consistent with Attachment 3 to Appendix F.

Total estimated phosphorus removed in **lbs/year** from the installed BMPs: 0

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

BMP retrofit opportunities have been identified, but implementation has not yet be scheduled

Solids, Oil and Grease (Hydrocarbons), or Metals

Annual Requirements

Good Housekeeping and Pollution Prevention for Permittee Owned Operations

- Increased street sweeping frequency of all municipal owned streets and parking lots to a schedule that targets areas with potential for high pollutant loads
 - The street sweeping schedule is attached to the email submission
 - The street sweeping schedule can be found at the following publicly available website:

All streets are swept in the Fall and in the Spring. Some roads get swept 3 times a year, as needed.

- 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:

<https://www.townofchelmsford.us/DocumentCenter/View/16380/Table-1---Changes-to-Impaired-Waters-Since-NOI---Year-5>

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:Social Media Post

Message Description and Distribution Method:

Shared an informational post to the DPW Facebook page regarding septic systems

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

According to Facebook analytics, our posts reach an average of 2,000 people

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:Social media Post

Message Description and Distribution Method:

Shared post to DPW Facebook page regarding leaf litter and fall landscaping maintenance

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

According to Facebook analytics, our posts reach an average of 2,000 people

Message Date(s): 8/26/23

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:Cable TV PSA

Message Description and Distribution Method:

Ran Stormwater PSA on cable TV encouraging proper leaf and fall landscaping maintenance and sharing information about the upcoming Nov 2022 yard waste collection event

Targeted Audience: Residents

Responsible Department/Parties: DPW

Measurable Goal(s):

Hundreds of views

Message Date(s): September - November

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:Social Media Post

Message Description and Distribution Method:

Shared Central Massachusetts Regional Stormwater Coalition post regarding leaves and yard waste maintenance to DPW Facebook page

Targeted Audience: All

Responsible Department/Parties: DPW

Measurable Goal(s):

According to Facebook analytics, our posts reach an average of 2,000 people

Message Date(s): 11/2/23

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: Educational Mailer

Message Description and Distribution Method:

Sent out mailer with Septic System Maintenance Information to every address in Chelmsford that is not connected to sewer. Additional brochures available at DPW and Board of Health

Targeted Audience: Residents

Responsible Department/Parties: DPW

Measurable Goal(s):

110 brochures mailed

Message Date(s): 1/30/2023

Message Completed for: Appendix F Requirements Appendix H Requirements

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

If yes, describe why the change was made:

BMP: Yard Waste and Brush Drop-Off Events

Message Description and Distribution Method:

Posted Yard Waste Flyer, encouraging proper disposal of leaf litter and advertising free residential leaf and brush drop-off events (Nov 2022 and May 2023), on Chelmsford DPW Facebook page and during cable TV PSAs

Targeted Audience: Residents

Responsible Department/Parties: DPW

Measurable Goal(s):

November 2022 - 18.7 tons collected
May 2023 - 9.6 tons collected

Message Date(s): November 2022 and May 2023

Message Completed for: Appendix F Requirements Appendix H Requirements

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

If yes, describe why the change was made:

BMP:Social Media Post

Message Description and Distribution Method:

Shared post from Think Blue Massachusetts encouraging soil testing and proper use of fertilizers to DPW Facebook page

Targeted Audience: Businesses, institutions and commercial facilities; Residents

Responsible Department/Parties: DPW

Measurable Goal(s):

According to Facebook analytics, our posts reach an average of 2,000 people

Message Date(s): 3/3/2023

Message Completed for: Appendix F Requirements Appendix H Requirements

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

If yes, describe why the change was made:

BMP:Cable TV PSA

Message Description and Distribution Method:

Ran Stormwater PSA on cable TV encouraging the proper use and disposal of grass clippings, the proper use of slow-release and phosphorous-free fertilizers, and picking up after pets

Targeted Audience: All

Responsible Department/Parties: DPW

Measurable Goal(s):

Hundreds of views

Message Date(s): April - June

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:Social Media Post

Message Description and Distribution Method:

Shared informational flyer for businesses and commercial properties regarding proper management of landscape waste and use of slow release and low phosphorus fertilizer to the DPW Facebook page

Targeted Audience: Businesses, institutions and commercial facilities

Responsible Department/Parties: DPW

Measurable Goal(s):

According to Facebook analytics, our posts reach an average of 2,000 people

Message Date(s): 4/3/23

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:Social Media Post

Message Description and Distribution Method:

posted on DPW Facebook regarding proper disposal of grass clippings and yard waste. Also informed about upcoming leaf and brush drop off event

Targeted Audience: Residents

Responsible Department/Parties: DPW

Measurable Goal(s):

According to Facebook analytics, our posts reach an average of 2,000 people

Message Date(s): 4/5/23

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:Social Media Post

Message Description and Distribution Method:

Shared post regarding upcoming leaf and brush drop-off event with information regarding yard waste as a stormwater pollutant

Targeted Audience: Residents

Responsible Department/Parties: DPW

Measurable Goal(s):

According to Facebook analytics, our posts reach an average of 2,000 people

Message Date(s): 4/10/23

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:Social Media Post

Message Description and Distribution Method:

Shared post regarding pet waste to DPW Facebook page

Targeted Audience: All

Responsible Department/Parties: DPW

Measurable Goal(s):

According to Facebook analytics, our posts reach an average of 2,000 people

Message Date(s): 6/26/23

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:5th Grade Presentation

Message Description and Distribution Method:

Gave EnviroScape watershed lesson to all 5th graders at Parker Middle School & McCarthy Middle School

Targeted Audience: Residents

Responsible Department/Parties: DPW

Measurable Goal(s):

Approx 400 students

Message Date(s): 10-25-10/26/22 & 11/21-11/22/22

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:Social Media Post

Message Description and Distribution Method:

Shared post from Westminster DPW regarding commercial BMPs for Stormwater Pollution Prevention

Targeted Audience: Businesses, institutions and commercial facilities; developers

Responsible Department/Parties:

Measurable Goal(s):

According to Facebook analytics, our posts reach an average of 2,000 people

Message Date(s): 3/7/23

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:Erosion Control

Message Description and Distribution Method:

Distribute information about erosion control requirements to all developers who get building permits, trench permits, sewer permits or road opening permits. Developers are required to sign an Erosion Control Agreement prior to being issued a permit

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Number of agreements signed and ultimately how many construction sites have adequate erosion control installed. 25 agreements signed during reporting period

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:

MCM2: Public Participation

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

Public announcement that the Stormwater Management Plan is publicly available and looking for comments. Posted on Town Website NEWS FLASH, Town Facebook, and DPW Facebook 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:**

Opportunity to purchase residential rain barrel and compost bins
Free leaf and yard waste disposal events.

5th grade Enviroscope presentations
Earth Week Town Wide Clean Up Event

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:

DPW has been performing ongoing mapping efforts to more accurately depict our infrastructure.

Screening of Outfalls/Interconnections

If conducted, please submit any outfall monitoring results from this reporting period. Outfall monitoring results should include the date, outfall/interconnection identifier, location, weather conditions at time of sampling, precipitation in previous 48 hours, field screening parameter results, and results from all analyses. Please also include the updated inventory and ranking of outfalls/interconnections based on monitoring results.

- No outfalls were inspected
- The above referenced outfall screening data is attached to the email submission
- The above referenced outfall screening data can be found at the following publicly available website:

<https://www.townofchelmsford.us/DocumentCenter/View/16381/Outfall-Interconnections-Screening-Log-Year-5>

*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:

The DPW has been unable to locate some outfalls and previously unmapped outfalls have been discovered

during our ongoing mapping efforts.

Catchment Investigations

If conducted, please submit all data collected during this reporting period as part of the dry and wet weather investigations. Also include the presence or absence of System Vulnerability Factors for each catchment.

- No catchment investigations were conducted
- The catchment investigation data is attached to the email submission
- The catchment investigation data can be found at the following publicly available website:

*Below, report on the number of catchment investigations completed **during this reporting period.***

Number of catchment investigations completed this reporting period:

*Below, report on the percent of catchments investigated **to date.***

Percent of total catchments investigated:

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

Initial catchment delineations have been mapped and System Vulnerability Factors have been assigned to each catchment. Refined catchment investigations and 3 watershed assessments in areas with current flooding issues are ongoing

IDDE Progress

If illicit discharges were found, please submit a document describing work conducted over this reporting period, and cumulative to date, including location source; description of the discharge; method of discovery; date of discovery; and date of elimination, mitigation, or enforcement OR planned corrective measures and schedule of removal.

- No illicit discharges were found
- The illicit discharge removal report is attached to the email submission
- The illicit discharge removal report can be found at the following publicly available website:

*Below, report on the number of illicit discharges identified and removed, along with the volume of sewage removed **during this reporting period.***

Number of illicit discharges identified:

Number of illicit discharges removed:

Estimated volume of sewage removed: gallons/day

*Below, report on the total number of illicit discharges identified and removed to date. At a minimum, report on the number of illicit discharges identified and removed **since the effective date of the permit (July 1, 2018).***

Total number of illicit discharges identified:

Total number of illicit discharges removed:

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

Employee Training

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

Annual employee IDDE Training performed to Stormwater Division

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:

5 active construction sites, each inspected a minimum of once a week

Enforcement Action: Silt fence and sock fixed at 9/13 Acton Rd

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

Ordinance or Regulatory Mechanism

Date update was completed (due in year 3):

Website of ordinance or regulatory mechanism:

As-built Drawings

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

Number of as-built drawings received:

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

Street Design and Parking Lots Report

Below, describe any changes made or planned to be made to local regulations and guidelines based on the report completed in Year 4:

Zoning Bylaw, Town Code Chapter 195; Subdivision of Land Regulations, Town Code Chapter 202; Site Plan and Special Permit Regulations and Procedures were found to address the creation of impervious cover in Chelmsford. All 3 regulatory mechanisms have been updated in accordance to the Street Design and Parking Lots Report.

The Street Design and Parking Lots Report is located here: <https://www.townofchelmsford.us/DocumentCenter/View/15945/Chelmsford-Street-Design-and-Parking-Lots-Report>

Green Infrastructure Report

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

Relevant bylaws and regulations have been amended accordingly to allow the use of green infrastructure practices.

Retrofit Properties Inventory

Below, list remaining permittee-owned properties that could be modified or retrofitted with BMPs to mitigate impervious areas (must maintain a minimum of 5 sites in inventory until less than 5 sites remain):

Raymond and Ruthellen Road
 Pendleton Road
 Industrial Ave
 State Street and Sands Place
 State Street and Noble Dr
 Clarissa Rd
 Chelmsford Public Library
 Bartlett St Traffic Island

Overlook Drive at Cranberry Lane
 Chelmsford Police Department (2-4 Olde North Road)
 McCarthy Middle School (230-250 North Road)
 Bel Air Drive and Danforth Lane
 Lantern Lane
 Vincent Rd and Julio St

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

None of the town-owned properties have yet been modified, planning retrofit for Year 6.

Nabnasset Drive subdivision installed detention basin, pocket wetland and stormwater detention system
 12 Technology Dr installed 3 infiltration systems

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:

Although prioritization is still underway, catch basins in high sediment areas are cleaned more frequently. Catch basin cleaning in prior years have been reported using estimates from the Superintendent. This year, tracking has been done completely with reporting logs for each catch basin and our total number of town-owned catch basins has been refined due to ongoing mapping efforts. Our goal is to clean 100% of the catch basins annually. In year 6 we are switching to tracking/inspection software to improve tracking efforts further.

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: [Select Units]
- Weight of material removed: [Select Units]

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:

No corrective actions taken during this reporting period.

Additional Information

Monitoring or Study Results

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

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

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

Additional Information

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

Activities Planned for Next Reporting Period

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

Yes, I agree

Annual Requirements

- Annual report submitted and available to the public
- Annual opportunity for public participation in review and implementation of SWMP
- Keep records relating to the permit available for 5 years and make available to the public
- Properly store and dispose of catch basin cleanings and street sweepings so they do not discharge to receiving waters
- Annual training to employees involved in IDDE program
- Update inventory of all known locations where SSOs have discharged to the MS4
- Continue public education and outreach program
- Update outfall and interconnection inventory and priority ranking and include data collected in connection with the dry weather screening and other relevant inspections conducted
- Implement IDDE program
- Review site plans of construction sites as part of the construction stormwater runoff control program
- Conduct site inspection of construction sites as necessary
- Inspect and maintain stormwater treatment structures
- Log catch basins cleaned or inspected
- Sweep all curbed streets at least annually
- Continue investigations of catchments associated with Problem Outfalls
- Implemented SWPPPs for all permittee owned or operated maintenance garages, public works yards, transfer stations, and other waste handling facilities
- Review inventory of all permittee owned facilities in the categories of parks and open space, buildings and facilities, and vehicles and equipment; update if necessary
- Review O&M programs for all permittee owned facilities; update if necessary
- Implement all maintenance procedures for permittee owned facilities in accordance with O&M programs
- Implement program for MS4 infrastructure maintenance to reduce the discharge of pollutants
- Enclose all road salt storage piles or facilities and implemented winter road maintenance procedures to minimize the use of road salt
- Review as-built drawings for new and redevelopment to ensure compliance with post construction bylaws, regulations, or regulatory mechanism consistent with permit requirements
- Inspect all permittee owned treatment structures (excluding catch basins)

- Identify additional permittee-owned properties that could potentially be modified or retrofitted with BMPs to reduce impervious areas so that the permittee maintains a minimum of 5 sites in their inventory, until such a time when the permittee has less than 5 sites remaining

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

Using SAMIS tracking/inspection software to more accurately track asset management
Expand IDDE training to entire DPW staff.
Expand yard waste program to a 5x a year curbside program and initiate curbside preferred-rate composting program

Part V: Certification of Small MS4 Annual Report 2023

40 CFR 144.32(d) Certification

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

Name:

Paul E. Cohen

Title:

TOWN MANAGER

Signature:

Paul E. Cohen

Date:

9-27-23

[Signatory may be a duly authorized representative]